



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 Arrangements _____

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?

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 _____

Any other liturgical details:

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

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