St. Robert Church

1380 CRYSTAL SPRINGS ROAD, SAN BRUNO, CA 94066 - 4794

RITES OF BAPTISM AT ST ROBERT CHURCH

We joyfully welcome your family and your child to **Saint Robert Parish** as you prepare for the Sacrament of Baptism. Baptism is the beginning of your child's life in Christ and incorporation into the Church, and we are honored to accompany you during this special time.

BAPTISM OF INFANTS UP TO AGE 6

Preparation and Registration

- Parents are asked to contact the **Parish Office at least two to three months** prior to the desired baptism date to allow sufficient time for preparation and to complete the required paperwork.
- Complete and return the attached **Baptism Registration Form** application form with the child's **Birth Certificate** as these are required **prior to the celebration of the sacrament**.

Baptism Preparation Class

- Parents and godparents are required to attend a **one-time Baptism Preparation Class** prior to the baptism.
- Classes are held on the **second Saturday of each month at 1 p.m.** Please contact the parish office to register.
- Parents and godparents may also attend a Baptism Preparation Class at another Catholic parish that better accommodates their schedule. A **certificate of completion** must be submitted to the Parish Office.
- If a Baptism class has been completed **within the past two years**, it remains valid and does not need to be repeated.

Godparents and Christian Witnesses

- At least **one godparent must be a practicing Catholic** who has received the Sacraments of **Baptism, Confirmation, and Holy Eucharist**, is **at least 16 years of age**, and is living a life consistent with the Catholic faith.
- A **Permission Letter** from the godparent's pastor is required.
- A baptized **non-Catholic Christian** may participate as a **Christian Witness**, provided there is at least one qualified Catholic godparent.
- The Church allows **one or two godparents**. Only **two names** (godparents and/or Christian witness) may be recorded on the baptismal certificate and in the parish register.
- **Non-baptized persons** may not serve as godparents or Christian witnesses.

Offering

- Families are kindly asked to make a **minimum donation of $100** prior to Baptism. This donation goes directly to the parish to help support its operating expenses, maintenance, and ministries.
- **In addition to the parish donation**, it is customary to offer a separate stipend to the priest or deacon officiating the Baptism, in gratitude for his ministry.
- If the parish donation presents a financial hardship, please contact the Parish Office. **No child will ever be denied Baptism due to financial difficulty.**

Scheduling

- Baptisms are celebrated on **Saturdays at 11 a.m.** or **Sundays at 1:30 p.m.**
- Baptisms are **not celebrated during the Sacred Triduum** (Holy Thursday, Good Friday, and Holy Saturday).
- In cases of **emergency or danger of death**, Baptism may be administered **at any time**.
- Please contact the parish office to discuss any special circumstances.

Day of Baptism

- Please arrive 15 minutes early in the church. If you arrive too late or do not show up, you may be assessed a rescheduling fee. Please notify the office of any rescheduling at least a week prior.
- Baptism Candles and Stole (Bib) are provided by the church but are welcome to bring your own.
- Time will be allotted after Baptism for photos, please keep in mind that at times there will be events in the church directly after, we ask you for your patience and courtesy.
- Certificate will be handled to the parents the day of. Please check for accuracy and correctness of names and dates.
- If corrections are needed it will be mailed out the following week after it being recorded in the Sacramental Register, please make sure your mailing address is current and correct.

For any other inquiries please call the parish office Monday-Friday from 8:AM to 3PM.

St Robert Parish Office
(650) 589-2800

Fr Arnold Zamora, Pastor
Deacon Michael Smith, Pastoral Associate
Mrs Lisa Gonzalez, Parish Secretary
Mr Ricky Inting, Parish Staff

Revised Oct 2026

*Payments and donations may be made by delivering cash or checks payable to St. Robert Church to the Rectory Office. For your convenience, payments and donations may also be made electronically by scanning the attached QR code and using a checking account or credit card.

QR Code for
Baptism - Sacramental Offerings

QR Code for
Baptismal Prep Class Fees

BAPTISM FOR SCHOOL-AGE CHILDREN (Ages 7–17)

- Children must enroll in the parish **Religious Education Program (CCD)**, a two-year preparation program.
- **Baptism is celebrated after the first year**, followed by preparation for **First Holy Communion during the second year**.
- Parents are responsible for coordinating and scheduling the Baptism date with the Parish Office.

For enrollment and more information, please contact:

Religious Education Office (CCD)
Phone: (650) 588-0477
Director: Joanne Bartolotti
Office Manager: Leslie Fong

BAPTISM FOR ADULTS (Ages 18 and Older)

Adults seeking Baptism are warmly invited to begin their faith journey through the **Order of Christian Initiation of Adults (OCIA)**.

For more information, please contact the
OCIA Ministry at (650) 400-4559.
Director: Kimberly Welch

ST. ROBERT CATHOLIC CHURCH

1380 Crystal Springs Road, San Bruno, CA 94066
Phone (650) 589-2800 FAX (650) 588-9628
www.saintroberts.org

BAPTISM REGISTRATION FORM

(PLEASE PRINT CLEARLY)

CHILD'S NAME:

_____ **M/F**_____
FIRST MIDDLE LAST

CHILD'S DATE OF BIRTH _____/_____/_____

PLACE OF BIRTH (CITY) _____ STATE_____

CHILD'S ADDRESS:_____
STREET CITY STATE ZIP

PHONE # _____ **EMAIL ADDRESS:**_____

FATHER'S NAME: _____ **CATHOLIC Y/N**_____
FIRST MIDDLE LAST

MOTHER'S NAME: _____ **CATHOLIC Y/N**_____
FIRST MIDDLE MAIDEN NAME

Are the parents registered at St. Robert's Catholic Church? Yes_____ No_____
(If no, please obtain a permission letter from your parish and bring to the St. Robert's Rectory Office)

Marital Status of Parents: Catholic **Date:** _____ **Church:**_____ **Civil:** _____

GODFATHER'S NAME:_____ **Catholic Y/N**_____ **Confirmed Y/N**_____
FIRST LAST

GODMOTHER'S NAME:_____ **Catholic Y/N**_____ **Confirmed Y/N**_____
FIRST LAST

Baptismal Preparation Classes for the parents and godparents are offered every 2nd Saturday of the month at 1:00pm at the convent located at 349 Oak Ave. Baptismal times are offered at 11:00 am on Saturdays, and 1:30pm on Sundays.

Preferred Date of Preparation Class _____/_____/_____

Preferred Date of Baptism _____/_____/_____

For Office Use Only:

Application and Donation Received On ____/____/_____ by:_____ Cash____ Check #____ CC____
(Please make checks payable to: St. Robert's Church)

Confirmed Date of Baptism _____/_____/_____

Officiating Priest_____