

## FOR INFORMATION / QUESTIONS

Contact the Parish Office of Faith Formation at (941) 623-9768, or via email at [baptism@stcbc.org](mailto:baptism@stcbc.org).

The Parish Office of Faith Formation is located in the St. Charles Ministry Center. The hours for the Ministry Center are:

9:00 AM - 4:00 PM



*“Just as a man cannot live in the flesh unless he is born in the flesh, even so a man cannot have the spiritual life of grace unless he is born again spiritually. This regeneration is effected by Baptism:*

*“Unless a man is born again of water and the Holy Spirit, he cannot enter into the kingdom of God”  
(John 3:5)*

*St. Thomas Aquinas*



St. Charles Borromeo Catholic Church  
21505 Augusta Avenue, Port Charlotte, FL 33952  
[www.stcharlespc.org](http://www.stcharlespc.org)

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## *St. Charles Borromeo Catholic Church Port Charlotte, Florida*



*This program includes the information needed to process your request to have your child baptized at St. Charles Borromeo Catholic Church. Before a date can be set for the Sacrament of Baptism, we must confirm that you are registered members of our parish and that you attend Mass regularly.*

*Along with this paperwork, you will need to present a copy of your child's Birth Certificate. After filling out the paperwork, please contact our Parish Office of Faith Formation at (941) 623-9768 or email [baptism@stcbc.org](mailto:baptism@stcbc.org) to set up an appointment to meet in person.*

## *Baptismal Preparation Program*

## Dear Parents and Parents-to-Be:

Congratulations and Welcome! Your child's baptism is a time for celebration and joy. We share your joy and look forward to the day when your child will be received into the Catholic community of faith at St. Charles.

We are excited to walk with your family as you prepare to celebrate the Sacrament of Baptism within our parish community. This booklet will help you plan and prepare for baptism in the best possible way.

Rev. John Fitch

## PARENTS

- ❖ Parents must be registered members of St. Charles.
- ❖ At least one parent must be a practicing Catholic, giving clear indication that the child will be raised in the Catholic Faith.

- ❖ If parents are not in a valid Catholic marriage they will have the opportunity to have their situation reviewed with the possibility of it being resolved.

- ❖ Both parents must attend the baptism preparation class. Parents who attended these classes for another child, within the past three years, may be excused from attending. This will be determined at the initial interview session.

- ❖ Parents must provide a copy of the child's birth certificate.

## GODPARENTS (SPONSORS)

- ❖ One sponsor, male or female, is sufficient; but there may be two, one of each sex (Canon 873).

- ❖ Must not be less than sixteen years of age (Canon 874 §1.2)
- ❖ Must have received all of the Sacraments of Initiation (Baptism, Eucharist, Confirmation) (Canon 874 §1.3).

- ❖ If married, sponsors must be in a valid Catholic marriage and not labor under a canonical penalty (Canon 874 §1.4).
- ❖ Sponsors must not be the father or mother of the person being baptized (Canon 874 §1.5).

- ❖ Can be represented by a stand-in (proxy) if unable to attend. *(This requires a letter of consent for the proxy from the sponsor)*
- ❖ Must obtain a letter from their pastor stating they are practicing members, in good-standing, of their Church.

- ❖ Must attend the baptism preparation class with the parents.

*(Those who do not live locally may attend a class at their own parish and obtain a letter confirming their completion of the course. If a course is not available, please ask about our online option to complete this requirement.)*

## CHRISTIAN WITNESSES

A baptized person who belongs to a non-Catholic ecclesial community may be admitted only in company with a Catholic sponsor, and then simply as a Christian witness to the baptism (Canon 874 §2).

## STEPS IN BAPTISMAL PREPARATION

1. Contact our Office of Faith Formation at (941) 623-9768 or [baptism@stcbbc.org](mailto:baptism@stcbbc.org) at least six weeks prior to the anticipated Baptism. You are encouraged to contact us prior to the child's birth. You must be registered in the Parish.
2. Complete the St. Charles Borroweo Baptism Registration Form.
3. Meet with Office of Faith Formation for initial interview and submit completed registration form along with copy of birth certificate.
4. Choose Godparent(s) and obtain required documentation.
5. Attend Baptismal Preparation class. The class is one session and required for parents and godparents. Class dates and times will be provided at time of initial interview.
6. Baptism will be scheduled following preparation and completion of other requirements.
7. Baptisms are regularly scheduled on the last Saturday of the month or at the discretion of the celebrant.

## CHECK LIST FOR PARENTS

- Parish Registration
- Contact Parish Office of Faith Formation
- Complete Baptism Registration Form
- Provide copy of child's Birth Certificate
- Obtain Godparent's Letter of Good-Standing (if applicable)
- Attend Baptism Preparation Session (parents & godparents)
- Letter of Consent from Godparent for Proxy (if applicable)