



St. Mark's Congregation

7117 Fourteenth Avenue, Kenosha, WI 53143-5447

Phone: (262) 656-7373, Fax: (262) 656-7375

E-mail: saintmark.kenosha@gmail.com

www.stmark-kenosha.org

Congratulations on choosing baptism for your child! We are here to help. If at any time you have a question, please do not hesitate to call us. The Parish Secretary can be reached at 262-656-7373. Our office is open Monday through Friday, 9am until 4pm.

Baptism Checklist

Please stop at the parish office and pick up a Baptismal Packet. Inside, you will find everything you need to know and the steps to follow to baptize your son/daughter.

Inside the packet, is a Baptism Registration form that we need you to fill out and return to our office. Please fill it out using the correct information pertaining to both the parents of the child and the godparents for the child. Please pay special attention to the spelling of names and correct dates.

Please gather the following papers and drop them off at the parish office.

1. The completed **Baptism Registration Form**.
2. The original or a copy of the **child's birth certificate**. This is the spelling of the child's name and the parent's names that will be used for the Baptism Certificate.
3. **Picture ID**. Verification of the spelling of the godparent's names will need to be provided to our parish secretary. Please provide us with some form of documentation of the correct spelling of the names of the godparents. We will not keep this documentation, but we do need to look at it. This information will be used for the correct spelling of the Godparent's names on the baptism certificate.
4. We ask a **\$50 donation** for each child being baptized. Cash may be dropped off in person at the parish office, Monday through Friday, 9am – 4pm. Please **DO NOT** mail cash. Checks may be dropped off or mailed to our office. Please make checks payable to "St. Mark Parish". Please ask for a receipt.
5. Both the parents and the godparents are required to attend a baptismal class. The class is given in:
 - English**
1st Saturday of the month at 9:00 am in Strenski Center
 - Spanish**
2nd Saturday of the month at 10:00 am in Strenski Center
3rd Wednesday of the month at 6:30 pm in Church
4th Sunday of the month after the 12pm Mass in Berg Hall

Please call the parish secretary to register for the English Class 262-656-7373 or email the Child's Name, Parents, Godparents and date you will be attending to saintmark.kenosha@gmail.com

Once you have completed the above requirements and all paperwork is received, the parish secretary will help you schedule the date of baptism for your child. Please contact the secretary at 262-656-7373 to schedule your date.