



DIOCESE OF SACRAMENTO

Office of the Archivist

2110 Broadway • Sacramento, CA 95818-2541 • (916) 733-0299

To: **PASTORS and PARISH STAFF**
From: Philip DeLeon: Diocesan Archivist
Re: 2025 Digitization of Parish Records
Date: **Monday, September 29, 2025**

The monumental task to digitize all the parish sacramental registers is currently underway. We are processing all the parishes by deanery in 3 batches. The first batch (**American River, City, and Gold Country Deaneries**) went out to the contractor in September and will be shipped back to us the week of October 13 with an anticipated arrival date at the Pastoral Center of October 16th. We will be including a flash drive of the digitized records with the box of each of the respective sacramental records for each parish.

Batch 2 parishes will be from the **Solano, Southern Suburbs, West Placer, and Yolo Deaneries**. Batch 2 parishes will receive labeled boxes for your sacramental registers from the Archivist Office no later than October 9th, 2025. Please have your boxes filled with your sacramental registers and delivered to the Pastoral Center no later than Tuesday, October 14th. We anticipate that the contractor should have the second batch returned to the Pastoral Center around the middle of December.

In the event any of the parishes require a search of their sacramental registers while they are away being digitized, please send your request to me at PDeLeon@scd.org and I will have the contractor perform the search. Please only make requests for records you need ASAP.

If you have any questions or issues and need to get a hold of me, the best way would be to send an email to PDeLeon@scd.org. Naturally, you may also call my office phone at (916) 733-0299. Alternatively, you may send an email to the Archivist Intern, Cesar Jaramillo, at CJaramillo@scd.org or call his office phone is (916) 733-0291.