



# Knights of Columbus

Fourth Degree  
John H. Reddin Province  
<http://www.az4thdegree.org>

16 February 201

Dear Worthy Officers and Brothers All,

**Please distribute this entire packet to all. Please actively recruit new members into the Fourth Degree.**

The next scheduled Exemplification of the Fourth Degree will be in Gilbert, AZ at St. Anne's Catholic Church, on Saturday, 16 February 2019 hosted by the Fr. Stephen Adrian Assembly #2736. The class honoree is Sir Knight Sean Halpain who is the Immediate Past State Deputy.

The Exemplification will start at 2:00 PM. Following the ceremony, there will be a reenactment of the Knighting Ceremony for those who want to take photographs. During this period a ladies program with information to follow.

Mass will be celebrated at 4:30 PM and all Priests in attendance are welcome to concelebrate. A meal will follow.

One of the top Exemplification Teams in the entire order will present the degree ceremony. All Candidates must be in the traditional black tuxedo or a dark suit (black, dark grey or dark blue) white shirt, black shoes and conservative tie and pay the fees mandated by Supreme. 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.

Enclosed in this packet are the agendas for the Saturdays Exemplification activities: General Instructions, the Reservation Form.

Registered Knights will get a confirmation if they provide an email address that accepts email from [azjhrpexecsec@gmail.com](mailto:azjhrpexecsec@gmail.com). DO NOT assume that you are registered. If you do not receive a confirmation, please call or email the Arizona District Master, for confirmation.

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

This letter; all forms and instructions; and additional information are available on the Master's Fourth Degree Web Site: <http://www.az4thdegree.org>

Sincerely and Fraternaly,

Bryant Sayers  
Arizona District Master



# Knights of Columbus

Fourth Degree  
John H. Reddin Province  
<http://www.az4thdegree.org>  
16 February 2019

## Fourth Degree Exemplification LETTER OF INSTRUCTION

### 1. Mandatory Dress

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

1. A **Dark Suit** (black, dark grey or dark blue), white shirt, black shoes and a conservative tie.
2. **Black Tuxedo**, pleated white shirt, black shoes, black bow tie and black cummerbund. The shirt must have a **PLAIN LAY DOWN COLLAR ONLY** as shown in the picture. **NO WING TIP COLLARS, VESTS, OR WAIST COATS ARE ALLOWED.**

Members of the Armed Forces, Police, & Firefighters may wear their full dress uniform in lieu of a tuxedo. Priests may wear Clerical Garb with Collar.

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

### 2. Recruitment


Faithful Navigators are encouraged to visit councils and start recruiting as many Third Degree Knights as possible or that will have their Third Degree by the Exemplification date. 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.

The Faithful Navigator or representative 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.

