

CLOSING PRAYERS

Be ready to hold the Presider's Book for the Prayer After Communion.

(The Priest may need this Book for other special Prayers or Blessings as well.)

FINAL PROCESSION

After the Final Blessing and Sign of the Cross, "The Mass is ended..." - "Thanks be to God",
the Cross Bearer goes to the Cross, removes it, stands, and waits.

Servers go to the foot of the Sanctuary steps via the left side of the Altar.

Priest kisses the Altar, then Cross Bearer follows him to the foot of the Sanctuary steps.

All face the altar and bow with the priest

(If holding the Cross or something else, do not bow).

Then all turn around and process out.

Altar

Priest

(Deacon)

Servers

Cross Bearer

AFTER MASS

Remain in the foyer for a short while, then return to the Server Sacristy to take off alb.

Carefully **HANG UP all albs** – even the ones that were left on the floor before your Mass!

Thank Our Lord Jesus for the privilege of serving Him at the Altar.

God bless you!

****Remember to get a substitute Server if you are unable to serve at your assigned Mass.****

GUIDE FOR ALTAR SERVERS

ST. PAUL OF THE CROSS CHURCH, updated SEPTEMBER 2016

God has blessed you with a wonderful ministry!

ARRIVAL

Arrive at least 15 minutes before Mass.

Use dress shoes if you have them. No flip-flops, no shorts.

Sign in, put on your alb and cincture, and go to Conference Room.

If more than one Server, decide which duties each will do.

PROCESSION LINEUP

Cross Bearer

Other Server(s)

(Lector)

Deacon

Priest



PROCESSION thru OPENING PRAYER

Cross Bearer walks to Sanctuary steps, pauses (does not bow), puts away Cross, and goes to stand at a chair.

Other Servers walk to Sanctuary steps, bow to the Altar, and go to a chair.

A Deacon, when present, stands to the right of the Priest. One Server stands to Priest's left. (Go to back row if not enough chairs in front row.)

Make the Sign of the Cross with the Priest as he begins the Mass, and join in all prayers.

**THE MOST IMPORTANT THING FOR YOU TO DO WHEN YOU ARE SERVING AT
MASS IS TO JOIN IN THE PRAYER!**

When the Priest says, "Let us pray", the Book Bearer brings the Presider's Book to the Priest. ***The tallest Server should serve as the Book Bearer.***

Hold the book high enough for taller Priests, resting it on forehead if necessary.

After the Opening Prayer, all are seated to listen to the Word of God.

READINGS, HOMILY, CREED, INTERCESSIONS

After the readings, the Priest or Deacon will give a homily. Be seated and listen.

After the homily, some Priests prefer to have the Presider's Book for the Creed.

If not used for Creed, bring the Presider's Book to the Priest for the Intercessions.

PREPARATION OF THE ALTAR [OFFERTORY]

After the Intercessions, Servers cross to the left Credence Table, bowing head to the Tabernacle. Then bring these things to the Altar: *[note the placement.]*



Roman Missal [bookstand]



Chalice & Paten



Extra Ciboria with hosts

(Priest or Deacon may ask you to bring tray with cups.)

Take the stand for the Book of the Gospels off the Altar and put it on the Credence table.

When the Altar is set, go with Priest to the bottom of Sanctuary steps to receive the gifts.

Place the gifts upon the Altar when the Priest hands them to you:

Ciboria with hosts left of Chalice



Flagon with wine right of Chalice

Take the Pall (Paten cover)  and the top of the Flagon  to the Credence Table.

Bring the Priest the cruet  of water to pour into the wine. Stay near the Altar.

When finished with the water vessel and empty Flagon, the Priest will hand them to you to take back to the Credence Table.

Next, prepare to wash the hands of the Priest. Get the pitcher, bowl,  and finger

towel  ready, and stand a few steps from the altar, until Priest has completed his prayer. Then return to the Credence Table and stand reverently until time to kneel.

HOLY, HOLY (SANCTUS) thru COMMUNION

At the end of the "Holy Holy," quietly remove pillows from under the Credence Table and kneel. The Server closest to the Tabernacle should carefully have the bells ready, then turn to watch the Altar. Ring bells *just for a few seconds* during the elevation of the Body, and then during the elevation of the Blood of Christ.

There should be a time of SILENT ADORATION after the bells are rung, so do not move the bells during this time. All eyes should be on Jesus!

After the Amen, stand and quietly return the pillows and bells to their place.

Pray the "Our Father" together with the congregation.

Share the Sign of Peace with the other Servers, and then with the Priest.

When the Ministers of Holy Communion come into the Sanctuary, join the end of the line.

Receive Communion.

After Communion, the Priest and Deacon will purify the vessels at the Altar. Be ready to help in clearing everything from the Altar as they ask you to. Then be seated for a prayer of thanksgiving after Communion.