



Saint Thomas More **Catholic Church**

BAPTISM PACKET

'I baptize you with water for repentance, but he who is coming after me is mightier than I, whose sandals I am not worthy to carry. He will baptize you with the Holy Spirit and fire.'

[Matthew 3:11]

A MESSAGE FROM OUR PASTOR:

As pastor I congratulate you on your decision to have your child baptized. The Church will help you fulfill your God-given responsibilities to raise your child in the knowledge of Jesus Christ and in the practice of our Catholic Faith. Nothing is more important than your example of prayer, Mass-attendance and service as fully participating members of the Body of Christ in the local parish.

The process of Baptism begins with your registration as members of St. Thomas More Church and active attendance in the Celebration of Mass. Upon beginning the Baptism Process you will be asked to use a scan card that monitors Mass attendance.

Remember only registered families with active attendance are eligible for Baptism.

You will be expected to provide certain information and documents for our parish records. It is your responsibility to present them completely before scheduling of the Baptism occurs with our Parish office. Our parish staff are here to help you make arrangements, but not to do the work for you.

Godparents are defined by the Church as one male and one female. At least one Godparent must be a practicing Catholic who is receiving Holy Communion on a regular basis. Remember, Godparents are there to assist you parents in raising your child on our Catholic Faith. We are confident that you will choose Godparents who can publically profess Christ and give a moral example of living the Christian Life. Godparents are required to submit paperwork as outlined in the check list before the date of Baptism is scheduled.

Parents, this may be a good time to consider your own relationship with the Catholic Church. Perhaps you have never received the Sacrament of Confirmation? Maybe you are married outside of the Catholic Church and would like your marriage blessed? It is possible that you have had a divorce and would like information about a Church Annulment and Blessing of your Marriage? Many pastoral questions arise at this wonderful time in your Child's life and one of our priests or deacons is here to assist you and set you on the right course. Just ask.

Be certain to read, understand and follow all following instruction for your Baptism Preparation. And we look forward to that day when Christ shall receive your child and join us together in our Catholic Faith.

In His Service,

Rev. Julian P. Harris



OVERVIEW OF INFANT BAPTISM PROCESS:

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[Matthew 3:11]

Below you will see listed the requirements that apply to parents wishing to have their child who is less than 7 years old baptized at St. Thomas More Catholic Church. Parents should familiarize themselves with these requirements on our website www.stmbb.org or by reading through the packet. After reading the requirements follow the steps below:

-  Submit the Baptism Request Form along with the \$20.00 processing fee begin the application process.
-  Newly registered members observe a six month waiting period before beginning preparations for infant baptism. During the 6 month period you will be required to actively attend Mass.
-  If you are already registered you must show active attendance in the last 6 months or be required to observe a 6 month waiting period.
-  Parents are required to attend a baptism preparation class. The class may be taken at St. Thomas More or at another location. To take a class at St. Thomas More you must sign up at the Parish Office with the Baptism Coordinator. If the class is not taken at St. Thomas More, the parents must provide the Baptism Coordinator with a copy of proof of attendance. If you are not a parishioner from STM, there's a \$20.00 fee for each person taking the class in our church and getting the letter of attendance.
-  Parents must present a copy of the child's birth certificate to the Baptism Coordinator. Please do not provide the original as it will not be returned.
-  The Catholic Church asks that there be one or two godparents. If there are two godparents, one should be male and the other female. A godparent must be a fully initiated (baptized, confirmed, and first Eucharist), practicing Catholic at least 16 years of age. If married, the godparent must be married in the Catholic Church. The godparent should be a member of a Catholic faith community. Both Godparents are required to attend a baptism preparation class.
-  Godparents are required to provide documentation (i.e., a letter from their parish) that they meet the requirements to serve as a godparent. This must include documentation that they have received all their required sacraments. A copy of their baptism certificate that shows completion of all sacraments must be provided.
-  Parents selecting only one godparent may have a Christian witness serve with the godparent. A Christian witness must be a baptized Christian of a faith recognized by the Catholic Church. The Christian witness may be a Catholic not meeting all of the requirements for a godparent or they may be a practicing Christian of another denomination.

