

## Introduction

Congratulations, you have agreed to be an acolyte—the word acolyte means “follower” or “attendant”. You are to assist the priest and other ministers during the service to make things run smoothly. You also represent the congregation and help them follow what is happening in the service. Each of you has a particular job and it is expected that you will do your job well and to the glory of God.

At Trinity Church, we are interested in having young people involved as much as possible. To this end, we use loose guidelines in terms of age requirements to become an acolyte. You are an acolyte because you **want** to be an acolyte, you want to participate during the worship service. We are not looking for perfection; we are looking for dedication and a willingness to serve and grow in your knowledge of the church. Since you are interested, you have been placed in an age appropriate job. As you grow, you will be given more responsibility and new jobs.

A sterling silver cross is given to new acolytes at the time of commissioning. These crosses are to be worn each time you serve and as you progress as an acolyte, you will receive a different color satin cord for each new position.

Choir Cross Bearer.....	green
Torch Bearer.....	blue
Crucifer.....	red
Server.....	purple

Please keep your cross in a safe place. Wear your cross proudly as an outward and visible sign of your commitment to serve God in His church. You may leave your cross in the vesting room on the hook with your name on it.

Thank you for your participation and your dedicated service. It is a good thing to do.

Let us serve the Lord,

Nancy Beebe



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# **Trinity Episcopal Church Manual for Services**



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**Acolyte Coordinator: Nancy Beebe, 886-4714**

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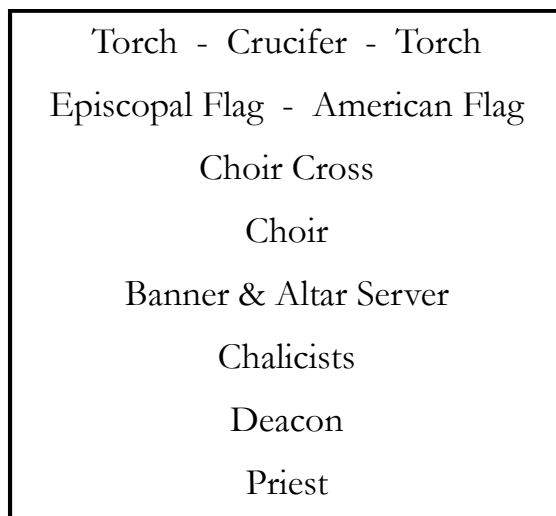
## Notes to all acolytes:

1. Mark your calendar as soon as the schedule arrives.
2. You are responsible for getting your own substitute. So that the bulletin may be changed, **report substitute changes by Tuesday afternoon to the Church Office at 886-9132.**
3. Be at church and vested 15 minutes before the service begins.
4. The first 2 or 3 times you serve, you will feel uncomfortable and will, most likely, make a few mistakes. It's okay. Try to think about your duties and do the best you can. Ask questions before and after the service to help you understand.
5. Above all else, **act like you know what you are doing.** The congregation takes many cues from you. Understand what you are doing and help them understand, too.
6. No gum.
7. Follow the service in the Prayer Book and Hymnal with the bulletin and **participate** with the congregation. Pay attention to what's happening.
8. Always stop and reverence the altar any time you pass by it. When you *are carrying* something, do not bow, but pause before the altar. When you *are not carrying* something, bow slightly as if looking at your shoes before the altar. When walking or standing, clasp your hands in front of you at waist height and nod.

