



# Baptisms at St. Timothy

Thank you for your interest in baptizing your child at St. Timothy Catholic Church. Attached you will find information, requirements, and application for Baptism. Kindly read the entire packet. Once you have obtained all the necessary documents, contact the parish office to schedule an appointment to turn in your documents, donation, and select the date for your child's Baptism. The date of the Baptism is dependent on a complete application. Feel free to contact the office for any questions or guidance as needed.

*Gracias por su interés en bautizar a su hijo/a en la Iglesia Católica St. Timothy. Adjunto encontrará información, requisitos y solicitud para el Bautismo. Por favor lea el paquete completo. Una vez que haya obtenido todos los documentos necesarios, comuníquese con nuestra oficina para fijar una cita para entregar sus documentos, donación y seleccionar la fecha del Bautismo de su hijo(a). La fecha del Bautismo depende de que haya completado y entregue todos los documentos. No dude en ponerse en contacto con nosotros si tiene alguna pregunta u necesita información adicional.*

All Baptisms need to be coordinated 6 weeks in advance at the parish office.

*Todos los Bautismos deben coordinarse con 6 semanas de anticipación en la oficina parroquial.*

## PRIVATE BAPTISMS / BAUTIZOS PRIVADOS

Private Baptisms are celebrated on most Saturdays at  
9:00 AM, 10:00 AM, 1:00 PM, 2:00 PM, and 3:00 PM.

An anticipated donation of \$300 is requested.

Parents and godparents need to arrive 15 minutes prior to the ceremony.

*Los Bautizos Privados se celebran los sábados a las  
9:00 AM, 10:00 AM, 1:00 PM, 2:00 PM, and 3:00 PM.*

*Se anticipa una donación de \$300.*

*Los padres y padrinos deben de llegar 15 minutos antes de la hora reservada para la ceremonia.*

## COMMUNAL BAPTISMS / BAUTIZOS COMUNITARIOS

Communal Baptisms are celebrated at 2:00PM:

Every 2nd Sunday of the month in Spanish

Every 4<sup>th</sup> Sunday of the month in English

Parents and godparents need to arrive 15 minutes prior to the ceremony.

An anticipated donation of \$100 is requested.

Los Bautizos Comunitarios se celebran a las 2:00PM:

Cada 2do domingo del mes en español

Cada 4to domingo del mes en ingles

*Los padres y padrinos deben de llegar 15 minutos antes de la hora reservada para la ceremonia.*

*Se anticipa una donación de \$100.*

## PRE-BAPTISMAL CLASSES / CLASES PRE-BAUTISMAL

Parents and godparents are required to attend a Pre-Baptismal Class. Classes are held at St. Timothy in English once monthly and in Spanish once monthly on Saturdays at 9:00AM in LaCerra B Hall. Contact the parish office to find the next available date and register for the class. Pre-registration is required.

*Los padres y padrinos necesitan participar en una clase pre-bautismal. Las clases se llevan a cabo en St. Timothy los sábados a las 9:00 AM en el salón de LaCerra B. Comuníquese con la oficina parroquial para encontrar la próxima fecha disponible y registrarse para la clase. La inscripción es requerida para asistir a la clase.*



# Baptism Requirements

- Both parents must request the Sacrament of Baptism for their child by signing the Baptism Application and the Baptism Requirements forms.
- **Parents** At least one parent must be baptized Catholic and commit themselves to teaching the faith to their child. They must present the following documents:
  - Child's **Birth Certificate**
  - If parents are divorced or separated, they need to sign and complete the **Rights and responsibilities of Parents and Guardians of Students in Parish Faith Formation Programs Form**
  - If parents are not parishioners of St. Timothy, they need to present a **Permission Letter - Live Out of Boundaries Permission** from their parish granting permission for the child to be baptized at St. Timothy.
- **Godparents** are selected by the parents to assist them in the preparation for the sacrament and helping the child fulfill the baptismal promises by helping the child grow in the faith. There should be two godparents, one male and one female godparent (or just one).

It is understood that the parents will select godparents who:

- Lead a life of faith in harmony with the role to be undertaken and are active in a Catholic parish
- Is older than 16 years of age
- Has received the three Catholic Sacraments of Initiation: Baptism, Eucharist, and Confirmation
- Is living their Christian vocation as a single person, or as a validly married person (married in the Catholic Church)

The parents must turn in the following documents for each godparent:

- **Sponsor letter** (from Catholic Parish where they practice their faith and signature of the pastor providing permission for them to be a Baptism sponsor)
- **If there is no sponsor letter, then submit the following documents:**
  - **Baptism Certificate**
  - **Confirmation Certificate**
  - **Catholic marriage certificate** (If married, must be in Catholic faith)

- Parents and godparents must attend a Baptism Preparation Class

## PARENT'S AGREEMENT

We understand and agree to the aforementioned requirements and request for our child,

\_\_\_\_\_, to be baptized at St. Timothy Catholic Church.

