

All Souls Catholic Church

Office: 301 W. 8th Street, Sanford, FL 32771
Telephone: 407.322.3795; FAX: 407.322.1131

Certificate Request Form*

- Baptism** **First Communion**
- Confirmation** **Marriage**

*Those seeking Certificates of Eligibility for Godparents must complete page 2.

Name at time of Sacrament:

Date of Sacrament: _____
(approximate if unknown)

Date of Birth: __/__/__ Place of Birth: _____

Father's Name:

Mother's First and Maiden Name:

Person Requesting Certificate:

Daytime Phone Number: _____

Email: _____

Address where certificate is to be mailed:

Address: _____

City: _____

State: _____, Zip: _____

Today's Date: _____

Comments:

NOTE: *please provide us with a copy of your sacramental records at the time of your request so that letters of eligibility might be provided to you in a timely manner. (remember: at the time of your registration with the parish, proof of sacraments was not required). Requests received by Wednesday will be available on Friday for pickup or mailing. Office hours are 8:30 am to 4:30 pm Monday through Friday.*

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Request for Certificate of Eligibility

Godparent Confirmation Sponsor

Requirements:

Please keep in mind the following requirements for Baptismal or Confirmation sponsors:

- The sponsor must be fully initiated into the Catholic Church. That is, they have received the three Sacraments of Initiation: Baptism, Holy Eucharist, and Confirmation.
- The Sponsor must be at least 16 years of age.
- Since the sponsor is seen as a faith role model, a person who has been asked to be a sponsor should be living according to the codes, canons, laws and teachings of the Church. For example, if the person is married, the marriage is to have taken place in a Catholic Church.
- The sponsor should be a participant in the community life of the Church. This means he or she must be registered in a parish, receive the Eucharist regularly, and lead a life in harmony with the faith and role to be undertaken.
- The sponsor for Baptism cannot be the mother or father of the one to be baptized.

Please note that there are times when we are not able to give a certificate to someone. In order to obtain a sponsor certificate from our parish the person requesting a Certificate of Eligibility must be registered at All Souls parish and have been registered for at least three (3) months prior to the request. Even if he/she received all of his/her sacraments here at All Souls years ago but now lives elsewhere, he/she is not a member of this parish. Rather, he/she is a member of the parish in whose territory he/she resides. This is the parish where the sponsor certificate must be obtained.

Name: _____

Address: _____

Telephone: _____

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Request for Attendance Records

Faith Formation

Parent Baptism Class

Name:

Phone:

Name of Child being baptized and tentative date of baptism:

Name of Church where child will be baptized and address:

Date(s) of Attendance

For former Faith Formation Students:

Grade(s) Attended: _____

School Years: _____

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