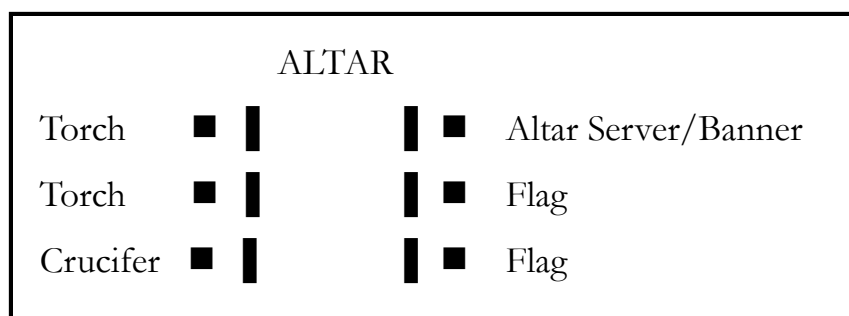
9. All acolytes sitting in the chancel should turn and face the altar (liturgical east) when the creeds (Nicene or Apostle's) are said.
10. When turning with a partner at the altar rail, always **turn inward toward your partner** so you can keep an eye on each other. **DO NOT STEP ON THE KNEELING CUSHIONS.**
11. Please sit up straight and act interested. DO NOT lay out on your chair or bend over and rest on your knees. It is very distracting during the sermon to see a slouching acolyte. If you can not sit up, sit behind the pulpit out of sight.
12. Wear dark pants and **dark dress shoes**. No sneakers or sandals. Toes are not attractive.
13. **SNAP BOTH SHOULDERS** of the alb when you hang them after the service. Put short albs in the short alb locker and tall albs in the tall alb locker...please. Hang cincture.

**The vocabulary you need to know is in the back of this handbook.**

## Processional Line-Up



## Seating Chart



# The Holy Eucharist

THE ENTRANCE (BCP p. 323 ff.)

INTROIT: Infinite Light English Traditional  
 PROCESSIONAL (Stand): As with gladness men of old (Da) HYMNAL # 119  
 ACCLAMATION *Celebrant* Blessed be God: Father, Son, and Holy Spirit.  
*People* And blessed be his kingdom, now and for ever. Amen.

THE COLLECT FOR PURITY (Remain standing)

SUMMARY OF THE LAW

GLORIA IN EXCESSIS Willan HYMNAL S-202  
**G**LORY be to God on high, and on earth peace, good will towards men. We praise thee, we bless thee, we worship thee, we glorify thee...

SALUTATION:  
*Celebrant* The Lord be with you.  
*People* And with thy spirit.  
*Celebrant* Let us pray.

THE COLLECT OF THE DAY (Remain standing) See Insert

THE WORD OF GOD (BCP p. 325 ff.)

FIRST LESSON (Sit): Amos 3:1-8. See Insert  
*Reader* The Word of the Lord.  
*People* Thanks be to God.

GRADUAL (Remain seated): Psalm # 139:1-17 See Insert

SECOND LESSON: 1 Corinthians 1:10-17. See Insert  
*Reader* The Word of the Lord.  
*People* Thanks be to God.

SEQUENCE (Stand): Spread, O spread, thou mighty word (Gott sei Dank) HYMNAL # 530

THE HOLY GOSPEL (Remain standing): Matthew 4:12-23 See Insert

THE SERMON (Sit): "Drop Everything"  
*A period of SILENCE is kept following the Sermon* John D. Lane

THE NICENE CREED (Stand) BCP p. 326  
*Celebrant and People*  
**WE** believe in one God, ...

Get organized at the beginning of the Sequence Hymn.

Gospel Procession

Face front wall

Pre-sider, Altar Server & Crucifer to Altar

Crucifer may leave altar after

Altar Server closes gate

Prepare for Recessional

THE OFFERTORY THE HOLY COMMUNION (BCP p. 340 ff.)  
 ANTHEM (Sit): Arise, o ye servants of God  
 DOXOLOGY (Stand): Praise God from whom all blessings flow (Old 100th) Sweetlick  
HYMNAL # 380, v. 3

THE GREAT THANKSGIVING: Eucharistic Prayer II  
 SURSUM CORDA & PREFACE (Remain standing) BCP p. 340

SANCTUS & BENEDICTUS (Celebrant and People) Willan HYMNAL S-114  
**H**OLY, HOLY, HOLY, Lord God of Hosts: Heaven and earth are full of thy glory. Glory be to thee, O Lord Most High.

THE LORD'S PRAYER BCP p. 336  
*The Celebrant then continues*  
 And now, as our Savior Christ hath taught us, we are bold to say,  
*Celebrant and People together*  
**O**UR Father, ...