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OVERVIEW OF INFANT BAPTISM PROCESS:

Once all of the requirements are met, a date for the baptism will be arranged.

Baptism is the first sacrament of initiation; Confirmation and Eucharist are the other two. As your child grows older in consider registering them in our Faith Formation program to prepare them for these important sacraments.

Baptism leads the newly baptized person to the table of the Lord. Weekly participation in the Sunday Eucharist is a valuable sign that a person is disposed to celebrating the sacrament of Baptism and being open to the wonder and grace of God.

If you have been away from the weekly Sunday Eucharist, this is a wonderful time to return to the table of the Lord. It is Jesus who desires to nourish and feed us each Sunday at the table of the Word and the table of the Eucharist.

We pray that God will bless you and your family as you continue to grow in faith.

BAPTISMS AT AN OUTSIDE CHURCH

To have your child baptized or serve as a God Parent to a child being baptized at another Church, the following will be required at least 1 month prior to the Baptism Date:

- Active registered parishioner at STM for at least 6 months.
- Register for the Baptism Class with our Baptism Coordinator.
- Submit a \$20.00 dollars processing fee to the Parish Office.





Belonging to a Parish Community

Baptism initiates a person into the life, death, resurrection and ascension of Jesus Christ. When Baptism is celebrated in a Church, the person is also initiated into that particular believing community and he or she assumes the rights and privileges of belonging to our Catholic faith.

Belonging is important. From the moment of birth, children seek to belong. To know the faces, voices and touch of those we call mother and father is essential in the development of a child. The need to belong is not limited to our family.

When a person comes seeking Baptism into the life of the Church, he or she is asking to belong. Although through the sacrament of Baptism one is initiated into life in Christ and the Church, there is another important way to belong.

We state our desire to belong to a parish community by formally registering in the parish. Registering is a rather simple act that brings responsibility and commitment. Belonging to a parish community is more than filling out a registration form. Registration means that we want to gather each Sunday with our brothers and sisters in Christ to worship God through the celebration of the Most Holy Eucharist and that we want and intend to support the work of the Church.

Supporting the work of the Church is the responsibility of all registered members. We support the work of our parish by sharing our time, talents and monetary resources. A weekly offering assists with the Church's ministry needs, provides a suitable location for liturgical celebrations and assists with the development of our Church goal in 'Proclaiming the Greatness of the Lord' through our community. Using offertory envelopes assists everyone and it allows the church to provide a yearly receipt for income tax.

Although a parish is busy with many activities, the primary works of the Church are to praise and worship God, to proclaim the gospel and initiate new members. All these are the work of the entire parish community (all registered members).

When someone is seeking to celebrate a sacrament, it is only natural for the Church to inquire if the family is registered with the parish and seek record of active enrollment in the Parish. Registration and attendance to Mass are concrete signs that the family is involved in the life and work of the Church. Besides registration, our Parish provides a scan system to record the families active participation in the celebration of Mass.

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THE ROLE OF GODPARENTS

WHAT IS A GODPARENT?

Prior to inviting a relative or close friend to assume the role of godparent it is important to understand what our church teaches.

Godparents "must be firm believers, able and ready to help the newly baptized - child or adult - on the road of Christian life. Their task is a truly ecclesiastical (church) function."

Prior to the Second Vatican Council and the revision and renewal of our sacramental rites during the Baptism of an infant, the god-parents were asked to answer for the infant in rejecting Satan and professing faith. The 1989 Rite of Baptism for Children asks the parents and godparents to renew their own rejection of evil and to profess their faith so that they may offer these to nurture and foster the faith of the growing child.

GODPARENT'S RESPONSIBILITIES:

In reflection upon the responsibilities of a godparent, it is apparent that what is asked of the godparent is really the mission each of us as Christians accepted as a part of our own Baptism. All of the baptized are to nurture faith and reach out to others in faith throughout our lives.

