



Liturgical Guide for Mass at Shrine of Our Lady of Good Help

(Please fax/email this form to 920-866-2581 or kciha@championshrine.org)

Date of Mass/ Pilgrimage: _____ Time of Mass: _____

Private pilgrimage masses must not conflict with the Shrine’s daily Mass schedule. See recommendations below:

Tuesday, Saturday, Sunday: 12:30 pm 1:00 pm 3:30 pm

Monday, Wednesday, Thursday, Friday: 9:00 am 12:30 pm 1:00 pm 3:30 pm

Priest Information:

Name: _____ Cell Phone Number: _____

Name of Parish/Pilgrimage Group _____ City _____ State _____

Priest Email: _____ Letter of Suitability sent: _____

Diocese of: _____ Diocese/Clergy Office Phone: _____

Please email or fax your letter of Suitability 2 weeks before your scheduled mass.

Servers:

Do you need the Shrine to provide a server? _____ Are you providing your own server? _____

Will you be using incense? y/n _____ Processional candles & Crucifix? y/n _____

How many individual Hosts will be needed? _____ Any low gluten requirements? If so, how many? _____

*** For large groups, priest should check the Tabernacle before Mass to make sure there are enough hosts available.

Vestments:

- **Priest:** Bring you own alb, amice, and cincture (Chasuble and Stole are available.)
- **Servers:** Males – Cassock & Surplice or alb Females: Albs
 - If males and females are serving together, both should vest in an alb.
 - Please provide vestments by the parish or group celebrating the Mass as there are limited sizes and quantity available at the Shrine.

Notes:

- A minimum donation of \$50.00 is required for use of the Apparition Chapel if celebrating a private mass. Fee is waived if the priest concelebrates at the Shrine’s daily mass.
- The priest **must** provide the appropriate missal and lectionary in the language for that mass if not in English.
- Please make sure all supplies, vessels and vestments are put in their appropriate places.
- There is no full-time sacristan on duty outside of the regular daily Mass schedule. Please ensure all vessels are properly purified by the priest or deacon during the Mass.
- **Please do not distribute Holy Communion into a Pyx** as The Shrine of Our Lady of Good Help does not allow distribution into a Pyx. If you have any questions, please see the Shrine Rector or Operations Manager.

By signing below, you agree to the terms and procedures at the Shrine of Our Lady of Good Help.

Signature: _____ Date: _____