



Knights of Columbus

Fourth Degree

John H. Reddin Province

June 9, 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 next scheduled Exemplification of the Fourth Degree will be in Tucson on Saturday, September 30, 2023 hosted by Father Henry Miller Assembly 2308. The ceremonial will held be at St. Elizabeth Ann Seton Catholic Church, 8650 North Shannon Road, Tucson, AZ 85749. The Class Honoree for this Fourth Degree Exemplification is Past State Deputy Mario Vassallo.

The agenda for this degree is check-in from 12:30 PM to 1:30 PM with a start time of 2:00 PM. Following the ceremony will be a parish mass at St. Elizabeth Ann Seton Catholic Church at 5:00 PM. After mass, there will be an opportunity to reenact the Knighting Ceremony with family members. This will be followed by a banquet in the parish Social Hall. If priests and deacons in attendance want to participate participate in the Liturgy of the Mass, this needs approval in advance. Please provide such request to the District Master so approval can be requested with the Pastor to concelebrate. 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.

One of the top Exemplification Teams in the entire order will present the degree ceremony. All Candidates must be in a dark suit (black, dark grey or dark blue), a white shirt, black shoes and a 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, or obtained their degree through the CUF degree, and be in good standing with their council.

Enclosed in this packet contains more details for the Saturdays Exemplification activities including General Instructions that must followed with close attention to obtain all signatures for the Form 4. Form 4s need to be sent to the District Master by September 25th.

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 electronic registration and skip mailing the registration and payment.

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 Stan Schroeder, azdmstan@gmail.com

Stan Schroeder, PSD
Arizona District Master



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September 30th, 2023 Exemplification

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 members are encouraged to wear the 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

All Sir Knights are asked to help grow the order by asking your Catholic Friend to Join the Knights of Columbus and ask them to join the Fourth Degree. At every council meeting, there is time set aside for a Fourth-Degree report. The 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. Most important, a candidate's proposer should plan to attend the Exemplification and witness your friend being Knighted as Sir Knight.

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

☒ NEW MEMBER
☐ RESTORATION
☐ TRANSFER
☐ HONORARY MEMBERSHIP
☐ HONORARY LIFE MEMBERSHIP
☐ DATA CHANGE
☐ SUSPENSION _____ reason _____
☐ DEATH _____ mo day yr _____

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**

CITIZEN OF WHAT COUNTRY? **USA** BY BIRTH OR NATURALIZATION? **BIRTH** IF NATURALIZATION HAVE FINAL PAPERS BEEN RECEIVED? YES NO

IF YOU WERE PREVIOUSLY INITIATED IN THE FOURTH DEGREE, GIVE: INITIATION TERMINATION ASSEMBLY NUMBER CITY ST/PROV.

DATE OF _____

REASON FOR TERMINATION _____

PARISH **CORPUS CHRISTI**

I HEREBY DECLARE THAT THE ABOVE IS TRUE AND CORRECT AND THAT I AM A PRACTICAL CATHOLIC IN COMMUNION WITH THE HOLY SEE.

John Knight 02/14/2013
 SIGNATURE OF APPLICANT DATE

Joseph Benedict 14
 SIGNATURE OF PROPOSER ASSEMBLY

10062

PROPOSED MEMBER NUMBER (REQUIRED)

ASSEMBLY **14** COUNCIL NO. **PHOENIX** LOCATION **AZ**

I CERTIFY THAT THE APPLICANT IS A THIRD DEGREE MEMBER IN GOOD STANDING

IN **10062** COUNCIL NO. **PHOENIX** LOCATION

02/28/2013 DATE *Rich Finnegan* SIGNATURE OF FINANCIAL SECRETARY

RECEIVED FEES OF \$ _____ DATE _____

APPLICANT INITIATED AT _____ DATE _____

Signature of Master (required for new members only)

FAITHFUL NAVIGATOR *7. Dolan* 3/17/2013 DATE

FAITHFUL COMPTROLLER *Herb Compton* 3/17/2013 DATE

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**. Ensure 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 with the Registration form and payment to the District Master, Stan Schroeder, 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 per the Supreme By-Laws.

PLEASE NOTE: Send properly completed Forms 4's with candidate fees paid via checks made payable to *District Master Knights of Columbus*, shown on the Registration Form. All checks must be post marked by September 23 to ensure they are received by the District Master before September 28th.

4. Mass

Mass will be celebrated at 5:00 PM. Everyone is invited to Mass. Priests who would like to concelebrate Mass should bring Alb & Stole and inform the Arizona District Master in advance at azdmstan@gmail.com. Permission from the Pastor must be granted in advance. For Priest in Diocese outside of the Tucson Diocese, please follow the Diocese requirements for visiting Priests.

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.

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.

THERE WILL BE NO REFUND OF ANY FOR ANY REASON AFTER September 25th.

7. TENTATIVE AGENDA

Saturday

12:30 AM to 1:30 PM	Check-in for Sir Knights and Candidates.
1:30 PM	Candidates report to candidates' room to sign the registration log
1:55 PM	Candidates Process to Hall with Honor Guard (Sir Knights in Hall), Ladies are welcomed to take photos of the procession.
2:00 PM – 3:00 PM	Ladies Gathering – Learn more about the Knight of Columbus and other topics!
2:00 PM	Exemplification Fourth Degree
5:00 PM	Mass
Following mass	Knighting Re-enactment Photo Session
Following mass	Social and Dinner

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



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September 30th, 2023 Fourth Degree Exemplification

**St. Elizabeth Ann Seton Catholic Church
8650 North Shannan Road, Tucson AZ 85283**

How to Register for the September 30th, 2023 Fourth Degree Exemplification

Please read and follow the below instructions carefully.

Candidate Instructions

1. **Form 4** - You must have a completed & approved Form 4 processed through your Assembly. Contact your 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://kofc-az.org/patriotic-degree>
 - 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 dinner fee is \$40.
 - 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://kofc-az.org/patriotic-degree>
2. **Payment** – ALL SIR KNIGHTS ARE REQUIRED TO PAY THE \$10 REGISTRATION FEE!
Dinner is \$40 for both Sir Knights and Guests
3. **Confirmation** – An email confirmation will be sent with your receipt of payment.