



Knights of Columbus

Fourth Degree
John H. Reddin Province
January 11, 2023

Dear Worthy Officers and Brothers All,

Please distribute this entire packet to all possible candidates and Sir Knights who are interested in attending. Please actively recruit new members into the Fourth Degree.

The Exemplification of the Fourth Degree, hosted by Archbishop Daniel J. Gerke Assembly 16, will be in Tucson on Saturday, February 25, 2023. The ceremonial will held be at Our Mother of Sorrows Catholic Church, 1800 S Kolb Rd, Tucson, AZ 85710. The Class Honoree for this Exemplification is SK Skip Hopler. SK Skip Hopler has been instrumental in exemplifying the beautiful lesson on Patriotism.

The agenda for this Exemplification is registration from 1:00 PM to 2:30 PM with an Exemplification start time of 3:00 PM. Following the ceremony, Our Mother of Sorrows 5:30 PM Parish Mass is available to attend. After mass, there will be an opportunity to reenact the Knighting Ceremony allowing our Ladies and family members to witness the Reenactment Ceremony. This will be followed by a banquet in the parish hall. This is an invitation for all Brother Knights and families to enjoy fellowship and build on the Knights of Columbus as the being the largest Catholic Family Fraternal Organization in the world.

One of the top exemplification team in the entire order will present the degree ceremony. All candidates must be in a dark suit (black, dark grey or dark blue) white shirt, black shoes, and conservative tie. Active-Duty military, police and firefighters are urged to wear their dress uniforms, and Priests their traditional dress. See the Letter of Instructions for more details.

Requirements: To be eligible for the Fourth Degree, candidates must have attained the Third Degree, and be in good standing within their Council. Attending a recent CUF degree satisfies this requirement.

This packet includes the Saturday Agenda noting the Exemplification activities and general instructions.

The Reservation Form is online at:
<https://kofc-az.org/patriotic-degree>

To make registration easier, you can now pay by credit card at time of registration.

Registered Knights, both candidates and Sir Knights, will get a confirmation if they provide an email address.

Please reproduce this entire packet and ensure that every candidate has a copy.

For further Information contact: azdmstan@gmail.com.

Regards,
Stan Schroeder, PSD
Arizona District Master



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February 25, 2023

Fourth Degree Exemplification LETTER OF INSTRUCTION

1. Mandatory Dress

The mandatory dress for the exemplification for Candidates and Sir Knights will be one of the following:

1. A Dark Suit (black, dark grey or dark blue), white shirt, dress shoes and a conservative tie.
2. Fourth Degree uniform.
3. Members of the Armed Forces, Police, Firefighters and Border Patrol may wear their full-dress uniform in lieu of a suit. Priests may wear Clerical Garb with Collar.

Dress for the dinner guests will be church attire suitable for the occasion.

2. Recruitment

This is a fairly tight window for recruiting, but I ask all Sir Knights to pitch in. At every council meeting, there is time set aside for a Fourth-Degree report. Grand Knights should allow the Faithful Navigator or a representative of the Assembly to speak and recruit at this time. Recruiters should have copies of this packet for potential candidates.

The candidate's proposer should walk the candidate through the registration process and hand this packet in its entirety to the candidate to complete along with a Form 4. Attached is a fillable online Form 4.

3. Signatures

There are numerous signatures required on the Form 4, from both Council and Assembly officers, which may only meet once a month. It is important to start this process as soon as possible.

- a) Candidate's signature and membership number
- b) Proposer's signature and membership number
- c) Council's Financial Secretary
- d) Receiving Assembly's Faithful Navigator
- e) Receiving Assembly's Comptroller

3. Candidates Membership Application (Form 4)

PLEASE PRINT

1B 1A
CB 1

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FOURTH DEGREE MEMBERSHIP DOCUMENT
KNIGHTS OF COLUMBUS
A SOCIETY OF CATHOLIC MEN

MEMBERSHIP NUMBER **1234567**

LAST NAME KNIGHT		FIRST NAME JOHN		MIDDLE INITIAL 		TITLE 	
STREET 1234 S MAIN ST		CITY PHOENIX		ST / PROV AZ		POSTAL CODE / COUNTRY 85044	
HOME PHONE 480-555-5555		DATE OF BIRTH 10/16/1978		MARITAL STATUS M		1st DEGREE DATE 1/15/1997	
COUNCIL NO. 10062		BY BIRTH OR NATURALIZATION? BIRTH		IF NATURALIZATION HAVE FINAL PAPERS BEEN RECEIVED? 		YES NO 	
CITIZEN OF WHAT COUNTRY? USA		DATE OF INITIATION 		DATE OF TERMINATION 		REASON FOR TERMINATION 	
PARISH CORPUS CHRISTI		ASSEMBLY 14		CITY PHOENIX		ST/PROV. AZ	
I HEREBY DECLARE THAT THE ABOVE IS TRUE AND CORRECT AND THAT I AM A PRACTICAL CATHOLIC IN COMMUNION WITH THE HOLY SEE. <i>John Knight</i> 02/14/2013 SIGNATURE OF APPLICANT DATE		I CERTIFY THAT THE APPLICANT IS A THIRD DEGREE MEMBER IN GOOD STANDING IN 10062 COUNCIL NO. PHOENIX LOCATION 02/28/2013 DATE <i>Rich Finnegan</i> SIGNATURE OF FINANCIAL SECRETARY		RECEIVED FEES OF \$ _____ DATE _____		APPLICANT INITIATED AT _____ DATE _____	
FAITHFUL NAVIGATOR <i>7. Dolan</i> 3/17/2013 DATE		FAITHFUL COMPOTROLLER <i>Herb Compton</i> 3/17/2013 DATE		Signature of Master (required for new members only)			

