

# S E R V I N G   G U I D E

## TRADITIONAL LATIN MASS



*Know that nothing in the world is so precious, so useful, so noble, so sublime as the Holy Mass.*

*St. Leonard of Port Maurice*



# Liturgical Principles

## Division of Mass

1. Mass of the Catechumens – Preparation for the most holy act of religion.
  1. Prayer – The beginning of turning to God.
  2. Instruction – Hear God's word.
2. Mass of the Faithful – The sacrifice of the Eucharist.
  1. Sacrifice – Offer Jesus Christ to God the Father.
  2. Communion – Union with the Lamb of God.

## Motions and Actions

*The movements of a server at the altar should be grave, reverent, and as noiseless as possible.*

*Fr. J. O'Connell*

- Hands should be in the “prayer position” by default. Hands joined and in front of the breast.
- If one hand is being used, put the idle hand flat on the chest.
- Avoid turning your back to the Blessed Sacrament or the cross.
- The default position is kneeling.
- Generally, one should kneel on the opposite side of the Missal.
- Match the vocal volume of the priest.
- Responses must be precise and clear.
- The bell should be rung moderately.
- Genuflecting is a continuous action. There is no pause when the knee touches the ground.
- Actions should be precise and restrained. Do not add gestures.



# MASS OF THE CATECHUMENS

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## Prayer

### Prayers at the Foot of the Altar

- Server kneels to the left of the priest, slightly behind him.
- Alternate responses to Psalm 42 and following prayers, as in the Response Card.
- When the priest says *Oremus*, or slightly before, lift up his alb and cassock before his feet to give him a clear path up the steps.
- Rise, go to the left of the altar steps (Gospel side), kneel on the lowest step.

### Introit, Kyrie, Gloria

- Make the sign of the cross at the beginning of the Introit.
- Alternate *Kyrie eleison* and *Christe eleison* with the priest, according to the Response Card.
- During *Gloria in excelsis*, bow head along with the priest.
- Make the sign of the cross at the end, *Cum Sancto Spiritu...*
- Make the proper responses for the Collects, as in the Response Card.

## Instruction

### Epistle

- At the beginning of the Epistle, the priest will place his hands on the side of the Missal.
- When he finishes the Epistle, he will place his left hand on the altar to signal the Epistle is finished.
- Respond *Deo gratias*.

### Gospel

- Rise, go to the center, genuflect, walk around the steps to the Epistle corner, where the priest is reading the Gradual and Alleluia verses.
- (On some feast days, there is a Sequence. Do not rise and move until the Sequence is almost over.)
- When the priest moves toward the center, ascend the altar steps and take the Missal-stand in both hands.

- Go down the steps diagonally toward the center.
- Genuflect in the center, and go up the steps to the left and place the Missal-stand at an angle in the Gospel corner.
- Go to the lowest step and stand so that you will be facing the priest.
- Make the responses and the three small signs of the cross.
- Wait for the name of Jesus, bow your head, then go down the last step.
- (If the Holy Name does not come, leave after several seconds. Do not bow your head.)
- Walk around the steps to the opposite corner, genuflecting at the center.
- Turn at an angle to face in the same way as the priest.
- When he stops reading the Gospel, say *Laus tibi, Christe*.
- Face forward and kneel down.

#### Sermon

- On Sundays, there will be a sermon.
- By exception, remain standing after the Gospel.
- The priest will take off his Maniple, then descend down the steps.
- Kneel with the priest and pray.
- Having prayed, rise, genuflect, and go to your seat.
- When the sermon is done, go back to the center.
- Genuflect, then lift the priest's alb and cassock for him to rise up the steps.
- Kneel on the lowest step.

#### Creed

- On Sundays and feast days, the Nicene Creed will be recited.
- Stay kneeling for the Creed.
- Bow your head when the priest does.
- The priest will slowly begin genuflecting at *Et incarnatus est...*

- Slowly bow over as he descends. Stop at the profound bow position. Then, rise slowly as he does.
- Make the sign of the cross with the priest at *Et vitam venturi...*

