**UPDATED New Parishioner Registration Guidelines (as of 8/13/2020)**

Welcome to St. Mary Immaculate Parish! If you are interested in joining our parish, there are two registration options available:

**IN-PERSON DURING THE WEEK**: During the weekdays, when our parish is open, you are welcome to come to our parish office to complete a paper registration form and get a tour of our campus.

Our **parish** **office hours** are Monday through Friday, 9:00 a.m. until 1:00 p.m..

**ONLINE ANYTIME:** Go to **smip.org/register** and complete our online registration form.

***Please Note:*** For all methods of registration, new parishioner information is entered into our parish database on the following Monday. Your official registration date is determined by the parish data entry date.

**BAPTISMS & SPONSOR/GODPARENT LETTER REQUESTS**: **You must be a registered parishioner for SIX months, prior to scheduling a Baptism or receiving a Sponsor/Godparent letter.**

Anyone wishing to receive a Sponsor/Godparent letter would need to present a Confirmation Certificate or recently issued Baptismal Certificate with Confirmation date information, in order to receive the letter. Requests for a Sponsor/Godparent letter should be directed to our parish office at 815-436-2651.

*Please contact Laura Van Ham at* [*lvanham@smip.org*](mailto:lvanham@smip.org) *or 815-436-2651, x887 with any questions.*