

**Special Mass Ministry Request**

*Office Use Only* **Date:** \_\_\_\_\_

All special Mass ministry needs must be requested at least 45 days prior to the Mass using this form. Turn in completed form at the church office to Antoinette Usher. Thank you!

Name of special Mass: \_\_\_\_\_

Date/time: \_\_\_\_\_

Coordinator's name: \_\_\_\_\_

Coordinator' phone number: \_\_\_\_\_

Coordinator's email: \_\_\_\_\_

Your group's contact person at the mass: \_\_\_\_\_

Expected attendance at the mass: \_\_\_\_\_

Name of Celebrant and Deacon (if you know): \_\_\_\_\_

Location of Mass (circle one): Sanctuary    Chapel

**Music Ministry**

Do you need music? (circle one): YES    NO

**Altar Servers**

Do you need Altar Servers? (circle one): YES    NO

Have you already or will be recruiting Servers from your group? (circle one): YES    NO

Names: \_\_\_\_\_

Will a Bishop be a celebrant? (circle one): YES    NO

**Eucharistic Ministers**

Do you need Eucharistic Ministers? (circle one): YES    NO

How many EMs do you need?: \_\_\_\_\_

Have you already or will be recruiting EMs from your group? (circle one): YES    NO

If yes, list their name and contact information

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

If more EMs, list on back.

**Lectors**

Do you need Lectors? (circle one): YES    NO

Are there special readings? (circle one): YES    NO

If yes, list the special readings: \_\_\_\_\_

How many Lectors do you need?: \_\_\_\_\_

Have you already or will be recruiting Lectors from your group? (circle one): YES    NO

If yes, list their name and contact information

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