THE BREAKING OF THE BREAD  
*The Celebrant breaks the consecrated bread. A period of SILENCE is kept.*

FRACTION ANTHEM: Pascha nostrum Hurd HYMNAL S-154  
**A**LLELUIA. Christ our Passover is sacrificed for us  
 Therefore let us keep the feast. Alleluia.

PRAYER OF HUMBLE ACCESS BCP p. 337  
*The Celebrant and People then say together*  
**W**E do not presume ...

THE COMMUNION OF THE PEOPLE

*The Celebrant says and may add* The Gifts of God for the People of God.  
 Take them in remembrance that Christ died for you, and feed on him in your hearts by faith, with thanksgiving.

ALL BAPTIZED CHRISTIANS ARE WELCOME TO RECEIVE COMMUNION. FOR THOSE UNFAMILIAR WITH THE EPISCOPAL CHURCH, PLEASE NOTE THAT OUR CUSTOM IS TO HOLD OUT THE HANDS (RIGHT ONE IN THE LEFT, PALMS UP) TO RECEIVE THE BREAD, THEN RECEIVE THE WINE BY GUIDING THE CHALICE TO ONE'S LIPS. THE USHERS WILL DIRECT YOU FORWARD.

MUSIC DURING COMMUNION Mozart  
 Ave verum corpus Litton  
 Go forth for God, go to the world in peace

THE POST COMMUNION PRAYER BCP p. 339  
*Then the Celebrant says*  
 Let us pray.  
*The People kneel. The Celebrant and People then say together*  
**A**Lmighty and everliving God...

THE BLESSING

RECESSIONAL (Stand): Earth has many a noble city (Stuttgart) HYMNAL # 127

THE DISMISSAL: *Minister* Let us go forth in the name of Christ.  
*People* Thanks be to God.





## Duties of the Choir Cross Bearer

### Before the Service

- Arrive 15 minutes before the service and vest. Choose either a white alb (if your size is available after the Torchbearers have dressed) or a red choir robe. **Remember your cross.**
- Take the choir cross from the vesting room and proceed down the side aisle to the back of the church. Always carry the choir cross so that it is straight—do not let it lean, and **do not touch the brass.**
- You will lead the choir down the right aisle as you face the altar.
- Process behind the Crucifer and the Torchbearers.
- Walk at a slow, steady pace, and keep the cross straight and as **high** as it can be held comfortably.
- Make square turns in crossing in front of the chancel and turning down the second aisle in order to keep the line as straight as possible.
- When you get to the rear of the church, put the choir cross in the holder near the main door. Quietly go and sit with your parents.

### During the service -

- Follow the service in the bulletin, Prayer Book and Hymnal and participate with the congregation
- At the time of the offertory, go to the rear of the church and get the food basket. Walk in front of the ushers down the left aisle delivering the food basket to the altar rail. Return to your seat.

### Recessional

- After you go to communion, leave your family and get the choir cross. Stand behind the pew at the back of the church.
- At the signal, lead the choir down the right aisle (as before) until the entire recession has completed the full circuit. Lead choir to right, stopping under yellow window.

### After the service

- Proceed down the side aisle and return the cross to its holder in the vesting room.
- Hang up your vestments. Please snap the shoulders of the alb so that it will hang evenly.



The Choir Cross bearer helps to create a feeling of quiet reverence in the congregation by the way the cross is carried. This is a very special and important contribution to the act of worship.

## Duties of the Torchbearer

### Before the Service

- Arrive 15 minutes before the service and vest. **Remember your cross.**
- 10 minutes before the service, light snuffers and proceed to the altar rail. Hold snuffers across your body, flame on the left. Bow and enter the altar area. Light candles on the altar first, lighting the candle on the right a half second before the left. The candle on the left side is the Gospel Candle and should not burn alone, so always put out the left candle first, then the right. Light pavement lights last.  
(\*\* exceptions—see Christmas and Easter)
- To extinguish snuffer, retract the wick until fire goes out, then expose wick after extinguishing to prevent it from sticking. Place the snuffer in holder, pick up torches, proceed to the back of the church.
- **Hold torches completely upright and as still as possible.**

### Procession

- Hold the torch **even** with the other torch bearer. The dish under the candle should be at eye level.
- The Cross and Torches process first.
- Torchbearers walk on either side of the crucifer, touching his/her elbows. All three should walk firmly erect and in unison.
- The inside torch bearer will need to walk more slowly around corners.
- Proceed up the Chancel steps in unison, go all the way to the altar steps, touch steps with toes, **pause**. (Do not bow.) Turn in unison to the left and walk to place torches in the holder. Be seated.

