

**BAPTISM** Information Form \*  
Immaculate Conception Parish

Today's Date: \_\_\_\_\_

**Child's Baptismal Name:**

First / Middle / Last \_\_\_\_\_

Legal Name (If different) \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex: M / F Age: \_\_\_\_\_

**Please provide a copy of the Birth Certificate as soon as available:** \_\_\_\_\_

Birthplace (City / State) \_\_\_\_\_

Was the Child Adopted? \_\_\_\_\_ No \_\_\_\_\_ Yes

**Father's Name:**

First / Middle / Last \_\_\_\_\_

**Mother's MAIDEN Name:**

First / Middle / MAIDEN \_\_\_\_\_

Are parents married to each other in the Catholic Church? \_\_\_\_\_

**Family Address:**

Street \_\_\_\_\_

City / State / Zip Code: \_\_\_\_\_

Primary Phone number: \_\_\_\_\_ E-Mail \_\_\_\_\_

**Godfather:**

First / Middle / Last \_\_\_\_\_

Catholic? \_\_\_\_\_ Yes \_\_\_\_\_ No

Parishioner of Immaculate Conception Parish ? \_\_\_\_\_ Yes \_\_\_\_\_ No

If not, Letter of Good Standing from Parish:

Church Name \_\_\_\_\_

Address: Street: \_\_\_\_\_

City / State / Zip Code : \_\_\_\_\_

Phone: \_\_\_\_\_

**Godmother:**

First / Middle / Last \_\_\_\_\_

Catholic? \_\_\_\_\_ Yes \_\_\_\_\_ No

Parishioner of Immaculate Conception Parish ? \_\_\_\_\_ Yes \_\_\_\_\_ No

If not, Letter of Good Standing from Parish:

Church Name \_\_\_\_\_

Address: Street: \_\_\_\_\_

City / State / Zip Code : \_\_\_\_\_

Phone: \_\_\_\_\_

Is Godfather represented by Proxy? Name: \_\_\_\_\_

Is Godmother represented by Proxy? Name: \_\_\_\_\_

\*\*\*\*\*Office Use

Only\*\*\*\*\*

Date of Baptism \_\_\_\_\_ Time: \_\_\_\_\_ Privately Baptized?

Baptized by: \_\_\_\_\_

Copy of Birth Certificate provided: \_\_\_\_\_

\_\_\_\_\_

Certificate Mailed \_\_\_\_\_ or Hand Delivered \_\_\_\_\_ Date:

\* **Baptism Notes For Parents**

1. Parent(s) must be registered Parishioners of Immaculate Conception Parish for at least 6 months, regularly attending Sunday Mass.
2. Parent(s) will complete the Baptismal Worksheet. Per Diocesan guidelines, a **copy** of the Birth Certificate of the child / person being baptized, must also be provided.  
(We understand this may take several weeks... please send a copy as soon as possible, so the Baptismal Record can be completed and the baby can received his/her Baptismal Certificate.  
Additionally, the Parish will reimburse the cost of the Birth Certificate, simply send in a copy of the receipt along with the copy of the Birth Certificate)
3. Choosing Godparent(s):
  - Must be at least 16 years of age
  - Must be practicing Catholic(s)
  - If not IC Parishioner, must provide a Letter of Good-Standing (LOGS) from home Parish
  - If there are 2 Godparents, one must be Male, the other, Female

-If Godparents are unable to attend the Baptism, Proxy Godparents are allowed, with the same credentials as above, except a LOGS is not required (if you don't have Proxys, the Parish can assist you).
4. Parent(s) will coordinate the Date/Time of the Baptism with the Priest at least one week in advance.
5. All parties should arrive at least 15 minutes prior to the scheduled time of Baptism and be properly attired (Sunday Best + modesty guidelines).
6. Baptismal Candle and white bib are provided by the Parish.  
Baptismal certificate will be available once all information has been properly documented. Generally, the Baptismal certificate will be hand-delivered to the parents.
7. An appropriate honorarium is generally given to the Priest/Altar Server after the Baptism