

St. Joseph Catholic Church
211 Atlantic Avenue / Shreveport, LA / 71105
Phone: 318-865-3581 / Fax: 318-865-5125
Infant Baptism - Parent's Checklist

Child's Name: _____

*Please make a checkmark ☒

1. Parents must complete Baptism Record Information Form ☐
2. Parents obtain a Permission to Baptize Letter if registered with another parish. ☐
3. Child's original birth certificate (*a copy will be made*) ☐
4. Godfather:
 - a. Certificate of Baptism (*w/notations of Confirmation & Marriage*) ☐
 - b. Godparent Eligibility Form for Baptism ☐
 - c. Godparent Priest Permission Letter (*for non-St. Joseph parishioners*) ☐
5. Godmother:
 - a. Certificate of Baptism (*w/notations of Confirmation & Marriage*) ☐
 - b. Godparent Eligibility Form for Baptism ☐
 - c. Godparent Priest Permission Letter (*for non-St. Joseph parishioners*) ☐
6. Appointment with Baptism Coordinator ☐
 - a. Date Scheduled: _____
 - b. Completed Appointment ☐
7. Attended St. Joseph Baptism Seminar - Date: _____ ☐

Baptism Seminar certificate submitted for the following:

☐ Father ☐ Mother ☐ Godfather ☐ Godmother
8. Attended Previous Baptism Seminar (*Please provide certificate if taken outside of St. Joseph*) ☐

Date: _____ Parish Name: _____

☐ Father ☐ Mother ☐ Godfather ☐ Godmother

***Please return this completed checklist to the Church Office with all of the required documents.