### During the service -

- Follow the service in the bulletin, Prayer Book and Hymnal and participate with the congregation.
- For Gospel Procession:  
At the beginning of the sequence hymn, get organized and proceed to the altar rail single file with the crucifer in the middle. Escort the Deacon carrying the Gospel book to the front steps. After the Gospel reading, escort Deacon back to the altar rail, turn left, replace torches and return to your seat.
- You may take communion with your family when they come to the rail.

### **Recessional**

- On the first note of the last hymn (the Recessional), proceed to the torches. Pick up the torches. Proceed to the altar with the crucifer in the middle, stop before the altar, turn in toward the cross, proceed to the top of the steps. Wait, walk straight forward in front of the choir cross in the same fashion as the processional.
- When you finish the recessional, take care in extinguishing the candles.

### **After the service**

- Proceed down the side aisle single file, carrying the torches in a relaxed but **upright** position.
- You may proceed to the altar either through the side door or up the front steps, but do so as if the service were still in progress. Place torches in the stands. Get snuffer, extinguish the candles in the altar area. Extinguish the Gospel Candle (on left) first, extinguish the right candle last.
- Hang up your vestments. Please snap both shoulders of the alb so that it will hang evenly.



### **\*\*\* Advent and Christmas**

#### **Advent Wreath candles:**

1. Light these before lighting any other candles.
2. Extinguish Advent candles after the recessional.

#### **Multiple candles:**

Always light the candle closest to the big cross first and work outward and extinguish from the outside inward. Remember that Jesus (Cross) is the Light of the World.

### **\*\*\* Eastertide, Baptisms and All Saints Day**

#### **Paschal Candle - 1st to be lit, last to be extinguished**

1. To light, bend the wick so that it will point downward.  
You can always ask for help!

## Duties of the Crucifer

If Torchbearers are absent (as in the summer), see below.

### Before the Service

- Arrive 15 minutes before the service and vest. **Remember your cross.**

### Procession

- Lead the processional. If there is no choir, begin processing when the first word of the first hymn is sung, or when signaled.
- Walk firmly erect with the torchbearers slightly touching your elbows.
- Make square corners slowly to allow outside torch to stay even.
- Process to the altar rail, touch toes to the altar step, and **pause** (do not bow).
- Turn left and proceed around brick pillar to put the cross in resting position on the side of the designated pew. Make sure the cross is straight.
- Sit on lectern side. See seating chart (page 3).

### During the service -

- For Gospel Procession:  
At the beginning of the sequence hymn, get organized. During the last verse of the hymn, watch the Deacon and proceed with the torchbearers to the altar rail. Turn around and lead the Deacon carrying the Gospel book to the front steps. Go down 2 or 3 steps, turn around facing the altar and hold Gospel book while the Gospel is read. Either follow the Deacon back to the altar with the torchbearers, or return the Gospel book to the altar with the torchbearers.
- Follow the service in the bulletin, Prayer Book and Hymnal and participate with the congregation
- You may take communion with your family when they come to the rail.

### Offering

- **Be prepared!** The offering comes right after the announcements.
- Get up immediately when you hear the offertory sentence, "Let us present the alms of our lives", proceed to the altar, meet the Altar Server, bow, enter gate and pick up the offering plates. Step down from the

- altar area, walk to the bottom step to give the plates to the ushers.
- For Communion: The head usher will give you a card. Turn and go to the altar rail and bow. Step into the altar area and give the card to the Presider.
  - Then, stand beside the credence table (on the left) close to the altar rail with your hands folded in front. **Watch the altar server.**
  - When the offertory is over and the ushers are waiting, pick up the big copper plate (alms basin). **Do not exit the altar area until the choir has completed the offertory music.**
  - As soon as the offertory is finished, go through the gates and at the same time you step down from the altar area, turn the large copper plate facing the congregation at waist height. (Do not turn to acknowledge the altar, but walk directly toward the ushers.)
  - Walk forward to meet ushers. Collect offering plates, turn and go to the altar.
  - Give offering to the Presider, handing it over the altar.
  - Step to the **left** of the altar to receive plates back from the Presider and place them on the bottom shelf of the credence table. **Exit now.**

### Recessional

- On the first note of the recessional hymn, get the cross, proceed to the altar with the torches, stop, turn and stand facing the congregation near the top step and centered. As choir cross approaches, move down steps to go before the choir cross and choir.

