

	Server 1	Crucifer
Prior to Mass	-Immediately before Mass, gather in the vesting sacristy for prayer	-Immediately before Mass, gather in the vesting sacristy for prayer
Entrance Procession	-If only two servers, the crucifer leads and the second server follows. -If three servers, the crucifer leads and the other two follow together. -At the bottom of the steps, in unison with the clergy, genuflect if not carrying something. -Go to your seat and remain standing.	-Walk with the cross held straight and aloft, with the corpus facing forward. -At the bottom of the steps, in unison with the clergy, slightly bow. Go to hang the cross on the wall near the exit door. -Go to your seat and remain standing.
Collect		-Towards the end of the Gloria, or after the Kyrie during Advent and Lent, bring the Missal to the priest at his chair. -Hold the Missal with your hands on the edge of the bottom corners and rest it against your chest. -When the prayer is finished, bow slightly to the presider, close the Missal, and return to your seat, placing the Missal back in its place.
Preparation of the Altar	As the offertory begins, move in unison: - Bring the Missal and stand and place them on the altar (If the Missal stand is too heavy, the deacon will retrieve it). Fr. Ron does not use the Missal stand. Bring only the Missal. - Wait in the sanctuary until the deacon is ready to receive the gifts. - Go with the deacon to receive the gifts. - The deacon will hand you the cruet of wine. - After the gifts have been given to both you and deacon, bow to the gift bearers. - Go to the altar with the deacon and stand next to server with lavabo. - Pass the gift to the deacon when he requests it. - Remain in place as the priest washes his hands. -After the priest washes his hands, bow together, turn and place the cruet of wine on the credence table and return to your chair.	As the offertory begins, move in unison: - Bring the priest's chalice and purificator and place on the altar. - When the other server goes to receive the gifts, retrieve the lavabo, towel, and water cruet and stand in front of the deacon's chair. - When the deacon asks for it, hand the cruet of water to him, as he will add water to the chalice. Wait in place and he will hand it back to you. - When the priest approaches to wash his hands, step forward. - Pour water over the priest's fingers into the lavabo. After the priest washes his hands, bow together. -Place vessels on the credence table and return to your chair.

After the Sanctus (Holy Holy)	-Kneel on the cushions.	-Kneel on the cushions.
During the Eucharistic Prayer		<ul style="list-style-type: none"> - At the epiclesis (when the priest puts his hands over the gifts and the deacon kneels), ring the Sanctus bells once. - At the elevation of the Host, ring the Sanctus bells three times. - At the elevation of the Chalice, ring the Sanctus bells three times. <p>After ringing the bells, be sure to gently place them down on the cushion.</p>
Sign of Peace	<ul style="list-style-type: none"> - Take the communion plates to the deacon. <p>After the priest/deacon have divided up the Hosts in the patens, take the large distribution paten from the altar and place on the credence table.</p>	
Reception of Communion	<ul style="list-style-type: none"> - When the priest gives Holy Communion to the deacon, proceed into the sanctuary and join the line with the EMHC. - Receive our Lord and return to the kneeling steps. 	<ul style="list-style-type: none"> - When the priest gives Holy Communion to the deacon, proceed into the sanctuary and join the line with the EMHC. - Receive our Lord and return to the kneeling steps.
During the Distribution Of Holy Communion	<p>Once the EMHC and clergy are distributing Holy Communion:</p> <ul style="list-style-type: none"> -Remove the Missal from the altar and place on the table near your chair. - Return to the steps and kneel. - Be attentive. - Bring tray with pyxes in it (if any) to the altar. 	<p>Once the EMHC and clergy are distributing Holy Communion:</p> <ul style="list-style-type: none"> -Take the large distribution bowl to the sacristy. -Return to your kneeler, leaving the chalice, paten, pall and corporal upon the altar. If Fr. Ron is presiding: <ul style="list-style-type: none"> - - Take the presider chalice to the sacristy.
Purification of the Vessels	<ul style="list-style-type: none"> - Be attentive to the altar to see if the presider needs anything. - When the presider has purified the chalice, go to the altar and take the chalice, bow and take the chalice to the sacristy. - Return to your chair. 	<p>Fr. Jim/Fr. Simon Peter Presiding:</p> <ul style="list-style-type: none"> - Be attentive to when the presider returns to the altar. - Take the water cruet to the presider. - Pour water over his fingers into the chalice. - Bow and then take cruet to the credence table. - Return to your chair.
Tabernacle Etiquette	-If you are in the church when the deacon/priest reposes the Blessed Sacrament, genuflect with him.	-If you are in the church when the deacon/priest reposes the Blessed Sacrament, genuflect with him.

<p style="text-align: center;">Prayer After Communion</p>		<ul style="list-style-type: none"> - When the priest stands and says, "Let us pray", bring the Missal to him at his chair. - Hold the Missal with your hands on the edge of the bottom corners and rest the Missal against your chest. - When the prayer is finished, bow slightly to the presider, close the Missal, and return to your seat, placing the Missal back in its place. -If there is a solemn blessing, the presider may ask you to remain near him while he gives any final announcements.
<p style="text-align: center;">Closing Procession</p>	<ul style="list-style-type: none"> - Go to the center aisle, in line with the first pews, and stand to the right of the crucifer, facing the altar. - When the clergy genuflect, genuflect with them, unless you are holding something. - Turn around and proceed at a casual pace up the aisle, following the crucifer. - Note: At the discretion of the presider, a short prayer may be said at the back of church. 	<ul style="list-style-type: none"> - As the final hymn begins, retrieve the crucifix. - Go to the center aisle, in line with the first pews - When the clergy genuflect, bow your head. - Turn around and proceed at a casual pace up the aisle. - Note: At the discretion of the presider, a short prayer may be said at the back of church. - Return the crucifix to its place in the sacristy.
<p style="text-align: center;">After Mass</p>	<ul style="list-style-type: none"> - Carefully remove your alb and hang it up. - Place your cincture on the shelf in the closet 	<ul style="list-style-type: none"> - Carefully remove your alb and hang it up. - Place your cincture on the shelf in the closet