



*Church of the Epiphany  
827 Vienna Street  
San Francisco, CA 94112  
Phone: 415-333-7360 Fax: 415-333-1803*

Sacrament of Baptism: The parents of the child are responsible for contacting the Parish office.

- ❖ WHO MAY BE BAPTIZED AT EPIPHANY:
  - Catholic living within the Epiphany boundaries, registered or not
  - Catholic living outside the Parish boundaries with some connection to Epiphany AND must obtain written permission from their parish of residence, as a matter of courtesy among parishes.
  
- ❖ FOR INFANTS AND CHILDREN UP TO 6 YEARS OF AGE:
  - Read all information
  - Complete the application and return it to the office.
  - Attach a copy of the child's birth certificate to the application.
  - Payment of \$100.00 to help cover the cost of supplies. Payment **MUST** be made when application is turned in.
  - Contact the parish office to schedule an interview (only parents need to attend)
  - Parents **AND** primary godparents (Sponsors) must attend a Baptismal Preparation Class.
  
- ❖ FOR SCHOOL-AGE CHILDREN 6 YEARS UP TO 17 YEARS OF AGE
  - Contact Father Cameron at the parish office at 415-333-7630 ex16
  
- ❖ FOR YOUNG ADULTS 18 YEARS AND UP
  - Contact the parish office 415-333-7630, regarding (the Rite of Christian Initiation of Adults).
  
- ❖ GODPARENTS:
  - The guidelines from the Archdiocese of San Francisco state, "to be Godparents, the person must be..
    - a.) appointed by the parents or whoever stands in their place,
    - b.) at least 16 years of age,
    - c.) a practicing Catholic who received the Sacraments of First Communion, Confirmation and marriage (if married, it **MUST** be in a Catholic church.)



May the Lord give His angels  
charge over you, to guide you in all your ways  
*Psalm 91:11*

## **STEPS IN THE PREPARATION FOR BATISM OF INFANT UP TO 6 YEARS OF AGE:**

- Must be completed by the parent of the child to be baptized.
- Overview of Steps:
  1. Application
  2. Interview
  3. Preparation Class



### **1. REGISTRATION/APPLICATION:**

- a.) read the information,
- b.) If NOT registered or living within Epiphany boundaries, obtain written permission from your church of residence,
- c.) Fill out the application (see attached),
- d.) provide a copy of the child's birth certificate and attach to the application,
- e.) \$100.00 fee for the following supplies-booklet for the Godparents, Baptismal and verification, a candle, a stole, mailing fees and church and class fee.
- f.) Return application, birth certificate, FEES (must be left with application) and permission (if not Registered or living within Epiphany boundaries) to the Parish office.
- g.) If parents and/or Godparents have attended a Baptismal Preparation Class within the LAST 3yrs, please provide a letter of verification from the parish where the class was taken and attach to the application.

**ONCE ALL PAPERWORK IS COMPLETED AND RETURNED TO THE PARISH OFFICE, ONLY THEN CAN AN APPOINTMENT FOR AN INTERVIEW BE SCHEDULE (STEPS 2)**

### **2. INTERVIEW:**

- a.) This meeting of only the parents of the child with one of the members of the Baptismal Preparation Team. It is usually about 20-30 minutes. Please contact the Parish office at 415-333-7630 to schedule the interview.

### **3. BAPTISMAL PREPARATION CLASS: (NO CHILDREN ALLOWED)**

- Parents are not to come to the class if they have not had an interview.**
- Classes are held in O'Keefe Hall (Amazon Ave & Naples Street)
- English:** Held every SECOND Friday of each month from 7:00pm-9:00pm
- Spanish:** held every FRIST Sunday of each month from 9:30am-11:00am

### **4. Baptismal Ceremony:**

- English:** every 1<sup>st</sup>, 2<sup>nd</sup>, and 5<sup>th</sup> Sunday of the month at 2:30pm and on the 4<sup>th</sup> Saturday of the month at 11:15am.
- Spanish:** every 4<sup>th</sup> Sunday of the month at 2:30pm.



**FOR ANY OTHER INQUIRIES PLEASE CALL THE PARISH OFFICE  
MONDAY-FRIDAY FROM 8:30AM-5:30PM.**

# APPLICATION FOR BAPTISM AT CHURCH OF THE EPIPHANY

NAME: \_\_\_\_\_  
FIRST MIDDLE LAST

Child's date of birth \_\_\_\_\_ City of child's birth \_\_\_\_\_

Address: \_\_\_\_\_ Telephone#: \_\_\_\_\_  
Street, City, And Zip Code

Father's Name: \_\_\_\_\_ Religion: \_\_\_\_\_  
First Middle Last

Mother's Name: \_\_\_\_\_ Religion: \_\_\_\_\_  
First Middle Maiden

1. Are the parents registered at Epiphany? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If NO, then permission to baptize at Epiphany from parish of residence is attached \_\_\_\_\_ Yes \_\_\_\_\_ No

2. Are the parents of the child married? \_\_\_\_\_ Yes \_\_\_\_\_ No

If YES, then was it in \_\_\_\_\_ Catholic Church \_\_\_\_\_ other church/Minister \_\_\_\_\_ Civil

Godfather's Name: \_\_\_\_\_ Religion: \_\_\_\_\_  
First Middle Last

Godmother's Name: \_\_\_\_\_ Religion: \_\_\_\_\_  
First Middle Last

**\* Godparents must be practicing Catholic and have received their Sacraments (see 1st page)**

3. Parents have previously attended a Baptism Prep. Class \_\_\_\_\_ Yes \_\_\_\_\_ No

4. Godparents have previously attended Baptism Prep. Class \_\_\_\_\_ Yes \_\_\_\_\_ No

Date of Baptism: \_\_\_\_\_



## FOR OFFICE USE:

Paperwork recv'd on & by: \_\_\_\_\_ Fees recv'd on & By: \_\_\_\_\_

Interviewed on: \_\_\_\_\_ by: \_\_\_\_\_ Book given no: \_\_\_\_\_

Parents attended class on: \_\_\_\_\_ Godparents attended class on: \_\_\_\_\_

Certificate mailed on: \_\_\_\_\_ Permanent Record: \_\_\_\_\_

Priest/Deacon \_\_\_\_\_