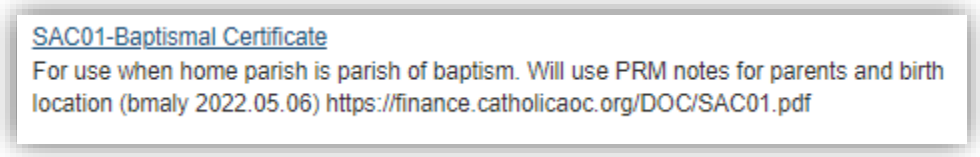
SAC01 - Baptism Certificate

Description – For use when home parish is parish of baptism. Requires manual entry of parents' names and City/State of birth (bmaly 2022.05.06)



Parameters:

- Church
- Enter part of the name (wild card search)
- Select Member from the matching names with Baptism data
- Parents and Birth City are not stored in the sacrament record (request submitted) you can enter the data here or leave blank and enter as indicated below.
- Signed by – if prepared for presentation at the celebration, select 'Celebrant'. If on request, select 'Pastor'
- Font
- Registry*

**NOTE: Only the parish of baptism should prepare certificates for their members. The sacrament parish needs to add the family as a 'Sacrament Only' Status Code, and add the appropriate PRM notes, then use the report to print the certificate.*

Only in the case where we will have parishes merging datasets the parish will need to print the parish that may not be available. In this case the 'Registry' parameter selection 'Church of Sacrament' will use the sacrament record 'Sacrament Location' to prepare the certificate.

Baptism Birth Location, Baptism Mother, and Baptism Father is stored in the PRM member notes. Using the Member PRM note type of 'Census' with the nomenclature as follows:

BirthLoc:Cincinnati, OH
BaptismMother:Mother's Name
BaptismFather:Father's Name
Example:





First Communion — *Celebrant: Rev. Thomas Feldhaus*

St. John Neumann Church-Cincinnati, Oh — *4/27/2003*

Confirmation — *Celebrant: Rev. George Jacquemin*

St. John Neumann/St. Peter in Chains Cathedral- — *4/23/2009*

Saint Name: Justin
Sponsor: Doug Heidorn