

Weekday Sacristans:

Put key in Tabernacle - Turn on the Microphone.

Take 4 purificators, put 2 on each of the small corner shelves.

Prepare the Chalice by placing 1 purificator and the pall on top of Chalice. Cover with chalice veil. Place on credence table.

Make sure lavado bowl (water bowl) and hand towel are on the credence table. Also put wine and water cruets on table.

Put 4 wine goblets on silver tray covered with medium pall on credence table.

In one of the small ciborium's place the number of hosts needed for the Mass and also Father's host. Put on credence table. Put sticky note on altar so that Father knows how many hosts you put out.

Also replace votive candles that need to be and wooden sticks used to light the candles.

After mass, turn off microphone and blow out the candles on altar.

If someone would request to bring up the gifts of bread and wine, they may do so. Put the gifts on the small table in the back of the church. Inform Father that there are gift bearers.

After Mass: when the vessels on the credence table have been purified by Deacon or Priest, take all items to the sacristy. Clean using baking soda and water for the wine goblets and rinse in warm water. The other items can be check and rinsed.

Please close doors when you are finished. Thank you!