

PLANNING THE LITURGY
DIOCESE OF WINONA

Parish _____

Event _____

Date of Celebration _____ **Time** _____

Coordinator _____

Telephone _____

E-mail _____

Mass Prayer of the Day _____ *or* Other _____

Special Rite _____

LITURGICAL MINISTERS:

Presider _____

Deacon _____

Lector(s) _____

Music Director _____

Organ/Piano _____

Gift Presenters _____

Intercessions Deacon or Lector (In the case of no Deacon) _____



INTRODUCTORY RITES

Gathering Song _____

Penitential Rite **A** (*Sprinkling Rite- Easter time only*) _____

B (*Penitential Rite*) a. ____ b. ____ c. ____

Glory to God Sung Spoken Omit (Advent/Lent)

Opening Prayer

LITURGY OF THE WORD

FIRST READING _____ (*Lectionary number*) _____

Psalm _____ (*All of psalm should be sung*) _____

SECOND READING _____ (*Lectionary number*) _____

Gospel Acclamation _____ (*Gs. Acclamation is sung*) _____

GOSPEL _____ (*Lectionary number*) _____

Homily Bishop Other _____

Profession of Faith Creed Baptismal Promises

Prayers of the Faithful Deacon Lector *or* Cantor

LITURGY OF THE EUCHARIST

Collection yes no

Preparation of the Altar *(Music)* _____

Presentation of Gifts by _____

THE EUCHARISTIC PRAYER

Eucharistic Prayer *(Number)* _____

Preface *(Number)* _____

Holy, Holy, Holy *(Should be sung)* _____

Memorial Acclamation *(Should be sung)* _____

Amen *(Should be sung)* _____

THE COMMUNION RITE

Our Father spoken sung _____

Lamb of God *(Should be sung)* _____

Eucharist under both forms List number of Priests *(Bread)* _____ Deacon *(Cup)* _____

List number of lay ministers _____

Communion procession song: _____

Hymn of Thanksgiving _____ *(silence or singing assembly)*

Prayer after Communion *(Bishop or presider only - prayer is from the Roman Missal)*

DISMISSAL RITE

Announcements by _____

Blessing / Dismissal *(Bishop or presider)*

Recessional music _____ *(may be instrumental, choral, or assembly)*

NOTES _____

Please **return this form via fax, e-mail, or mail** no later than **one week prior** to the celebration to the Bishop's secretary, Diocese of Winona, 55 West Sanborn, P.O. Box 588, Winona, Minnesota 55987, Fax: 507-454-8106, E-mail: sglithero@dow.org. Thank you!