### After the service

- Put the cross away in the choir room.
- Hang up your vestments. Please snap the shoulders if the alb so that it will hang evenly.



### Summer

During the summer when we do not have torchbearers, the crucifer lights and extinguishes the candles.

In summer note the number of verses in the last hymn. The Presider will give you the signal to get the cross. Get the cross, then proceed around the brick pillar, touch toes at the altar, turn and proceed to top step and wait briefly for acolyte and altar party to assemble behind you. Proceed down the steps.

## Duties of the Flag Bearers

### Before the Service

- Arrive 15 minutes before the service and vest in a white alb. Any service with flag bearers will have a greater number of participants, so you need to try to be early. **Remember your cross.**
- Decide with your partner which technique you will use to carry the flags and which flag each of you will carry.
- 10 minutes before the service starts, enter the sanctuary from the side door and proceed to your flag.
- Facing the other flag bearer, lift the flags from their stands.
- In unison, proceed down the nearest side aisle carrying the flags in the manner you would in procession. Join your partner at the back of the church. Keep the flags low so they will not hit the ceiling under the choir loft.
- Before beginning the procession, ask the Presider or Choir Director whether you will process once or twice. (If you process once, you will stop when you reach the Chancel steps the first time. If twice, you stop the second time.)

### Procession -

- Process about 6 feet behind the Crucifer.
- Hold flags at the same angle. The American flag is always on the right, and should be carried slightly higher than the Episcopal flag. Make sure the emblem on top of the flag pole is straight.
- As you approach the Chancel steps, turn and face the altar with about 8 feet between the two flag bearers. Wait until the altar party has passed between you, then the Episcopal flag bearer turns right, and the American flag bearer goes left, crossing at the center.
- Place your flag in the stand. Fold your hands in front of you at waist height and stand by your flag until the other flag bearer is in the same position.
- In unison, come together at the base of the Chancel steps. Proceed to the altar, touch your toes to the step, bow and turn right. Both flag bearers will sit in the chairs on the pulpit side.

### **During the service -**

- Follow the service in the bulletin, Prayer Book and Hymnal and participate with the congregation
- You may take communion with your family.

### **Recessional**

- On the first note of the last hymn, immediately get up and proceed to the altar **before** the torchbearers and crucifer.
- With your toes touching the altar step, bow, then turning toward each other, walk in unison to the bottom of the chancel steps. Go directly to your flag and pick it up for the recessional. Follow the crucifer, slipping in **before** the choir cross.
- The American flag will fall in line with the Episcopal flag at the left aisle. The American flag will be on the right.
- Lower the flags as you approach the choir loft overhang.
- Wait until the hymn is finished and proceed down the side aisle carrying the flag as you did in procession and place it in the appropriate stand. Make sure the emblem is straight.

### **After the service**

- Hang up your vestments. Please snap the shoulders if the alb so that it will hang evenly.



## Duties of the Altar Server

### Before the Service

- Arrive 15 minutes before the service and vest. **Remember your cross.**
- Process after the choir and before the chalice and clergy.
- Process all the way to the altar rail, touch the steps with your toes, bow, and go to your seat on the right.

### During the service -

- Follow the service in the bulletin, Prayer Book and Hymnal and participate with the congregation
- You may take communion with your family

### COMMUNION PREPARATION:

-Following the announcements, an offertory sentence will be spoken, such as "Let us present the alms of our lives". At this point, you should stand immediately and meet the crucifer at the gate.

-Bow together and proceed to your place at the right credence table.

