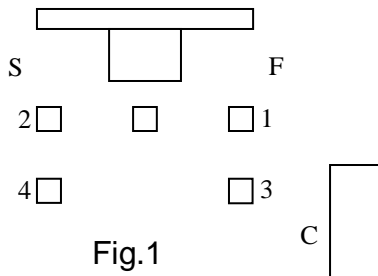


The Offering Propriety

Instructions:

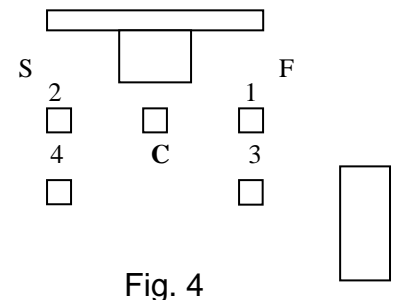
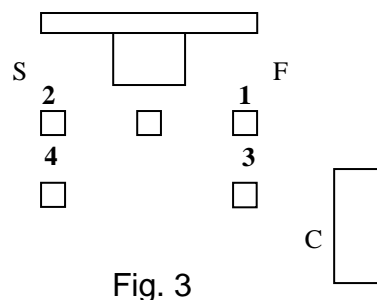
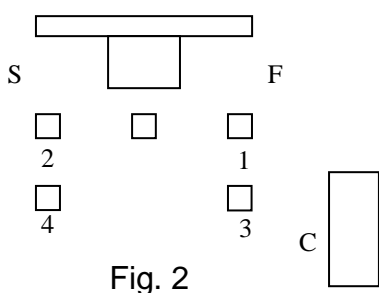
- Before commencement of prayer service, we should get all offering (e.g. water, tea and fresh fruits / food) ready.
- Before starting and after completion of the offering ceremony, both coordinators must ask permission from Master or the most senior Tang Zhu (TZ)



F: 1st coordinator
 S: 2nd coordinator
 C: Carrier
 1: Incense Offerer (Preferably those taken purification Vow)
 2, 3, 4: Offerer

Procedures:

| 1 st Coordinator (F) | 2 nd Coordinator (S) | Action |
|--|---------------------------------|---|
| Take bow | | |
| May person offering incense stand at the center position | | 1 will move to center prayer position |
| Bow, Kneel down | | 1 does bow & kneel |
| Offer 3 incense sticks | One Two Three | 1 does the incense offering (3 sticks) |
| Pray 5 times | One Two Three Four Five | 1 pray 5 times |
| Rise, Bow and return to original position | | 1 return to original position |
| Stand attention, Bow and take up position | | 1,2,3,4 take up position as shown in Fig 2 |
| Pray 3 times | One Two Three | All pray 3 times |
| Rise, Bow and proceed to offering position | | 1,2,3,4 move to position as shown in Fig 3 (5 forward steps) |
| Bow, Kneel down | | All bow, 3 & 4 kneel down |
| Bow, pray 3 times | One Two Three | 1,2 bow, 3&4 pray 3 times |
| Carry offering | | C brings 2 cups on tray moving to centre stool shown in Fig 4 |



| 1 st Coordinator (F) | 2 nd Coordinator (S) | Action |
|---|---------------------------------|---|
| Kneel down, Lift offering, Receive Offering | | C raise the tray to eye level, 3 & 4 receive the cup |
| Lift offering, Bow | | 3 & 4 raise to eye level, 1 & 2 bow, receive the cup |
| Lift offering, pray 1 time | One | 1 & 2 raise to eye level, 3 & 4 pray 1 time |
| Sincerely offering | Pure and Impure position | 1 & 2 place the cups beside centre Holy lamp (Pure water on right, Impure tea on left) |
| Bow, Pray 1 time | One | 1 & 2 bow, 3 & 4 pray 1 time |
| Carry offering | | C brings 1 cups & 1 plate on tray moving to centre stool shown in Fig 4 |
| Kneel down, Lift offering, Receive Offering | | C raise the tray to eye level, 3 & 4 receive the cup |
| Lift offering, Bow | | 3 & 4 raise to eye level, 1 & 2 bow, receive the cup |
| Lift offering, pray 1 time | One | 1 & 2 raise to eye level, 3 & 4 pray 1 time |
| Sincerely offering | Plate at center | 2 place the cup to Maitraya buddha & 1 place plate on centre of table |
| Bow, Pray 1 time | One | 1 & 2 bow, 3 & 4 pray 1 time |
| Repeat until all offering completed | | |
| Bow, Pray 3 time | One Two Three | 1 & 2 bow, 3, 4 & C pray 3 time |
| Rise, All bow | | All bow |
| Return to prayer position | | All move from Fig 3 to Fig 2 using 5 steps backward |
| Bow, Kneel down | | 1,2,3,4 bow & kneel, C move aside |
| Pray 3 times | One Two Three | 1,2,3,4 pray 3 times |
| Bow, move to 2 side | | All return to position from Fig 2 to Fig 1 |
| Bow, Completion of ritual | End | All bow |
| Take bow | | |