
Chapel Guidelines to be observed by all Adorers

1. Genuflect and bow upon entering the presence of Our Lord.
2. Be mindful of proper and respectful attire.
3. No talking. Maintain a reverence in the presence of Our Lord. If you need to talk to someone in the Chapel, leave the Chapel and hold your conversation outside.
4. No spontaneous, unscheduled events or sermonizing is allowed, as Adoration is a peaceful, private time for each Adorer.
5. Never eat or drink in the Chapel. Chewing gum or candy is not respectful.
6. No radios, No CD or tape players and No cellular phones are to be used in the Chapel.
7. No fresh flowers are to be placed in the Chapel, due to allergies.
8. Please remember to sign in for your hour of adoration at the beginning of your assigned hour. That way the person before you will know that you are in the Chapel and they are now at liberty to leave.
9. Check the sign-in sheet before you leave the Chapel to make sure the person who is scheduled for the next hour is in the Chapel before you leave. If the person after your hour does not show up and you choose to be the substitute for the next hour, sign your name on the sign-in sheet and put the word (substitute) after your name. This will let the Hourly Captain know an unscheduled absence took place and find out why.
10. Nothing is to be placed on the altar of exposition.
11. Spiritual reading material provided is never to be removed from the Chapel. Personal copies may be obtained by contacting the Chapel Librarian or Parish Office.
12. No material of any kind is to be placed in the Chapel unless authorized by the Chapel Librarian.
13. The Chapel telephone is for "Emergency Use Only"
14. Know the procedures for contacting a substitute or making emergency calls.

Emergency Procedures

If you should have any problems during your hour of adoration such as illness, or if the person that is to follow you in adoration does not show up, or if you sense something out of the ordinary going on, please use the telephone provided for the Chapel to call one of the following:

1. If you become sick during your hour call the Hourly Captain for your hour. Important phone numbers will be posted close to the telephone.
2. If the person that is to relieve you does not show up and you cannot stay on for an extra hour, call the Hourly Captain for the hour following yours.
3. If you cannot reach the Hourly Captain then call the Division Leader for that time period.
4. If you cannot reach the Division Leader then call the Head Coordinator.
5. If an emergency of a serious nature arises call 911 or the appropriate emergency numbers that are posted next to the telephone.
6. Be advised that the telephone is to be used only for the security of the Adoration Chapel and its Adorers as Guardians of the Eucharist.