

LOW MASS WITH TWO SERVERS

TRANSFIGURATION OF OUR LORD CHURCH

AC1 – Wine, finger towel, Missal, Communion Paten, biretta (*ensure credence table and altar is set*)

AC2 – Water, finger bowl, chalice veil (*ensure candles are lit*)

I. BEGINNING

1. See AC1 and AC2 duties above.
2. *For Sunday Low Mass, ask the priest if he will be taking wine during the ablutions. If not, he will only take water during the ablutions (see note 40, 41)*
3. Vest using posted vesting prayers.
4. Stand behind the priest in silence as he prays his vesting prayers, AC1 at his right. Help the priest with his vestments.
5. Bow to cross with priest, responding “In nomine Christi”. AC2 gives Holy Water to the priest and to AC1, then leads out, rings bell. Both genuflect in place to the immediate right and left of the priest. (AC1 takes biretta from priest, with reverences, places it on the Sedilla).
6. Kneel (on the floor) when priest returns to foot of the altar.
7. Make the responses clearly, at the same volume as the priest, and bow for the Confiteor.
8. At end of Prayers at foot of the altar, stand and move to AC1 (Epistle side) and AC2 (Gospel side) home positions **without** genuflection. Kneel on the first step.
9. During INTROIT, COLLECT, GLORIA, mirror reverences of the priest.
10. After the EPISTLE, the priest will place left hand on altar. Respond “Deo Gratias” and stand (NOTE: *If there is a long SEQUENCE, AC2 delays movement to the altar an appropriate amount of time*). AC1 remains at home. AC2 moves to center, genuflects, and stands to the right of the priest at the foot of the altar facing the Tabernacle and waits for the priest to finish the GRADUAL, TRACT, ALLELULIA. When priest moves to the center of the altar, AC2 take the book, moves Ad Brevium to the foot of the altar, genuflects with the book, and ascends Ad Brevium to the altar and places the Missal on the Gospel side rotated 45° CCW.

11. GOSPEL

12. Priest begins Gospel, 3 crosses, then say “Gloria tibi Domine”. Before departing wait for name of “Jesus” and bow your head.
13. At end of Gospel, say “Laus tibi Christe” and immediately kneel at home positions if there is no sermon. In the case of a sermon at the predella or lectern, come

to the middle, genuflect, and proceed to your seats.

14. In the case of a sermon from the pulpit remain at the home positions until the priest descends to the foot of the altar. AC1 retrieves the biretta. Then move in to the priest and genuflect with him, give him the biretta with reverences, and proceed to your seats.
15. After the sermon come back to the center to genuflect with the priest. AC1 takes the biretta with reverences, After the priest ascends the altar, immediately kneel.

16. OFFERTORY

17. After (Credo) and “Oremus” of Offertory prayer, AC1 goes to the Credence Table and AC2 genuflects at the center and ascends the altar Ad Brevium, takes the chalice veil from the priest and folds it on the Epistle side of the altar, then joins AC1 at the Credence Table.
18. AC1 and AC2 approach the altar with cruets. Hold the wine/water in right hand, with handles to your left.
19. Reverence the priest, kiss the cruet, present each cruet to the priest.
20. Kiss cruet, reverence the priest, return to credence table.
21. AC2 has water in right, lavabo dish in left, AC1 hand unfolded finger towel to priest (he may take it or he may dry his fingers without taking it from you).
22. Reverence the priest, pour water over fingers, present towel.
23. Reverence the priest, return cruet, dish & towel.
24. Return to HOME positions and kneel. AC1 brings bells if necessary. After the “Orate Fratres” prayer you say “Suscipiat Dominus...” without bows.

25. CANON

26. AC1 Ring the bell 3 times at “Sanctus, Sanctus, Sanctus”.
27. AC1 rings at priest placing both hands over chalice (*Hanc Igitur*).
28. When the priest withdraws his hands from over the chalice, ascend altar without genuflection and kneel behind the priest. AC1 rings at each consecration: genuflection, elevation, genuflection.



29. Lift chasuble to shoulder height at elevations. Return to center at the foot of the altar, genuflect, return HOME.

30. COMMUNION

31. ACI rings bell at the Minor Elevation. Strike breast 3 times with priest at "Agnus Dei".
32. ACI - Ring bell after each of the priest's "Domine non sum dignus...".
33. Rise when the priest removes the pall from the chalice, ACI –retrieve the paten, genuflect with AC2 in the middle and kneel on the first step.
34. Bow to say Confiteor at end of priest's consummation of Precious Blood.
35. After the blessing, rise and go to the top step of the altar and kneel to receive Communion.
36. AC2 follows priest to hold the paten as the priest distributes Holy Communion to the faithful. ACI can retrieve the bugia if available and follow the priest in the position of the Sub-Deacon.
37. *During Communion, if the priest must return to the altar to retrieve a fresh ciborium, AC2 and ACI kneel in place until the priest returns. If a Host drops to the floor, immediately retrieve the Purificator from the side of the tabernacle and bring it to the priest who will cover the spot until it can be purified. Afterwards, coordinate with the sacristan to replace the Purificator with a fresh one and have the old one purified.*
38. When finished and priest returns to the altar, AC2 waits at the FOA and genuflects along with the priest and then goes to epistle side opposite the credence table and kneels next to ACI until the tabernacle is closed. Then both go to the credence table.
39. ACI - Go up to priest and pour wine (**or water from AC2 .. see note 2**) into chalice after he cleans the Communion paten and tilts the chalice. Pour slowly until the priest signals for you to stop. As you return to the credence side, move the paten to the far right part of the altar.
40. Priest will then come over to you, pour wine (**or water only from AC2 .. see note 2**), then water, into chalice slowly until the priest signals for you to stop.
41. ACI - Take the paten back to the credence table and put cruets back.
42. Come to center at FOA, genuflect together, ACI proceeds Ad Longium to retrieve the veil, AC2 proceeds Ad Longium to retrieve the book. Both proceed Ad Brevium, genuflect at FOA, return to the predella Ad Brevium. AC2 places the Missal on the Epistle side, and returns HOME in coordination with ACI.

43. CONCLUSION OF MASS

44. Rise at start of Last Gospel
45. "Gloria tibi Domine", open the rope if necessary, genuflect to the altar, and then go to HOME positions facing the priest.
46. "Deo Gratias" at end of Last Gospel.
47. Remain HOME until the Priest comes down to foot of altar, join him and kneel with him (back on the floor).
48. ACI holds the prayer card during the Prayers After Low Mass. If the priest requests the card hand it to him. Don't forget "Amen" after Salve Regina and St. Michael prayer. Before the priest stands again, check to see that his alb is not tangled with his shoes.
49. Stand up with the priest, genuflect, (ACI retrieves the biretta from the sedilla and hands it to the priest with reverences), and return to the sacristy led by AC2.
50. Kneel for priest's blessing & say "Thank you, Father".
51. Recite St. Stephen's prayers.
52. Extinguish candles (Gospel side first –reverse order of when you lit them), clear off altar, put back altar cover, put vestments and chalice away, clean cruets.

ACRONYMS

- AD BREVIUM – The shortest way up the middle to or from the predella)
- AD LONGIUM – The longest way to or from the predella around the side of the altar steps.
- FOA – Foot of the altar
- PREDELLA – Top altar platform
- SEDILLA – Priest's chair.