

# Altar Servers – Daily Mass

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## Before Mass

1. Servers should arrive at church at least 10 – 15 minutes early.
2. Once at church, servers should immediately vest.
  - a. Servers vest (get dressed) in the server sacristy (behind the main church altar).
  - b. All servers will wear an alb, cincture, and cross.
    1. Alb – is a white baptismal garment.
    2. Cincture – is a rope like cord worn around the waist.
    3. Cincture and crosses are found in drawers in the counter in the server sacristy.
3. After vesting, servers should light the altar candles (lighter is found in the back sacristy).
4. All servers should gather near the baptismal font.
5. At any given Mass there are normally two servers; generally three are scheduled.

## During Mass

1. Mass begins without an opening hymn/song.
  - a. The procession from the back of the church will begin with Servers #1, #2, and #3 walking single-file.
  - b. Behind Server #3 is the presider.
  - c. All will process into the church, and together form one line in front of the altar (remain on the church floor). Servers #1 and #2 should move to the left side of the altar while Server #3 should move to the right side. Leave a space directly in front of the middle of the altar for the presider. All pause and at a cue from the presider all bow towards the altar.
  - d. Servers #1, #2 and #3 then proceed directly to their seats. **Remain standing.**
  - e. When the presider says, “Let us pray,” Server #2 comes to him with the Sacramentary for the Opening Prayer. (**Sacramentary** – is the big red prayer book used by the presider.)
2. After the readings, homily, and general intercessions, servers help to prepare the altar.
  - a. Servers first bring the chalice and plate with hosts to the altar. (**Chalice** – the cup used at Mass.)
  - b. Servers next bring the cruets of wine and water to the altar. (**Cruets** – are like small pitchers.)
  - c. Servers return the empty wine cruet to the credence table and return to the presider for the hand washing with the water cruet, glass bowl, and towel.
  - d. After the hand washing, return everything to the credence table and then proceed as a group to the church floor on the presider’s right side. **Remain standing.**
3. During the Eucharistic Prayer, servers kneel on the steps of the altar (this will be after the “Holy, Holy, Holy”). (**Eucharistic Prayer** – the church’s great prayer of thanksgiving.)
4. At the end of the Eucharistic Prayer, when everyone stands to say the “Our Father”, the servers stand and return to the altar and stand in front of the pulpit.
5. After communion (the presider has finished distributing communion and returns to the altar).
  - a. Server #1 brings the cruet of water to the altar; Servers #2 and #3 also come to the altar although they are empty handed. (The presider will have the Eucharistic Minister return the Blessed Sacrament to the Tabernacle.)
  - b. The presider hands the purified chalice and plate to Servers #2 and #3. All servers return their items to the credence table and return to their seats.
  - c. If the Sacramentary is still on the altar, Server #2 should pick that up before returning to their seat.
  - d. Server #2 comes to the presider with the Sacramentary when he says, “Let us pray.”
6. Mass ends without a closing hymn/song.
  - a. Servers #1, #2 and #3 line-up in front of the altar just as you did at the beginning of Mass. Remember to leave a space for the presider directly in the middle of the altar.
  - b. At a cue from the presider, all bow to the altar.
  - c. In the procession out of the church, the order is the same as it was at the beginning of Mass.

## After Mass

1. All candles should be extinguished.
2. Anything else needing to be returned should be returned.
3. Albs should be hung-up and cinctures and crosses returned to their place.