



St. James Church



Handbook for Altar Linens

THEOLOGY

The manner in which we treat sacred things (even those of lesser significance than the chalice, paten, liturgical furnishings, etc.) fosters and expresses our openness to the graces God gives to his Church in every celebration of the Eucharist. Thus, by the diligent care of altar linens, the Church expresses her joy at the inestimable gifts she receives from Christ's altar.

PRACTICE

Altar Linens

Retrieve the linens from the sacristy after Mass on the weekend or call the Rectory and make arrangements to pick them up.

Return the linens before the next weekend's Masses.

COORDINATOR

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PROCEDURES

Washing:

- To properly dispose of any particles of the Eucharist that may be on the linens, rinse them, either in the sacarium or in a plastic bucket, emptying the water on the ground.
- Fill washer with warm water and detergent.
- Put linens into water. Run washer one or two minutes to wet linens.
- Soak for 2 to 3 hours. This removes lipstick and stains.
- Run entire cycle.
- Put hot water and detergent in and run cycle again.
- Dry
- Sprinkle linen cloths
(polyester/cotton cloths do not need sprinkling).
- Iron and fold

Note: Wax can be removed with brown paper bag and hot iron before washing.

Folding:

Small finger towels (10" x 12") rarely used—Lengthwise, fold in half, fold again, then fold in half widthwise. If there is a cross, it should be in the corner.

Purificators (11" x 18")—Lengthwise, fold in thirds, then fold in half widthwise.

Corporal (18" or 20" square)—Lay corporal on board right side up. Fold in thirds by bringing top 1/3 toward you and then bottom 1/3 fold up. Fold right side toward middle and then left to make a square. (When unfolded, the corporal is ready to use without turning it over.)

Large altar cloths—Do not crease. Fold loosely and place in drawer or on hanger in closet.

Terry cloth hand towels—Fold in thirds, then in half.