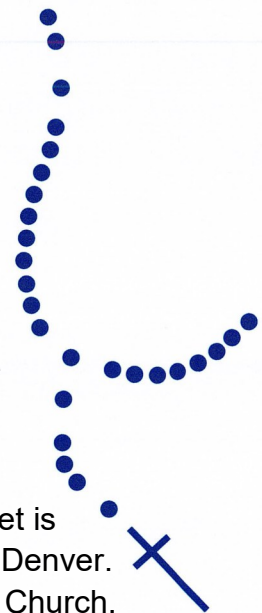


Our Lady Of Fatima Parish



Dear Parents,

Welcome to Our Lady of Fatima Parish. We are so excited to welcome your child into the Catholic faith through the Sacrament of Baptism! Enclosed are the forms and guidelines for receiving the Sacrament of Baptism for infants and children under the age of seven at Our Lady of Fatima.

Please prayerfully read through this packet and provide us with all the information necessary as you prepare for your child to receive the Sacrament of Baptism. This packet is in conformity with the Norms for the Preparation of Infant Baptism in the Archdiocese of Denver. The guidelines are based on the Code of Canon Law and the Catechism of the Catholic Church.

In order for your child to receive their Baptism at Our Lady of Fatima, we will need a copy of your child's Birth Certificate, the Baptism Information form, and the Godparent/Sponsor Eligibility Form (signed and sealed by the Godparent's home parish). If the parents of the child being baptized are not parishioners at Our Lady of Fatima, there is also a Non-Parishioner Consent Form that must be filled out and signed by the pastor of the parents' home parish. Enclosed is a checklist with this information for your convenience.

Once the paperwork has been filled out and submitted, parents and godparents must attend a Baptism Preparation Class, either at Our Lady of Fatima or at another parish. At Our Lady of Fatima, the one-hour Baptism Preparation Classes are held on the second Sunday of each month following the 11:00am Mass (at 12:15pm) in the Deacon Hawley Conference Room across from the Parish Office. At that class, you will receive a Certificate of Attendance. If you or the Godparents take the class at another parish, we will need a copy of the Certificate of Attendance from the class you took. If you have taken a baptism class with the past two years or if you have baptized two or more children into the Catholic Faith, you may not need to participate in the Baptism Preparation Class. However, you may need to submit proof of your class attendance.

At the class, you may request a Baptism date, or you may request a Baptism date in writing via email to Angelica, parish secretary, at secretary@fatimalakewood.org. Please include which clergy you would like to celebrate the Sacrament of Baptism. ****All the required documentation must be submitted to the Parish Office at least two weeks prior to the Baptism date. If the required documents are not submitted, your child's Baptism will be delayed and rescheduled.****

Baptism Certificates will be issued after the ceremony concludes.

Any questions about baptism can be directed to Elisabeth Krick, Director of Children's Faith Formation, at ekrick@fatimalakewood.org.

May God bless you and you family,

Elisabeth Krick

Our Lady of Fatima Parish
1985 Miller Street
Lakewood, Colorado 80215
303-233-6236

Our Lady of Fatima School
10530 West 20th Avenue
Lakewood, Colorado 80215
303-233-2500

Office of Religious Education
1985 Miller Street
Lakewood, Colorado 80215
303-233-1283

CHECKLIST FOR BAPTISM OF CHILDREN

Our Lady of Fatima Catholic Church

Parents, please submit the following:

- _____ 1. **Birth Certificate for the Child – Photocopy**
- _____ 2. **Baptism Information Form** – Please print legibly because this information will be written into official Church records and recorded on your child’s Baptismal Certificate.
- _____ 3. **Godparent Eligibility Form** – Each Godparent completes an individual form and has it signed by their pastor and stamped with the seal of the parish where they are registered and attend Mass regularly. **PLEASE NOTE: This may take a few weeks to be completed by the Godparent’s home parish. Please do not wait until the last minute to finalize this paperwork.**
- _____ 4. **IF parents are not parishioners at Our Lady of Fatima – Baptism Non-Parishioner Consent Form**

Parents Submit Documents

- Parents email all completed documents in PDF format to secretary@fatimalakewood.org or deliver them to the Parish Office.
- Submit all documents at one time.
- Ensure that all handwriting is legible and that all images are clear.
- Incomplete forms or illegible documents will not be accepted.



Baptism Information

Child's Information

Child's First Name Middle Last Name

Male Female Date of Birth _____

City and State of Birth (*This information must match birth certificate.*) If child is not born yet, leave this blank.

