

## DIRECTIONS FOR PREPARING COMMUNION

### I. Items used for communion service

*(Communion supplies located in the music closet and the choir room.)*

- a. **White paraments:** (linens hanging from the pulpit & lectern)
- b. **White tablecloth:** *NOTE: October (World Communion) use multi-colored tablecloth.*
- c. **Pottery** (plates & goblets)
- d. **Baskets lined with linen napkins:**

	Plate	Baskets	Gluten Free Basket	Goblets (cup)
<b>8:30</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>5</b>
<b>10:30</b>	<b>1</b>	<b>6</b>	<b>1</b>	<b>7</b>

- e. **Grape juice**
- f. **Bread:** 2 Hawaiian Rounds – one for each service
- g. **Honey wheat round sandwich pita bread:** 3-4 packages will serve both services (1 package yields about 150 pieces of communion bread).  
*It is better to have too much bread rather than too little!*
- h. **Gluten Free bread (UDI'S):** 1 loaf (found in frozen section)
- i. **Electric knife**

### II. Saturday Preparation

- a. **Paraments:** use white linens on the lectern & pulpit paraments in music closet.
- b. **White tablecloth:** on the communion table.  
Tablecloth found in choir room.  
*NOTE: October (World Communion) use the tablecloth with the multi-colored handprints.*
- c. **Grape juice:** check for grape juice in kitchen refrigerator (to be poured on Sunday).
- d. **Bread:**



- i. Materials needed:
    1. knife
    2. 3-4 packages of pita bread
    3. 1 loaf Gluten Free
    4. 2 Hawaiian Rounds (found at Winn Dixie)
  - ii. Refer to cutting instruction on following pages. Each individual piece of communion bread should be slightly more than an inch long. Anything smaller will be difficult for the worshiper to hold. If bread is too small, worshipers tend to dip their fingers in the juice.
  - iii. Place cut communion bread in labeled bag in refrigerator.
- e. **Gluten free:** Place pedestal behind baptismal font. Gluten Free bread basket will be placed on the pedestal and offered by the pastor during communion. **IMPORTANT** - leave enough room for the pastor to open the door to the font so he can remove pitcher of water to pour into the font.

II. Saturday (continued)

**DIRECTIONS FOR CUTTING BREAD FOR COMMUNION BREAD**



Use honey bread as the body of Christ should taste sweet.



Needed for preparation:

- electric knife
- 4-5 packages of honey wheat bread



- Bread tends to stick together so separate sandwich halves.



- Stack individual slices back to front.
- Entire package can be “stacked” before cutting.



- Cut off sides to help “square” bread.



- Cut bread as shown.
- Each slice of bread = 9 pieces
- Each package = 144 pieces

**HAWAIIAN ROUND**

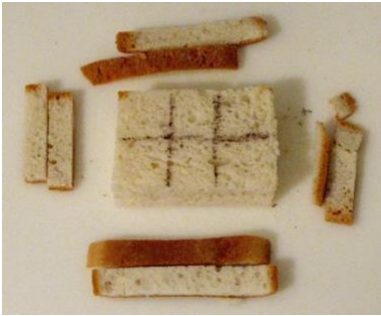


- This bread is used by the pastors during the demonstration. Lightly score the bottom of the bread so pastor can easily tear it apart.

## GLUTEN FREE BREAD



- Udi's bread is gluten free and is found in the frozen section.
- Left over bread must be bagged and frozen as the bread is made without preservatives.



- Cut off crusts.
- Cut bread into 6 pieces.
- Place gluten free bread in 2 small baskets.

## COMMUNION FOR THE WORSHIPERS WANTING GLUTEN FREE COMMUNION.

- Place bread in a basket (use small basket) and place on pedestal behind the font.

