



St Bernadette Roman Catholic Parish
Letter of Instruction
For
PROCEDURES FOR MASS ANNOUNCEMENTS

Effective Date: 16 January 2010

Reason for the Change: To have a smoother close to our Celebrations. Mass will now end with

- 1) The Prayer after Communion
- 2) The prayer for the Priests
- 3) The Solemn Blessing or Prayer over the People
- 4) The Dismissal

Procedures:

- 1) Announcements will be done at the beginning of Mass
- 2) Lector #2 will do the announcements
- 3) Lector #2 will arrive 20 minutes early to Mass
- 4) Lector # 2 will review the announcements
- 5) The announcements will be in a separate binder and will be put in the Ambo by the Sacristan before Mass.
- 6) Lector #2 will take a seat in the Chapel area until the announcements are read.
- 7) The Music minister will do warm up songs 5 minutes prior to the scheduled beginning of the Mass
- 8) The music minister will introduce the announcements at the scheduled Mass time
- 9) The lector will read the announcements
- 10) The last announcement will be "let us now stand and take a moment of silence to prepare ourselves for the celebration of Mass
- 11) After the moment of silence the Music minister will begin the opening song
- 12) Lector # 2 will bring the announce binder to the sacristy and then go to his/her seat
- 13) When there is no Deacon, Lector #1 will process with the Book of the gospels and will do the Prayers of the faithful. Lector #2 will do the announcements.