

RESPONSIBILITIES OF ALTAR SERVERS DURING MASS:

INTRODUCTORY RITE:

1. Carry cross in procession.
2. (During Easter season, help Father with bowl for sprinkling water on people.)
3. Hold book for opening prayer when Father says "Let us pray."



PREPARATION OF THE ALTAR:

4. Go to parish hall to tell children's liturgy people the homily is over (only if there is children's liturgy-watch to see if kids go out at the beginning of Mass).

5. Put Father's book on the altar.



6. Light candles at the altar then extinguish candles at the ambo.



7. Bring 4 chalices (cups) to the altar.



8. Place the water cruet on the altar.

9. When priest goes down to receive the gifts, two servers go down to receive the gifts, place the wine and hosts in the middle of the altar (money basket on little podium).



10. After Father pours the wine into the cups, take the wine pitcher and put it on the lower shelf of the credence table.



WASHING OF THE PRIEST'S HANDS

11. After Father pours water into the wine and prays over it, pick up the water cruet.



12. Bring the towel and glass plate and water cruet to Father to wash his hands (one two or three servers can do this).



LITURGY OF THE EUCHARIST

13. After the Our Father and the Passing of the Peace, get all patens (small metal plates) and put them on the altar.



14. After the passing of the peace, take Father's book from the altar and put it back by the chair.



CLOSING RITE

15. Hold book for the prayer after communion when Father says "Let us pray."



16. After the prayer hand the announcement sheet to Father (get it off the shelf when Father says "let us pray", then hand it to him after prayer).



17. Carry cross in procession out.



ALTAR SERVER TEST

You need to know the answers to all these questions before you serve at mass. Review them every time you serve until you are sure of what to do at mass.

1. What do you do when Father says or sings “Let us pray”?



2. When do you move Father’s book to the altar? When do you take it back to the chair?



3. When do you go to the parish hall?



4. When do you put the chalices on the altar?



5. When do you light the altar candles?



6. When do you put the water cruet on the altar?



7. What do you do after Father pours wine into the cups?



8. When do you help Father wash his hands?

9. What is needed for Father to wash his hands?



10. When do you place the pattons on the altar?



Answers: 1: Hold book for him, 2: During preparation of the altar/After passing of the peace,
3. 4. 5. & 6: During preparation of the altar, 7: Put wine pitcher on lower shelf of credence table,
8: After Fr. pours water into the wine and prays over it, 9: Towel, water cruet, glass plate,
10: After the passing of the peace.