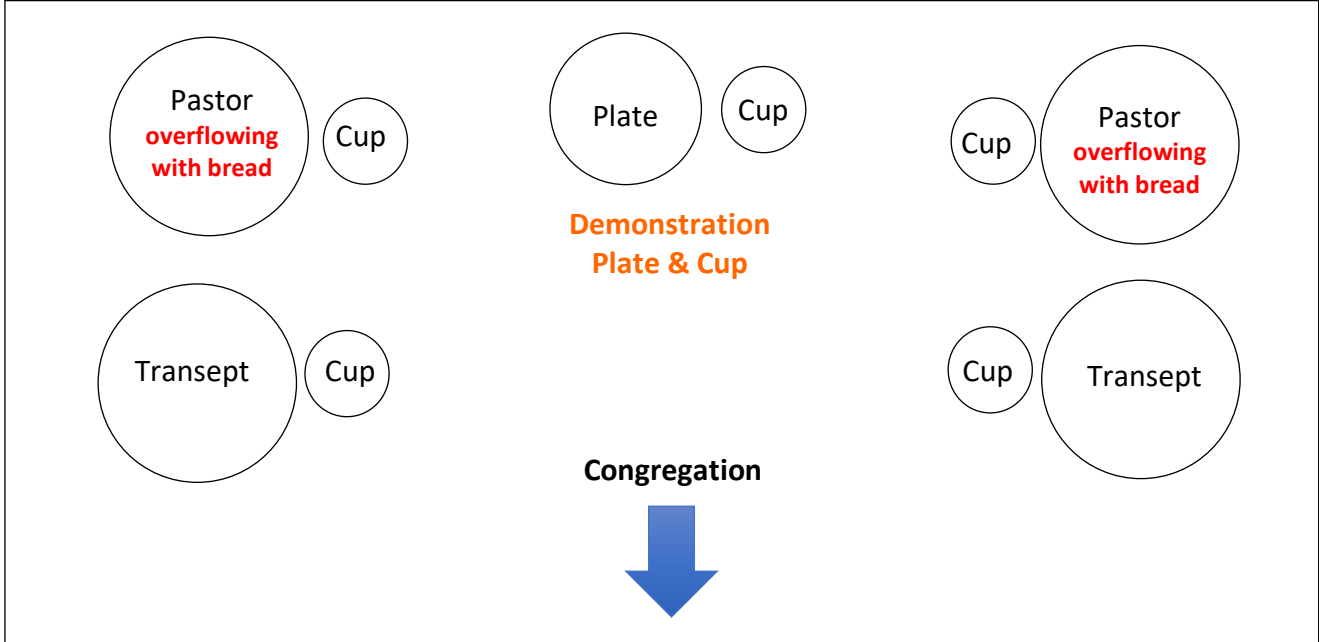
### III. Clean Up

- a. Clean Up (after 1<sup>st</sup> Service)
  - i. Take bread baskets and plate to kitchen.
  - ii. Replace Hawaiian bread.
  - iii. Refill bread baskets.
  - iv. Take any goblets with breadcrumbs floating in juice to kitchen, rinse, refill.
  - v. Return communion supplies to communion table.
  
- b. Clean Up (after 2<sup>nd</sup> Service)
  - i. BREAD - Place bread in freezer bag, label and put in freezer.
  - ii. PLATE & GOBLETS - Wash/dry serving pieces and return to communion cabinet in choir room.
  - iii. NAPKINS - Fold napkins, place in plastic bag and return to communion cabinet in choir room.
  - iv. TABLECLOTH - Fold tablecloth and return to communion cabinet in choir room.
  - v. Return brass chalice, brass plate and brass cross to communion table.
  - vi. Replace correct paraments on pulpit and lectern. Place white paraments in the music closet.

