



Immaculate Conception Church  
28297 Old Village Rd.  
P. O. Box 166  
Mechanicsville, MD 20659

## Baptism Preparation Sheet (For Children)

You want to have your child baptized? Then thank you for taking your faith seriously! The Catholic Church describes baptism as “the gateway to the sacraments” which frees us from sin, makes us members of God's family, and incorporates us into Christ's Church<sup>1</sup>. Baptism, while a joy-filled moment in a family's life, imparts a serious commitment on parents to raise their children in the faith as taught by Jesus Christ and His Church. The procedures here at Immaculate Conception Parish exist to help everyone better understand the solemn responsibilities and to assist families raise their children in the faith. Just as God entrusts you with providing for the physical necessities for your children, He also entrusts their spiritual welfare to you.

We baptize children whose families are registered and contributing members to Immaculate Conception Parish. Exceptions can be made for good reasons – please contact the rectory and discuss your situation with the pastor. We are not permitted to baptize children who are not members of our parish without the permission of the family's home pastor<sup>2</sup> – a letter granting us permission to perform the baptism from your home pastor will be required in these cases.

It is an ancient custom of the Church for godparents to be present for the baptism. These are people, usually chosen by the parents, who assist the parents in raising their child in the Catholic faith and help fulfill the spiritual obligations of the one baptized. Each child may have either one or two godparents. If there are two, there must be a godmother and a godfather (i.e., two godmothers or godfathers are *not* permitted)<sup>3</sup>.

At least one of the godparents must be Catholic; the other godparent must be Christian. The Catholic godparent(s) must meet the following requirements<sup>4</sup>:

- ⤴ They are at least 16 years old (exceptions can be made for a just cause).
- ⤴ They have received the three sacraments of initiation (Baptism, Confirmation and the Eucharist).
- ⤴ They practice their Catholic faith, namely:
  - They attend Mass on Sundays and Holy Days of Obligation,
  - They observe the prescribed days of abstinence and fasting,
  - They make use of the sacrament of confession at least once a year,
  - They receive the Eucharist at least once a year during Easter Season,
  - They contribute to the support of the Church,
  - They obey the laws of the Church concerning Matrimony.
- ⤴ They are not the father and mother of the baptized.
- ⤴ They are not bound by any canonical penalty legitimately imposed or declared.

If the godparent(s) are not registered here at I.C. Parish, they will need to obtain a sponsor certificate from their home parish; their parish can mail it directly here to the above address. If a Catholic sponsor cannot be found by the family, the pastor will obtain a volunteer from our Parish community to be the Catholic godparent.

If you would like to have your child baptized here at I.C. Parish, please fill out the back side of this form, along with any of the additional required forms (i.e., letters of permission and/or sponsor certificates) and return them to the rectory. Once everything is in order the pastor will schedule a mutually convenient time for a baptismal preparation class (it's about an hour long). Baptisms are scheduled after the completion of this preparation class. Baptisms are normally scheduled on the first Sunday of the month after the completion of the 11:00 am Mass, but if this is problematic then please discuss your situation with the pastor so another date and time can be arranged.

Thank you again for being faithful to Jesus and bringing your children to Him through the graces of baptism. If you have any questions please do not hesitate to contact the rectory. We look forward to working with you.

– *The clergy and staff of Immaculate Conception Parish*

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1 Code of Canon Law (CCL), no. 849  
2 CCL no. 862  
3 CCL no. 873  
4 CCL no. 874, §1

# Baptismal Registration Form

\*\*\* Please print your responses in ink. \*\*\*

Date filled out: \_\_\_\_\_

Family's surname: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Father's full name: \_\_\_\_\_

Father's religion: \_\_\_\_\_

Do you attend Mass Weekly? \_\_\_\_\_ Where? \_\_\_\_\_

Mother's full maiden name: \_\_\_\_\_

Mother's religion: \_\_\_\_\_

Do you attend Mass Weekly? \_\_\_\_\_ Where? \_\_\_\_\_

Marital Status:  Single  Married outside of the Church  
 Married in the Church  Divorced

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Are you registered in our Parish?**  Yes  No

- If yes, please go online and **UPDATE** your Parish Registration.
- If no, please go online and fill out a **NEW** registration.

Your child's full name: \_\_\_\_\_

Gender of your child:  Male  Female

Your child's date of birth: \_\_\_\_\_

Town your child was born in: \_\_\_\_\_

Was your child adopted?  Yes  No

Was your child privately baptized?  Yes  No

If Yes, then where and when? \_\_\_\_\_  
\_\_\_\_\_

\* **Godfather's full name:** \_\_\_\_\_

Is the godfather Catholic?  Yes  No

Is he registered in our Parish?  Yes  No

If not Catholic, what religion is he? \_\_\_\_\_

\* **Godmother's full name:** \_\_\_\_\_

Is the godmother Catholic?  Yes  No

Is she registered in our Parish?  Yes  No

If not Catholic, what religion is she? \_\_\_\_\_

Will godparents be present for Baptism?  Yes  No

If not, Name of Proxy:  
\_\_\_\_\_  
\_\_\_\_\_

**\* Please Note:** For any Godparent not registered at Immaculate Conception, please provide any Sponsor Certificates and/or Letters of Permission from the parish they attend with this form (or have them mailed directly here instead).

**Office use ONLY:**

Revised 6/10/2019

Baptismal preparation date and time: \_\_\_\_\_

**Baptism date and time:** \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Priest or Deacon performing Baptism: \_\_\_\_\_