

# ACOLYTE INSTRUCTIONS:

## 8:00 a.m. service

### CANDLE LIGHTING

1. Try to be at worship by 7:50 a.m. and let Pastor know you're here.
2. Make sure there are matches or a working lighter. Check out your wick in your candle-lighter. Make sure it's long enough and that it slides freely. Ask for help if you need it.
3. Come out to light candles when the music starts before the service.
4. Carry your candle-lighter flame up and bell down. If right-handed, hold the handle in your right hand with your left hand on the slide. If left-handed, the other way around.
5. Walk outside the altar rail to the opening, reverence the cross and go inside.  
If there's a baptism or it is the Easter season, light the Paschal Candle first.
6. If there is only one acolyte, go around the altar on the left and light those two candles first from the cross out; then light the seven candles from the cross out. If there are two of you, each goes around his or her own side. The person lighting the left side will need to wait on the person lighting the right side so you finish together.
7. Go back out the way you came. Reverence the cross (If there are two of you, turn the same way, and don't bang each other with your candle-lighter!) and go back to the sacristy.
8. Put your candle-lighter back, and go sit down.

### OFFERING

1. Go get the plates while the peace is being passed.  
As people are sitting back down, take them to the center and reverence the cross.
2. Give the plates to the ushers. Sit in the front row and wait.
3. When the ushers have taken the offering at the last row in the back, stand up to receive the plates from them. Turn around, reverence the cross, take the plates back to the table, and go sit down.

### COMMUNION

1. After the Lord's Prayer, when everyone is seated, come to the rolling communion table.
2. Take a tray of empty glasses and glasses pre-filled with grape juice from the lower shelf.
3. Stand behind the table, close together. Let people take glasses from you.
4. If your tray is empty, put it on the bottom and get another tray. If you run out of grape juice glasses, get some from the other acolyte or the tray near the bottom.
5. After everyone has communed, stand and wait for Pastor to commune you.
6. Take the empty glasses from the deacons and Pastor and put them in the basket.
7. Go sit down.

instructions continued on back...

## EXTINGUISHING CANDLES

1. When Pastor leaves the front, go to the sacristy and get your candle-lighters.
2. Carry it just as you did at the beginning of the service, and enter through the opening, reverencing the cross first.
3. If there are two of you, go around both sides of the altar, if one, go on the right side first.
4. Extinguish the candles from the outside to the cross. If just one of you, the right side first, then the left. Otherwise, the acolyte on the left should wait for the one on the right to finish.
5. Go back through the opening, turn together, reverence the cross. If there are other candles lit (Paschal candle, Advent candles) extinguish them now.
6. Put your candle-lighter away.