



BAPTISMAL CERTIFICATE REQUEST

My Child:

First Middle Last

with _____ and _____

Birth Date Baptismal Date

Will be receiving the sacrament(s) of Reconciliation & 1st Communion Confirmation at Holy Trinity.

IF your child was baptized at Holy Trinity check here , skip section A, sign and bring to the Faith Formation Office.

SECTION A

Any individual who will be receiving a sacrament must submit a **newly issued copy of their baptismal certificate with sacramental notations to the Faith Formation Office before November 1st, 2018.**

It is the **responsibility of the parent/guardian** to request the certificate from the baptismal church.

It is a very simple process:

1) Call the church of baptism and request a copy of the Baptismal Certificate **with sacramental notations**, i.e. the certificate must have the notation of any other sacrament your child has received (1st Communion and/or Confirmation).

2) Have the church of baptism send it:

via mail:
Holy Trinity Catholic Church
Faith Formation Office
101 Walt Banks Road
Peachtree City, GA 30269

or via fax:
Faith Formation Office
Fax (770) 487-7317

or via e-mail:
rcapezzuto@holyltrinityptc.org

If your child was baptized in the **Archdiocese for the Military Services**, you need to request the copy of the Baptismal Certificate from the Office of Sacramental Records at (202) 719-3600 or through the website <http://www.milarch.org/sacramental-records/> and request the certificate be sent per the instructions mentioned above in #2.

If you have any questions please stop by the Faith Formation Office or contact Mary Sue at (770) 487-0175

Parent/Guarian Name: _____

Parent/Guardian Signature: _____ Date _____