

NATIVITY CATHOLIC PARISH

5220 Johnson Street
Hollywood, FL 33021

(954)987-3300 ext. 203
martha@nativityhollywood.org
www.nativityhollywood.org

ALL DOCUMENTS MUST BE SUBMITTED PRIOR TO RESERVING A BAPTISM DATE

Details you need to know about Baptisms at Nativity Catholic Parish

Registering for a Baptism at Nativity

- **Please read all pages and submit all required documents to the Rectory Office in person or by email to martha@nativityhollywood.org.**

Baptisms Days and Times

- Baptisms are held in the church on Sundays after the 12:30 Spanish mass. Tell family and friends to arrive no later than 1:30pm for the baptism, if they are not attending the 12:30pm mass. You should enter the church quietly and respectfully.
- Individual baptisms will not be held unless otherwise agreed upon.
- To schedule a baptism date, all paperwork and donation must be submitted prior to baptism date. (See checklist on page 3)
- **English Group baptisms are held the 1st Sunday of the month.**
- **Spanish Group baptisms are held on the 3rd Sunday of the month.**

Baptism Fee/Donation

- A donation for group baptisms of \$100 per child would be appreciated.
- Private baptisms will require a payment prior to the baptism date of \$350.

Clothing Requirements and Candle

- All children should be dressed in white clothing. Ivory and other shades of white are accepted.
 - We do not give a white garment at the baptism due to the age range of children.
- Parents, godparents, family and friends should be dressed in appropriate church clothing.
- A candle is given to you at the baptism.

Baptizing A Child Over The Age Of 6

- Children over the age of 6 years old are at an "age of reason" and are aware of what is happening. Therefore, the Archdiocese requires children over the age of 6 years old to attend Religious Education Classes in preparation to receive their First Holy Communion.

Parent Requirements

- As parents, baptizing your child holds great responsibility. Since your child is too young to know what is happening, you promise to help your child grow each day as faithful followers of Jesus Christ and members of the Church. Please remember your promise by attending Sunday Mass weekly with your child and enrolling your child in Religious Education Classes when they enter school.
- At least one parent should be a practicing member of Nativity parish for at **least three months**. To register in the parish please visit our website, nativityhollywood.org and click on "**Parish Registration.**"
- The **completed baptismal registration form, along with the required copies**, can be submitted by email to: martha@nativityhollywood.org
- Parents must attend a **baptism class**.
- A copy of the child's birth certificate is needed. If your child was born in Broward County, call or go to the Broward County Health Dept., Vital Statistics Office, 2421-A S.W. 6th Avenue, Ft. Lauderdale, FL (on State Road 84, one mile East of I-95 on the South side of State Road 84 & 6th Avenue.) Phone (954) 467-4413.
- If one parent is not Catholic, we require a brief notarized letter from the parent stating that he/she permits the child to be baptized Catholic at Nativity Catholic Parish.
- If you are divorced or not married and one parent is not participating in the baptism, we require a copy of the document of sole custody or a notarized letter stating the parent permits the child to be baptized Catholic.
- If the child is adopted, we require a copy of adoption papers.
- If you are from another parish, we must have written permission from your parish for your child to be baptized at Nativity Catholic Parish.

Godparents Requirements

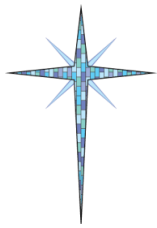
- A Godparent should be a person you feel will help your child grow in the Catholic faith, be a model of Christian living, and be an active member of the Catholic Church.
- **It Is For This Reason That The Church Asks The Following Of A Godparent:**
- The godparent must be a Catholic in good standing, which means a baptized Catholic who has received the Sacraments of Communion and Confirmation, attends mass regularly, if married, is married in the Catholic Church, if single is not living with someone outside marriage.
- The godparent must be 16 years or older.
- A Sponsor Certificate is required. For your convenience, it is found in this packet. A sponsor certificate is a letter/certificate from a parish that must be signed by the pastor where the godparent registered and attends. This letter/certificate states that the godparent is a Catholic in good standing.
- One godparent is required. Two godparents are strongly recommended.
 - One Confirmed Catholic is required. Two Confirmed Catholics are recommended.
 - If there are two godparents, one must be male and one female.
 - Non-Catholics may not serve as Catholic godparents, as they cannot be good role-models of Catholic living.
 - A Catholic who has not received all three sacraments of initiation cannot be a godparent.
- Someone married outside the Church is not able to receive Communion and is not able to be a sponsor.
- Also, a Catholic who has abandoned the Church is not able to be a proper sponsor of a new member into the Church.
- Parents are not allowed to be sponsors. Sponsors are to support the parents in their obligation as Christian parents.
- We strongly recommend the Rite of Christian Initiation for Adults (OCIA) also known as Order of Christian Initiation for Adults program for our Catholic friends and families who were never baptized at a younger age. Classes begin in September. Please contact the rectory for more information.
- If the Godparent is unable to attend due to distance or unforeseen circumstances, another person may stand in as a proxy. The proxy must meet the same requirements as the godparent.
- Godparents must attend a **Baptism class**

