



Dear Brothers and Sisters in Christ,

Congratulations on your new little one! Children are certainly a blessing from God, and I thank you for your openness to this new little blessing. Also, I thank you for choosing to have your child baptized at St. Catherine of Siena Catholic Church.

The Sacrament of Baptism is one of three sacraments of initiation in the Catholic Church – the others are Eucharist and Confirmation. Although every sacrament offers us the opportunity to encounter God in a profound way, baptism holds a special place in the Church, for baptism is the door that leads to every other sacrament. In baptism, your child will be claimed for Christ and will become a member of the Body of Christ, the Church.

I know you look forward to bringing your child for baptism, and I know that the Church eagerly awaits a new member. Before we proceed, however, there are a few things to be addressed. Included with this letter are an information sheet and necessary forms that need to be filled out. All forms can be returned to the Director of Liturgy and Sacraments, **Michelle Alley**, in the church office via hard copy or email at least **three to four weeks prior** to the scheduled baptism. If you have any questions, Michelle can be contacted at **michelle@scschurch.com**. Or **504-835-9343 ex. 1506**

Again, thank you for choosing to have your child baptized at St. Catherine of Siena. If there is anything we can do to help, please let us know.

Sincerely in the Lord,

Rev. Timothy D. Hedrick
Pastor

St. Catherine of Siena Baptism Policies

Baptisms at St. Catherine of Siena

- Baptisms are held every Sunday after the 11:00 am Mass and on the first and third Saturday of every month at 10:00 am.
- The priests and deacons celebrate the Baptisms on a rotating basis.
- Before we can schedule a baptism, all attached forms must be completed with signatures and returned to the Director of Liturgy and Sacraments, Michelle Alley, via hard copy or email michelle@scschurch.com at least **three to four weeks** prior to the baptism date.

First Baby

- If this is your first baby, the priest or deacon will set up a meeting with you before the baptism. The godparents are welcome to attend as their baptismal seminar.

Godparents

BEFORE asking someone to be a Godparent, please make sure they meet the following criteria:

- The Godparent must be a Catholic in **good standing** with the Church who has been **Confirmed** and regularly **practices** his/her **Catholic faith**.
- The Godparent must be at least **sixteen years** of age.
- If married, the Godparent must be in a **marriage recognized** as **valid** by the Catholic Church. Person may **not** be **cohabiting** or living together without marriage.
- A person baptized in another Christian community may serve as a “Christian witness” (not a Godparent) provided there is at least one Roman Catholic Godparent who fulfills the Godparent criteria.
- A Catholic who is not confirmed **cannot** be a Godparent or a Christian Witness.
- If two Godparents are chosen, they must be **one male** and **one female**.
- Godparents must attend a **baptism seminar** at St. Catherine or at their home parish if they have not previously attended one.

Non-Parishioner

- If you are not a member of St. Catherine parish, you will need a letter of permission from the parish in which you reside. Please call your parish as soon as you schedule your baptism to give them time to send you the letter.
- If you would like to become a member of St. Catherine of Siena parish, you can find the registration form on our website www.scschurch.com

Attendees

- There are no restrictions on the number of people who attend the Baptism. Our church is large and can accommodate your family and friends.
- All are welcome to take pictures or video during the ceremony.

Questions

- If you have any questions, please contact the Director of Liturgy and Sacraments, Michelle Alley at michelle@scschurch.com or 504-835-9343 ext. 1506

ST. CATHERINE OF SIENA – SACRAMENT OF BAPTISM

CHILD INFORMATION:

Child's Full Name: _____ Date of Birth: _____
First Name Middle Name Last Name

Gender: _____ Place of Birth: _____ Requested Date of Baptism: _____
City State

PARENT INFORMATION:

Father's Full Name: _____ Age: _____
First Name Middle Name Last Name

Father's Religion: _____ Father's Email: _____ Father's Cell: _____

Mother's Full Name: _____ Age: _____
First Name Middle Name & Maiden Name (both required for documentation) Married Name

Mother's Religion: _____ Mother's Email: _____ Mother's Cell: _____

Family Address: _____ Home Phone: _____
Street City State Zip

Married by (Check One): **Priest** **Minister** **Civil Official** **Not Married** Is this your first child? **Yes** **No**

Date of Marriage: _____ Church of Marriage: _____

Are you registered at St. Catherine? **Yes** **No** If No, What Parish Do You Reside In? _____

GODPARENT INFORMATION:

Godfather's Full Name: _____ Age: _____
First Name Middle Name Last Name

Email: _____ Confirmed? **Yes** **No** Good Standing? **Yes** **No**
(Valid Marriage, Practicing Catholic, etc.)

Phone: _____ Religion: _____

Godmother's Full Name: _____ Age: _____
First Name Middle Name Last Name

Email: _____ Confirmed? **Yes** **No** Good Standing? **Yes** **No**
(Valid Marriage, Practicing Catholic, etc.)

Phone: _____ Religion: _____

CHECKLIST FOR OFFICE USE

Priest/Deacon Scheduled For Baptism: _____ Calendar _____

Date & Time Of Baptism: _____ Scan _____

Testimonials: Parents _____ Godparents _____ Spreadsheet _____

Seminar: Godfather _____ Godmother _____ Copy to Priest/Deacon _____

Notes: _____ Record in Registry _____

_____ Table of Contents _____

_____ Record in ParishSoft _____

_____ Bulletin _____

ARCHDIOCESE OF NEW ORLEANS

Parental Testimonial for the Sacrament of Baptism

Date: _____

Name of Child to be Baptized: _____

Proposed Date of Baptism _____

Statement of Catholic Parent(s)

“It is my sincere hope and intention to raise my child in the Catholic faith and to do all in my power to assure through my own efforts that my child practices and grows in the Catholic faith.”

By signing below, the Catholic parent(s) solemnly swear that the statement above is a true and correct indication of their intentions.

(Must be signed by at least one Catholic parent.)

Father’s Signature: _____

Father’s Name Printed: _____

Mother’s Signature: _____

Mother’s Name Printed: _____

Signature of Pastor or Delegate (In Parish where Baptism is to be Celebrated)

ARCHDIOCESE OF NEW ORLEANS

Godparent Testimonial for the Sacrament of Baptism

Date: _____

Name of Child to be Baptized: _____

Proposed Date of Baptism _____

Criteria to Serve as Godparent for Baptism

1. The Godparent must be a Catholic in good standing with the Church who has been Confirmed and regularly practices his/her Catholic faith;
2. The Godparent must be at least sixteen years of age;
3. If married, the Godparent must be in a marriage recognized as valid by the Catholic Church. Person may not be cohabiting, or living together without marriage.
4. If not previously attended, the Godparent will attend a Baptismal Seminar in preparation for this Baptism.

Statement of Godparent

“I meet the above stated criteria to serve as a Godparent, and I will do all in my power to assist the parents of this child to raise their child in the Catholic faith.”

By signing below, the proposed Godparent solemnly swears that he or she has read the above criteria, and that the statement above is a true and correct indication of his/her intentions.

Godparent's Signature: _____

Godparent's Name Printed: _____

Signature of Pastor or Delegate (In Parish where Baptism is to be Celebrated)

Please check one of the following:

_____ I will attend the godparent seminar at St. Catherine (first Tuesday of each month)

_____ I will attend the godparent seminar at my home parish

_____ I have recently attended a godparent seminar at _____ on _____.

ARCHDIOCESE OF NEW ORLEANS

Godparent Testimonial for the Sacrament of Baptism

Date: _____

Name of Child to be Baptized: _____

Proposed Date of Baptism _____

Criteria to Serve as Godparent for Baptism

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