

SACRISTY PRAYERS

Please help preserve the sacristy as a place of prayer and preparation for worship.

BEFORE MASS

Priest	Procedamus in pace.	Let us proceed in peace.
All Bow	In nomine Christi. ✠ Amen.	In the Name of Christ. ✠ Amen.

AFTER MASS

Priest	Prosit.	May it (the Mass) benefit us.
Servers	Omnibus et singulis.	All and each one.
MC	Jube, domne, benedicere.	Grant, sir, thy blessing.
All Genuflect	The priest blesses ✠ the servers.	

Offer your service to God. Ask God to help you serve well. Offer your service to God for the well being of your parents and family or for someone in need.

DECORUM

You must stay in the sanctuary during the Liturgy of the Eucharist unless there is an emergency.

- ✓ An effective altar server is prayerful, reverent, helpful and respectful, prompt, alert, and receptive to guidance.
- ✓ Dress shirt or t-shirt, black pants, black dress shoes and black socks.
- ✓ While seated, gently direct your gaze slightly downward rather than looking straight across the sanctuary.

COORDINATION

When in doubt – watch or ask the Master of Ceremonies.



BASIC NOTES FOR ALTAR SERVERS

ALTAR CANDLES

LEFT SIDE

LIGHTING

RIGHT SIDE

Approach the altar from the right, genuflect, and step up. **Light candles 1–3 on the right.** Move to the center, bow to the Blessed Sacrament, **then light candles 4–6 on the left.** Bow toward the Blessed Sacrament in the Tabernacle, descend at the left, and genuflect on the pavement toward the Tabernacle when crossing in front.



Do not genuflect on the footpace unless you are the MC or subdeacon accompanying the Celebrant.

Lower the snuffer over the flame. Do not press the snuffer down on the wick.

GOSPEL SIDE

EXTINGUISHING

EPISTLE SIDE

Approach the altar on the Gospel (left) side, ascend, and **extinguish candles A, B, and C** on the left. Move to the center, bow to the Blessed Sacrament, **then extinguish D, E, and F** on the Epistle side. Bow toward the Tabernacle, descend at the Epistle (left) side, genuflect.



SIGN OF THE CROSS

<i>In the Name of the Father</i>	<i>and of the Son</i>	<i>and of the Holy Ghost.</i>	<i>Amen.</i>
1 FOREHEAD	2 CHEST	3 LEFT SHOULDER	4 RIGHT SHOULDER
			5 HANDS TOGETHER



HANDS

When standing or kneeling, **keep your hands together at your chest**—right thumb over left—near your heart.



Your hands represent a flame reaching upward to God, beautifully illustrating your desire for your heart and actions to be devoted to God.

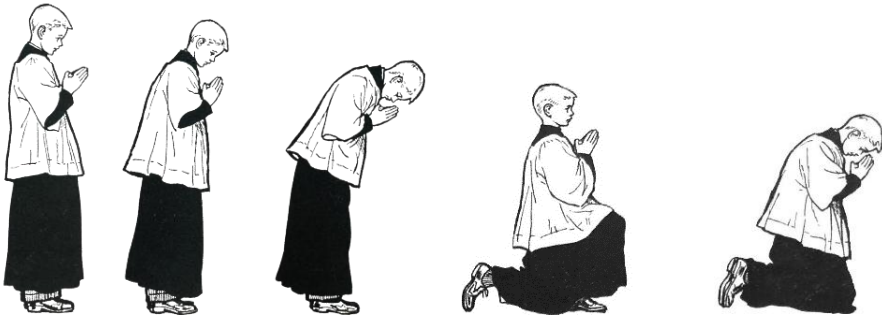
When seated, rest your hands **palms down** on your thighs.



BOWS & GENUFLECTIONS

HEAD BOW MODERATE BOW DEEP BOW SINGLE GENUFLECTION DOUBLE GENUFLECTION

Touch right knee to floor. Keep upper body upright. *Touch right knee to the floor then the left knee.*



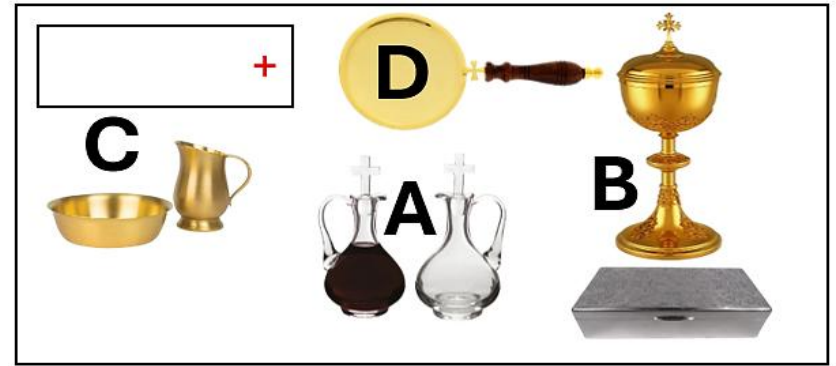
To bow or genuflect in a respectful manner: first, stop walking completely; next, perform the bow or genuflection; then, stand upright again; finally, either proceed or stay where you are.

INCENSING

BOW RAISE THE THURIBLE SWING(S) BOW AFTER CENSING



CREDENCE TABLE



A - Wine & Water Cruets

C - Bowl, Ewer and Lavabo Towel

B - Ciborium and Hosts

D - Chin Paten

LIFTING THE CHASUBLE

Servers position themselves on either side of the priest to ensure that there is adequate space for him to genuflect without risk of contact. Do not raise your lifting hand above your shoulder. Bells are rung with the right hand.



HOLY COMMUNION

1. Servers are to assemble promptly and in an orderly fashion at the foot of the altar, facing the altar. **At the signal of the Master of Ceremonies, all genuflect**, then kneel on the second step.
2. Handling the chin paten.
 - a) Keep the chin paten level when passing it between servers.
 - b) Use the handle. Do not touch the upper surface of the paten.
3. After the last server has received Holy Communion, **the MC signals for all to rise and bow together facing the altar**. Except for the patener, all other servers return to kneel at their places for personal prayers.
4. Kneel whenever the Tabernacle door is open.