

| Eucharistic Ministers | Setup Instructions-2016 |
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| Arrive 15 minutes before mass | (Let coordinator know when you arrive) |
| Sign up at podium | Choose your place |
| Go to fridge downstairs and get some bread | If no bread, then get hosts out of cupboard |
| Get wooden tray-You will need the following: | It is in the closet where cups & baskets are. |
| Sunday -4 cups + 1 for priest | Saturday – 2 cups + 1 for priest. |
| Sunday -4 bread baskets (fewer people only 2) | Saturday – 2 bread baskets |
| Sunday -4 rectangle napkins + 1 square napkin | Square one goes on top of priests cup. |
| 1 small water pitcher | If none in cupboard in closet check above sink. |
| Place all of the items above on the wooden tray | Take it to the front of the church place on table on left side of the altar. |
| Get a plate for bread | In cupboard in closet. |
| Get a Pitcher for wine | In cupboard in closet. |
| Count as best as you can how many people there are in attendance. | Count the bread and break into manageable pieces (20-25 pieces) to put on the plate. |
| Sunday - Add at least 20 hosts to the plate | Saturday - Add at least 10 hosts to the plate |
| Sunday – Wine poured to the bottom of the handle | Saturday - Judge accordingly (use smaller pitcher) |
| Cover the bread & wine with more napkins. | Place the plate & pitcher on small table right outside the vestibule on your left. |