

St. Mary of Perpetual Help Church
Request form for Documentation of Sacramental Records

Please fill out the following information to request Sacramental records or for renewal of certificates. **A \$10.00 non-refundable fee is requested to process each certificate. Requests may take 6-8 weeks to process. When requesting a Baptismal Certificate the mother's maiden name is necessary. One form per certificate is required.**

Person requesting certificate

Relationship (if the certificate is for a person other than who is requesting)

Current Mailing Address

Daytime Telephone Number

City State Zip Code

Type of Certificate requested:

_____ Baptism

_____ First Communion

_____ Confirmation

_____ Marriage

Name of person(s) who received the Sacrament
(Maiden name if appropriate)

Date(s) of Birth

Approximate date of when Sacrament was
received at St. Mary of Perpetual Help Church.

City(s) of Birth

Please return this form with donation to the Church Office at the address below. Please note that forms must be returned by mail in order to have the original copy here in our office. We cannot accept fax copies.

Dorothy Janik
St. Mary of Perpetual Help Church
1039 W. 32nd St.
Chicago, IL 60608

If you have any questions, please call the Church Office at (773) 927-6646.