Christian Witness — (A baptized non-Catholic Christian)

- Provided there is one valid Catholic sponsor, a baptized non-Catholic Christian may serve as a Christian witness for Baptism only. This person is a Christian witness and not a sponsor and will not be registered as such.
- Requirements to be a Christian Witness:
 - At least sixteen years old
 - a validly baptized Christian
 - living an upright life
 - cannot be either parent
 - cannot be a Catholic who has abandoned their faith
- A Christian witness may never be a non-Christian i.e. Jewish or Muslim
- The notation "Christian witness" is placed under the name of the non-Catholic Christian witness in the baptismal register.

Baptism Class Information

- Parents and godparents are required to take a baptism preparation class.
- The Baptism Classes are **bilingual** and will be held in the **RECTORY OFFICE BUILDING** at **10 AM on the 2nd Saturday of the month**. The class is taught by a deacon. Do not bring documents to class. All documents should be submitted directly to the Rectory Office in person or by e-mail.
- You may attend a baptism class at another Catholic parish. You must submit a document from that church stating you attended the baptism class there.
- If you have taken the class within the last 5 years, you do not need to take it again but must provide proof of attending.



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Child's Name _____

Parents' Names _____

Requested Date of Baptism (Please Provide 3 Sunday date's in case your first choice is unavailable)

Both Parents Must Initial the Statements Below.

Parent Initials

Parent Initials

Parent Initials

Parent Initials

Parent Initials

Parent Initials

Parent Initials

I have read the Baptism Information and Registration document

I understand that the parents and godparents must attend a baptism class at a Catholic Church

I understand that all documents must be submitted prior to reserving a date

I understand that the godparents must be Catholics that received the Sacrament of Confirmation and attend Mass regularly

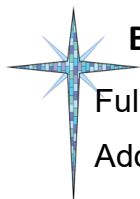
I understand that the godparents must submit our Sponsor Letter completed by their church prior to reserving a date for baptism

I understand that a non-Catholic parent must submit a notarized letter giving permission to baptize the child Catholic

I understand that children over the age of 6 years old must attend Religious Education classes prior to Baptism

Important Parent Checklist Before Submitting

- ☐ Birth Certificate
- ☐ Father Attended Baptism Class (Date and location: _____)
- ☐ Mother Attended Baptism Class (Date and location: _____)
- ☐ Godfather Attended Baptism Class (Date and location: _____)
- ☐ Godmother Attended Baptism Class (Date and location: _____)
- ☐ Parent Letter completed by Parish (Please state if you are a Nativity Parishioner)
(Church: _____)
- ☐ Godfather Sponsor Letter completed by Parish (Please state if you are a Nativity Parishioner)
(Church: _____)
- ☐ Godfather Confirmation Certificate from Parish (Provide copy if at another church other than Nativity)
- ☐ Godmother Sponsor Letter completed by Parish (Please state if you are a Nativity Parishioner)
(Church: _____)
- ☐ Godmother Confirmation Certificate from Parish (Provide copy if at another church other than Nativity)
- ☐ If required, notarized letter from non-Catholic parent



BAPTISM REGISTRATION

Date of Baptism (office use only) _____

Full Name of Child _____

Address _____

City

State

Zip Code

Phone Number _____ E-Mail _____

Date of Birth _____ City and State _____

Was child privately baptized? _____ Was child adopted? _____

Father's Full Name _____ ☐ Catholic ☐ Christian ☐ Other

Nativity Parishioner ☐ Yes ☐ No

Mother's Full Maiden Name _____ ☐ Catholic ☐ Christian ☐ Other

Nativity Parishioner ☐ Yes ☐ No

Are the parents married? ☐ Yes, by a priest ☐ Yes, civil union ☐ No, but interested ☐ No

