

**THE SACRAMENT OF BAPTISM
INFORMATION SHEET**
(Please keep this page for your records)



ST. MARTIN OF TOURS
CATHOLIC CHURCH
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 carefully and in its entirety to understand the requirements and steps to have your child baptized at St. Martin of Tours.

Baptism Requirements

1. **The child** must be 6 years of age or younger. 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 practicing 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 letter of eligibility to serve as a sponsor from their home parish at least two 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. Please bring the completed Baptism Registration Form and a copy of your child's birth certificate 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 in English 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.**

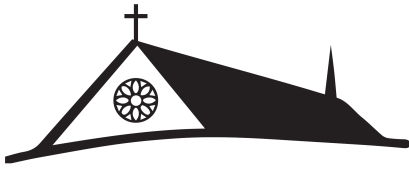
3. Attend the Baptism class at the scheduled time. If you fail to attend the Baptism class as scheduled, you risk the postponement of your child's scheduled Baptism.
4. Request your prospective Godparent(s) to provide a letter of eligibility to serve as a sponsor for your child's Baptism (and if applicable, 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)*



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NOTES
(For office use only)

CHILD'S INFORMATION

Name: _____
 First Middle Last

Date of Birth: _____ Sex: Male Female Place of Birth: _____
 mm/dd/yyyy City & State

Is this your first child to receive the Sacrament of Baptism? Yes No

FAMILY INFORMATION

Family Name: _____ Are you a registered parishioner of St. Martin's? Yes No
If yes, registration number (if unsure, leave blank): _____

Mailing Address: _____
 Street City State Zip

Mother's Information:

Mother's Name: _____
 First Middle MAIDEN 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? Yes No
If yes, are they married in the Catholic Church? Yes No If no, where? _____
If no, are they planning to get married? Yes No If yes, when? _____
Are the parents living together? Yes No

FAMILY FAITH LIFE

Name of parish currently attending: St. Martin of Tours Other (*please list*) _____
How long have you been attending this church? _____
Mass attendance: Regularly Occasionally Seldom Never
If you attend St. Martin's, what Mass (day and time) do you normally attend? _____