1. Members of the congregation will bring the large bread box and crystal cruet to the Deacon or Priest preparing the table. When he/she is done with it, receive the bread box and place it on the credence table.
2. **Wine and Water Cruets:** The cruets are marked: "V" - for *vino* (wine), and "A" - for *aqua* (water). Open the wine and water cruets—*wine* is in the right cruet closest to the *window* and water is in the left. Pick up the cruets by the body and not by the handle. Tilt them slightly forward so that gravity will help keep the cruet tops open. The cruets should be held with the handles away from you and toward the Deacon or Priest (Presider) as he/she will be pouring to prepare for the communion. Give the wine cruet in your right hand to the Presider first. While (s)he is pouring, switch the water cruet to your right hand. Receive the wine cruet from the Presider with your left hand. (The Presider will either keep the cruet or hand you the empty cruet.) Give the full water cruet from your right hand. Switch the wine cruet again to your right hand so you again receive the water with your left hand. \*\*\* *Pass with your right, receive with your left.* \*\*\* When you return the wine and water to the credence table, turn the handles to face you. Water cruet should be on the left.



3. **Washing the Presider's hands:** Drape the towel over your wrist. Hold the lavabo bowl in the palm of the same hand. Open the water cruet and hold the top open with your thumb. Step toward the Presider, pour the water carefully over his/her fingers, turn to the back wall. Wait for the Presider to dry his/her hands with the towel and put it back on your wrist. *Bow slightly* to the Presider and return water cruet and lavabo bowl to the credence table.
- Now that Communion preparation is complete, stand beside the credence table as close to the altar rail as possible. Remain in the altar rail through the communion prayer. When the Presider lifts the chalice and host and says, "The gifts of God..." , **get ready to close the gates.**
  - **To close gates:** Kneel. Bring right and left gates 3/4 closed. Bring them together simultaneously and lock them into the floor. Slide the top latch completely across the lock. Stand, bow and return to your seat.

### **COMMUNION CLEANUP: PAY ATTENTION!!!**

- As soon as the last person receives the bread, you should stand. After he receives the wine, you should move to unlock the gates.
- Enter the area and assist in the clean up.
- Open and pick up the water cruet carefully. Hold the lid open with your thumb and pour water at the Deacon's or Presider's direction.
- Return cruet to credence table; close the lid.
- Whatever the Presider gives to you, you should place on the credence table.
- **The only silver left on the altar should be the chalice. When it is covered, your job is complete.**
- Exit the altar area, bow and return to your seat.

### **Recessional**

- On the first note of the last hymn, be prepared to fall in directly behind the choir.



### **Notes:**

- The Silver Box contains 75 wafers.
- Bow to the Presider to signify the end of each interaction with him or her during Communion preparation and clean up.



## Special Instructions

### Advent Lessons and Carols

Crucifer leads the procession.

Choir Cross processes from the left side leading the choir.

Torchbearers—before the service, light one advent candle and pavement lights on either side of the lectern—then light torches.

Immediately after the organ concert, proceed single file down each aisle with a lit candle. Light the congregation's candles at the end of each pew, they can pass the light in.

When all the candles are lit, go to the crucifer with your torch and prepare to process.

During the service where stated in the bulletin, get the candle lighter and light all the candles beginning with the altar candles, then light the torches behind altar candles in windows, starting with the ones closest to the cross. Proceed (acting as a unit) to small chapels. **Be aware of each other, do not get ahead of your partner.**

From the small chapels, light candelabra starting at the top—light outward.

When the job is complete, proceed to the altar in unison—touch toes—**DO NOT BOW**. Be seated.

**The Recessional will vary—ask before the service!**

Thank you.

## Terms to Know

**Ablutions** The cleansing of the chalice(s), paten, and other vessels after the celebration of Communion. This may be done at the altar or at the credence table, or after the dismissal.

**Alb** A Long white garment with narrow sleeves, which is the basic garment worn by ordained and lay ministers at the Eucharist and at other church services.

**Alms** Money or other offerings of the people for the work of the church.

**Alms Basin** A large metal plate onto which the offering plates are placed before they are presented to the Presider.

**Altar** A stone or wooden table at which the Holy Eucharist is celebrated.

**Altar Book** (Often called the Missal) The large book containing the texts from the Book of Common Prayer and music for the celebrant at the Eucharist and other liturgies.

