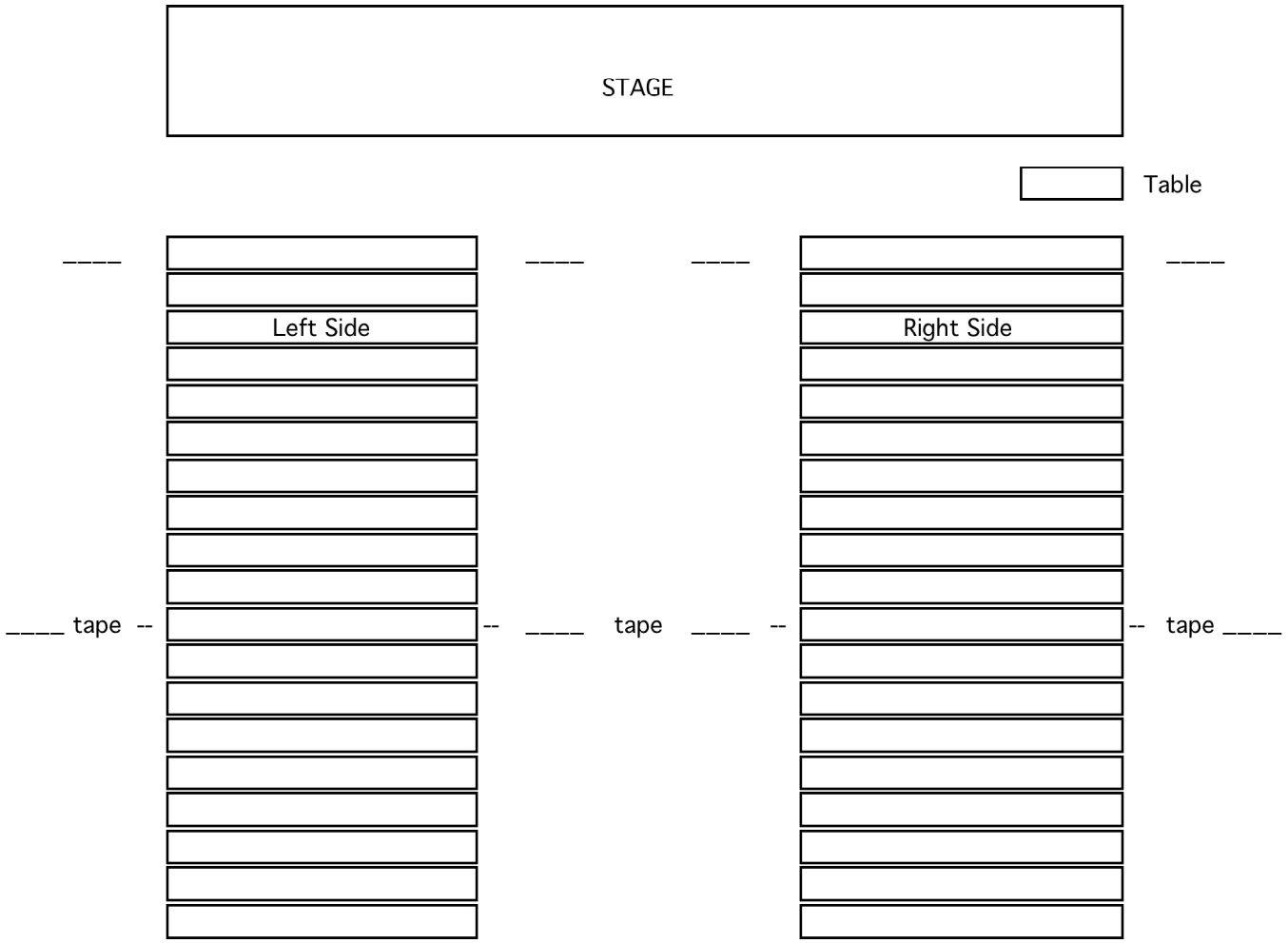
Serving Communion

Thank you for serving communion today. Please read the following instructions in order to make sure everyone is served:

1. Leader: Assign one of 8 starting points to each person. Indicate their spot on a copy of these instructions for each person. You can write each person's name at their spot on your sheet or mark it with an "X" in order to ensure each location is covered and there isn't more than one person assigned to each starting point.
2. The six servers for the center and far left can pick up trays first and go to assigned spots to begin serving. The two servers on the far right can hold back and pick up their trays last and then go serve.
3. **Bread:** Pick up **one** tray. Start handing out the bread (one matzo sheet per pew) at your assigned pew (or the next if your partner has already started the bread down that pew) and then continue every other pew till you've handed out all **five** matzo sheets. Receive the bread as it reaches your aisle. Enough matzo is prepared so that each sheet only needs to go down a pew once, but make sure every pew is served.. Return trays to the front table (see #5 below).
4. **Cup:** Pick up **two** trays. Start a cup tray at your assigned pew (or the next if your partner has already started the cup down that pew) and then skip a pew for the next tray. Receive the trays as they reach your aisle and pass them down the next un-served pews, continuing the pattern of every other pew till all pews are served. Return trays to the front table (see #5 below).
5. After serving, wait at the point where you end up till everyone is through serving. The person who ends up at the **right rear** should look around to see when all are served and then give the nod for everyone to go forward at the same time. This is better than each person just drifting forward when they are finished.
6. Trays with bread and juice are placed in the Cry Room and the balcony, so no need to serve there. Other arrangements are made for the worship team, so no need to go on stage to serve them.