\_\_\_\_\_  
Mother's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Father's signature

\_\_\_\_\_  
Date

# Baptism Application – Saint Timothy Church

Today's Date \_\_\_\_\_ Parish Family # \_\_\_\_\_

Child's Full Legal Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Place of Birth (town, city, country) \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

## PARENT INFORMATION

Father's Name \_\_\_\_\_ Religion \_\_\_\_\_

Phone Cell \_\_\_\_\_ Phone Work \_\_\_\_\_

Email \_\_\_\_\_

Mother's Maiden Name \_\_\_\_\_ Religion \_\_\_\_\_

Phone Cell \_\_\_\_\_ Phone Work \_\_\_\_\_

Email \_\_\_\_\_

Parent's Marital Status

Married in the Catholic Church Name of Church \_\_\_\_\_

Married Civilly only  Divorced  Separated  Single (living alone)

If not married by the Catholic Church, would you like information regarding the Sacrament of Matrimony  Yes

## GODPARENT INFORMATION

Godfather's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ Phone Cell \_\_\_\_\_

Religion \_\_\_\_\_ Home Parish \_\_\_\_\_

Sacraments Received:  Baptism  Communion  Confirmation  Holy Matrimony

Godfather's Civil Status

Married in the Catholic Church Name of Church \_\_\_\_\_

Married Civilly only  Divorced  Separated  Widow  Single (living alone)

Godmother's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ Phone Cell \_\_\_\_\_

Religion \_\_\_\_\_ Home Parish \_\_\_\_\_

Sacraments Received:  Baptism  Communion  Confirmation  Holy Matrimony

Godmother's Civil Status

Married in the Catholic Church Name of Church \_\_\_\_\_

Married Civilly only  Divorced  Separated  Widow  Single (living alone)

*Both parents consent to have the child named above Baptized into the Roman Catholic Church at Saint Timothy.*

\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Mother's Signature

## OFFICE USE

Application accepted by: \_\_\_\_\_

Instruction:  Parents  Godparents

Date of Baptism \_\_\_\_\_

Time \_\_\_\_\_  English  Spanish

Name of Priest / Deacon presiding \_\_\_\_\_ Signature \_\_\_\_\_

Recorded: \_\_\_\_\_

In database: \_\_\_\_\_

Certificate: \_\_\_\_\_



# Baptism Preparation Class Registration Form

Contact the parish office for available class dates/times.

Class Date \_\_\_\_\_

English

Spanish

## CHILD INFORMATION

Child's Name \_\_\_\_\_

Date of Baptism \_\_\_\_\_

Church and  
City of Baptism \_\_\_\_\_

Parent's Contact phone # \_\_\_\_\_

## REGISTRATION FOR CLASS

Fill out the information only for those who will be attending the class.

Mother's Name \_\_\_\_\_ Phone \_\_\_\_\_

Father's Name \_\_\_\_\_ Phone \_\_\_\_\_

Godmother's Name \_\_\_\_\_ Phone \_\_\_\_\_

Godfather's Name \_\_\_\_\_ Phone \_\_\_\_\_

*The godparents must provide proof that they have received the Sacraments of Initiation  
and must lead a life of faith in harmony with the role to be undertaken.*



# Baptism Sponsor Letter

## BAPTISM SPONSOR REQUIREMENTS

This form is to be filled out and signed by the sponsor and the sponsor's Pastor and have the seal of the parish.

- I. Insofar as possible, a person to be baptized is to be given a sponsor who assists an adult in Christian initiation or together with the parents presents an infant for baptism. A sponsor also helps the baptized person to lead a Christian life in keeping with baptism and to fulfill faithfully the obligations inherent in it. (Can. 872)
- II. There is to be only one male sponsor or one female sponsor or one of each. (Can. 873)
- III. 1. To be permitted to take on the function of sponsor a person must:
  1. be designated by the one to be baptized, by the parents or the person who takes their place, or in their absence by the pastor or minister and have the aptitude and intention of fulfilling this function
  2. be a Catholic who has been confirmed and has already received the most holy sacrament of the Eucharist and who leads a life of faith in keeping with the function to be taken on;
  3. not be bound by any canonical penalty legitimately imposed or declared;
  4. not be the father or mother of the one to be baptized.
2. A baptized person who belongs to a non-Catholic ecclesial community is not to participate except together with a Catholic sponsor and then only as a witness of the baptism. (Can. 874)

## GODPARENT PROMISE CERTIFICATE

For the Baptism of \_\_\_\_\_  
(Print Full Name of Child to be Baptized)

I \_\_\_\_\_, affirm that, as a registered and participating member of  
(Print Full Name of Godparent)

\_\_\_\_\_ Parish Envelope # \_\_\_\_\_  
(Print parish of Godparent)

I understand that as a godparent I am to live a life in harmony with the nature of this responsibility, meaning:

- I have received the three Catholic Sacraments of Initiation: Baptism, Eucharist, and Confirmation.
- I am at least 16 years old.
- I regularly participate in the Sunday Mass and give witness to the faith by receiving the Eucharist regularly.
- I am living my Christian vocation as a single person, or as a validly married person (married by the Catholic Church).
- I actively strive to live out my commitment to Christ and to the community life of the Church by my loving response to those with whom I come in contact daily.
- I will give support to the person I am sponsoring by prayers and by the Christian example of my daily life. I will help him/her be faithful to the Catholic faith.
- I will attend a Pre-Baptismal Class and the celebration of the Order of Baptism.
- I understand that being chosen as a godparent is a lifetime commitment to be a faithful witness of the Catholic way of life to the individual I am called to serve.

Sponsor's Signature \_\_\_\_\_ Phone \_\_\_\_\_

Sponsor's Address \_\_\_\_\_ Email \_\_\_\_\_

This is to certify that the above-named Sponsor is a Catholic in good standing.

\_\_\_\_\_  
Signature of Pastor

\_\_\_\_\_  
Date

Parish Seal