

ST. AUGUSTINE CHURCH ALTAR SERVER

DATE _____

NAME _____

ADDRESS _____ CITY _____ ZIP _____

HOME PHONE _____

I will serve: Saturday 5:30 p.m. _____ Sunday 8:30 a.m. _____ 11:00 a.m. _____ 5:30 p.m. _____

(Please use 1, 2, 3, 4, to indicate ORDER of choice. Please say NO for any time you can not be a Altar Server.

Will you serve during any month of the Year? YES _____ NO _____

Please list any month(s) in which you cannot serve.

If you prefer a particular Sunday of the month, please check those for which you wish to be scheduled.

1st Sunday of the month _____

2nd Sunday of the month _____

3rd Sunday of the month _____

4th Sunday of the month _____

5th Sunday of the month _____

AVAILABILITY:

Holy Days During The Week: 8:00 A.M. _____ 12:05 P.M. _____ 5:30 P.M. _____

Holy Thursday: 7 P.M. _____ Good Friday: 2:30 P.M. _____ Holy Saturday: 8 P.M. _____

Easter 8:30 A.M. _____ 11:00 A.M. _____

Christmas Eve 4:00 P.M. _____ 6:30 P.M. _____ Midnight _____

Christmas Day 10:00 A.M. _____

New Year's Eve 5:30 P.M. _____ New Year's Day 10:00 A.M. _____

COMMENTS/ADDITIONAL INSTRUCTIONS _____

ST. AUGUSTINE CHURCH

ALTAR SERVER GUIDELINES

PREPARATION

1. **Training:** You must attend a training session before being scheduled to serve.
2. **Arrival:** Arrive in the church 15 minutes before the time of the scheduled liturgy.
3. **Grooming:** Remember to dress in an appropriate manner.

Boys - Neat, clean shoes with socks.
(Tennis shoes are acceptable if parents approve.)

Girls - NO long, dangling earrings. Simple head bands, ribbons and barrettes are acceptable. Neat, clean shoes.

ALL - Clean hands are essential!!!
REVERENCE at all times is expected!!!

4. **Candles:** Light candles and check with Father to determine if there are any other duties for that liturgy.
5. **Responsibilities:** All servers responsibilities are carefully taught during the training session.

AFTER THE LITURGY

1. **VESTMENTS:** Hang the alb properly on the hanger. Be sure the hanger is on the rod and the alb is hanging straight.

QUESTIONS AND CHANGING SERVING SCHEDULES

1. Any questions you may have about servers please call John Thompson at 282-1669 or at home 949-2082.
2. If for any reason you cannot make it on the day you are scheduled, it will be the responsibility of the server to find a replacement.
3. If it becomes necessary for you to change the Mass time that you are normally scheduled for you will need to call Amelia Goffinet, she is in charge of making out the server schedule. Her phone number is 282-9587.