



## BAPTISM GODPARENT LETTER OF REFERENCE

The purpose of this letter of reference is to qualify the Godparent below for an upcoming Baptism at St. Charles Catholic Parish. Each Godparent fills out a separate form completing Section #1 and their Catholic Parish or Christian Church completes the Section #2. Upon completion, the Catholic or Christian Parish is requested to promptly mail this original form with the pastor's signature and raised parish seal to:

**St. Charles Parish**  
**ATTN: Baptism Coordinator**  
**313 Circle Drive**  
**Hartland, WI 53029**

### Section #1: The Godparent-to-be completes this section.

*Instructions: Please include the full names, check option, and sign and date.*

**Full Name of Godparent (Sponsor or Christian Witness)** \_\_\_\_\_

**Full Name of Child to be Baptized:** \_\_\_\_\_

✓ *Please check Option #1 or Option #2 that best applies to your Godparent qualifications below:*

\_\_\_\_ **Option #1: For Sponsor/Godparent:**

- I affirm that I am an active and registered parishioner of the Catholic Parish below.
- I have received the three sacraments of initiation: Baptism, Eucharist & Confirmation.
- I am over 16 years of age.
- I will give support to the child being baptized by helping him/her lead a Christian life and by assisting the parents of this child in their duty as Christian parents.

\_\_\_\_ **Option #2: For Christian Witness/Godparent:**

- I affirm that I am an active and registered parishioner of the Christian Church below.
- I will give support to the child being baptized by helping him/her lead a Christian life and by assisting the parents of this child in their duty as Christian parents.

**Signature of Godparent** \_\_\_\_\_ **Date** \_\_\_\_\_

### Section #2: The Godparent's Catholic Parish or Christian Church complete this section:

The above person listed as a Sponsor/Godparent or Christian Witness/Godparent is a registered, actively participating member of:

\_\_\_\_\_  
**Name of Parish/Church**

\_\_\_\_\_  
**City, State & Zip**

**I (the Pastor) affirm that the above person listed as Godparent is a practicing member of my congregation.**

**Signature of Pastor** \_\_\_\_\_ **Date** \_\_\_\_\_ **Parish Seal**