

Antiochian Orthodox Christian Archdiocese of North America
358 Mountain Road, Englewood, NJ 07631

Record of Baptism

Full Name of the baptised*

Male Female

* indicate baptismal name with "quotations" or (parantheses)

Date of Birth Date of Baptism

Place of Birth City State

Father's Full Name

Mother's Full Maiden Name

Mail Baptism Certificate to the Address Below

Address

City State Zip Code

Orthodox Sponsor (required)

2nd Orthodox Sponsor or non-Orthodox witness*

*Please read IMPORTANT INFORMATION section Orthodox Sponsor Non-Orthodox Witness

Sacrament Administered by*
*indicate all the pastors present if applicable

Place of Baptism (Name of Church and Address)

Digital Signature (Head Pastor)

Signature of Priest Performing baptism (if different than Head Pastor)

FOR ADMINISTRATIVE USE ONLY

Certificate Number Check Number

Check Date Check Amount

Instructions for use

Thank you for taking the time to read the following Instructions:

1-How do I send the Record and check?

Please complete this form in its entirety **electronically**, save it, and email it as an attachment to **registrar@antiochian.org**; the check or money order should be earmarked accordingly and mailed to the Archdiocese. **NO CASH PLEASE.**

2-Can I handwrite the Record and mail it?

Handwritten Records will **NOT** be accepted and will be returned to the Church office.

3-Who will sign the Record?

The priest who performed the sacrament **AND** the Head priest of the parish (if different).

4-Should I save the Record ?

The Archdiocese will archive the record, however it is advisable for the Church to keep a copy on file for future reference.

5-How much is the processing fee?

The processing fee for the Baptism certificate is:

A-\$10 per certificate B-\$15 for re-issue C-\$30 for late filing

6-Who will receive the Baptism certificate?

The certificate will be mailed to the address indicated on the record. If another address is desired, please specify this, when emailing the record, with the full address.

IMPORTANT INFORMATION

It is required to have one Orthodox godfather/ mother. Traditionally, an additional Orthodox godparent (of the opposite sex) can be chosen.

If a non-Orthodox Christian stands as an additional witness to the one Orthodox godparent, kindly check the appropriate field. However, please note that only the Orthodox godparent will be listed on the official baptismal certificate issued by the Archdiocese.