



## Preparing for Mass with Archbishop Hebda

- The Sacred Liturgy is to be celebrated using approved translations and following applicable liturgical norms in *The General Instruction of the Roman Missal* and other relevant documents. If this date is a Sunday or Solemnity, use *Missal* and *Lectionary* texts assigned for the day, unless the Archbishop has granted permission otherwise in advance.
- The Pastor of the parish (or his equivalent in law) should concelebrate.
- If a Deacon is assigned there, he should assist at Mass as usual (*Kyrie*, Gospel, Prayer of the Faithful, prepare the altar, assist with the chalice, Sign of Peace, purify vessels, dismissal).
- Aim to use a full ceremony crew for Mass, including reader(s), a cross bearer, two altar servers, and two others who can assist with the miter and crosier. If incense is used, designate a server as a thurifer.
- Choose members of the faithful to present the gifts of bread and wine at Offertory.
- Discuss any special liturgical instructions with the Archbishop's Office before Mass.

*This form will help prepare for a dignified celebration of Mass with the Archbishop.*

Mass Date \_\_\_\_\_ Mass Start Time \_\_\_\_\_

Name of Church/Organization \_\_\_\_\_

Location on-site where Mass will be celebrated \_\_\_\_\_

Address \_\_\_\_\_

City, State Zip \_\_\_\_\_ Office Phone \_\_\_\_\_

Parking Options \_\_\_\_\_

Contact Person \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

The Archbishop will be (check those that apply):

☐ Main presider    ☐ Homilist    ☐ Concelebrant    ☐ In attendance in the sanctuary

If any of the Mass will use a language other than English, specify language and part(s):

## **ENTRANCE RITES**

Incense in Procession ☐ Yes ☐ No

Penitential Act: ☐ Confiteor ☐ "Show us, O Lord" ☐ 3 Kyrie Tropes ☐ Sprinkling Rite

Gloria: ☐ Sung ☐ Recited ☐ N/A

Which *Missal* Propers (Collect, Prayer Over Gifts, After Communion) will be used?

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## **LITURGY OF THE WORD**

First Reading (Book, Chapter: Verse) \_\_\_\_\_ *Lectionary* # \_\_\_\_\_

Second Reading \_\_\_\_\_ *Lectionary* # \_\_\_\_\_

Incense at Gospel? ☐ Yes ☐ No

Gospel Acclamation ☐ Sung ☐ Recited

Gospel \_\_\_\_\_ *Lectionary* # \_\_\_\_\_

Name of homilist (if the Archbishop is not preaching) \_\_\_\_\_

For Sundays and Solemnities, which Creed will be prayed? ☐ Nicene ☐ Apostles ☐ N/A

Universal Prayer (Prayer of the Faithful) read by: ☐ Deacon ☐ Lector

The Prayer's conclusion will be ☐ Pre-composed ☐ Prayed *ad libitum* by the Archbishop

## **LITURGY OF THE EUCHARIST**

Collection? ☐ Yes ☐ No

The Archbishop will receive the gifts ☐ at the foot of the sanctuary ☐ at the altar

Incense gifts, cross, altar, ministers, assembly? ☐ Yes ☐ No

Preface title \_\_\_\_\_ *Preface* # \_\_\_\_\_

*Sanctus* ☐ Sung ☐ Recited

Eucharistic Prayer # \_\_\_\_\_

Memorial Acclamation ☐ Sung ☐ Recited

Doxology ☐ Sung ☐ Recited

The Lord's Prayer ☐ Sung ☐ Recited

Lamb of God ☐ Sung ☐ Recited

Holy Communion distributed under both Species? ☐ Yes ☐ No

**CONCLUDING RITES**

Announcements before final blessing? ☐ Yes ☐ No

Solemn Blessing? ☐ Yes ☐ No Where in *Missal*?

\_\_\_\_\_ Hospitality after Mass? ☐ Yes ☐ No

Location and comments on hospitality:

Any other liturgical details and any additional comments:

Should you have any questions regarding your celebration of Mass with the Archbishop, please contact Joy Steveken or Patrice Zangs:

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