



St. Mary's Cathedral
 22 West Kiowa Street
 Colorado Springs, CO 80903
 Tel: 719-473-4633
 Fax: 719-473-5248

Baptism Packet Checklist

- To be baptized at the Cathedral, you must be a registered member in good standing for a minimum of six months.
- Baptism Information form completed and attached
- Copy of child's birth certificate
- Godmother's Information form is complete, signed by the Godmother and the church she currently attends and the church seal is affixed

And/Or

- Godfather's Information form is complete, signed by the Godfather and the church he currently attends and the church seal is affixed

The Canon Law of the Catholic Church requires a male Godparent, or a female Godparent, or one of each. Before selecting Godparents, please carefully review the Godparent Information Form. This document outlines the rest of the Canonical requirements for Godparents. At least one Godparent must meet these requirements. If you only have one Godparent, then a second person can be named as a "Christian Witness" provided they practice another Christian faith.

- Baptism Prep Class requirement has been met

Both parents are asked to take a Baptism Prep Class. These classes are offered through the Church. Call the Parish Office at (719) 473-4633 to register for the next class date. Classes are three hours long. You can be considered exempt from taking the class if you have baptized three or more children into the Catholic faith, or have taken a Baptism Prep class within the last two years.

We have attended the Baptism Prep class on: _____

- Class Certificate attached

We are exempt from taking the class because:

- We have baptized three other children
- We took a Baptism Prep Class within the last two years

Month/Year? _____ Through which Catholic parish? _____

Once this Baptism Packet is completed and returned to the church office, with a \$25 processing fee, you will be contacted to schedule the Baptism. You may either mail or deliver the packet to the address noted above. Please list the name and a daytime phone number of the parent who should be contacted to schedule the Baptism.

 Name

 Daytime Phone Number

Internal Use Only

- Form completed
- Sponsor Certificates approved
- Class Requirement fulfilled OR will be fulfilled on:

- Necessary Permissions granted
 Initial call: _____
 Baptism Scheduled for: _____

Notes: _____

Baptism _____

Date/Time: _____

Date Recorded: _____

Baptism Certificate Given/Sent _____

Baptized By: _____



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Baptism Information

Child's Information *Please Print*

 Child's First Name Middle Last Name
 Male Female Date of Birth _____

 City and State of Birth (*This information must match birth certificate.*)

If the child is not yet born, leave this blank. You may still turn in the forms to the church. Call the Church Office to add this information after the baby is born.

Parent's 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

 E-mail Address

I am a member of St. Mary's Cathedral Parish and my Parishioner Number is: _____

Godparent/Witness Information

 Godfather's First Name Middle Last Name

 Godmother's First Name Middle Last Name

 *Christian Witness' First Name Middle Last Name
 (Complete this only if you do not have two Godparents) This person is not Catholic and will serve as a witness to the Baptism. Please list the faith they have been baptized into: _____

**Please note: this person will be listed as a witness only if their faith recognizes Trinitarian Baptism.*

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

 Father's Signature Date Mother's Signature Date



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Baptism

Godfather Information

Congratulations on being asked to be a Godfather! By accepting this role, you are committing to play a significant role in this person's life. You will be asked to share your faith with this person and encourage them on his/her journey as a Catholic. If you are not a member of St. Mary's Cathedral Parish, please take the completed form to your parish and have it signed and sealed by the pastor or his representative. **Once complete, please return the form to the parents.**

Name of child to be Baptized (*or parent's first and last names if child is not yet born*):

First Name	Middle	Last Name
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Godfather: _____

First Name	Middle	Last Name
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Home Phone	Cell Phone
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I am a member of St. Mary's Cathedral Parish. Yes No Membership Number (*if known*): _____

Please complete the following if you are **not** a member of St. Mary's Cathedral Parish.

Name of Catholic Parish	City	State
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Qualifications of a Godfather

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 Godfather 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 Godfather must be at least 16 years old. Are you 16 or older? Yes No
3. A Godfather cannot be a parent of the child to be baptized. Are you a parent of the child? Yes No
4. A Godfather must be in good standing with the Catholic Church.
 - If married, he must be married in the Catholic Church and living in accord with Church teaching.
 - If single, he must be living according to Church teaching.
 - Catholics who were married by a Justice of the Peace, at another Christian church without special permission of the Catholic Church, 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
5. A Godfather must be a practicing Catholic. Do you attend Mass on Sundays and Holy Days of Obligation and regularly receive the sacraments of Holy Communion and Reconciliation? Yes No

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

Godfather Signature	Date
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To be signed and sealed by the Godfather's Parish of Record (*if other than St. Mary's Cathedral*):

Signature of Pastor or Representative	Date
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Seal



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Baptism

Godmother Information

Congratulations on being asked to be a Godmother! By accepting this role, you are committing to play a significant role in this person's life. You will be asked to share your faith with this person and encourage them on his/her journey as a Catholic. If you are not a member of St. Mary's Cathedral Parish, please take the completed form to your parish and have it signed and sealed by the pastor or his representative. **Once complete, please return the form to the parents.**

Name of child to be Baptized (*or parent's first and last names if child is not yet born*):

First Name	Middle	Last Name
------------	--------	-----------

Godmother: _____

First Name	Middle	Last Name
------------	--------	-----------

Home Phone	Cell Phone
------------	------------

I am a member of St. Mary's Cathedral Parish. Yes No Membership Number (*if known*): _____

Qualifications of a Godmother

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 Godmother must be fully initiated into the Catholic Church. Please indicate whether you have received the three Sacraments of Initiation. Baptism: Yes No
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 - Catholics who were married by a Justice of the Peace, at another Christian church without special permission of the Catholic Church, 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
5. A Godmother must be a practicing Catholic. Do you attend Mass on Sundays and Holy Days of Obligation and regularly receive the sacraments of Holy Communion and Reconciliation? Yes No

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

 Godmother Signature Date

To be signed and sealed by the Godmother's Parish of Record (*if other than St. Mary's Cathedral*):

 Signature of Pastor or Representative Date

Seal