



Certified Baptismal Record Request Form

Request Information

Church Name / Location:

Name of Person:

Date of Baptism: _____

Date of Birth: _____

Parents' names (include mother's maiden name):

Requestor Information

Name: _____

Mailing Address:

Email: _____

Do you need the record notarized? (Notarized records require an additional \$10 fee)

Yes No

Please note: We do not perform record searches with this request. To complete this request, you must know where and when the sacrament occurred. Certified copies of sacramental records require a non-refundable processing fee of \$25 per certificate. Notarized forms require an additional \$10 fee (for a total of \$35). Cash, cashier's checks, or money orders (made out to Archdiocese of New York) are acceptable forms of payment.

Mail request and fee to:
Archdiocese of New York
Office of Archives & Records Management
201 Seminary Avenue
Yonkers, NY 10704

For Office Use Only

Date Mailed:	By:	Fee Paid: