

Server	One	Two	Three
Introduction & Collect	Bring the priest the Missal (a.k.a the red book) right after the Gloria. Be ready with the Missal before the Gloria ends with it open to the correct page. (ask the priest which page before Mass if needed)		
Collection & Setting the altar	Set the first corporal on the right side of the altar. Set main chalice on the right corporal and place the corporal, pall, purificator and paten as depicted below	Place 2 ciboria on the side corporal Place the silver chalice on the right corporal	Set the missal stand with the missal on the altar. Open the page to “The Liturgy of the Eucharist”
	Sit down until the priest gets up.		
Receiving the gifts, washing of hands	Follow the priest to the steps of the sanctuary. Receive which ever gift the priest gives you.		
	Give the priest the bread. Receive the cover of the ciborium from him.	Stand to the side of the altar, face the handle of the wine cruet away from you	Stand to the side of the altar, face the handle of the water cruet away from you
	Get the pitcher and lavabo ready		Get the towel ready
	After the priest incenses the altar, approach him for the washing of hands.		
	If there is no incense have the lavabo and towel ready for when after the priest bows.		
	All servers go the first step of the sanctuary, kneeling and standing as usual.		
Ringling bells	Epiclesis: Ring 1 time when the priest extends his hands over the gifts.		
	1 st Elevation: Ring 3 distinct times when the priest raises the Body of Christ.		
	2 nd Elevation: Ring 3 distinct times when the priest raises the Blood of Christ.		
Communion	Receive communion and be seated. Place the water cruet on the altar.		
Post communion	Genuflect to the tabernacle with the priest		

	Take the Missal and stand. Place the Missal near your chair.	Receive the main chalice.	Receive 2 ciboria
	Receive the silver chalice		
Be seated			
	Have the Missal on your lap open to the right page (if possible). Bring it to the priest when he stands.		
Procession out	Get the items you processed in with. Stand at the doorway until the priest reverences the altar.		
	Stand at the entrance of the sanctuary until the priest genuflects. Proceed out in the order you came in.		

Incense

Procession in	Do not stop at the at the sanctuary steps, go stand by the sacristy door. Bring the thurible to the priest after he reverences the altar. Stand back by the door, until the priest returns from incensing the altar, then go to receive the thurible from the priest.
Readings, Homily, Creed, Prayers	After the Gospel light another coal, making sure it has ignited
Collection	Stand in the sanctuary doorway
Preparation of the gifts	Wait at the door of the sanctuary with boat while swinging thurible
	Bring thurible and boat to priest after the priest bows to the altar
Procession out	Bring the priest the boat and thurible at his chair

Procession Order

Thurifer

Walk 3 pews behind the person in front of you

Cross bearer

Candle bearer #1

←Shoulder to shoulder→

Candle bearer #2

Priest

Before the Sanctuary Steps

Candle bearer #1

Cross bearer

Priest

Thurifer

(procession out only)

Candle bearer #2



Missal



Corporal



Pall



Purificator



Paten



Chalice



Corporal



Ciborium



Chalice