

INSTRUCTIONS

- 1** The chapel is limited to 4 (3 During Covid restrictions) people for each hour. There are 3 chairs with kneelers, and one open spot for a wheelchair or walker with a seat.
- 2** You **MUST** sign up for a specific hour to use the chapel (you cannot just show up). Please call the office during office hours (Mon-Fri, 9am-4pm) to sign up.
- 3** When you call, you will be given the code to open the gate and door. The code is used to both enter and exit the gate. Please **DO NOT** share the code with others.
- 4** Parking is available in our private parking lot on Columbia Street (just west of the church). Use 13th Street (north of the church) to access the chapel since the gates to the piazza may not be unlocked, depending on the day/time.
- 5** Please be sure that the gate and door are closed and secure when you enter and exit the chapel
- 6** When you arrive, please sign in. The book is located on the table next to the door.
- 7** There is no phone in the chapel. We recommend that you bring a cell phone with you especially if you are there during the evening hours.
- 8** If the Blessed Sacrament is not visible when you enter, open the small metal door covering the luna on the front of the tabernacle. When you leave, if you are the last person, please be sure to close the door.
- 9** Please do **NOT** leave items (ie - books, prayer cards, rosaries, etc) in the Chapel.
- 10** If you have questions or have any issues, please email admin@protocathedral.org or call the parish office at 360-693-3052.