

## Procedures to obtain a Sacramental Certificate:

[\(Baptismal, Confirmation and/or Marriage\)](#)

The Diocese of Brownsville does NOT maintain sacramental records. Records are kept and issued by the parish where the sacrament was administered.

A listing of parish contact information is located under the “Directory” tab on the Main Menu.

Copies of records are given to specific individuals:

- Records for adults – Given only to the person named on the sacrament.
- Records for minors – Given to parents or person with legal guardianship. (If parents of a child are separated or divorced, both parents, regardless of legal custody have right to obtain record)
- Another Catholic parish can obtain the record.

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If you know the parish where your sacrament was administered, we ask that you please contact the parish.

- **This is the quickest & most effective way.**
- A listing of parish contact information is located under the “Directory” tab on the Main Menu.

If you **do not** know the parish where your sacrament was administered, please try any of the following search methods:

1) Contact the parishes yourself.

- **This is the quickest & most effective way.** Contact parishes in the city and surrounding areas that you lived at the time you received the sacrament.

2) Contact the Catholic Archives of Texas in Austin (for sacraments done before 2014).

Address: 6225 E Hwy 290, Austin, TX 78723 / Phone: (512) 476-6296

- If the record is found, the Archive department will provide an abstract copy of the information they have on file, which states the parish and the date the sacrament was received.
- To obtain a certified copy of the record, you will need to contact the parish where the sacrament was received.

3) Contact the Diocese of Brownsville at 956-542-2501 or email: [edhernandez@cdob.org](mailto:edhernandez@cdob.org). Please use **“Records Request”** in the subject line.

- We will assist you by making your request to the parishes.
- This process might take longer time, since persons contacting parishes directly have priority.
- **When requesting a sacramental certificate, please be prepared to answer the following questions: (or fill out the attached form \_\_\_\_\_)**
  1. Full name of the individual receiving the sacrament. (As appears on birth certificate at the time you received the sacrament)
  2. Birthdate and birth place (city & state).
  3. Full name of father and mother (with mother’s maiden name).
  4. The parish and the city where the Sacrament was administered or location where you lived during that time.
  5. The date the sacrament was administered. (if unknown, provide the most approximate date possible)
  6. Name of person requesting the sacramental record and their phone number/email.
  7. Reason for Request (preparing to receive other sacrament, annulment, immigration purposes, etc.)