

# Confirmation Liturgy Planning Form



**DIOCESE OF HARRISBURG**  
**OFFICE FOR DIVINE WORSHIP**  
 4800 Union Deposit Road  
 Harrisburg, PA 17111  
 Phone: (717) 657-4804, ext. 354  
 Fax: (717) 657-1370  
 Email: [worship@hbgdiocese.org](mailto:worship@hbgdiocese.org)



## A. GENERAL INFORMATION

<b>CEREMONY DATE</b>	<b>CEREMONY TIME</b>	<b>TOTAL NUMBER OF CONFIRMANDI</b>
<b>PARISH (ES) INVOLVED</b>		
<b>LOCATION</b>		
<b>CONTACT PERSON</b>	<b>PHONE NUMBER</b>	<b>EMAIL ADDRESS</b>
<b>CELEBRANT</b>	<b>TOTAL NUMBER PARTICIPANTS EXPECTED</b>	
<b>NUMBER OF CONCELEBRANTS</b>	<b>REQUESTING VESTMENTS FOR PRIESTS &amp; DEACONS</b> <input type="checkbox"/> YES <input type="checkbox"/> SEPARATE REQUEST FORM SUBMITTED <input type="checkbox"/> NOT NEEDED	
<b>INCENSATION</b> <input type="checkbox"/> ENTRANCE <input type="checkbox"/> GOSPEL <input type="checkbox"/> PREPARATION OF THE GIFTS <input type="checkbox"/> OTHER	<b>FORMS OF COMMUNION FOR THE FAITHFUL</b> <input type="checkbox"/> ONE <input type="checkbox"/> TWO	
<b>SHOULD ANY PORTION OF THE CELEBRATION IN SPANISH?</b> <input type="checkbox"/> NO <input type="checkbox"/> YES. If so, which parts? _____	<b>LOCATION OF THE PARKING SPACE FOR BISHOP/PRESIDER</b> _____	
<b>VESTING AREA FOR THE BISHOP/PRESIDER</b> <input type="checkbox"/> Sacristy <input type="checkbox"/> With the Concelebrating Priests ( <i>please note location</i> ) _____		
<b>MASS TO BE CELEBRATED – consult Confirmation Ceremonies Schedule “Notes”</b>		
<input type="checkbox"/> Ritual Mass for Confirmation (Ferial Days) <input type="checkbox"/> Proper for Liturgical Day: _____ (Sundays, Octave of Easter, Feasts & Solemnities)		
Color of the Main Celebrant Vestments: <input type="checkbox"/> Green <input type="checkbox"/> White <input type="checkbox"/> Violet <input type="checkbox"/> Red <input type="checkbox"/> Rose (concelebrants may be in the Diocesan vestments)		

## B. INTRODUCTORY RITES

<b>PENITENTIAL ACT or SPRINKLING RITE</b>	
<input type="checkbox"/> A (I CONFESS ...) + <i>Lord, Have Mercy</i> <input type="checkbox"/> B (HAVE MERCY ON US ...) + <i>Lord, Have Mercy</i> <input type="checkbox"/> C – provided in the Ritual Text for Confirmation for Ritual Masses	<input type="checkbox"/> Sprinkling Rite
<b>KYRIE ELEISON (LORD, HAVE MERCY)</b>	<b>GLORIA IN EXCELSIS (GLORY TO GOD) – always sung except Lenten Sundays</b>
<input type="checkbox"/> SUNG <input type="checkbox"/> RECITED <input type="checkbox"/> OMITTED ( <i>when using Form C</i> )	<input type="checkbox"/> SUNG <input type="checkbox"/> OMITTED (only in Sundays of Lent)

**C. LITURGY OF THE WORD**

<b>FIRST READING</b>	<b>LECTIONARY VOL.</b>	<b>NUMBER</b>
<b>RESPONSORIAL PSALM</b> <i>Always sung, pref Psalmist from the ambo</i>	<b>LECTIONARY VOL.</b>	<b>NUMBER</b>
<b>SECOND READING</b>	<b>LECTIONARY VOL.</b>	<b>NUMBER</b>
<b>GOSPEL</b> <i>To be proclaimed from a Book of the Gospels</i>	<b>LECTIONARY VOL.</b>	<b>NUMBER</b>
<b>PROFESSION OF FAITH</b> <i>Replaced by renewal of Baptismal Promises, even on Sundays and Solemnities</i> <input type="checkbox"/> SUNG <input type="checkbox"/> RECITED <input checked="" type="checkbox"/> OMITTED	<b>UNIVERSAL PRAYER</b> <input type="checkbox"/> RECITED <input type="checkbox"/> SUNG <i>Use proper text for Confirmation as found in the Ritual Text. No alterations.</i>	