Godfather's Full Name _____ ☐ Catholic ☐ Christian ☐ Other

Baptized ☐ Yes ☐ No

Confirmed ☐ Yes ☐ No Church _____

Godmother's Full Name _____ ☐ Catholic ☐ Christian ☐ Other

Baptized ☐ Yes ☐ No

Confirmed ☐ Yes ☐ No Church _____

Things You Should Know:

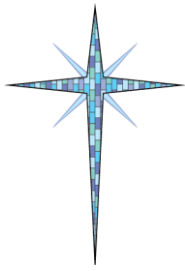
- Parent(s) must belong to a Catholic parish
 - If not Nativity, provide a letter from the parish giving permission to baptize the child at Nativity Parish
 - If you attend mass at Nativity but never registered, please register at nativityhollywood.org and use your envelopes/online giving (this is the only way we can track mass attendance)
- Birth Certificate must be submitted
- If parent is not Catholic, provide notarized statement of permission to baptize child in the Catholic Church
- Godparent(s) must be practicing Catholic(s) that received the Sacrament of Confirmation
- Only one godparent is necessary, two are recommended
- All godparents must complete our Sponsor Letter from the church they attend
- All parents and godparents must attend a Baptism Class
 - If attended in the past 5 years, provide proof
 - If attended at another parish, provide proof

FOR OFFICE USE ONLY

- ☐ Birth Certificate
- ☐ Mother attended Baptism Class
- ☐ Father attended Baptism Class
- ☐ Godfather attended Baptism Class
- ☐ Godmother attended Baptism Class
- ☐ Parent Letter from parish
- ☐ Godfather Sponsor Letter from parish
- ☐ Godfather Confirmation Certificate from parish
- ☐ Godmother Sponsor Letter from parish
- ☐ Godmother Confirmation Certificate from parish
- ☐ If required, notarized letter from non-Catholic parent

Signature of Priest/Deacon Baptizing

Notes:



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Certification for Each Godparent for Baptism

Person to be baptized (print): _____

Church where sacrament will be celebrated: _____

City: _____

Qualifications: Godparents not only serve as witnesses at the ceremony of Baptism but also assist the person in leading a Christian life. Therefore, Church law requires that godparents be people who are living the Catholic faith and meet the following qualifications (*Code of Canon Law*):

1. They should be at least 16 years of age.
2. They must be Catholics who have received Baptism, Confirmation, & first Holy Communion.
3. They must lead a life in harmony with the Catholic faith.
4. If they are married, they must be married in the Catholic Church.
5. Parents of the person to be initiated may not serve as godparents.

I hereby declare before God that I meet the above qualifications. I also promise to assist the person being initiated in living the Christian life as a faithful Catholic.

Godparent signature: _____ Date: _____

Godparent name (print): _____

Name of your Catholic parish: _____

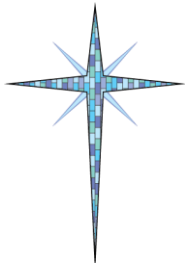
Your city: _____ Your state or country: _____

Signature of Pastor at your Parish: _____

Parish Seal stamped here:

Notes:

- **Not qualified?** Please speak to your pastor about receiving the sacraments and getting qualified!
- **Christian Witnesses for Baptism:** If only one godparent is chosen for Baptism, someone validly baptized in a non-Catholic ecclesial community may serve as a Christian witness to the ceremony, along with the Catholic godparent. This form is not required for Christian witnesses. (Baptized Catholics who no longer practice their faith or who have joined another ecclesial community may not serve as Christian witnesses.)
- **Proxies:** If the sponsor cannot be present for the ceremony, a proxy may stand in as a witness at the ceremony. This form is not required for proxies.



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6. They should be at least 16 years of age.
7. They must be Catholics who have received Baptism, Confirmation, & first Holy Communion.
8. They must lead a life in harmony with the Catholic faith.
9. If they are married, they must be married in the Catholic Church.
10. Parents of the person to be initiated may not serve as godparents.

I hereby declare before God that I meet the above qualifications. I also promise to assist the person being initiated in living the Christian life as a faithful Catholic.

Godparent signature: _____ Date: _____

Godparent name (print): _____

Name of your Catholic parish: _____

Your city: _____ Your state or country: _____

Signature of Pastor at your Parish: _____

Parish Seal stamped here:

Notes:

- **Not qualified?** Please speak to your pastor about receiving the sacraments and getting qualified!
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