***If napkins or tablecloth need to be cleaned,  
please take them home, wash & iron them and return to church.***

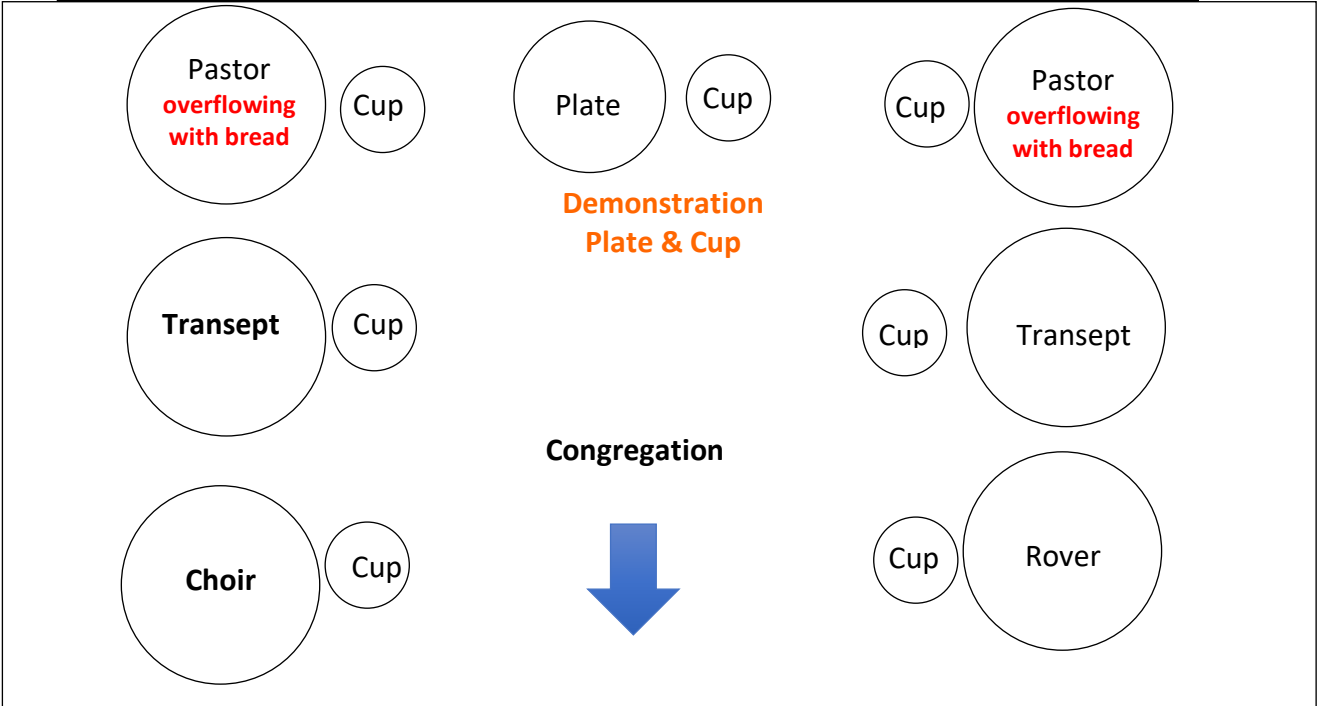
<b>PARAMENT COLORS</b>	
<b>WHITE</b>	Communion, Easter, Christmas, Weddings, Funerals & Trinity Sunday (Sunday after Pentecost)
<b>PURPLE</b>	Advent & Lent
<b>RED</b>	Pentecost
<b>GREEN</b>	Ordinary Time

# Setting Table 8:30



Place Gluten Free Bread on pedestal behind font.  
Most people are walking holding bread & cup, so do NOT overfill cups.

# Setting Table 10:30



# SERVING COMMUNION BY INTINCTION

## COMMUNION TABLE

Elders sit on front row  
 (8:30) 1 2 3 4  
 (pastors give elders bread basket and cup)

(10:30) 1 2 3 (aisle) 4 5 6  
 (pastors give elders bread basket and cup)

## DUTIES BY POSITION

8:30 Service	10:30 Service
<ul style="list-style-type: none"> <li>• 2 pastors &amp; 4 elders</li> <li>• If someone is unable to come forward, the pastor and elder will serve them at the end of communion.</li> </ul> #1 - serves left transept #2 - (lectern) assist pastor by holding cup #3 - (pulpit) assists pastor by holding cup #4 - serves right transept	<ul style="list-style-type: none"> <li>• 2 pastors &amp; 6 elders</li> </ul> #1 - serves left transept #2 - serves choir #3 - (lectern) assist pastor by holding cup #4 - rover invites congregation to come forward and serves communion to those unable to come forward #5 - (pulpit) assists pastor by holding cup #6 - serves right transept

## WORDS SPOKEN DURING COMMUNION

- Bread: *"This is Christ's body broken for you."*
- Cup: *"This is Christ's blood shed for you." or "The cup of salvation."*