THE SACRAMENT OF BAPTISM INFORMATION SHEET

(Please keep this page for your records)



201 S. Frederick Avenue Gaithersburg, Maryland 20877 301.990.3203 | parish@stmartinsweb.org https://www.stmartinsweb.org

St. Martin of Tours welcomes those parents who have made the decision to present their children to God through the Sacrament of Baptism in the Catholic Church. From the parents, they received their natural life, but now God the Father invites them to participate in His supernatural Life, making them His adopted sons and daughters.

To best help you in this process, we have prepared this information sheet. May God bless you and the Virgin Mary intercede for you.

Please read this letter <u>carefully and in its entirety</u> to understand the requirements and steps to have your child baptized at St. Martin of Tours.

Baptism Requirements

- 1. **The child** must be <u>6 years of age or younger</u>. If the child is 7 years old and above, please contact the Faith Formation Office at 301-990-2556 for catechesis appropriate to his (her) age.
- 2. **Parents** are required to participate in 1) a Baptism interview and 2) a Baptism class.
- 3. **The prospective Godparent(s)** must be a <u>practicing</u> Catholic, having already received the Sacraments of Baptism, Holy Communion, and Confirmation, and be at least 16 years of age. If married, he or she must be married in the Catholic Church. If he or she is not married, he or she must not be cohabitating. There is to be only one male sponsor or one female sponsor or one of each.

If the prospective Godparent is registered at another parish, he (she) must provide a <u>letter of eligibility</u> to serve as a sponsor from their home parish <u>at least two</u> weeks before the date of the Baptism.

Godparents are also required to participate in a Baptism class, either at St. Martin's or at their home parish. If done at another parish, a letter or certificate of completion must be provided at least two weeks before the date of the Baptism.

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Steps to Register Your Child to Be Baptized

- 1. Please complete the **Baptism Registration Form** attached to this letter.
- 2. Schedule a Baptism interview with **Sr. María Belén Negron-Díaz, OP**, by calling 301.990.3203 ext. 213. <u>Please bring the completed Baptism Registration Form and a copy of your child's birth certificate</u> to this interview.

At this Baptism interview, the interviewer will review your Baptism Registration Form for completeness and answer any questions you may have. Here you will be able to schedule the Baptism class (required for both parents and prospective Godparents) and the Baptism.

- Baptism classes <u>in English</u> are scheduled directly with a priest or deacon.
- Baptism classes in Spanish are normally held on the 2nd and 4th Mondays of every month.

NOTE: Baptism classes and Baptisms cannot be scheduled until you have had your interview. **There are no Baptism classes or Baptisms in July.**

- 3. Attend the Baptism class at the scheduled time. If you fail to attend the Baptism class as scheduled, you risk the postponement of your child's scheduled Baptism.
- 4. Request your prospective Godparent(s) to provide a letter of eligibility to serve as a sponsor for your child's Baptism (and if applicable, a letter or certificate of completion of a Baptism class). This can be obtained from the parish they attend regularly. Please provide these letters to Sr. María Belén no later than two weeks before your child's scheduled Baptism.

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Please use the checklist below to ensure you have fulfilled all the necessary requirements.

☐Completed Baptism Registration Form
☐Child's birth certificate
☐ Letter of eligibility for Godmother
☐ Letter of eligibility for Godfather
☐Baptism class is scheduled for
My child's Baptism is scheduled for

BAPTISM REGISTRATION FORM

(For children 6 years of age and under only)



NOTES (For office use only)

CATHOLIC CHURCH
201 S. Frederick Avenue
Gaithersburg, MD 20877
301.990.3203 | parish@stmartinsweb.org
https://www.stmartinsweb.org

		CHILD'S INFOR	MATION		
Name:First		Midd	allo.	la	
First		Mide	die	Las	SI
Date of Birth: S	Sex: □Ma	le □Female	Place of Birth:	City & Sta	te
Is this your first child to receive t	he Sacran	nent of Baptism	?□Yes □No		
		FAMILY INFOR	MATION		
Family Name:			egistered parishione registration number (if u		
Mailing Address:	eet		City	State	Zip
Mother's Information:					
Mother's Name:		_	Middle	MAID	EN NAME
Phone:			Email Address: _		
Sacraments received:	Baptism	□Eucharist	□Confirmation		
Father's Information:					
Father's Name:					
First			Middle		Last
Phone:			Email Address:		
Sacraments received:	Baptism	□Eucharist	□Confirmation		
Marital Status: Are the parents married? If yes, are they married in If no, are they planning to Are the parents living together?			□Yes □No □Yes □No □Yes □No □Yes □No	If no, when	re? en?
		FAMILY FAITH	H LIFE		
Name of parish currently attendi How long have you been Mass attendance: Regula	attending		□Other (please I	ist)	
If you attend St. Martin's,					

Note: There is to be only one male sponsor or one female sponsor or one of each. Proposed Godparent must be a <u>practicing</u> Catholic, having already received the Sacraments of Baptism, Holy Communion, and Confirmation, and be at least 16 years of age. If married, he or she must be married in the Catholic Church. If he or she is not married, he or she must not be cohabitating. A letter of eligibility will be required for each Godparent from his or her home parish. Also, a letter or certificate of completion for a Baptism class is required for the Godparents if taken at another church.

Godmother's Name:					
	First	Middle	Last		
Phone:		Ema	ail Address:		
Sacraments received: Marital status:	•	□Eucharist □Co alone OR □Marr		c Church	
Home parish:					
Godfather's Name:	Firet	Middle			Age:
Phone:		En	nail Address:		
Sacraments received: Marital status:	•	□Eucharist □Co alone OR □Marr		c Church	
Home parish:					
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