

GUIDELINES FOR EVENTS: CHURCH ATTENDANCE

Abbreviations and definitions:

ADC	Aide-de-Camp	LG	Lieutenant Governor
HH	His/Her Honour	VRP	Vice-Regal Party
VRC	Vice-Regal Couple		
HHS	Spouse of the Lieutenant Governor		

When invited, the VRC usually attend a church service. The following arrangements are customary if the church visit is on an official nature:

- ☼ Local police or church officials are requested to keep a suitable area clear on the street at the entrance to the church for the official vehicle to park.
 - ☼ The preferred time of arrival is 6 to 8 minutes before the service is due to start.
 - ☼ The officiating clergy should meet the VRC at the door of the church or in the vestibule.
 - ☼ Provision should be made to take and safeguard the VRC outer clothing and to return it to them upon departure.
 - ☼ When the VRP arrives at the entrance of the sanctuary, their arrival should be announced by an official of the church or by the ADC who will ask the congregation to rise, then say: "Their Honours the Lieutenant Governor of Saskatchewan and Mr./Mrs. (Surname)".
 - ☼ A procession, which normally enters the church via the centre aisle, is formed in the following order:
 - ADC
 - HH on the right of the officiating clergy
 - HHS on the right of the next senior cleric or the ADC
 - The remainder of the party
- **In some situations, the senior lay officials of the church (e.g. Church Wardens in Anglican Churches) may meet HH and lead the procession; followed by HH and members of the clergy.
- ☼ If there is not a centre aisle, it is preferable to use the left aisle; however, the most convenient aisle is the one to use.
 - ☼ In Protestant Churches, the VRC should occupy the front pew on the left (facing the front); with the ADC in the pew immediately behind HH. Exceptions are made when there are prayer desks present or at weddings and funerals.

GUIDELINES FOR EVENTS: CHURCH ATTENDANCE continued

- ⦿ In those situations where there is no centre aisle, the VRC should be seated in the front pew with ADC directly behind.
- ⦿ In Roman Catholic Churches, a prayer desk is often placed in the centre aisle for the VRC. When this is not done, the VRC should generally be seated in the front pew on the left hand side of the church. The ADC should determine local custom and conform.
- ⦿ The Vice-Regal Salute (the first 6 bars of “God Save The Queen” and the first and last 4 bars of “O Canada” played without a break between the two anthems) should be played when the VRC are at their place in the pew. **The Vice-Regal Salute may also be referred to as the Royal Salute.**
- ⦿ HH is usually willing to read the Lesson, if requested beforehand to do so. He/She should be informed in advance which Lesson is involved, and which version of the Bible is to be used.
- ⦿ On completion of the service, the clergy should rejoin the VRC and form the procession to withdraw in the same order as the entrance.
- ⦿ Guards of Honour provided by organizations such as Veterans, Scouts, Cubs, Beavers, Guides, Brownies, Sparks and Cadets, etc., either inside or outside the church, are always appreciated, but never to be expected.
- ⦿ The prearranged offering is placed on the offering plate by the ADC in an Office of the Lieutenant Governor envelope.