

# SANTA CLARA CATHOLIC PARISH



## **SACRAMENT OF BAPTISM**

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### **Guidelines and requirements**

#### **SANTA CLARA CHURCH**

323 S. "E" Street., Oxnard CA 93030

Phone (805) 487-3891 Fax (805) 487-4733

*English Baptisms 1st & 3rd Sunday of the month at 2pm*

*Bautizos en español cada 2º Domingo del mes at 2pm*

#### **CHAPEL OF SANTA CLARA**

1333 E. Ventura Blvd., Oxnard (El Rio) CA 93036

(805) 485-7335 Fax (805) 981-1183

*Bautizos en español cada Sábado 4º del mes a las 10:00am*

[www.santaclaraparish.org](http://www.santaclaraparish.org)

# SACRAMENT OF BAPTISM

## Introduction & General Procedures

**W**elcome! The pastoral staff of our parish of Santa Clara Church and Chapel shares with you the joy of the soon celebration of your child's Sacrament of Baptism. The following guidelines are to assist you in preparation for your child's baptism, and are to be observed so that as a community we may enjoy a prayerful celebration that reflects the Christian values we hold.

After picking up the "Baptismal Package" from our office or downloaded from our website, you must try to fulfill the requirements (first step is to know when and where parents and godparents are taking the baptismal preparation class—if taking class at our parish, you must RSVP/Limited space) as soon as possible; space limited. Please be aware that your baptismal date and time are not official until you submit, at least two weeks prior your desired date, the complete Baptismal Package with all its requirements (incomplete packages will not be admitted):

1. *Baptism "Registration Form"*. Carefully read "Baptismal Guidelines and Requirements". Form must be signed.
2. *Child's Birth Certificate*. Parents or legal guardians can only register a child for baptism and must present a valid ID. The child must be under 6 years old, any older children will need a special personal catechesis: 1-2 personal catechesis.
3. *Proof of baptismal preparation class*. Parents and sponsors must attend to baptismal catechesis classes and submit proof.
4. *Letter of Candidacy*. Sponsors/godparents must give you the completed forms signed and stamped by their priest/pastor.
5. *Donation of \$40 per child*. Donation must be submitted with the "Baptismal Package" and is not refundable. Cash or check accepted.

**Baptism may be presided by a priest or deacon.**

## Parents/Legal guardians

**O**nly parents and legal guardians are able to register a baby for Baptism. If the parent has joined custody, a "letter of consent" from the other parent is required.

## Celebrating the Sacrament of Baptism

### Sponsor/Godparent for Baptism

**A** sponsor (or godparent) is one who assists an adult in Christian initiation or in the case of an infant, presents the infant along with the parents for baptism. The role of sponsor/godparent is considered an “office” in the Church. The purpose or function of the sponsor/godparent is to assist the one baptized in living the Christian life and in fulfilling the obligations flowing from it. Insofar as possible, a person to be baptized is to be given a godparent (c. 872). When an emergency, a godparent is not necessary for a valid and licit baptism. The requirements for a godparent are:

1. Must be *designated*.
2. Must have the *aptitude and intention* of fulfilling the function.
3. Must have completed the 16th year of age unless the diocesan bishop has established another age, or the pastor or minister has granted an exception for a just cause.
4. Fully initiated Catholic: *Baptism, Confirmation, and Communion*.
5. Must be leading a *life of faith* within our Catholic Tradition.
6. Must *not be bound* by imposed/declared canonical penalty.
7. Cannot be the father or mother of the one being baptized.
8. A baptized *non-Catholic* is not to participate except together with a *Catholic godparent* and then only as a witness of the baptism.

Married Godparents must have received the *Sacrament of Marriage* through the Catholic Church and must provide proof. Single Godparents may be required to present proof of Sacraments of initiation.

Please remind family, friends, and sponsors about the modest dressing when coming to church (see page 4).

### Baptismal Preparation Class

**P**arents and godparents must attend a Baptismal Preparation Class here or at any other parish that offers baptismal preparation classes. At Santa Clara Parish we have classes every 2nd Saturday (Spanish & English) of the month @ 6:30pm in our parish hall; Santa Clara Chapel every 4th Saturday (Spanish only) at 6:30pm at parish hall. RSVP is required and there is a \$10 fee

## **Celebrating the Sacrament of Baptism**

per person to sign up for the class. You may attend to any other parish for this class. Participating parents and sponsors must be on time and if late, we reserve the right to deny admittance to the class; there is no refunds. No children allowed nor unsupervised by an adult within our facilities. Please consider signing up on-line.

