

Protocols for the use of the Bethany Chapel of the Pastoral Center

Bethany Chapel is a special place set aside for prayer and liturgical celebrations. Non-liturgical celebrations and other activities that could take place in a classroom setting should be scheduled for another room in the Pastoral Center.

Because of the number of groups using Bethany Chapel, the following are guidelines to assist you in planning for the use of the Chapel. Please note that failure to cooperate with these guidelines could prevent future use.

1. If you have used sacred vessels for the celebration of Mass, please purify and wash them, and return them to their proper place in the sacristy. If anything else from the sacristy has been used, please return it to its place (i.e. vestments, books, incense).
2. Sanctuary furnishings (altar, ambo, candles,) and ALL CHAIRS AND THE PODIUM are NOT to be moved under any circumstances.
3. Please use the switches near the door of the sacristy to turn on lights and sound system, and to turn them off at the end of use. (Please note: the sound equipment in the sacristy closet should not be tampered with, nor should controls on the microphones.)
4. Please extinguish candles after use, taking special care not to blow wax onto the Altar Cloth.
5. Please leave the chapel as you found it. There are days when multiple groups use the chapel throughout the day. Please be considerate of others.
6. If anything is damaged or broken during the use of the chapel, please inform Mr. Frank Mendes: Frank_Mendes@rcab.org