

# Procedures for Altar Servers for a wedding

Please remember that the coordinators will help with any questions you may have.  
And Father will help you throughout the mass too!

## Before the Liturgy

- ❑ Put on a cassock with a rope (in the sacristy in the closet)
- ❑ Be sure Roman Missal is on the credence table in the church.
- ❑ Be sure all candles that are needed are lit. (the coordinator can help with this)

## Entrance Procession

If 1 server, you can decide to carry cross, candle or just process in with Father. If 2, you could each do a candle.

If 3, you can do cross and 2 candles.

- ❑ **Remember, this is a procession, not a race. Walk slowly.**
- ❑ Cross-bearer **The Cross should be held HIGH The “knot” on the pole should be at eye-level.** Process down the right side of the sanctuary. Process with the Cross and place it behind the presider’s chair. Then, go to your seat. Wait for the other servers to go into the pew first so that you are ready to get the Roman Missal for the opening prayer.
- ❑ Candle-bearer When the Cross-bearer reaches the Ambo, process, one on the left side and one on the right side, down the sanctuary. Place your candle on the stand on either side of the cross. Then, go to your seat. *NOTE: When placing your candle on its stand – it must be straight in order for it to fit. If your candle is not going on – DO NOT force it. The wax is very hot and can burn you if you slam the candle down. Please do not step on the candle stand, this does not help.*

TIP FOR CARRYING CROSS AND CANDLE: Place one hand on the front of the pole and one hand, upside down, on the back of the pole.

## Opening Prayer

- ❑ If 3 servers, the server who carried the cross is responsible for the Roman Missal. If 2 or 1, one of you can just do it.
- ❑ When Father says, “Let us pray” this server goes to him with the Roman Missal. (Father may not use the Roman Missal for the prayers...he may have all prayers in a binder for the wedding. Check with him)
- ❑ Be sure to hold the Roman Missal so that Father can read it.
- ❑ When finished, place the Roman Missal on the credence table and return to your seat.

## Liturgy of the Word

- ❑ Be seated and participate by actively listening to the Word and responding with the assembly.
- ❑ **Immediately** after the second reading the two candle-bearers go get their candles and wait behind Father’s chair. **When he stands you can begin leading the procession to the ambo, one on either side.** The acclamation will begin when the presider stands. The candle-bearers stand on the line behind the ambo. They hold their candles as the Gospel is proclaimed.
- ❑ After the Gospel the candle-bearers place their candles on the stands near the baptismal font, **go down the steps** on the chapel side and return to their seats.

## **Preparation of the Gifts**

- ❑ When the song begins, candle-bearers take the Chalice with Purificator, the water cruet and the Roman Missal from the credence table to the altar. Place them on the end of the altar.
- ❑ Candle-bearers then go get their candles from near the ambo and go to the gathering space, and stand in front of the St. Joseph the Worker statue. When the presider/deacon goes to the front of the altar to receive the gifts, the servers lead the procession of gifts to the altar. (the coordinator will be by St. Joe's statue to help you with this.)
- ❑ Once at the altar the candle-bearers place their candles on the stands near the altar.
- ❑ The candle-bearers go immediately and get the bowl and towel. Go to the altar and wait for Father. He will wash his hands. One server will need to take the water off the altar and pour it for him.
- ❑ When he is finished, return items to the Credence table and return to your seats.

## **Liturgy of the Eucharist**

- ❑ Participate in all sung and spoken responses and acclamations..
- ❑ At appropriate time, exchange the sign of peace with each other and some assembly members.
- ❑ At the Lamb of God help the Eucharistic Ministers bring cups and purificators and plates to the altar. Then, stand on the line behind the presider.
- ❑ After receiving the Body and Blood of Christ the Cross-bearer goes with Father and holds his plate and the others go with a Eucharistic Minister to hold their plate.
- ❑ After Communion, remove all items from the altar and place them on the Credence table.
- ❑ Be seated.
- ❑ When Father says, "Let us pray." the cross-bearer brings the Roman Missal to him. (Again, he may have all prayers in his wedding binder) When he is finished, return to your seat.

## **Concluding Rite**

- ❑ When Father stands to do the final blessing for the couple, the Cross-bearer and/or candle bearers gets the cross/candles and goes to the line in front of the altar. Father will be near the center of the sanctuary with the couple.
- ❑ When Father is ready (watch for his cue) the Cross-bearer processes out with the Cross. (you are leading the procession) When the Cross-bearer reaches the Ambo, the Candle-bearers process out.

## **After the Liturgy**

- ❑ Put cross on stand in gathering space.
- ❑ Put candles in stands near the cross.
- ❑ Extinguish all candles.
- ❑ Hang up cassock in Sacristy.

**The coordinators can help you any questions you may have so don't be afraid to ask!**  
**Father also will help you any questions and will help you throughout mass!**