LEGIONARIES OF CHRIST
MASS REQUEST PROGRAM

How to Request a Mass Online

It only takes a few minutes. This guide walks you through every step, simply and clearly.

A SIMPLE STEP-BY-STEP GUIDE

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STEP ONE

Find "Individual Mass" in the Menu

Open your web browser and go to **lcmassrequest.org**. Near the top of the page, find the main menu. Click or tap "Request A Mass," then choose "Individual Mass" from the list that appears.

> ✓ **Good to know: From this same menu, you can also request a Novena, Triduum, or Gregorian Mass. This guide follows an Individual Mass, but the process is the same for all of them.**

> ✓ **On a phone?** First tap the menu icon (the three lines) in the top corner to open the menu. Then tap "Request A Mass" and choose "Individual Mass."

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STEP TWO

Choose a Beautiful Mass Card

You will see a lovely selection of Mass cards organized by occasion. Simply click or tap the one that fits, such as Birthday, Repose of the Soul, Healing, Special Intentions, and more. Would you like to see more designs? Click or tap "Choose a Card" to browse all of the options.

> ✓ **No card? No problem.** If you prefer not to send a card, you can skip this step and go straight to filling in your intention.

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STEP THREE

Tell Us Who the Mass Is For

Next you will fill in a short form for the Mass details. Don't worry, it is very straightforward. You will fill in the name of the person the Mass is for, a short message for the card, your signature, and the name and mailing address of who should receive the card.

> ✓ **Don't miss a field.** Fields marked with a red star (*) are required. If you forget one, the form will let you know exactly what to fill in.

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STEP FOUR

Add to Cart

When everything looks good, click or tap the gold "Add to Cart" button. A green message will pop up at the top of the screen to let you know it worked. Would you like to request another Mass for someone else? Just go back and repeat the previous steps. You can submit multiple intentions in a single order.

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STEP FIVE

Review Your Cart

There are two easy ways to open your cart. Right after you add a Mass, click or tap the gold “View Cart” button in the green message at the top of the screen. Or, at any time, click or tap the shopping cart icon in the top right corner of the page. Either one opens your cart, where you can review your order. Make sure the name, occasion, and total look right, then click or tap the gold “Proceed to Checkout” button.

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STEP SIX

Sign In or Continue as a Guest

At checkout, you have two easy options. **First-time visitor?** Just fill in your email, name, and address as a guest. No account needed. **Have you ordered before?** Click or tap the “Log in” link near the top of the form, and your saved details will fill in automatically.

> ✓ **Check your email address.** Make sure it is typed correctly so your confirmation and any eCard reach you.

> ✓ **Creating an account is free** and means your details are saved for next time, so future orders take just a few clicks.

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STEP SEVEN

Enter Payment & Place Your Order

This is the last step. Enter your credit or debit card information in the Payment options box. The site is completely secure, so your card details are protected. When everything looks right, click or tap the gold “Place Order” button.

> ✓ **Check your order summary.** Make sure the names and details are correct before you place your order. If anything is wrong, click or tap “Return to Cart” to go back.

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STEP EIGHT

You Are All Done!

A confirmation page will appear right away with your order number. A confirmation email will be on its way to your inbox shortly. A Legionary priest will offer Holy Mass for your intention, usually within just a few days. Thank you for this beautiful gift of the Holy Mass.

We Are Here to Help

If you have any questions or need a hand at any point, please do not hesitate to reach out. Barb DiSpirito and the Mass Request team are always happy to help.

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