

## REQUIREMENTS FOR PARENTS TO BAPTIZE THEIR BABY

1. Any Catholic may request baptism for their children as infants when the children are less than seven years old.
2. Parents that request baptism for their children are to be practicing Catholics (attending church on Sundays, having their children in faith formation, etc).
3. Procedure in St. Vincent de Paul Church:
  - a. Pick up the information in the office personally.
  - b. Fill out the form for baptism.
  - c. Call the Instructor for information about the preparation classes.
  - d. Attend the class and bring the form already filled out.
  - e. Make an appointment with the priest by calling the office at 665-8933.
4. Father and mother are to be at the appointment (if that applies).
5. Please, don't bring children to the appointment and to the preparation classes.
6. For appointments after office hours call a month in advance.
7. Bring the birth certificate of your child/children.
8. If you cannot make the appointment when scheduled, please call us to let us know; so we can reschedule your appointment.
9. At this appointment we will set up the date of baptism .
10. The day of baptism:
  - a. Parents and sponsors need to arrive 15 min before Mass and take the first pew by the baptismal font (parents at the edge and then sponsors). That pew is for the family, so if you bring a person with a camera they should sit there as well.
  - b. Bring a candle (baptismal candle or other) ready to use (shell or other items are ok, but not required).
11. After the baptism we will give you the baptismal record, so you may review it and if you find a mistake, please bring it to the office no later than the following week so that the secretary can make corrections; changes after one week will take time and special paperwork. So please contact office within a week.
12. If you are members of St. Vincent de Paul Catholic Church:
  - a. You need to be registered in the parish.
  - b. Attend the preparation classes before baptism.
  - c. To baptize in another parish a permission letter is needed.
13. If you are new members in this parish a letter from the previous pastor is required (six months).
14. If you are not members of this parish :
  - a. A letter from your pastor giving permission is required.
  - b. A proof of preparation class needs to be brought to the office before baptism.
  - c. Appointment with the Pastor is still required.
15. Baptisms are celebrated on Saturday evening Masses or Sunday Masses.
16. Baptisms outside Mass or on a different day are not recommended. Only when there is a valid reason or special need will permission be granted.

17. You are responsible to know and find suitable sponsors for your child/children, please read the sponsors information.
18. If you arrive late to Mass the baptism may be celebrated after Mass or on another day.
19. Take your time in preparing for the baptism, do not take for granted that the baptism is going to be celebrated immediately after classes (making plans even during pregnancy is recommended).
20. Preparation classes in this parish are valid for one year.
21. If you are from another parish and wish to make preparation classes here, permission may be granted if a good reason is given.
22. Any other question, please direct it to the pastor.