

Communion Preparation and Passing Out Process

Preparation Process

Angela purchases the juice and the crackers and places them in the North facing, bottom, far right cabinet. This is where the trays are located at also.

4 Communion Trays are prepared on Sunday morning at around 8:15 am.

Anyone wanting to help prepare the communion trays may do so at that time.

- 2 - trays with the Bread (crackers)

- 4 - trays with the Juice (grape juice)

The trays are then placed out on the front table by 8:45 am, if possible.

Passing Out the Bread and the Juice

NOTE: We want to pass the bread first. This is the order that Jesus did in the upper room.

We want to follow that example.

Matthew 26:26-28 And as they were eating, Jesus took bread, blessed and broke [it], and gave [it] to the disciples and said, "Take, eat; this is My body." Then He took the cup, and gave thanks, and gave [it] to them, saying, "Drink from it, all of you. "For this is My blood of the new covenant, which is shed for many for the remission of sins.

The 4 people serving communion will make 2 team:

The (A) **Center Team** and the (B) **Side Team**.

Communion Point Person: The SBTP-Side Bread Tray Person, will **take point at each service** to ensure that each person has their trays(s) and knows what they are doing.

(A) The Center Team, will go first. - 2 people (Overview, you will start at the last Center aisle row-east side and move forward)

- 1 person with the bread tray (CBTP-Center Bread Tray Person) and

- 1 person carrying 2 trays of the juice (CJTP-Center Juice Tray Person)-unless it is a small group)

1. Both the CBTP and the CJTP grab their trays, walk down the East side aisle, to the back of the church - Both starting on the East Side.
2. The CBTP will start passing out the bread in the last row, starting on the East side. As the bread tray is passed down the row, the CBTP then moves to the West side of the center aisle.
3. When the bread tray is about 1/2 way across the aisle, the CJTP passes the juice tray following the bread tray.
4. At this time both the CBTP and the CJTP will now be handling both trays. The CBTP will remain on the West side of the church and the CJTP will remain on the East side of the church.
5. When the bread tray arrives on the West side, the CBTP then passes the bread tray back to the East side on the next forward row.
6. Both the CBTP and the CJTP passes both trays, row by row, working slowly towards the front of the church.
7. Make sure the juice tray does not pass the bread tray. If it does-correct it.
8. You may also have to pause and hold the bread tray, to allow the juice tray to catch up.
9. If the aisle has few people, please walk down the aisle to hand or receive a tray. Return the same way you entered.
10. When completed return the trays to the front table.

The Side Team - 2 people (Overview, you will start at the Front-east side and make a “U” rotation around the center aisle.)

-1 person with the bread tray (SBTP-Side Bread Tray Person)

-1 person with 2 trays of the juice (SJTP-Side Juice Tray Person)-unless it is a small group)

NOTE: For the Side Team - The person with the bread Tray, SBTP, will **have the bread tray the entire time** and the Person with the juice Tray, SJTP, will **have the juice Tray the entire time.**

1. Both the SBTP and the SJTP grab their trays.
2. Both people start in the front row on the East Side.
3. The SBTP will start by passing the bread tray to the person in the first row on the East side. Depending on the number in people in the row, they may just take bread or they may take the tray.
4. The SJTP follows the bread tray passing out the juice tray also in the first row on the East side. Depending on the number on people in the row, they may just take a juice or they may take the tray.
5. Both the SBTP and the SJTP stay on the East side moving from the front to the back of the church.
6. The SBTP will knock on the door of the Mother's Nursing room and if people are there, both the SBTP and the SJTP will enter and pass out the bread and then the juice,
7. The SBTP will than hand the bread tray to the person on the East side of the booth for them to pass down through the booth, followed by SJTP, also handing the juice tray up to the booth on the East side.
8. Both the SBTP and the SJTP then move to the West side of the booth and receive their respective tray.
9. Now at the back-West side of the church, the SBTP will check the foyer and if people are there, both the SBTP and the SJTP will enter and pass out the bread and then the juice,
10. Then both the SBTP and the SJTP, starting on the Back West Side, the SBTP will start passing out the bread tray to the last row on the West side.
11. The SJTP follows the bread tray passing out the juice tray.
12. Both the SBTP and the SJTP stay on the West side moving from the back to the front of the church.
13. Return the trays.
14. Be sure the Pastor receives the bread and juice by handing them to the pastor over the railing.

The pastor will ask if everyone has the sacraments that wants one, **please look up.**

Sometimes the kids come in late.

If people need the sacraments, the CBTP and the CJTP will grab their trays take care of them.

NOTE: During the greeting time each person of the communion teams will touch bases with the **Communion Point Person, the SBTP**, and make them aware that you're present and ask them any questions, should have any.