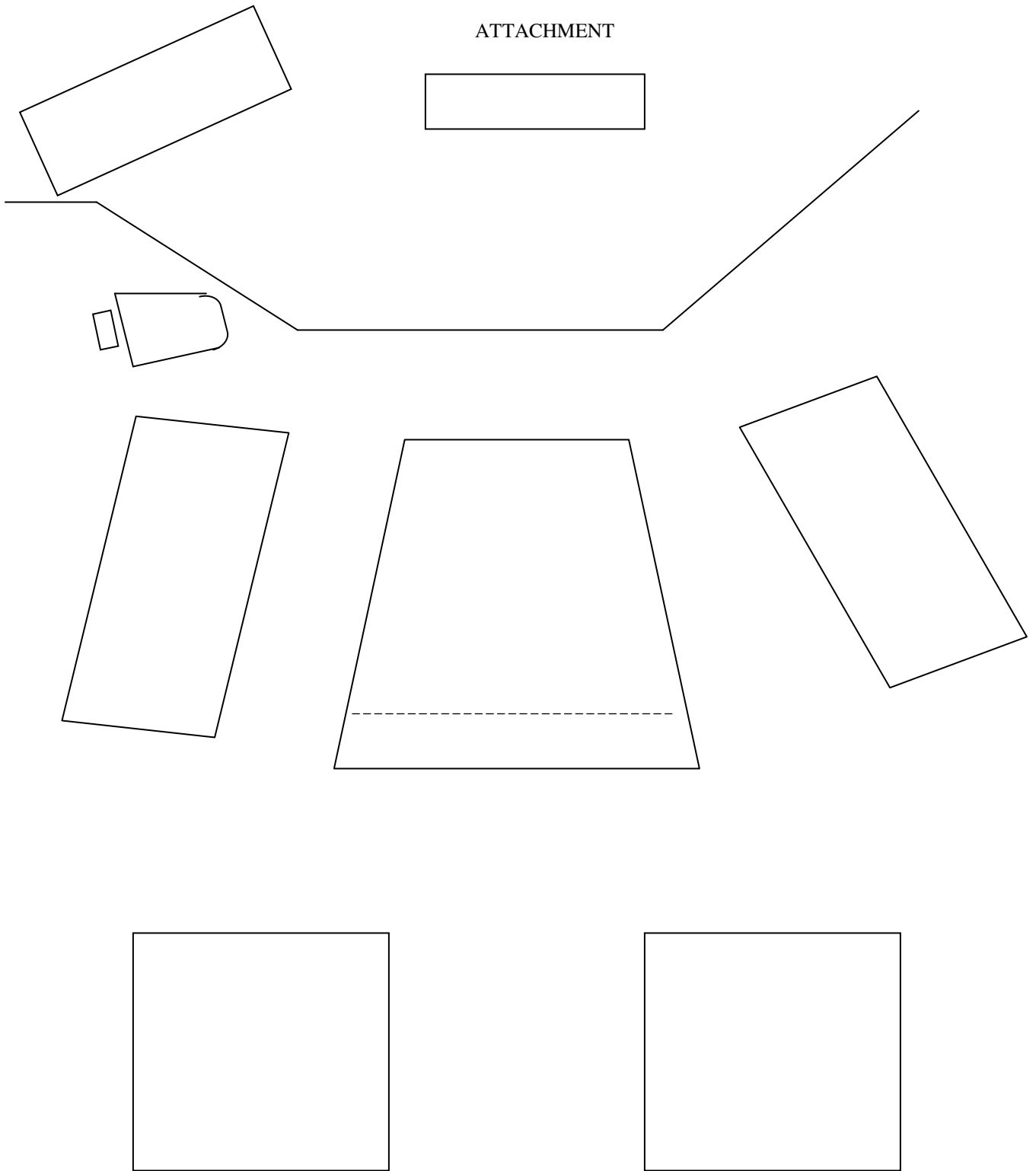


ATTACHMENT



2006 COMMUNION PROCEDURES

Thank you for serving Communion. The elements will be placed on the Communion Table (“wine” on the left, bread on the right when facing the Cross) before the church service begins. Elders serving will be asked to sit on the right front row for the entire service.

After the Words of Institution, the Pastors will step down to this row and serve Communion to the Elders. When they are finished serving, the Pastors will return to the Communion Table, followed by the 8 Elders who will receive the bread to distribute. #9 will move directly to the back of the rear center aisle.

As you are serving the bread, at each row say, **“The body of Christ, broken for you.”** After the bread has been served (see Attachment), the Elders will simply line up #1-8 (as they were sitting) on the back right side aisle and proceed back to Communion Table. Each Elder will carry his own bread tray back and place it on the right side of the table and line up to receive the “wine”. (The Pastors will stack the bread trays while “wine” is being distributed.) The “wine” will be distributed in the same manner.

As you are serving the “wine”, at each row say, **“The blood of Christ, shed for you.”** After the “wine” has been distributed, two Elders will each carry a single “wine” tray back to the Communion Table before sitting down. The other Elders will take the remaining trays directly to the kitchen. They may return to their seats during the singing of the last hymn, if they desire.

Additional Changes:

- 1) Attire – Men are requested to wear, at least, slacks, a shirt and tie; women are requested to wear a dress, or pants suit. No jeans please.
- 2) Please plan to arrive 30 minutes before the Church service to set up trays and to stay a few minutes after the service to help with cleanup.
- 3) Bread and grape juice will be provided for each service (check the refrigerator).

Charge Elder Duties:

- 1) Call your serving team at least one week prior to the Service to ensure that all can be there.
- 2) Assign order of seating and review areas to be served.
- 3) Ensure the Elements are up front on the Communion Table at least ten minutes before the Church service.
- 4) Attend at least one training session a year to learn changes, if any, so you can instruct others on your team.

Other Elder Duties:

- 1) Call a replacement if unable to serve and let Charge Elder know who that person is.
- 2) Be prepared to help set up, and collect the empty cups after the service.
- 3) Attend a training session to refresh yourself on the Communion service procedures.