### 3. Candidates Membership Application (Form 4)

PLEASE PRINT

1B  1A   
CB 1

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

PRINTED IN U.S.A. 4 7/11

MEMBERSHIP NUMBER <b>1234567</b>		<input checked="" type="checkbox"/> NEW MEMBER <input type="checkbox"/> RESTORATION <input type="checkbox"/> TRANSFER <input type="checkbox"/> HONORARY MEMBERSHIP <input type="checkbox"/> HONORARY LIFE MEMBERSHIP <input type="checkbox"/> DATA CHANGE <input type="checkbox"/> SUSPENSION _____ reason _____ <input type="checkbox"/> DEATH _____ mo day yr _____	
LAST NAME: <b>KNIGHT</b> FIRST NAME: <b>JOHN</b> MIDDLE INITIAL: _____    TITLE: _____ STREET: <b>1234 S MAIN ST</b> CITY: <b>PHOENIX</b> ST / PROV: <b>AZ</b> POSTAL CODE / COUNTRY: <b>85044</b>			
HOME PHONE: <b>480-555-5555</b>	DATE OF BIRTH: <b>10/16/1978</b>	MARITAL STATUS: <b>M</b>	1st DEGREE DATE: <b>1/15/1997</b> COUNCIL NO.: <b>10062</b>
CITIZEN OF WHAT COUNTRY?: <b>USA</b>	BY BIRTH OR NATURALIZATION?: <b>BIRTH</b>	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: <b>CORPUS CHRISTI</b> I HEREBY DECLARE THAT THE ABOVE IS TRUE AND CORRECT AND THAT I AM A PRACTICAL CATHOLIC IN COMMUNION WITH THE HOLY SEE. Signature of Applicant: <i>John Knight</i> DATE: <b>02/14/2013</b> Signature of Proposer: <i>Joseph Benedict</i> ASSEMBLY: <b>14</b> <b>10062</b> (Proposer Member Number Required)		ASSEMBLY NUMBER: <b>14</b> CITY: <b>PHOENIX</b> ST/PROV.: <b>AZ</b> I CERTIFY THAT THE APPLICANT IS A THIRD DEGREE MEMBER IN GOOD STANDING IN COUNCIL NO. <b>10062</b> LOCATION: <b>PHOENIX</b> DATE: <b>02/28/2013</b> SIGNATURE OF FINANCIAL SECRETARY: <i>Rich Finnegan</i>	
FAITHFUL NAVIGATOR: <i>7. Dolan</i> DATE: <b>3/17/2013</b> FAITHFUL COMPTROLLER: <i>Herb Compton</i> DATE: <b>3/17/2013</b>		RECEIVED FEES OF \$ _____ DATE _____ APPLICANT INITIATED AT _____ DATE _____ <small>Signature of Master (required for new members only)</small>	

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 with the Registration form and payment to the Registration Chairman listed in this packet.

**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 Baldric, and a Fourth Degree Lapel Pin. Fees for Priest Candidates including the above are **\$50.00**. Assemblies take care of (that is, pay for) Priest Fees and accommodations.

**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 sent so as to arrive **NO LATER THAN ; Hgdt wct { 201; .**

#### 4. Mass

Mass will be celebrated at 4:30 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, per his contact information listed above.

#### 5. Registration Form

The attached registration form at the end of this packet must be filled out completely and mailed along with full payment prior to **9 February 2019**. Registration forms may also be brought the day of the Exemplification. Please mark special needs access (wheelchair/walker) and/or dietary needs in the *Other Special Needs* box.

#### 6. GENERAL INFORMATION:

Make additional copies of all Forms as needed. All documents included with this packet are available on-line at the Arizona Master's web site: <http://www.az4thdegree.org>. These forms can be downloaded, printed, and manually completed and may also be completed on-line using required publishing software. Instructions for electronically completing the Registration Form are posted to the web site. *Late registrations will be seated at available spaces and may not be seated with their Assemblies.*

**NOTE: THERE WILL BE NO REFUND OF ANY PAYMENTS FOR ANY REASON AFTER ; Hgdt wct{ 201; .**

#### 7. TENTATIVE AGENDA – 18 Hgdt wct{ 201; Exemplification

##### Saturday

11:30 AM to 1:30 PM	Continued Registration of Sir Knights and Candidates.
1:15 PM	Candidates report to candidates' room to sign the registration log
1:45 PM	Candidates Process to main Hall with Honor Guard (Sir Knights in Hall
2:00 PM	Exemplification Fourth Degree
Following Exemplification	Knighting Re-enactment Photo Session immediately following the ceremony
4:30 PM	Mass
1:00 PM - 3:00 PM	Ladies Program Information to follow
Following Mass	Dinner



# Knights of Columbus

Fourth Degree  
John H. Reddin Province  
<http://www.az4thdegree.org>  
16 February 201

## How to Register for the Fourth Degree Exemplification 16 February 2011; UOCPpg)u'Ecj qlk'Ej wt ej '662'G0Gmkv'Tf 0I kdgt v.'C\ ' : 7456