**D. LITURGY OF THE EUCHARIST**

<b>PRESENTATION OF THE GIFTS AND PREPARATION OF THE ALTAR</b> <i>Offertory Gifts should always be brought forward before any collection is taken.          Please note that only bread, wine and, if desired, gifts for the poor may be presented. Symbols, flowers, pictures, etc. are not to be presented.</i>		
Number of Vessels being presented: _____		
<b>MEMORIAL ACCLAMATION</b> <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> RECITED <input checked="" type="checkbox"/> SUNG	<b>GREAT AMEN</b> <input type="checkbox"/> RECITED <input checked="" type="checkbox"/> SUNG	
<b>LORD'S PRAYER</b> <input type="checkbox"/> RECITED <input type="checkbox"/> SUNG	<b>"For the Kingdom . . ."</b> <input type="checkbox"/> RECITED <input type="checkbox"/> SUNG	<b>AGNUS DEI</b> <input type="checkbox"/> RECITED <input checked="" type="checkbox"/> SUNG
<b>NUMBER AND LOCATION OF COMMUNION STATIONS</b>		

**E. CONCLUDING RITE**

<b>Is the pastor or his delegate making any concluding announcements or remarks?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>LOCATION OF PHOTOGRAPHS AFTER THE CEREMONY</b>

*This form must be returned to the Office for Divine Worship  
 no later than two full weeks before  
 the liturgy is scheduled to take place.*

**F. MUSIC**

MASS PART	TITLE	COMPOSER
PRELUDE(S)		
ENTRANCE OF THE CANDIDATES		
ENTRANCE CHANT		
PENITENTIAL ACT or SPRINKLING RITE		
<b>GLORIA IN EXCELSIS</b> <i>This must be setting of the text as found in the Sacramentary. Always sung except on Sundays in Lent.</i>		
<b>RESPONSORIAL PSALM</b> <i>Begun after 20 seconds of silence after the preceding reading. <b>This needs to be a lectionary text.</b></i>		
<b>GOSPEL ACCLAMATION AND VERSE</b> <i>Begun after 20 seconds of silence after the preceding reading.</i>		
MUSIC DURING THE ANOINTING		
OFFERTORY CHANT		
SANCTUS		
MEMORIAL ACCLAMATION		
GREAT AMEN		
OUR FATHER		
"For the Kingdom . . ."		
AGNUS DEI		
<b>COMMUNION CHANT</b> <i>Chants with questionable expressions of Catholic Eucharistic theology will not be approved.</i>		
RECESSIONAL		
POSTLUDE(S)		

**All printed music must have proper copyright permissions and licensing.  
This form must be returned to the Office for Divine Worship  
no later than two full weeks before the liturgy is scheduled to take place.**

*Liturgy Planning Form*

**G. MINISTERS**

<b>CELEBRANT</b>	<b>NUMBER OF CONCELEBRANTS</b>
<b>PRINCIPAL CONCELEBRANTS FOR THE EUCHARISTIC PRAYER</b>	<b>MASTER OF CEREMONIES</b> <i>(assigned by the Office of the Bishop)</i>
<b>DEACON OF THE WORD</b>	<b>DEACON OF THE EUCHARIST</b>
<b>READER - FIRST READING</b>	<b>PSALMIST FOR THE RESPONSORIAL PSALM</b>
<b>READER - SECOND READING</b>	<b>READER - GOSPEL</b> <i>(A priest concelebrant if no deacon is serving)</i>
<b>HOMILIST</b>	<b>READER GENERAL INTERCESSIONS</b> <i>(If a deacon is not present)</i>
<b>THURIFER</b>	<b>CROSS BEARER</b>
<b>CANDLEBEARER</b>	<b>CANDLEBEARER</b>
<b>BOOK BEARER</b>	<b>OTHER SERVER(S):</b>
<b>MITER BEARER</b> <i>(only when Bishop Gainer is the celebrant)</i>	<b>CROSIER BEARER</b> <i>(only when Bishop Gainer is the celebrant)</i>
<b>ORDINARY MINISTERS OF HOLY COMMUNION</b> <i>Priests and Deacons</i>	
<b>EXTRAORDINARY MINISTERS OF HOLY COMMUNION - Used only if there are not enough Ordinary Ministers. Must be properly mandated for the parish/institution and vested in albs</b>	
<b>GIFT BEARERS</b>	
<b>HEAD USHER</b>	<b>MUSIC DIRECTOR</b>
<b>ORGANIST</b>	<b>CANTOR/PSALMIST</b>
<b>CHOIR</b>	<b>OTHER MUSICIANS</b>
<b>NAMES OF THOSE ASSISTING WITH PHOTOGRAPHS AFTER THE CEREMONY</b>	

***This form must be returned to the Office for Divine Worship  
no later than two full weeks before  
the liturgy is scheduled to take place.***