

WHEN YOU ARE SERVING AT THE HOLY MASS

1. Be dressed appropriately with no pictures or words on your Tees/Shirt.
2. Always knot your loose hair when Serving.
3. Arrive at least 20 minutes before Mass. (If it is a special Mass, 30 minutes is preferred).
4. Wear the Altar server gown (The Alb), robe (Cincture), and the Cross and proceed to Sacristy.
5. 10 Minutes before Mass, assemble in the Sacristy and confirm your roles at the Mass.
6. As a group, Say the prayer before serving, just before leaving the Sacristy.
7. If you are a Cross-Bearer or a Candle Bearer for the procession, you need not have to bow down at the Altar while approaching the Altar. Pause and proceed.
8. Maintain a prayerful posture during all times (prayerful gesture).
9. While sitting, sit at ease with hands-on knees paying attention, especially for any needs from the Priest or deacon during the Mass.
10. Respond together with the congregation at all parts of the Holy Mass.

ALTAR SERVERS

- Have a strong desire to serve at the Altar of Our Lord and Savior, Jesus Christ.
- Have already made their First Confession and Communion,
- Know how to make the Sign of the Cross, genuflect and bow properly,
- Know how to receive Holy Communion properly.



Contact Us

1566 Northmount Drive NW
Calgary, AB T2L 0G6

Phone: (403) 282-9488

Email: info@stlukeschurch.ca

Web: www.stlukeschurch.ca



ALTAR SERVERS QUICK
REFERENCE
ST. LUKE'S PARISH

ALTAR
SERVERS
QUICK
REFERENCE

*ST. LUKE'S
PARISH*

A. Entrance Procession

1. Order of Procession (Cross-Candles-Other altar servers). Spacing between each row should always be maintained.
2. Stop when you approach the Altar, bow, and proceed (If you are not carrying anything).
3. Place the Crucifix on the holder and candles in front of Ambo and be seated.

B. Introductory Rites

Participate reverently and attentively during Mass.

C. Liturgy of the Word

1. **Altar Servers - Candle Bearer Gospel:** Immediately after the second reading, get candles in front of the Ambo and stand facing each other in front of the Ambo.
2. After "The Gospel of the Lord," - Place back the candles.

D. Liturgy of the Eucharist

1. **Altar Servers Set-up:** Assist in setting the Altar – bring the Presider's Chalice to the Altar first, and then Ciboriums with the Host. Place Chalice on the RIGHT side of the Altar (when facing the congregation) and SACRAMENTAL BOOK on the LEFT side of the Altar.
2. **Altar Servers – Collection of the Gifts:** Cross Bearer and Candle Bearers go down the aisle to lead the offertory to the Altar. **Altar Servers – Bringing gifts to the Altar** will come down along with the Priest to receive the offertory Gifts.

3. **Altar Servers – Bringing gifts to the Altar:** Once the Celebrant leaves his chair and goes to the Altar, you should be ready at the credence table. Take the cruets of water and wine and proceed to the right side of the Altar.
4. The Priest will then pick up the Chalice into which the wine and water will be poured. Give the Priest the wine cruet first and then the water cruet.
5. Bow down together with the Priest and proceed back to the Credence table
6. Take the Bowl and towel, and proceed to the right side of the Priest.
7. Hold the Bowl with both hands, and the other server will hold the towel open with both hands.
8. Bow to the Priest and return the Bowl and towel to the Credence table.
9. **Altar Server Bell:** At Sanctus (Holy, Holy, Holy) begins, the bell ringer kneels next to the bell placed at the steps. All altar servers remain in their position, kneeling.
10. Bell Ringer, on seeing the Priest raising the body and blood of Christ, rings the bell continuously until the Priest lowers his hand. The bell ringer goes back to his position after the consecration prayer.
The pattern of ringing bells: Continuous.

E. Communion

1. **Altar Servers – Clean-up:** Priest/Deacon needs a cruet of water at the Altar to purify the Chalice after communion.
2. Remove the Book from the Altar to the Credence Table.
3. A second server stands next to the Altar to take empty vessels from the Priest/Deacon to the Credence table until the Altar has been cleared of all vessels.
4. Altar Servers sit down when the Priest/Deacon are seated.

F. Concluding Rites

1. Continue to stand respectfully and prayerfully during concluding prayers.
2. Immediately after the final blessings, get the processional Crucifix and candles from the Ambo and line up in the center aisle.
3. The last row of Altar Servers should be standing beside the first pew. Cross Bearer faces the Altar with proper spacing, allowing all altar servers to stand in the aisle waiting for the Celebrant to join the recession.
4. Bow with the Priest/Deacon if you are not carrying anything.
5. During the Recession - walk at the proper spacing.

G. Clean up

1. **All Altar Servers:** SILENTLY, proceed back to the Altar, place the Crucifix and Candles back, and help the MC/Sacristan take the vessels from the Credence table to the working Sacristy for cleaning.
2. When you are in front of the Tabernacle, stop for a second, bow down and cross when moving to the working Sacristy. The Tabernacle is located behind the sliding glass door of the small Chapel.
3. Go to the changing room and replace the Cross, the Alb and Cincture.