



Holy Spirit Parish  
 1070 N Texas St. Fairfield, CA 94533  
 (707) 425-3138 EXT 501  
 Fax (707) 425-2029 (Attn: Jo-Ann Bradley)

**INFANT BAPTISM PROCEDURE**

1. This packet contains all the information you will need to have your child Baptized in Holy Spirit Parish.
2. Read the “Welcome” and the “Choosing A Godparent For Your Child” documents in the packet.
3. Complete ALL the forms in the packet. Obtain photocopies of required documents as specified in the packet.
4. Return the completed forms and pay the registration fee at the parish office.
5. Register for one of the scheduled baptismal classes.
6. Schedule your child’s Baptism with the Baptism Coordinator after completion of the class.

2019 Baptismal Class Schedule (English) – 1 <sup>st</sup> Saturday 12:00 PM												
Baptism Classes are held at 1070 North Texas Street in Room D												
	Jan 5	Feb 2	Mar 2	Apr 6	May 4	Jun 1	Jul 6	Aug 3	Sep 7	Oct 5	Nov 2	Dec 7
2019 Rite of Baptism for Infants Schedule (English) – 1 <sup>st</sup> and 3 <sup>rd</sup> Saturdays 10:00 AM												
	Jan 5	Feb 2	Mar 2	Apr 6	May XXX	Jun 1	Jul 6	Aug 3	Sep 7	Oct 5	Nov 2	Dec 7
	Jan 19	Feb 16	Mar 16	Apr XXX	May 18	Jun 15	Jul 20	Aug 17	Sep 21	Oct 19	Nov 16	Dec 21



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## Infant Baptism Information and Welcome

### Welcome

**Congratulations, you are a parent!** The Lord has blessed you and our parish with a beautiful gift – your child. You have played an important part in God's plan of creation, and with Him have given life to a new member of His family. The Baptism of your child provides an opportunity to examine your own Catholic Christian life and spirituality and invites you to reflect on your hopes for your child. These hopes and values are expressed in the choices you make as a parent, the traditions you foster in your family and the habits and interest you cultivate in your child.

### Expectations

- This information is for children up to age 6. If your child is 7 years of age or older, please contact the Office of Faith Formation at (707) 425-9042
- Both parents and sponsors (godparents) must complete a Baptism preparation class. We will accept a certificate from another parish's Baptism preparation program or a certificate from an approved on-line Baptism preparation program as proof of completing a class.
- All forms must be completed and submitted, along with the registration fee, to the parish office at least two weeks prior to attending the baptismal preparation class. The registration fee is \$100. Parishioners who have been registered and contributing to the parish for at least six months will receive a \$50 discount.
- A baptismal date will be scheduled only after all forms and documentation have been reviewed with the Baptism Coordinator after the baptismal preparation class.
- Please **DO NOT** send out invitations, reserve a reception site, or make travel arrangements until a baptismal date is confirmed.
- Sponsors (godparents) **MUST** be **Catholic**, be **at least 16 years of age**, have received the sacraments of **Confirmation and Holy Communion**, and be **leading a life in accord with the Catholic Faith**.

### Documentation

- Registration and Parental Permission Form
- Sponsor Application Form(s)
- Photocopy of child's birth certificate or adoption papers
- Parent's Hope Form
- Baptismal Preparation Class Verification (if you attended a preparation program at another parish)
- Pastor Permission Letter (required only if you are having your child baptized here at Holy Spirit but are a member of another parish)



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**REGISTRATION AND PARENTAL PERMISSION**

**FOR OFFICE USE ONLY**

Child's Full Legal Name	_____	_____	_____	
	First	Middle	Last	
Date of Birth	_____	Birthplace	_____	_____
		City	State	
Father's Full Legal Name	_____			Catholic? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span>
	First	Middle	Last	
Mother's Full Legal Maiden Name	_____			Catholic? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span>
	First	Middle	Last	
Address	_____			
	Street	City	State	ZIP
Contact Info	_____		_____	
	Telephone(s)		Email	
Parent's Marriage	<input type="checkbox"/> Catholic <input type="checkbox"/> Other <input type="checkbox"/> Single			Registered in Holy Spirit Parish? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span> If "No", would you like to Register? <span style="float: right;">Yes <input type="checkbox"/> NO <input type="checkbox"/></span>

- Birth Certificate
- Parent Class
- Godparent Class
- Godparent Form(s)
- Registration Fee

**NOTE: If you are registered at another Catholic Parish, you must have written permission from your home parish to have your child baptized here at Holy Spirit.**

Parish where registered: \_\_\_\_\_  
Name City/State

Godfather* _____	<table border="0" style="width: 100%; font-size: small;"> <tr> <td style="text-align: center;">Sacraments</td> <td style="text-align: center;">Marital Status</td> </tr> <tr> <td><input type="checkbox"/> Baptism</td> <td><input type="checkbox"/> Catholic</td> </tr> <tr> <td><input type="checkbox"/> Confirmation</td> <td><input type="checkbox"/> Other</td> </tr> <tr> <td><input type="checkbox"/> Eucharist</td> <td><input type="checkbox"/> Single</td> </tr> </table>	Sacraments	Marital Status	<input type="checkbox"/> Baptism	<input type="checkbox"/> Catholic	<input type="checkbox"/> Confirmation	<input type="checkbox"/> Other	<input type="checkbox"/> Eucharist	<input type="checkbox"/> Single
Sacraments	Marital Status								
<input type="checkbox"/> Baptism	<input type="checkbox"/> Catholic								
<input type="checkbox"/> Confirmation	<input type="checkbox"/> Other								
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Godmother* _____	<table border="0" style="width: 100%; font-size: small;"> <tr> <td style="text-align: center;">Sacraments</td> <td style="text-align: center;">Marital Status</td> </tr> <tr> <td><input type="checkbox"/> Baptism</td> <td><input type="checkbox"/> Catholic</td> </tr> <tr> <td><input type="checkbox"/> Confirmation</td> <td><input type="checkbox"/> Other</td> </tr> <tr> <td><input type="checkbox"/> Eucharist</td> <td><input type="checkbox"/> Single</td> </tr> </table>	Sacraments	Marital Status	<input type="checkbox"/> Baptism	<input type="checkbox"/> Catholic	<input type="checkbox"/> Confirmation	<input type="checkbox"/> Other	<input type="checkbox"/> Eucharist	<input type="checkbox"/> Single
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<input type="checkbox"/> Eucharist	<input type="checkbox"/> Single								