Supreme Secretary Copy

Example of properly filled out Form 4

All Form 4's must be filled out properly. Be sure the form has the candidate's **membership number** (top right hand corner) and **personal information**. Insure all blocks requiring signatures (**Applicant, Sponsor, Council Financial Secretary, Faithful Navigator, and Faithful Comptroller**) are completed. Rank or Title is for Priests or Military only. Please type or print legibly in **ALL CAPITAL** letters.

All required blocks must be completed before sending the Form 4's to the Master. Detach the Assembly's copy of the completed Form 4 and provide it to the Faithful Comptroller. Detach the Council's copy and provide it to the Financial Secretary. Send all other copies by February 17, 2023 to:

Stan Schroeder, District Master
2501 E. Encinas Avenue
Gilbert, AZ 85234

NOTE: Incomplete forms will need to be corrected ASAP.

Candidate Fees are **\$70.00** which includes **one** banquet ticket (mandatory and not refundable), a Social Baldrick, and a Fourth Degree Lapel Pin. Fees for Priest Candidates including the above are **\$50.00**. Assemblies or councils should pay for Priest fees. This fee is established by the Supreme.

PLEASE NOTE: Send properly completed Forms 4's with candidate fees paid via checks made payable to Arizona District Master, shown on the Registration Form. All Form 4's must be sent so as to arrive no later than February 17, 2023.

4. Mass

Everyone is invited to the Parish mass that starts 5:30 PM. Priests who would like to concelebrate Mass should bring Alb & Stole, and inform the Arizona District Master in advance at azdmstan@gmail.com.

5. Registration Form

The registration form is online at:

<https://kofc-az.org/patriotic-degree>

Once filled out, you can pay by credit card. You will receive an email copy of your registration.

If an assembly would like to pay for their candidates, choose the option – Multiple Candidate – Assembly. Make sure to have each of the candidates membership number and email when registering.

6. GENERAL INFORMATION:

Make additional copies of all Forms as needed. All documents included with this packet are available on-line at the on the state website <https://kofc-az.org/patriotic-degree>

THERE WILL BE NO REFUND OF ANY FOR ANY REASON AFTER February 23, 2023.

7. TENTATIVE AGENDA

Saturday

1:00 PM to 2:30 PM	Registration of Sir Knights and Candidates.
2:30 PM	Candidates report to candidates' room to sign the registration log
2:30 PM – 5:00 PM	Ladies Gathering – Learn more about the Knight of Columbus and other topics!
2:45 PM	Candidates Process to Hall with Honor Guard (Sir Knights in Hall)
3:00 PM	Exemplification Fourth Degree
5:30 PM	Mass
Following mass	Knighting Re-enactment Photo Session
Following mass	Social and Banquet

Please be sure to have an adequate breakfast and lunch prior to degree.



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**How to Register for the Fourth Degree Exemplification
February 25, 2023
Our Mother of Sorrows Catholic Church
1800 S Kolb Rd
Tucson, AZ 85710**

Please read and follow the below instructions carefully.

Third Degree Candidate Instructions

1. **Form 4** - You must have a completed & approved Form 4 processed through your gaining Assembly. Contact your receiving Assembly's Officers to ensure this has been done.
2. **Registration Form** - Complete the registration information to include personal data. This can be completed at: <https://www.cognitofrms.com/StateWebArizona/FourthDegreeExemplificationFeb2023>
 - a. Your banquet meal, and only yours, is included in the Candidate Registration Fee (\$70 for Candidates, \$50 for Priest Candidates).
 - b. If you have a guest, the additional dinner ticket fee is \$30.
 - c. You can pay by credit card.
 - d. An email will be sent to notify you are registered along with your receipt.
3. **Mail** - Mail your Form 4, the completed Registration Form to.
Stan Schroeder
2501 E Encinas Ave
Gilbert, AZ. 85234

Sir Knight Instructions

1. **Registration Form** - Complete the registration information at:
<https://www.cognitofrms.com/StateWebArizona/FourthDegreeExemplificationFeb2023>
2. **Payment** – ALL SIR KNIGHTS ARE REQUIRED TO PAY THE \$10 REGISTRATION FEE! Dinner is \$30 for both Sir Knights and Guests
3. An email confirmation will be sent with your receipt of payment.