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 gaining Assembly's Officers to ensure this has been done.
2. **Registration Form** - Complete the registration information to include personal data including special dietary needs and accessibility (wheelchair or walker).
  - a. Your banquet meal, and only yours, is included in the Candidate Registration Fee (\$70 for Candidates, \$50 for Priest Candidates).
  - b. Total all the charges and enter on the Grand Total Line.
3. **Payment**
  - a. If you are paying your Assembly to have them send payment on your behalf, you must make a copy of this completed form and give it to your Assembly. Enter ASSEMBLY WILL PAY in the block for Check Number on the original Registration Form sent to the Registration Chairman.
  - b. If you are paying directly, make your check payable to *District Master Knights of Columbus*. Write the check number in the "Check Number" block.
  - c. **Assemblies should pay all fees for their Priest Candidates!**
4. **Mail** - Mail your Form 4, the completed Registration Form, and check (if paying directly) as noted below.  
Bill Neer  
P.O. Box 31684  
Tucson, AZ 85751

### Sir Knight Instructions

1. **Registration Form** - Complete the registration information to include personal data including special dietary needs and accessibility (wheelchair or walker).
2. **Payment** – ALL SIR KNIGHTS ARE REQUIRED TO PAY THE \$10 REGISTRATION FEE!
  - a. If you are paying your Assembly to have them send payment on your behalf, you must make a copy of this completed form and give it to your Assembly. Enter ASSEMBLY WILL PAY in the block for Check Number on the original Registration Form sent to the Registration Chairman.
  - b. If you are paying directly, make your check payable to *District Master Knights of Columbus*. Write the check number in the "Check Number" block.
3. **Mail** - Mail the completed Registration Form, and check (if paying directly) as noted below.  
Bill Neer  
P.O. Box 31684  
Tucson, AZ 85751



# Knights of Columbus 4th Degree

John H. Reddin Province

ÚĎŒ } ^CŒœ@ |æŒ@ !&Œ | €ŒŒŒ||ă ŒŒăŒŒă^!ŒŒÁ

## Registration Form

16 February 2019

This Registration Form including Letter of Instruction (includes proper dress) are available online at <http://www.az4thdegree.org>. If you received this form only, please go to the website to get the full information. Forms must be completed and mailed by 3 November 2018. No refunds will be issued after 9 February 2019. This form is fillable on your computer. This is the preferred method in order to ensure that the forms are legible. Include your email address in order to receive confirmation that you are registered. You may also include a self-addressed stamped envelope to receive confirmation.

**DO NOT ASSUME THAT YOU ARE REGISTERED UNLESS YOU RECEIVE A CONFIRMATION.  
Please print name legibly as it will be used to fill out certificates & make name badges.**

Your Name:  Title (Priest or Deacon):

First MI Last

Council Number:  Council Name:

Assembly Number:  Assembly Name:

Member Number:  Ladies Program:

Wife and/or Guest Full Name:

Wife Email:

Wheelchair Walker:  Other Special Needs (INCLUDING DIETARY):

Address:

City, State & Zip:

Daytime Phone:  Evening Phone:

Email: PRINT IN CAPITAL LETTERS

	Priest Candidate	Third Degree Candidate	Sir Knight	Team Member	Total
Registration Fee:	\$50.00	\$70.00	\$10.00	N/A	
Banquet:	N/A	N/A	\$20.00	N/A	

Number of Guests:	<input type="text"/>	\$20.00	\$20.00	
-------------------	----------------------	---------	---------	--

Check Number(s):  **Grand Total:**

\*\*\*Costs cover travel for degree team and hall rental \*\*\*

MAKE ALL CHECKS PAYABLE TO: **District Master Knights of Columbus**

Mail To:

Bill Neer

P.O. Box 31684

Tucson, AZ, 85751

Email: [azjhrpexecsec@gmail.com](mailto:azjhrpexecsec@gmail.com) 520-307-1606