

OUR LADY OF THE SACRED HEART CHURCH  
120 KINGS HIGHWAY  
TAPPAN, NY 10983

Congratulations on the arrival of your new baby! Our Catholic Community joins you in thanking God for the gift of new life. As you are seeking the baptism of your child in the Roman Catholic Church, the following guidelines are presented to help you embark upon this journey of faith with Christ and his Church.



**A. The Sanctifying Role of the Church**

Through Baptism, God enables us to participate in his life in Jesus Christ and makes us his children. It is through this sacrament that we receive the Holy Spirit and become members of the People of God, of the Body of Christ, which is the Church. Baptism becomes our commitment to grow in this new life and to strive to acquire spiritual maturity. By baptism, God purifies us from sin.

Baptism is the sacrament of faith which has the Risen Christ as its source, and it is the offer of salvation for all people. Intimately linked to Confirmation and to Eucharist, Baptism is, with these two sacraments, Christian Initiation. The child is baptized in the faith of his/her parents, of his/her godparents and of the Church.

**B. Basic Guidelines and Information for Infant Baptism**

Parents are responsible for bringing their child to the Sacrament of Baptism as soon after birth as possible. Except in case of necessity, the church is the usual place of baptism.

In order that a child be baptized, it is necessary that...

- the parents consent, or at least one of them, or someone legally standing in their place,
- And that there is reasonable hope that the child will be brought up in the Catholic Faith.

**GODPARENTS:**

A person may only have one or two godparents (also called sponsors); if two are chosen, they must be male and female.

In order for someone to be eligible as a godparent, these are the requirements...

- they be chosen by the parents,
- have the ability and the intention to fulfill the role,

- be at least 16 years of age, and...
- be a confirmed Roman Catholic, who has already received the Most Holy Eucharist, is leading a life in harmony with the Catholic Faith (including Marriage) and will be a good role model for the one being baptized,
- and be neither the father nor the mother of the child.
- A baptized person who belongs to another Christian community may be admitted only as a “Christian witness” (not a godparent) provided that there is at least one Roman Catholic godparent who fulfills the above criteria. A non-baptized person cannot be a witness.

### C. Baptismal Preparation in your Parish

In order to respect your request for the baptism of your child, you are invited to follow closely the stages of preparation offered below...

- Contact your parish office and express your desire to have your child baptized.
- Introduce yourself to the parish priest if you do not already know him personally.
- Open yourself to the invitation to actively join the faith community of your parish. If you are not registered parishioners, please consider becoming involved in the prayer and celebration of the Sunday Eucharistic community.
- While baptismal preparation varies from parish to parish, you will be invited to participate in some manner of faith formation prior to the baptism of your child. This may take the form of a meeting(s) with the pastor, pastoral assistant, or participation in a baptismal preparation session for parents.



It is extremely important to take your faith-life seriously because, before God, you have taken on an awesome responsibility for the salvation of another – your own child! Your commitment and openness to baptismal preparation will help develop the faith-life of your child as he/she matures.

### D. Other Information

Are you living in a parish other than the one in which you wish to have your child baptized?

You are required to take your Baptismal Preparation in the parish in which you reside and then receive a testimonial letter from your Parish Priest to have your child baptized in another parish. This requirement respects the reality that pastors normally have sacramental jurisdiction only over their own parishioners. Therefore, when one seeks a sacrament outside of one’s parish, the proper pastor’s permission is necessary. Furthermore, the invitation to connect with

one's own proper parish first is founded on the hope that the faith-life of the family and of the one(s) to be baptized will be lived in community and not in isolation.

### **E. Marital Status**

Your marital status will be clarified during the baptismal preparation process. Baptism is not denied if the parents are unmarried or not married in the Roman Catholic Church. However, there may be reason to postpone

Baptism if parents are not practicing the Faith, or have no intention of living a Catholic life in harmony with the Gospel. If your status is not in harmony with the Roman Catholic understanding of sacramental marriage, please inquire as to how we may help you enter into proper sacramental marriage or, if need be, seek a declaration of nullity by the Church.

Sacrament of Baptism marks the beginning of the journey of faith. For all Christians it is the defining moment that reflects a deep union with Jesus Christ. It is most fitting that a significant moment like this be celebrated within the context of the Eucharist.

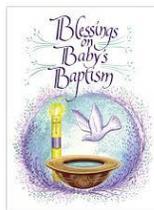
We believe that Baptism is a sacrament, an action of Jesus Christ in his Church.

A sacrament is an outward sign of inward grace, instituted by Jesus Christ. By the carrying out of the sacramental rite, grace is given to the soul of the person who received the sacrament.

#### **In this sacrament,**

- Jesus Christ forgives original sin and opens the gates of heaven for us
- welcomes us into his Church
- makes us the sons and daughters of God

The day of Baptism is a great day for your child and your family. Your child joins a large family of faith which stretches back to the Lord Jesus and his early followers.



