

**LITURGY PREPARATION SHEET** (January 2012 update)

**Use for all Diocesan Eucharistic Liturgies including Confirmation.**

PLEASE REFER TO THE *LITURGY GUIDE SHEET* WHEN COMPLETING THIS FORM.

**Return this sheet to the Office of Worship at least 15 days prior to the celebration.**

**PRELIMINARY INFORMATION:**

Place: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Coordinator: \_\_\_\_\_ Phone: \_\_\_\_\_ M.C.: \_\_\_\_\_

Principal Celebrant: \_\_\_\_\_

Concelebrants: 1. \_\_\_\_\_ 3. \_\_\_\_\_

2. \_\_\_\_\_ 4. \_\_\_\_\_

Deacon(s) 1. \_\_\_\_\_ 2. \_\_\_\_\_

Incense: (a) Entrance: \_\_\_ ; (b) Gospel: \_\_\_ ; (c) Preparation of Gifts: \_\_\_ (choose no more than two)

MASS: \_\_\_\_\_

(Title: e.g., "3rd Sunday of Easter," "Votive Mass of the Holy Spirit," or "Ritual Mass for Conferral of Confirmation," etc.)

**THE INTRODUCTORY RITES:** (#'s in parentheses refer to sections from the Roman Missal)

Introduction prior to Entrance Song: Yes \_\_\_ No \_\_\_ By whom: \_\_\_\_\_

Entrance Song (with source info): \_\_\_\_\_

Penitential Act **or** Rite for the Blessing & Sprinkling of Water:

Select only one of the following:

\_\_\_ Penitential Act A (RM 4): "I Confess..."

with "Lord Have Mercy" (RM #7)

\_\_\_ Penitential Act B (RM 5): "Have mercy on us, Oh Lord..."

with "Lord Have Mercy" (RM #7)

\_\_\_ Penitential Act C (RM 6): i, "You were sent to heal the contrite of heart..." \_\_\_\_, **or**,

ii, RM Appendix VI, # \_\_\_\_\_ **or**, iii, other text \_\_\_\_\_.

\_\_\_ Rite for the Blessing & Sprinkling of Water (RM Appendix II) (Sundays & anticipated liturgies only):

Music during Rite (with source info): \_\_\_\_\_

Glory to God (RM 8): sung (preferred) \_\_\_ (source, if sung:) \_\_\_\_\_ recited \_\_\_ N/A \_\_\_

Collect Prayer (RM 9): \_\_\_\_\_ Publisher \_\_\_\_\_ Page No. \_\_\_\_\_

(Title, e.g., "3rd Sunday of Easter," "Conferral of Confirmation C", etc.) (Cath. Bk. Pub., Magnificat, USCCB, etc.)

**LITURGY OF THE WORD:** (Use readings appropriate to chosen Mass)

First Reading: \_\_\_\_\_ Lect. No. \_\_\_\_\_ Reader: \_\_\_\_\_

Psalm: sung (preferred) \_\_\_ (source, if sung:) \_\_\_\_\_ recited \_\_\_

Second Reading: \_\_\_\_\_ Lect. No. \_\_\_\_\_ Reader: \_\_\_\_\_

Gospel Acclamation: (omit if not sung): Alleluia \_\_\_\_\_ Lenten response: \_\_\_\_\_

Gospel: \_\_\_\_\_ Lect. No. \_\_\_\_\_ Proclaimer: \_\_\_\_\_

Homily by: \_\_\_\_\_

Liturgical Rite: (e.g., Confirmation, anniversary, blessing, etc. Include or attach any specific notes, directions, no. of participants, special ceremonies, etc.) \_\_\_\_\_

Profession of Faith: (choose one)

▪ Nicene Creed (RM 18): sung \_\_\_ recited \_\_\_ omitted \_\_\_

▪ Apostles' Creed (RM 19) (esp. during Lent and Easter): sung \_\_\_ recited \_\_\_ omitted \_\_\_

Universal Prayer (Prayer of the Faithful) (RM 20) :

Given by \_\_\_\_\_ sung \_\_\_\_\_ recited \_\_\_\_\_

Response: \_\_\_\_\_ sung \_\_\_\_\_ recited \_\_\_\_\_  
(source, if sung)

## **THE LITURGY OF THE EUCHARIST:**

### **Preparation of the Gifts:**

Song: (if any, give Title & Source) \_\_\_\_\_

A procession with gifts is presumed.

Prayer over the Offerings (RM 30) : \_\_\_\_\_ Publisher: \_\_\_\_\_ Page no.: \_\_\_\_\_  
(e.g., "3rd Sunday of Easter," "Conferral of Confirmation B," etc.)

### **Eucharistic Prayer:** (Use Children's Eucharistic Prayer in liturgies where the assembly is predominantly children.)

Preface (RM 31) : \_\_\_\_\_  
(Title & Number, e.g., Preface III of Easter, # 47)

Holy, Holy, Holy: \_\_\_\_\_ sung \_\_\_\_\_ recited \_\_\_\_\_  
(source info.)

Eucharistic Prayer (RM 32):

#1 \_\_\_ #2 \_\_\_ #3 \_\_\_ #4 \_\_\_ R1 \_\_\_ R2 \_\_\_ V1 \_\_\_ V2 \_\_\_ V3 \_\_\_ V4 \_\_\_ Children's \_\_\_ No Preference \_\_\_

Mystery of Faith (RM 121): \_\_\_\_\_ sung \_\_\_\_\_ recited \_\_\_\_\_  
(Specify: a: "We Proclaim..." b. "When We Eat ...," c. "Save us, Savior...")

Great Amen (RM 123): \_\_\_\_\_ sung \_\_\_\_\_ recited \_\_\_\_\_

### **The Communion Rite:**

Lord's Prayer (RM 124) (source, if sung): \_\_\_\_\_ sung \_\_\_\_\_ recited \_\_\_\_\_

Doxology (RM 125): (For the Kingdom, and the power and the glory...) \_\_\_\_\_ sung \_\_\_\_\_ recited \_\_\_\_\_

Lamb of God (RM 130) (source, if sung): \_\_\_\_\_ sung \_\_\_\_\_ recited \_\_\_\_\_

Distribution of the Eucharist (RM 135): (Communion under both forms is presumed.) Those distributing:

1. \_\_\_\_\_ 3. \_\_\_\_\_ 5. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_ 6. \_\_\_\_\_

Communion Song(s) (RM 136): \_\_\_\_\_  
(Begins while priest receives) (source info)

Option: Song of Praise and Thanksgiving (RM 138): (source, if sung) \_\_\_\_\_

Prayer after Communion (RM 139): \_\_\_\_\_ Publisher: \_\_\_\_\_ Page \_\_\_\_\_  
(Title, e.g. "3rd Sunday of Easter," etc.)

## **THE CONCLUDING RITES:**

Announcements or remarks (RM 140) (following the Prayer after Communion) by: \_\_\_\_\_

Blessing: Simple Blessing (RM 140): \_\_\_\_\_ or Pontifical (RM 143) \_\_\_\_\_; or Solemn Blessings (RM 142): \_\_\_\_\_

Title & #(1-20): \_\_\_\_\_; or Prayers Over the People # \_\_\_\_\_ (#1-28)

Dismissal (RM 144): Form a \_\_\_\_\_; Form b \_\_\_\_\_; Form c \_\_\_\_\_; Form d \_\_\_\_\_

Closing Song (with source info): \_\_\_\_\_

**NOTES:** \_\_\_\_\_

\_\_\_\_\_