

EUCCHARISTIC CELEBRATION – THE FUNERAL MASS

A. CHECK LIST

- 1) Get vested in the “Storage Room” – use white cincture/rope/belt – Look into the mirror and make sure your collar is not sticking out and that you are neatly dressed.
- 2) Say a prayer (a prayer for servers is posted in the Storage Room)
- 3) Light the candles on the altar.
- 4) Go into the Sacristy and take out the water and wine. Place the water on the credence table. Place the wine on the offertory table in the back. Take the ciboria (if any) and place them on the offertory table in the back. Take the chalice of the priest celebrant and place it on the credence table in the front.
- 5) One server will be holding the bucket of Holy Water while the other will be holding the Cross.
- 6) Line up when the priest is ready to begin Mass.

B. THE MASS

- 1) Process up the aisle with the priest. When arriving at the front of the altar, make sure you split up and leave a space for the priest.
- 2) After genuflecting or bowing to the altar, turn around and face the congregation. The priest may come down the aisle or he may stay in the front of the church. Stay close to the priest.
- 3) After the priest blesses the coffin with Holy Water, a pall will be placed on the coffin by the funeral director. The priest will then turn and head up the altar. Servers will bow to the altar, bear right and proceed to the bench behind the Presidential Chair. One server will come forward to hold the book.
- 4) After the Opening Prayer, Mass continues with the First, Second readings, Gospel, Homily, Prayer of Intercession. At the homily time, one server will go behind the altar to light up a charcoal and place it in the thurible.
- 5) When the Offertory gifts are brought up, the two servers will come down to the bottom step with the priest to receive the gifts. Servers will place the ciboria on the altar and return to the credence table to take the priest’s chalice. One server will place the chalice on the altar and return to the credence table.
- 6) One server will go behind the altar to pick up the incense and thurible
- 7) At the credence table, the other server will remove the lids from the wine cruet and the water cruet. He/She will come to the altar holding the cruets with the handle of the cruets facing the priest so he can take them. After the priest hands the cruets back to the server, he/she will bow slightly and process back to the credence table.
- 8) The other server will now come forward with the thurible and incense.

- 9) After the priest incenses the altar, the other server will then hold the water cruet and the bowl with the finger towel on his/her arm. He/She will process to the altar.
- 10) He/She will pour the water onto the priest's hands. After the priest finishes drying his hands, he will hand back the finger towel, the server will bow slightly and return to the credence table.
- 11) After placing the water cruet, bowl and finger towel back on the credence table, servers will remain standing near the credence table.
- 12) Mass continues with the Preface followed by the Sanctus.
- 13) After the Sanctus (Holy, Holy), servers will come and kneel next to the side of the altar. One server will kneel next to the bell.
- 14) Mass continues with the Eucharistic Prayer and Consecration.
- 15) Bells are to be rung three times: when the priest places his hands on the gifts, when he elevates/raises up the Host, when he elevates/raises up the chalice.
- 16) Mass continues with the Eucharistic Prayer, Lord's Prayer, the Sign of Peace, and the Lamb of God.
- 17) After receiving Communion, one server remains kneeling on the pulpit side of the altar while the other server goes behind the altar to burn another charcoal in the thurible. When the priest is finished with communion, one server will process to the credence table where he/she will pick up the water cruet. After removing the lid from the cruet, he/she will bring the cruet to the altar and pour the water into the priest's chalice. After pouring the water, he/she will walk back to the credence table and place the cruet back.
- 18) When the Blessed Sacrament is reposed inside the Tabernacle, servers will walk around the front, bow, and return to their seats – on the bench behind the priest.
- 19) When the priest says: "Let us pray..." the book bearer will walk to the priest and hold the book for him.
- 20) After the Closing Prayer, servers will follow the priest to the coffin.
- 21) The crucifix bearer will now come to the other side of the coffin and face the altar while the other server will pick up the thurible and incense behind the altar and stand next to the priest.
- 22) After his Prayer of Commendation, the priest will incense the coffin.
- 23) After the priest finishes incensing the coffin, the server holding the thurible will go to the other side standing behind the crucifix bearer facing the altar (Note that when they turn to process down the aisle, the incense bearer will go first).
- 24) The priest will conclude the service and he will process to the other side of the coffin standing in front of the crucifix bearer facing the altar. Everyone bows and processes down the aisle.
- 25) Everyone will stand to one side at the back of the church. The server holding the incense will hand the incense to the priest and come forward to take the pall from the funeral director.

- 26) Everyone will return to the Sacristy except for the crucifix bearer who will bring the crucifix back up front.
- 27) The other server with the pall/incense will return to the altar and join with the other server where they will extinguish/blow out all the candles and pick up the water, wine, chalice, finger towel, and bowl and bring all of them back to the Sacristy.