Parents' Information

Father's First Name Middle Last Name

Catholic: Yes No

Mother's First Name Middle Maiden Name

Catholic: Yes No

Street Address City State Zip Code

Home Phone Cell Phone

Email Address

Godparent Information

Godfather's First Name Middle Last Name

Godmother's First Name Middle Last Name

** If there is only one Catholic godparent, a baptized person who belongs to a non-Catholic Christian church may participate as a Christian Witness to the baptism, but does not take on the role or title of godparent.*

Christian Witness First Name Middle Last Name

We/I affirm that all the information provided above is true. We/I are requesting the sacrament of Baptism for our child through the parish. It is our intent to raise our child as a Roman Catholic.

Father's Signature Date

Mother's Signature Date



Godparent/Sponsor Eligibility Form

Congratulations on being asked to be a Godparent/Sponsor! By accepting this role, you are committing to play a significant role in this person's life, sharing the faith and encouraging him/her in his/her journey as a Catholic. If you are serving as a godparent for child baptism, please attend a preparation class at your parish prior to the scheduled baptism. Please take the completed form to your parish and have it signed and sealed by the pastor or their representative. **Once complete, please return the form to the parents.**

Name of individual receiving sacrament(s)

First Name Middle Last Name

Godparent or Sponsor:

First Name Middle Last Name

Phone

Email

Name of parish where sacraments are to be received:

Parish Name City State

Qualifications of a Godparent/Sponsor

In accord with *Canon Law 874*, please provide the following information. **If you do not meet all of these requirements, please let the parents know immediately.**

1. A Godparent/Sponsor must be fully initiated into the Catholic Church. Please indicate whether you have received the three Sacraments of Initiation.

Baptism: Yes No Confirmed in the Catholic Church: Yes No First Eucharist: Yes No

2. A Godparent/Sponsor must be at least 16 years old. Are you 16 or older? Yes No

3. A Godparent/Sponsor cannot be a parent of the individual receiving sacraments. Are you a parent of the individual? Yes No

4. A Godparent/Sponsor must be a practicing Catholic.

Do you attend Mass on Sunday and on Holy Days of Obligation, and regularly receive the sacraments of Holy Communion and Reconciliation? Do you follow the Ten Commandments? Yes No

5. Regarding the 6th Commandment, a Godparent/Sponsor must be in good standing with the Catholic Church.

- If married, he/she must be married in the Catholic Church and living in accord with Church teaching.
- If single, he/she must be living according to Church teaching.
- Catholics who were married by a Justice of the Peace, at another Christian church without special permission, and those cohabiting do not meet the requirements of this role.

Based on these guidelines, are you in good standing with the Church? Yes No

6. *Child Baptism only* - I have attended a baptism preparation class in the past four months at my home parish or the parish of baptism.

Yes No

I have truthfully answered the above questions and declare that I fulfill the Catholic Church's requirements of a Godparent/Sponsor. I commit to the responsibility of acting as a Godparent/Sponsor.

Godparent/Sponsor Signature

Date

The person who has signed this form above has testified that they fulfill all canonical requirements to serve as a godparent in the Catholic Church.

To be signed and sealed by the Godparent's/Sponsor's Parish of Record:

Signature of Pastor or Pastor's Designee

Date

Parish Name

Parish City/State

(Seal)



Godparent/Sponsor Eligibility Form

Congratulations on being asked to be a Godparent/Sponsor! By accepting this role, you are committing to play a significant role in this person's life, sharing the faith and encouraging him/her in his/her journey as a Catholic. If you are serving as a godparent for child baptism, please attend a preparation class at your parish prior to the scheduled baptism. Please take the completed form to your parish and have it signed and sealed by the pastor or their representative. **Once complete, please return the form to the parents.**

Name of individual receiving sacrament(s)

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Do you attend Mass on Sunday and on Holy Days of Obligation, and regularly receive the sacraments of Holy Communion and Reconciliation? Do you follow the Ten Commandments? Yes No

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6. *Child Baptism only* - I have attended a baptism preparation class in the past four months at my home parish or the parish of baptism.

Yes No

I have truthfully answered the above questions and declare that I fulfill the Catholic Church's requirements of a Godparent/Sponsor. I commit to the responsibility of acting as a Godparent/Sponsor.

Godparent/Sponsor Signature

Date

The person who has signed this form above has testified that they fulfill all canonical requirements to serve as a godparent in the Catholic Church.

To be signed and sealed by the Godparent's/Sponsor's Parish of Record:

Signature of Pastor or Pastor's Designee

Date

Parish Name

Parish City/State

(Seal)