Confirmation Planner

Date and Time	
Liturgical focus ***(feast-day, theme)***	
Pastoral focus ***(local / special events)***	

Location	

Rehearsal(s) ***(Date/time, location, who)***	

Team:	**Who**	**Booked / Notes Special instructions**
Priest		
Co-ordinator / organiser		
Building access		
Setting up		
Technical ***(Leaflets, Sound, Visuals, Lighting)***		
Greeters / Ushering		
Parking		
Readers		
Music ***(Director, musicians, singers)***		
Offertory		
Collectors		
Eucharistic Ministers		
Altar Servers		
Hospitality / Refreshments		
Clean-up		

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Liturgy Planner

Item	Details	Notes / Preparation
Beforehand (Prelude, welcome)		
Opening Hymn		
Greeting		
Penitential Rite (Kyrie)		
Opening Prayer		
Gloria		
1st reading		
Psalm		
2nd reading		
Gospel Acclamation		
Gospel		
Homily		
Profession of Faith (Creed)		
Prayers of the Faithful		
Collection		
Offertory		
Preface		
Holy Holy (Sanctus)		
Eucharistic prayer		
Memorial acclamation		
Doxology / Amen		
Our Father		
Sign of Peace		
Lamb of God (Agnus Dei)		
Communion		
Final Prayer / Blessing		
Closing Hymn		
Afterwards (Postlude)		

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