



Our Lady of the Lake Roman Catholic Church

Mandeville, Louisiana

The Sacrament of Baptism

Thank you for stepping forward to celebrate the Sacrament of Baptism with your family and the community at Our Lady of the Lake Church!

The following is required before a baptismal date is scheduled:

- **Attendance at a Baptismal Seminar**
- **Completed Information Form**
- **2 Completed, signed, and sealed Godparent Eligibility Forms**
- **Donations**
- **If the parents are not married, a Notarized Paternity Form**

STEP ONE:

Attend a Baptismal Seminar.

- Both parents must attend a baptismal seminar (this is good for 4 years).
- Our seminars are held from 7:00p.m.-8:00p.m. on the last Wednesday of selected months.
- Contact Beth if you need to sign up for the seminar (see next page for contact info).

STEP TWO:

Complete an Information Form.

- Please submit this form with the rest of your paperwork to the church office during business hours (Monday-Friday 9a.m.-4:30p.m.).

Send the Godparent Certificate of Eligibility Form to the Godparents.

- Please read the Certificate of Eligibility *before* choosing your godparents.
- Please ask a male and a female practicing Catholic to serve in this important role.
- Godparents must meet all of the requirements on the form.
- Godparents must have received **ALL** their sacraments.
- Godparents must have their forms signed by **their current** Church parishes.

STEP THREE:

Return Completed Paperwork and Donations to OLL Church Office.

- **Church Donation:** The suggested amount is \$20.00.
- **Paternity Forms:**
 - This form is required for couples or single parents who are not married.
 - Your signatures must be **notarized** before a date can be set for your child's baptism.

312 Lafitte Street Mandeville, La. 70448
Phone: 985-626-5671 x116 ~ Fax: 985-626-5422
E-mail: beth@ollparish.info

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STEP FOUR:

Schedule a Date for the Baptism.

- Once paperwork is submitted, please contact Beth to schedule the date.
- Baptisms are held on select Sundays of the month.
- They take place in the Church after 12:00 noon Mass.
- Four families will be scheduled on each available Sunday.
- Please attend 12:00 noon Mass or arrive at 12:45p.m.

** Baptisms are not available at Our Lady of the Lake Church during Thanksgiving, Christmas and New Year's Holidays, or most weekends during the season of Lent.*

CONTACT INFORMATION:

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