*\*Please refer to the Choosing A Sponsor (Godparent) For Your Child document for the requirements of a Sponsor or Godparent*

*I (we) the undersigned parent(s) [guardian(s)] in having my (our) child baptized, make public profession of my (our) faith in Jesus Christ and His Church on earth. I (we) accept the responsibility of raising my (our) child as a practicing member of the Catholic Church and promise to share my (our) faith with my (our) child. I (we) understand and agree to completely fulfill all requirements and therefore, I (we) request and give permission to have my (our) child receive the Sacrament of Baptism*

Father: \_\_\_\_\_ Mother: \_\_\_\_\_

<b><u>For Office Use Only</u></b>	
Class Date: _____	Baptism Date: _____
Priest/Deacon: _____	

<b><u>Recorded</u></b>		
BK: _____	PG: _____	LN: _____
DATE: _____		
BY: _____		



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### **Parent's Hopes**

During the Rite of Baptism, you, the parents or legal guardians, will be asked "What do you ask of God's church for your child?" The usual response is "Baptism". Please answer the questions below to focus on what that means.

You will share these during the Baptism preparation class.

**How do you hope God will help your child throughout her/his life?**

**In what ways do you hope the church community will help your child throughout her/his life?**



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### Choosing A Sponsor (Godparent) For Your Child

Choosing a sponsor (godparent) for your child is an important decision. To help you in your selection the Catholic Church has very specific requirements of persons willing to accept the responsibilities of a sponsor. These requirements are found in the Church's Canon Law Numbers 872-874.

- 1 (Canon 872) A sponsor 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.
- 2 (Canon 873) There is to be only one male or one female sponsor or one of each.
- 3 (Canon 874) To be permitted to take on the function of sponsor a person must:
  - Have the aptitude and intention of fulfilling the function of a sponsor
  - Be at least sixteen years of age
  - Be a Catholic who has received the sacraments of Confirmation and Holy Communion and who leads a life of faith. \*\*
  - Not be the mother or father of the one to be baptized
- 4 (Canon 874) 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.

\*\* For a guide to “indispensable minimum” requirement, please refer to the Precepts of the Church as listed in the Catechism of the Catholic Church paragraphs 2042 and 2043.

- 1) Attend Mass on Sundays and Holy Days,
- 2) Confess your sins at least once a year,
- 3) Humbly receive Holy Communion at least during Easter Season,
- 4) Keep holy the Holy Days of Obligation,
- 5) Observe the prescribed days of fasting and abstinence.



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## Application for Male Sponsor (Godfather) for an infant Baptism

Name of Godchild

\_\_\_\_\_

First

\_\_\_\_\_

Last

Sponsor's Name

\_\_\_\_\_

First

\_\_\_\_\_

Last

Address

\_\_\_\_\_

Street/Apt

\_\_\_\_\_

City

\_\_\_\_\_

State

\_\_\_\_\_

ZIP

Contact

\_\_\_\_\_

Phone

\_\_\_\_\_

Email

### PLEASE READ THE FOLLOWING

The function of a sponsor is truly a ministry within the Catholic Church, not just an honor. The Purpose of a sponsor for both Baptism and Confirmation is to represent the Catholic Church to your godchild. Therefore, you are to be a **Catholic, over the age of sixteen** and must have received the sacraments of **Confirmation** and **Holy Communion** and be **living a life of faith**. Sponsors who take the place of parents are bound by the obligation to form their godchildren by word and example in faith and in the practice of Christian life (Canon Law 872-874)

### PLEASE INITIAL THE APPROPRIATE STATEMENTS

\_\_\_\_\_ I am at least sixteen years of age

\_\_\_\_\_ I have received the Sacraments of Baptism, Confirmation, and Holy Communion

\_\_\_\_\_ I have the aptitude and intention of fulfilling my role as a Sponsor (Godparent)

\_\_\_\_\_ I am living a life of Faith in accord with the Catholic Church \*\*

**I swear that the above information is true and correct**

Signature

Date

\_\_\_\_\_

\_\_\_\_\_

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C: \_\_\_\_\_



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## Application for Female Sponsor (Godmother) for an infant Baptism

Name of Godchild

\_\_\_\_\_

First

\_\_\_\_\_

Last

Sponsor's Name

\_\_\_\_\_

First

\_\_\_\_\_

Last

Address

\_\_\_\_\_

Street/Apt

\_\_\_\_\_

City

\_\_\_\_\_

State

\_\_\_\_\_

ZIP

Contact

\_\_\_\_\_

Phone

\_\_\_\_\_

Email

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\_\_\_\_\_ I am living a life of Faith in accord with the Catholic Church \*\*

**I swear that the above information is true and correct**

Signature

Date

\_\_\_\_\_

\_\_\_\_\_

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