### **Dress code**

**B**ecause the baptism ceremony is taking place in the church, which is the house of God, we ask that the dress code on the behalf of the parents and godparents be modest upscale casual to formal. Women's dresses must be of a modest cut (no bare shoulders, no strapless dresses and no cleavage) and no mini skirts or short pants are allowed. Shawls are permitted. Males must wear upscale casual-formal dress attire. No jeans, saggy pants, no sandals, etc. We ask you to let your family know how special this moment is in your life and in the life of your child and ask them to dress accordingly.

### **Punctuality**

**Y**ou must be on time for class and at the time of the Sacrament celebration. Please be aware that if late, we reserve the right to deny admittance to the class and/or the right to postpone the sacrament of baptism. There is no refunds and postponing the sacraments may required starting the process all over again.

For a complete and updated list of dates of Baptisms and preparation classes, please visit our website:  
**[www.santaclaraparish.org](http://www.santaclaraparish.org)**

Last updated 11/24/16

# SACRAMENTO DEL BAUTISMO

## Introducción y Procedimientos Generales

**iB**ienvenidos! Nuestro equipo pastoral de la parroquia de Santa Clara, iglesia y capilla, celebran con usted el gozo del pronto bautismo de su hijo(a). Los siguientes lineamientos tienen como propósito el asistir en la preparación a esta fiesta y es importante seguirlos para disfrutar en oración y devoción los valores religiosos que nos definen como comunidad cristiana.

El primer paso después de recoger el “Paquete de Bautismo” en nuestra oficina o al bajarlo del internet, es buscar la fecha en que quiere bautizar y la fecha de la clase bautismal a la que quiere participar (en Santa Clara, iglesia o capilla, tiene que reservar). Clarificamos que la fecha y hora de su bautismo no es oficial hasta que usted haya entregado el “Paquete de Bautismo” con todos los requisitos; espacio limitado. Favor de entregar su paquete por lo menos 2 semanas antes del bautismo; paquetes incompletos no serán admitidos. Requisitos para bautizar:

1. *“Forma de Registro”* Bautismo. Después de llenar esta forma y revisar los lineamientos, hay que entregarla firmada.
2. *Acta de nacimiento*. Solamente los padres o los tutores legales pueden registrar al niño(a) para el bautismo; identificación requerida. El infante debe ser menor de 6 años y si es mayor deberá tomar unas clases sobre bautismo.
3. *Clases pre-bautismales*. Papás y padrinos han de tomar esta clase y entregar el certificado de ello.
4. *Carta de Candidatura*. Los padrinos han ir con su párroco o sacerdote y llenar esta forma que consta que practican su fe.
5. *Donación de \$40 por niño(a)*. La donación es entregada cuando se entrega el paquete de bautismo y no es reembolsable. Efectivo o cheque es aceptado.

**El Sacramento de Bautismo podría ser celebrado por un sacerdote o un diácono.**

## Celebrando el Sacramento del Bautismo

### Papás/Individuos con custodia legal

**S**olamente los papás o personas que tiene custodias legal de los niños pueden registrar al niño para el Bautismo. Si uno de los padres tienen custodia compartida, es necesario un documento que acredite el consentimiento para el Sacramento (Carta de Consentimiento).

### Padrinos de Bautismo

**L**os padrinos son los que asisten al que va a ser bautizado en su iniciación cristiana. El papel del padrino o madrina es considerado un *oficio* en la Iglesia. Su función es el de asistir al bautizado a vivir su vida cristiana cumpliendo con los compromisos y obligaciones de la fe. Es requisito un padrino o una madrina (c. 872); no puede haber dos de cada uno. En casos extremos se puede celebrar un bautizo sin padrinos sin afectar la validez del sacramento. Los requisitos son:

1. Debe ser alguien elegido por su testimonio en la fe.
2. Debe tener la intención de llevar a cabo este compromiso.
3. Ser mayor de 16 años de edad a menos que el obispo local o el párroco consideren hacer una excepción.
4. Tener los sacramentos de iniciación: Bautismo, Confirmación y Primera Comuni3n.
5. Llevar una vida cristiana de acuerdo a nuestra Tradici3n Cat3lica.
6. No tener ninguna limitaci3n can3nica impuesta o declarada.
7. No puede ser padrino o madrina el padre ni la madre del que va a ser bautizado.
8. Alguien bautizado no-cat3lico tiene impedimento para ser padrino o madrina. Solo puede ser "testigo" de bautismo cuando haya un padrino o madrina cat3lica oficial primero.

