Sacramental Request Form

Date:_____

Sacramental Request:

Baptismal ☐ 1st Holy Communion ☐ Confirmation ☐ Marriage ☐

Name of person requesting documents:_____

Telephone #:_____

Address:_____

Please look up the record for:

Name:_____

Date of Birth:_____

Father's Name:_____

Mother's (maiden name):_____

Parish where sacraments were completed:

Our Lady of Fatima ☐ St. Charles Borromeo ☐

If requesting Marriage Certificate, please provide the following:

Name of Spouse: _____

Wedding Date:_____

Please send records to:

☐ Church:_____

Attention: _____

☐ Pick up: _____
(Name of person picking up records)

Date (if getting married):_____

Date request filled:_____

The person requesting the sacramental records form is informed that requests can take up to 2 weeks to process and that they will be notified when the document has been sent or is ready for pickup.