**All of the above information applies to INFANT Baptism only. If you have a child to be baptized who has reached catechetical age/the age of reason (Grade 2 or 7 years), you and they will receive different preparation. Having sufficient understanding, the preparation will now be for the full complement of the Sacraments of Initiation. ei. Baptism, Confirmation, and Eucharist.**

**May God richly bless and guide you in your journey of faith!**

**Our Lady of the Sacred Heart Church  
120 Kings Hwy, Tappan, NY 10983**

Tel No : 845-359-1230

Fax : 845-359-1410

**Website: <http://www.olshtappan.com>**

**Baptismal Class:** 3<sup>rd</sup> Tuesday\*

**Instructor:** Amy Bianco

7:30pm in the Rectory

**Baptismal Schedule:** 1<sup>st</sup> Sunday\*

\*except on holidays

1:30pm in the Church

**Baptismal Donation: \$100 (Parishioner)**

**\$200 (Non-Parishioner)**

❖ *If you have any questions please contact our Parish Secretary  
Kathryn Lavery @ 845-359-1230 or Email: [Secretary@olshtappan.com](mailto:Secretary@olshtappan.com)*

## **GUIDELINES FOR SPONSORS FOR BAPTISM & CONFIRMATION**

The following guidelines are meant to assist the priest or deacon in assessing suitability for the role of sponsor (godparent) at Baptism or at Confirmation. These guidelines are based on the requirements for sponsors as delineated in canons 872 - 874 of the Code of Canon Law.

- ❖ A person who is to be baptized or confirmed is to have a sponsor. While it has become a tradition to have two sponsors at Baptism, having only one sponsor is acceptable. No more than two sponsors are permitted, however, and the two sponsors may not be of the same sex.
- ❖ A sponsor must have completed the sixteenth year of age, unless the pastor or minister of the sacrament grants an exception for a lower age, provided there is a just cause.
- ❖ A Catholic who has not already received the sacraments of Confirmation and Holy Eucharist may not be a sponsor. Such a Catholic is to be encouraged to complete Christian Initiation at an appropriate time.
- ❖ A priest or deacon may be a sponsor at Baptism provided he is not the minister of the sacrament. If a priest is to be a sponsor at Confirmation, it is understood that he will concelebrate the Mass. A member of an institute of consecrated life or of a society of apostolic life may be a sponsor.
- ❖ A Catholic who has defected from the Catholic Church may not be a sponsor. A non practicing Catholic may be admitted as a sponsor only if the pastor or minister of the sacrament can determine that the person is in the process of returning to the regular practice of the faith.
- ❖ With the permission of the Archbishop, obtained through the Chancery Office, a substitute sponsor may be added to the sacramental register when, for example, the original sponsor has died or has left the Church by a formal act; however, the name of the original sponsor is not to be removed.
- ❖ A suitable member of an Eastern Orthodox Church may be admitted as a sponsor, but only together with a Catholic sponsor, for a just cause, and as long as there is provision for the Catholic education of the person to be baptized. Similarly, a Catholic is not forbidden to be a sponsor in an Eastern Orthodox Church, if he or she is so invited.
- ❖ Guidelines for Sponsors for Item I-A (cont.) Baptism & Confirmation Page 2
- ❖ A baptized non-Catholic may be admitted as a Christian witness at Baptism, but only together with a Catholic sponsor. Similarly, a Catholic may act as a Christian witness for a person being baptized in another ecclesial communion, but not as a sponsor.
- ❖ A person who has defected from the Catholic Church may not be a Christian witness, nor may a non-baptized person serve in this capacity.
- ❖ A parent is not to be the sponsor for his or her child. An adoptive parent is to be discouraged from exercising this function.



## OUR LADY OF THE SACRED HEART TAPPAN, NEW YORK

### Baptism Registration

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

Name of CHILD: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Cert Rec'v: \_\_\_\_\_  
(Please provide copy of official birth certificate)

FATHER'S Name: \_\_\_\_\_ Religion: \_\_\_\_\_ Practicing? \_\_\_\_\_

Father's Complete Address: \_\_\_\_\_

Father's Phone: \_\_\_\_\_ Father's Email: \_\_\_\_\_

Date Father Plans to Attend Baptism Class: \_\_\_\_\_

MOTHER'S First & Maiden Name: \_\_\_\_\_ Religion: \_\_\_\_\_  
Practicing? \_\_\_\_\_

Mother's Complete Address: \_\_\_\_\_

Mother's Phone: \_\_\_\_\_ Mother's Email: \_\_\_\_\_

Date Mother Plans to Attend Baptism Class: \_\_\_\_\_

Are Parents Married? Yes \_\_\_\_\_ No \_\_\_\_\_ Are there prior marriages? Yes \_\_\_\_\_ No \_\_\_\_\_

If Married, Were Parents Married by a Catholic Priest or Deacon? Yes \_\_\_\_\_ No \_\_\_\_\_

Name and Place of Mother's Parish: \_\_\_\_\_ Registered/Letter \_\_\_\_\_

Godfather: \_\_\_\_\_ Religion: \_\_\_\_\_ Practicing? \_\_\_\_\_

Sponsor Certificate: \_\_\_\_\_

Godmother: \_\_\_\_\_ Religion: \_\_\_\_\_ Practicing? \_\_\_\_\_

Sponsor Certificate: \_\_\_\_\_

Amount of Donation: \$ \_\_\_\_\_ Date of Donation: \_\_\_\_\_ (Suggested Donation is \$100 for parishioners registered for *longer* than a year and \$200 for all others.)

Date of Baptism: \_\_\_\_\_ Priest/Deacon (print) \_\_\_\_\_



**OUR LADY OF THE SACRED HEART  
TAPPAN, NEW YORK**

**Parent's Consent To Baptism**

I am the non-Catholic parent of \_\_\_\_\_, who will be  
baptized into the Catholic faith at the Our Lady of the Sacred Heart Church on or about  
\_\_\_\_\_. I hereby give my free consent to this baptism. I agree  
that my child will be raised in the Catholic faith.

Dated: \_\_\_\_\_ (Signed)

\_\_\_\_\_ (Printed)