**Altar Party** Those vested persons who enter inside the communion rail including clergy, Eucharistic ministers, altar server and crucifer.

**Altar Rail** The rail where people kneel or stand to receive Communion.

**Altar Rail Gates** The gates at the center of the altar rail. When opened, these allow access to the altar area, and are closed before the administration of Communion.

**Aumbry** A receptacle to hold the Reserved Sacrament, that is affixed to a wall, or sits in a shelf apart from an altar.

**Baptismal Font** The basin or tub for the administration of the Sacrament of Holy Baptism.

**Bishop's Chair** A chair set apart in cathedrals and some churches, reserved especially for the bishop.

**Boat** A small container, with a lid and a spoon, in which incense is carried before it is placed in a thurible.

**Bread Box** The container in which the bread or hosts for the Eucharist is kept.

**Candle Lighter/Extinguisher** A long pole with a two-pronged end. One side is a tube into which is inserted a taper (sometimes the entire thing is referred to as a taper); a knob is used to raise or lower the taper for lighting the candles. The other side is a bell-shaped snuffer used to extinguish the candles.

**Cassock** A long garment with sleeves worn over street clothes when one serves at the altar. It buttons in the front, and should be long enough to cover the ankles.

**Chalice** A metal or ceramic cup into which the wine (and a little water) for the Eucharist is poured.

**Chancel** The area of the church between the knave and the sanctuary

**Credence or Credence Table** A shelf or table, usually to the right of the altar, on which the vessels and other items for the celebration of the Eucharist are kept.

**Cruets** Glass or metal containers for the wine and water used at the Eucharist.

**Incense** a mixture of perfumed spices, burned on the coals in the thurible, and used as a sign of prayer, honor and solemnity at liturgical functions.

**Lavabo** The washing of the celebrant's fingers after the Offertory at the Eucharist.

**Lavabo Bowl** The metal (silver) or ceramic dish into which the water is poured by the server at the lavabo.

**Lavabo Towel** A piece of cloth (linen) presented to the Presider by the server at the lavabo to dry the fingers. It is presented hung over the server's arm.

**Lectern** The book stand or podium from which the lessons and sometimes the Gospel are read at the Eucharist and other Offices.

**Missal** Another name for the Altar Book.

**Missal Stand** The stand (or pillow) upon which the Altar Book rests when it is in use at the altar.

**Nave** The area of the church where the people gather for the liturgy.

**Offering Plates** The plates used by the ushers to collect the alms.

**Pavement Candlestick** A candlestick that sits on the floor (the pavement as in a cathedral).

**Paschal Candle** A large white candle, which may be decorated with symbols of resurrection. It is lighted at the beginning of the Great Vigil of Easter and burns for all services during the Fifty Days of Easter. At other times it may be kept near the baptismal font and lighted for baptisms. It may also be used at the Burial of the Dead.

**Paten** A metal (silver) or ceramic plate on which the bread for the Eucharist is placed by the Presider.

**Presider** The principal officiant at the Eucharist and other Sacraments. The bishop is the normal Presider, or,

if the bishop is not present, a priest.

**Purificator** A linen (or other) white cloth used for wiping the chalice during the administration of Communion.

**Reverence (the Altar or the Reserved Sacrament)**

A solemn bow.

**Rubric** The ceremonial and other directions found printed in italics in the Book of Common Prayer. The word comes from the Latin for “red”, since the directions were traditionally printed in that color.

**Sacristy** A room or rooms where the vessels, vestments and other liturgical objects are kept.

**Sanctuary** The area of the church surrounding the altar.

**Taper** Specifically, the waxed wick inserted in the candle lighter/extinguisher, but generally used to refer to the entire lighter/extinguisher.

**Thurible** The container in which incense is burned.

**Thurifer** The server whose duty it is to handle the thurible and boat.

**Torch** A candle placed on a pole or a stand that is carried by an acolyte.

**Torchbearers** Acolytes who carry torches or processional candles.

