

THE PARISH COMMUNITY OF ST. MAURICE  
**MASS CHECKLIST**

**Altar Server: 15 Minutes Before Mass**

1. Get dressed in your alb, cincture and cross.
2. Say the Altar Server prayer
3. Light the candles: two on the Altar and two by the Ambo.
4. From the Sacristy put one altar server paten for each server on the shelf under the credence table.
5. Fill the water cruet, and place on the credence table.
6. Check that the finger bowl is empty and that there is a towel for hand washing on the credence table.

**Altar Server: After Mass:**

1. Extinguish candles on the altar and next to the ambo.
2. Empty water in the washing bowl and in the cruet in flowers near altar; if there are no flowers, then empty the water in the “regular” sink in the sacristy.
3. Leave the empty washing bowl and towel on the credence table.
4. Place the altar server patens in the sacristy cabinet.
5. Hang your alb neatly on a hangar. If the alb is dirty, please take it home to be laundered.

**Note to Altar Servers:** Please look your best.

Put on a well-sized alb (which will cover you from neck to ankle), a cincture and a cross. Make sure the alb reaches your ankles, is clean, not torn and not wrinkled. (No sneakers or sandals.)

Vocabulary Reminders:

Alb .....The white robe the altar server wears  
Ambo .....The pulpit where the readings are proclaimed  
Cincture .....The rope belt worn around your waist  
Credence Table ..The server’s table at the side of the sanctuary  
Cruet.....Small pitcher for water or wine  
Finger bowl .....The bowl used to wash the priest’s hands