Padrinos con Matrimonio cat3lico deber3n mostrar prueba de que han recibido el Sacramento de Matrimonio. Los solteros tendr3n que presentar la "Carta de Candidatura".

**Favor de recordar a su familia, amigos y padrinos lo importante que es vestir con modestia en la iglesia (ver p3gina 7).**

## Celebrando el Sacramento del Bautismo

### Clases pre-bautismales

**P**apás y padrinos deberán asistir a clases pre-bautismales en nuestra parroquia o en otra donde tengan clases. En nuestra Iglesia tenemos clases cada segundo sábado del mes a las 6:30pm (Ingles y Español) en salón parroquial; en la Capilla tenemos la clases el cuarto sábado del mes a las 6:30pm (español solamente). Se requiere reservación y hay una donación de \$10 per persona para la charla. Usted puede asistir a estas charlas en cualquier otra parroquia que lo ofrezca sin olvidar traer su comprobante. Papas y padrinos deberán llegar a tiempo a las charlas y nos reservados de no permitir su asistencia si llegan tarde. No se permiten niños en la clase y tampoco se permiten niños sin supervisión en nuestras patios o edificios. Usted puede reservar su clase en el internet (necesita tarjeta de débito o de crédito) o en nuestras oficinas.

### Forma de Vestir

**L**a ceremonia de bautismo es en la iglesia que es la casa de Dios. Le recordamos la importancia de vestir con modestia para respetar este lugar sagrado. Mujeres por favor evitar vestidos escotados, entallados, sin mangas, mini-faldas o pantalones cortos. A los varones les recordamos evitar shorts, camisetas sin mangas, etc. El bien vestir es también muestra de respeto. No olvidarse de sus zapatos de vestir para la ocasión y evitar sandalias. Por favor recordar a su familia y amigos la importancia de mostrar respeto a Dios en la forma de vestir al venir al templo.

### La puntualidad

**H**ay que estar puntuales en la clases y en el día del bautismo. Si la persona llega tarde al bautismo nos reservamos el derecho de no admitirle a la celebración del sacramento del bautismo. Si esto sucede no hay reembolso o crédito de su dinero; posponer el bautismo podría implicar una nueva donación e iniciar el proceso de nuevo.

Favor de visitar nuestro sitio de internet para una lista de bautizos y platicas pre-bautismales:

**[www.santaclaraparch.org](http://www.santaclaraparch.org)**

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# Baptism in the Bible

**John 1:33** And I knew him not: but he that sent me to baptize with water, the same said to me, On whom you shall see the Spirit descending, and remaining on him, the same is he which baptizes with the Holy Spirit.

**John 3:5** Jesus answered, Truly, truly, I say to you, Except a man be born of water and of the Spirit, he cannot enter into the kingdom of God.

**John 3:23** And John also was baptizing in Aenon near to Salim, because there was much water there: and they came, and were baptized.

**Acts 1:5** For John truly baptized with water; but you shall be baptized with the Holy Spirit not many days hence.

**Acts 1:22** Beginning from the baptism of John, to that same day that he was taken up from us, must one be ordained to be a witness with us of his resurrection.

**Acts 2:38** Then Peter said to them, Repent, and be baptized every one of you in the name of Jesus Christ for the remission of sins, and you shall receive the gift of the Holy Spirit.

**Acts 2:41** Then they that gladly received his word were baptized: and the same day there were added to them about three thousand souls.

**Acts 8:13** Then Simon himself believed also: and when he was baptized, he continued with Philip, and wondered, beholding the miracles and signs which were done.

**Acts 9:18** And immediately there fell from his eyes as it had been scales: and he received sight immediately, and arose, and was baptized.

**Acts 11:16** Then remembered I the word of the Lord, how that he said, John indeed baptized with water; but you shall be baptized with the Holy Spirit.

**Acts 19:4, Acts 19:5, Acts 22:16, Romans 6:3, Romans 6:4,  
1 Corinthians 12:13, Galatians 3:27,  
Ephesians 4:5, 1 Peter 3:21...**