# MASS OF THE FAITHFUL

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## Sacrifice

### Offertory

- Respond to priest and bow head at *Oremus*.
- When he finishes reading the Offertory verse, rise and go to the credence table.
- Obtain the cruets of wine and water. Remove the stoppers.
- Stand near the altar, with the altar table in front of you.
- Bow as the priest approaches and kiss the cruets.
- Hand the wine when he reaches for it.
- Take back the wine and hold out the water for him to bless it. Then, give him the water cruet.
- Receive back the water cruet.
- Kiss both cruets, bow, and return to the credence table.
- Place both cruets down, and take the water dish and finger towel in your left hand.
- Take the water cruet in your right hand.
- Return to the altar. This time face the open space, where the priest is standing.
- Bow as he approaches, and pour a little water over his fingers until he signals to stop.
- Present the finger towel or simply let him take it. Present your arm to receive the towel back.
- Bow, return to the credence table, and put everything back in place.
- Return to your place on the lowest step.
- The priest will shortly turn around and say *Orate, fratres*.
- Wait until he completes turning, bow down moderately, and respond *Suscipiat...*

### Preface

- When the priest is done silently reading the prayers, he will say out loud, *Per omnia...*
- Make the correct responses as indicated in the Response Card.



- When he bows and says *Sanctus* for the first time, ring the bell three times.
- If you can, make the sign of the cross at *Benedictus* with the priest.

## Canon

- The priest will extend his hands at the prayer called *Hanc Igitur*.
- Ring the bell one time.
- Then, ascend to the top platform.
- When the priest bends over to say the words of consecration, bow down moderately.
- Ring the bell when the priest genuflects.
- Lift up his chasuble slightly, then ring the bell as he raises the Sacred Host.
- Ring the bell a third time when he genuflects.
- Bow again when he says the words of consecration over the chalice.
- Ring the bell when he genuflects, raise the chasuble again and ring the bell, then ring the bell a third time when he genuflects.
- After the consecration, descend to the floor, genuflect, and return to your place on the bottom step.

## Post-Canon Prayers

- Remain in silence until the priest says *Per omnia...*
- Respond correctly for this prayer and the next, as in the Response Card.
- When the priest says *Agnus Dei*, bow moderately and strike your breast.
- The priest will take the Host, bend over, and say *Domine, non sum dignus...*
- Ring the bell each time he says this, for three times total.
- Bow moderately when he consumes the Host.

## Communion

### Communion

- The priest will take off the pall over the chalice.
- Stand up and retrieve the communion paten from the credence table.

- Go to the steps, genuflect, and ascend.
- Kneel on the top step if you will take communion.
  - If you will not communicate, kneel on the bottom step.
- When the priest drinks the Precious Blood, bow moderately and recite the *Confiteor* on behalf of the people.
- Respond as in the first *Confiteor*.
- If you are going to receive, strike your breast at *Domine, non sum dignus...*
- Walk with the priest to the communion rail.
- Carefully hold the paten under the chin of each person.
  - But, make sure to keep moving so that you allow the priest to move fluidly.
- After the last person, hand the communion paten back to the priest.
- Accompany him to the altar steps. Lift his alb and cassock as he ascends the steps.
- Stand at the steps. Genuflect when the priest does.
- Then, go to the Epistle side and kneel on the side of the steps.

#### Ablutions

- When the priest closes the tabernacle, rise and go to the credence table.
- Retrieve the cruets again and wait along the Epistle side.
- The priest will have his chalice tilted. Go up and pour wine carefully into the chalice.
- When he signals to stop, go back down the steps.
- When the priest comes to the Epistle side, carefully pour wine and then water over his fingers into the chalice until he signals to stop.
- Return the cruets to the credence table.
- Take the communion paten from the altar and put that back on the credence table.
- Go the long way to the Gospel side, genuflecting at the middle.
- Take the bookstand and go down diagonally to the center. Genuflect.

- Ascend the steps diagonally and place the bookstand parallel to the edge.
- Descend the stairs on the side. Go to the Gospel side the long way and kneel on the lowest step.
- Make all the responses to the following prayers.

## Conclusion

- After the blessing, the priest will say the Last Gospel.
  - If there is a proper Last Gospel, the priest will leave the Missal open after the last prayers.
  - Bring back the bookstand to the Gospel side the same way you did after the Ablutions.
  - Except, wait for the blessing in the center of the bottom step.
- After the priest begins the Last Gospel, go to the Epistle side, genuflecting at the middle.
- Kneel on the step with the priest for the Leonine Prayers.
- When the prayers are done, lift the priest's alb and cassock as he goes up the steps to get the chalice.
- After he goes up the steps, get his biretta.
- Kiss the biretta, then the priest's hand.
- Return to the sacristy and receive the blessing.
- Either prepare for the next Mass or, if that is the last Mass at the altar, put everything back in order.