

## PREPARATION FORM FOR THE SACRED LITURGY

PLACE \_\_\_\_\_

LITURGICAL OCCASION \_\_\_\_\_

LITURGICAL COLOR \_\_\_\_\_

DATE AND TIME \_\_\_\_\_

CELEBRANT His Excellency, Archbishop Charles J. Chaput, O.F.M. Cap.

### CELEBRATION OF MASS

Prelude Music \_\_\_\_\_

#### Introductory Rites

Entrance Chant \_\_\_\_\_

Rite of Blessing and Sprinkling with Holy Water (*Especially on the Sundays of Easter*)

\_\_\_\_\_ yes, \_\_\_\_\_ no

Hymn during Sprinkling \_\_\_\_\_

Act of Penitence

\_\_\_\_\_ Form A Kyrie \_\_\_\_\_ sung, \_\_\_\_\_ recited

\_\_\_\_\_ Form B Kyrie \_\_\_\_\_ sung, \_\_\_\_\_ recited

\_\_\_\_\_ Form C, Number \_\_\_\_\_ \_\_\_\_\_ sung, \_\_\_\_\_ recited

Other \_\_\_\_\_

By deacon \_\_\_\_\_

By cantor \_\_\_\_\_

By celebrant \_\_\_\_\_

Gloria \_\_\_\_\_ sung, \_\_\_\_\_ recited

Collect *Roman Missal*, page \_\_\_\_\_

## Liturgy of the Word

First Reading Scripture Citation \_\_\_\_\_  
*Lectionary* Number \_\_\_\_\_

Responsorial Psalm Scripture Citation \_\_\_\_\_  
*Lectionary* Number \_\_\_\_\_  
\_\_\_\_\_ sung, \_\_\_\_\_ recited

Second Reading Scripture Citation \_\_\_\_\_  
*Lectionary* Number \_\_\_\_\_

Acclamation before the Gospel  
*Lectionary* Number \_\_\_\_\_  
\_\_\_\_\_ sung, \_\_\_\_\_ recited

Gospel Scripture Citation \_\_\_\_\_  
*Book of the Gospels* Number \_\_\_\_\_  
Or  
*Lectionary* Number \_\_\_\_\_

Profession of Faith \_\_\_\_\_ sung, \_\_\_\_\_ recited

Prayer of the Faithful \_\_\_\_\_ sung, \_\_\_\_\_ recited  
By deacon \_\_\_\_\_  
By cantor \_\_\_\_\_  
By lector \_\_\_\_\_

## Liturgy of the Eucharist

Chant/Hymn/Music during the Preparation of the Altar and the Gifts  
\_\_\_\_\_

Prayer over the Offerings *Roman Missal*, page \_\_\_\_\_

Eucharistic Prayer  
Holy, Holy, Holy \_\_\_\_\_ sung, \_\_\_\_\_ recited  
Memorial Acclamation \_\_\_\_\_ sung, \_\_\_\_\_ recited  
Amen \_\_\_\_\_ sung, \_\_\_\_\_ recited

Lord's Prayer \_\_\_\_\_ sung, \_\_\_\_\_ recited

Fraction \_\_\_\_\_ sung, \_\_\_\_\_ recited

Communion Chant \_\_\_\_\_

If, Hymn of Praise \_\_\_\_\_

Prayer after Communion *Roman Missal*, page \_\_\_\_\_

### Concluding Rite

Recessional Hymn/Music \_\_\_\_\_

Postlude \_\_\_\_\_

### ADDITIONAL NOTES

- “In celebrations at which the Bishop presides, and especially in the celebration of the Eucharist led by the Bishop himself with the presbyterate, the deacons, and the people taking part, the mystery of the Church is revealed (GIRM, number 22).” For this reason, this solemn celebration of Mass calls for special care in the preparation of the liturgical celebration: the church itself, the music and liturgical ministers, and all that is required for the rites, including the sacred vessels.
- In the overall plan for liturgical music the parts that belong to the celebrant and people together should be sung, for example the Kyrie, the Gloria, the Holy, the Lord's Prayer and the Lamb of God. The choices for the Entrance, the Offertory and the Communion should correspond to the norms found in the *General Instruction of the Roman Missal*, numbers, 48, 74, and 87.
- Seven altar servers are needed for the celebration; please see attached notes.
- The Archbishop will use incense at the Entrance, the Gospel and the Preparation of the Altar and the Gifts.
- Please attach a copy of the Prayer of the Faithful with an introduction, petitions and concluding prayer according the order and pattern provided in the *General Instruction of the Roman Missal*, numbers 69-71.

## OTHER ADDITIONAL INFORMATION

- 1) Is a presentation to the Archbishop planned to follow the Prayer after Communion?  
\_\_\_\_\_ yes, \_\_\_\_\_ no
  
- 2) Where will the Archbishop greet the congregation after Mass? This should take place somewhere other than in the church.  

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- 3) Names of Concelebrants:  

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- 4) Names of Deacons:  

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- 5) Please attach a diagram of Sanctuary showing altar, ambo, celebrant's chair, communion stations and tabernacle.
  
- 6) Other notes: