

- ✓ **INTRODUCTORY RITES / OPENING PRAYER / COLLECT / PENITENTIAL ACT:** After the Penitential Rite / Gloria **TAKE MISSAL TO PRIEST.** After the Missal is closed, **BOW and RETURN TO SEAT.**
- ✓ **READINGS:** **NO DUTIES.** Proper sitting position.
- ✓ **GOSPEL – CANDLES:** **AFTER** Priest walks from Altar to Podium servers will retrieve candles. Walk to Podium standing on either side. After Gospel, return candles, (**BOW TO ALTAR**) and return to seats.
- ✓ **LITURGY OF THE EUCHARIST:** During the collection **PREPARE ALTAR.** Walk the **MISSAL, CHALICE,** and **WATER CRUET** over to the Priest. Follow Priest down to **RECEIVE GIFTS.** Place **WINE CRUET ON ALTAR. REMAIN AT ALTAR – RETURN WINE AND WATER CRUET** to **CREEDENCE TABEL.** Take **ABULTION BOWL, LARGE WATER CRUET,** and a **LARGE PURIFICATOR** to Priest. Return to seats. Stand.
 - **Eucharistic Prayer:** Kneel with the congregation at the Eucharistic Prayer. **RING BELLS - 1 TIME** at the Epiclesis (Priest's **hands over the gifts**) then at the elevation of the host and then during the elevation of the **chalice RING BELLS - 3 TIMES.** Let bells ring out.
 - **Our Father:** **STAND.** Hands in prayer position. Do not hold hands or extend hands upwards.
 - **Holy Communion:** **REMAIN KNEELING. PRAY.**
 - **After Communion:** **ASSIST PRIEST AT THE ALTAR. CARRY UP WATER CRUET. RETRIEVE MISSAL** and then the **SCARED VESSELS** from Priest. Return these to Credence Table.
- ✓ **CONCLUDING RITES AND EXIT:** When Priest stands **CARRY MISSAL TO PRIEST.** When Priest closes Missal return to seat with Missal. Remain standing. When the singing begins **ONE SERVER RETRIEVES CRUCIFIX, OTHER SERVER WALKS DOWN INTO ISLE.** Turn around and face the Altar. Priest will follow. **GENUFLECT TO ALTAR WITH PRIEST** then **PROCEED OUT WITH CRUCIFIX LEADING / PRIEST FOLLOWING BOTH SERVERS.**