



## **b. LITURGY OF THE WORD**

- i. Listen attentively and verbally respond to the Readings and Psalm.
- ii. When the Processional Candles are used, as the Gospel Acclamation (“Alleluia” or other) begins to be sung
  1. two Servers pick up the Processional Candles and process to the Altar and flank the minister of the Gospel
  2. On special occasions a third Server will lead the procession with the Incensor and Boat to the Ambo
  3. the two Servers with candles separate to stand one on the left side and one on the right side of the Ambo to face each other with the Ambo between them during the proclamation of the Gospel.
  4. the Server with the incense will present the minister of the Gospel with the Boat and then the Incensor for the reverence of the Gospel with incense. And then holds/swings the Incensor during the proclamation of the Gospel.
  5. When the people respond, “Praise to you Lord Jesus Christ,” the Servers return the Candles and the Incensor and Boat to their designated locations.
- iii. Listen attentively to the homily.

## **c. LITURGY OF THE EUCHARIST**

- i. After the Prayers of the Faithful:
  1. The first Server places the ROMAN MISSAL on the left-side of the Altar.
  2. The second Server goes to the Credence Table and brings the Presider’s Chalice with Purificators, Pall, and Corporal to the Altar
    - a. Presents it to the Deacon [if present]
    - b. Or carefully lays out the Corporal in the center of the Altar
  3. The first Server goes to the Credence Table and brings the communion chalices to the Altar
    - a. Presents them to the Deacon [if present]
    - b. Or sets them on the right edge of the Corporal
  4. The Servers return to their chairs and join in singing the Preparation of the Gifts song.
- ii. When the Presider or Deacon moves in front of the Altar:
  1. Two Servers go to the right and left side of the Presider or Deacon to receive the gifts [collection basket, the wine flagon, and/or the bread paten] when they are brought up in procession and presented to the Presider or Deacon.
  2. The Server with the collection basket places it near or under the Credence Table, takes the water cruet, and stands to the right side of the Altar.
  3. The Server with the wine flagon stands near the right side of the Altar.
  4. The Presider or Deacon will use the water cruet to add a little water to the wine, returns the water cruet to the server, and receives the wine flagon from the Server.
  5. The Presider or Deacon will pour the wine into the Chalices and will return the wine flagon to the server.
  6. The Servers return together to the Credence Table to obtain the finger bowl and the finger towel.
  7. On special occasions, a third Server will bring out the Incensor and Boat to the presider so he may reverence the gifts with incense.
  8. One Server brings the water cruet and the finger bowl and the other Server brings the finger towel to the Presider.
  9. The Presider will wash his hands and fingers as the first Server pours water over the Presider’s fingers into bowl.
  10. The Presider will use and return the towel to the second Server.

11. The Servers return together to the Credence Table to return the cruet, bowl, and towel.
  12. The Servers go together to their place where they will be during the Eucharistic Prayer.
  13. At the three designated times, one Server rings the bell three [3] times.
    - a. When the Presider places his hands over the gifts.
    - b. When the Presider holds up the host.
    - c. When the Presider holds up the chalice.
  14. After the “Amen” the Servers stand for the Lord’s Prayer.
- iii. At Communion time:
    1. Servers share sign of peace with each other and approach the Altar to share a sign of peace with the Presider and Deacon.
    2. One Server goes to Credence Table and brings to Altar the Communion Paten and/or any additional communion vessels.
    3. Both servers return to their places and kneel after the “Lamb of God.”
    4. After the Presider receives the Body and Blood of Christ, the Servers stand to receive Holy Communion.
  - iv. After Holy Communion:
    1. After a priest or deacon returns the Ciborium to the Tabernacle, one Server brings to the Presider the water cruet for the Presider to purify the Chalices.
    2. Servers receive from the Presider or Deacon the Patens, Chalices, and cloths [Purificators, Corporal, Pall] and return them to the Credence Table.
    3. One Server receives from the Presider the ROMAN MISSAL from the Altar and returns it to the table near the Presider.
    4. Servers return to their place.
- d. CONCLUDING RITE**
- i. For the Prayer after Communion one Server presents and holds the ROMAN MISSAL for the Presider. Continue holding the ROMAN MISSAL for the Final Blessing, if the Presider uses one.
  - ii. As the Recessional Song begins,
    1. Servers obtain their items (i.e. Incensor/Boat, Cross, Candles) and join the other Servers in front of the Altar
    2. When the Presider approaches to reverence [kiss] the Altar, all Servers bow towards the Altar and proceed out in same order as at the beginning.
  - iii. The Presider/Deacon and other priests will follow.
- 5. After Mass**
- a. Return to sacristy and place items in their designated locations.
  - b. One Server extinguishes the candles using the Candle Taper.
  - c. The other Servers assist with any other clean up as directed by the Presider and/or Sacristan.
  - d. All Servers are to hang their robes neatly in closet according to size.
  - e. Thank you for serving!

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