The godparent is to be a model, guide and witness for your child as he or she grows in faith. It is good when a godparent lives close to the family and is able to visit throughout the year. Before you invite someone, a relative or friend, to be your child's godparent you are encouraged to spend time in prayer seeking guidance and wisdom.

As you begin to prepare for your child's Baptism, you are invited to reflect on the role and selection of a godmother and godfather. There are various customs and traditions that shape our understanding of the role and importance of godparents. Parents are invited to make their choice of godparents with the following in mind.

GODPARENT REQUIREMENT CHECKLIST:

COPY OF BAPTISM CERTIFICATE:

A godparent is to be at least sixteen years of age and have celebrated the sacraments of initiation in the Catholic Church (Baptism, Confirmation, Eucharist).

LETTER OF GOOD STANDING WITH THEIR CHURCH:

The godparent is to be able and willing to enthusiastically profess his or her faith during the rite of Baptism and ready to model a Catholic Christian lifestyle. Naturally weekly participation in the Sunday Eucharist is a hallmark of a Catholic Christian life.

PARENT REQUIREMENT CHECKLIST

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Parents should contact the church office as soon as possible. Attendance at a Baptismal preparation class is a requirement to schedule a baptism at our parish. Classes are scheduled the third Tuesday of each month at 7:30 pm. Classes are held in Room 2 of the Faith Formation Building.

Do not make reservations of any kind until a baptism date is set with the parish office. Do not nominate anyone as godparents until you have checked the guidelines for being a godparent. Baptism of older children requires preparation through the Religious Education Department. For more information, please contact the Parish Office.

_____ **Registered Parishioner at St. Thomas More Church**

If you are not already registered with us fill out the Registration form at our Parish office or online at www.stmbb.org. You will receive your Welcome Letter with Parishioner information in the mail shortly after.

_____ **Submit Baptism Application & \$20 processing fee.**

On the following Page you will see a copy of the Baptism Application. This should be filled out and turned into our Parish Office along with the \$20 processing fee. You will receive a phone call back to review outstanding documentation and information regarding the process within a week's time.

_____ **6 Months of Active Participation the Mass Celebration**

You are permitted 3 absences during this time. Regular absences from Mass may result in the delay of the Baptism.

_____ **Certificate of Attendance to Baptism Preparation Class**

A certificate or letter is typically issued for attendance to a Baptism Class. If you have lost your record try contacting the Parish that you have taken the Class from. St. Thomas More offers regular Baptism Classes. To register please contact our Parish Office.

_____ **\$50.00 Minimum Donation to Parish Office**

The donation is required before we are able to schedule the Baptism date with you. You can submit it with the application, or after all documents have been provided. The payment is deposited on the date that it is received. Refunds are not granted if you should fail to complete the Baptism Process.

_____ **\$50.00 Clergy Liturgical Donation**

SCHEDULE DATE WITH PARISH OFFICE: Parishioners must complete all other requirements before scheduling date of Baptism.



Baptism Application

Date: __/__/__

Child's Full Name: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Child's Date of Birth: __/__/__ Place of Birth: _____

PARENTS INFORMATION

Father's Full Name: _____ Religion: _____

Date and location of Baptism Class: _____

Mother's Full Name (using maiden name): _____ Religion: _____

Date and location of Baptism Class: _____

Were Parents married by a Catholic Priest? _____ Parishioner #: _____

GODPARENTS INFORMATION

Godfather's Full Name: _____ Religion: _____

Baptism Certificate Received. Confirmation & Communion Sacraments verified.

Baptism Class Attended. Date and Location: _____

Godmother's Full Name: _____ Religion: _____

Baptism Certificate Received. Confirmation & Communion Sacraments verified.

Baptism Class Attended. Date and Location: _____

Will either Godparent be represented by a proxy? Their Name: _____

OFFICE USE ONLY

___ Donation of \$50 Received. ___ All Paperwork submitted. ___ Date confirmed.

___ Certificate Prepared. ___ Card Prepared. ___ Recorded in Register.

___ Donation of \$50 Received. ___ Baptism Class \$20