**Guideline for Closing Chairperson**

The Closing Chairperson is responsible for being sure that the set-up has occurred and that the community is seated and ready for the closing.

Other items the Closing Chairperson should do is:

 Make sure there are enough musicians from the community; if not then get word to an Auxiliary that the Team Musicians should plan to play at the Closing.

 Lead the community in a prayer.

 Make appropriate announcements:

 Do not call out "name" if a candidate forgets to give his/her name.

 No flowers or gifts during the Closing. These can be given in private to your candidate on the way home.

 No one from the community is permitted at the microphone...this Closing is for our new Pescadores to have their chance to share with us their weekend.

 If you have children with you, they are not allowed to roam the building.

 Remind everyone that **no pictures or videos** are permitted during the Closing.

 Next Secuela

 Any other announcements that the President may have.

 Any special prayer requests from the community.

 Make sure there are at least 4 pastors to assist the Weekend Spiritual Directors with the Closing Liturgy. If there are more than 4 pastors present, then select 4.

 Ensure that cleanup in the Chapel is coordinated. If help is needed, then ask the Community for help. This can take place during the announcements.