

1 St. John United Church of Christ  
2 520 Fairfield Ave.  
3 Bellevue, KY 41073  
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## 5 Communion Procedure

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7 Approved by Church Council - Revised May 2013  
8 Revised by Strategic Leadership Council - February 2017  
9 Reviewed by Strategic Leadership Council – September 2018  
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11 There may be other times when the serving of Holy Communion is earlier in the order of service,  
12 however, Holy Communion is typically served following the sermon and the reception of the offering.  
13 These procedures are based on that format.  
14

15 During the Offertory music, which proceeds Holy Communion, all servers should make their way to the  
16 rear of the Sanctuary. (If a server is a member of the Choir and the Choir is singing the Offertory they  
17 may come to the rear of the Sanctuary immediately following the anthem.) If there is a Presentation  
18 Song (i.e.: Doxology) the Ushers/Greeters proceed down the center aisle to present the offering. Servers  
19 remain in the rear of the Sanctuary until the Pastor invites them to come forward to the Communion  
20 Table and stand in a single row, facing the Pastor and the Altar. From this point one of two procedures  
21 follow:  
22

### 23 **For Serving Individuals in Pews:**

24 The Pastor hands a bread tray to each server. Servers 2 and 3 move to the center aisle, servers 1 and 4  
25 serve the Choir and Pastor. When finished with the choir servers 1 and 4 move to the outside aisles to  
26 serve the congregation. Server 1 offers to the musician at the piano and/or organ.  
27

28 **NOTE: On Easter Sunday, the Choir should be served last in case there are more in attendance  
29 than prepared for.**  
30

31 After the congregation is served, the servers line up (two by two) in the back of the Sanctuary, then walk  
32 down the center aisle to the table, lining up in a single row across the front of the table facing the Pastor.  
33

34 The Pastor collects the trays and offers the bread to the Servers. The Pastor serves him/herself and leads  
35 everyone to partake of the bread together.  
36

37 The Pastor passes the cup trays to the servers and the procedure is repeated with the cup.  
38

39 When the Thanksgiving Prayer is offered the Servers turn and move back to their seats.  
40

### 41 **For Serving by Intinction:**

42 The Pastor offers bread to each server. The servers hold the bread. The Pastor then offers the Chalice to each  
43 server who then dip their bread in the cup and eats the bread.  
44

45 The Pastor then gives a Chalice to servers 2 and 3 who go to the front of each outside aisle.  
46

47 Server 1 moves to the center aisle to begin dismissing the congregation to come forward to receive communion.  
48 (Server 1 should also note - to the Pastor - anyone who is unable to come to the front. The Pastor will go to them  
49 as needed.)  
50

51 Server 4, with the Pastor, moves to either side of the table to serve the bread. A small piece from the loaf is  
52 offered to each person and the words: "The Bread of Life," "The Body of Christ," "The bread of heaven,"  
53 "Strength for the journey," or another appropriate statement is made to each person as they are offered the bread.  
54 The words: "God's gift to you," "Strength for the journey," or another appropriate statement may be said as each  
55 person as they dipped their bread in the Chalice.  
56

57 When all have been served the Pastor and Server 2 or 3 serves anyone who is unable to come to the front.  
58

59 All servers are asked to follow the Pastor back to the front of the table. The Pastor will take the Chalices and  
60 bread from each server and then servers may return to their seats.

Altar

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Pulpit

Lectern

Step