



# Knights of Columbus

Fourth Degree  
John H. Reddin Province  
PO Box 3392  
Sierra Vista, AZ 85636-3392

6 December 2020

Dear Worthy Officers and Brothers All,

**Please actively recruit new members into the Patriotic (Fourth) Degree by distribution of this entire packet to all.**

The primary purpose of the Fourth Degree is to foster the spirit of patriotism by promoting responsible citizenship and a love of and loyalty to the Knights' respective countries through active membership in local Fourth Degree groups called Assemblies.

Each 'degree' of the Knights of Columbus is associated with a particular virtue, the fourth being "Patriotism". Consequently, the 4th Degree is often known as 'The Patriotic Degree'.

The requirements for joining the 4th are that a brother Knight must be a third-degree member in good standing, be an exemplary Catholic, and be of sound citizenship of his country.

The Fourth Degree is frequently regarded as an honorary title; but should rather be thought of in terms of service to church and country, and the goals of the Fourth Degree may be summarized as the promotion of the ideals of Catholicism and Patriotism side by side.

The next scheduled virtual Exemplification of the Fourth Degree will be **30 January 2021**.

One of the top Exemplification Teams in the entire order will present the degree ceremony. The Exemplification will start at **11:00 AM**.

Enclosed in this packet are the agendas for the Virtual Exemplification activities: General Instructions and instruction on how to register online.

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

This letter; all forms and instructions; are available on the Arizona State Council Web Site KofC-AZ.org. Click on State then scroll down to "Patriotic Degree" for all of the needed information.

Sincerely and Fraternaly,

A handwritten signature in black ink that reads "Drew Mansager".

Drew Mansager, Arizona District Master



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## Patriotic Degree Exemplification Letter of Instruction

### 1. Mandatory Dress

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

1. Council/Assembly shirt or polo sport shirt. No tee shirts or shirts that have wording or a logo except for the Knights of Columbus logo will be permitted. Dark suit with white shirt and a conservative tie is an optional dress.
2. Priests may wear Clerical Garb with Collar.
3. Members of the Armed Forces, Law Enforcement, Firefighters & Border Patrol may wear their dress uniform.

### 2. Recruitment

We are fortunate that the State has been offering virtual Charity, Unity, Fraternity (CUF) degrees twice a month for several months and will continue into January 2021. Every CUF candidate is eligible to take his Patriotic Exemplification on January 30.

Faithful Navigators are encouraged to contact councils and start recruiting as many Third-Degree Knights as possible or those who will have their Third Degree prior to the Exemplification date. Every council meeting, either virtual or not, should have 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 that time.

The Faithful Navigator, representative or proposer, should assist the candidate through the registration process.


There are numerous signatures required, both Council and Assembly. Some are only available once a month or maybe not at all during the month of December. Please start early. January 30, 2021 will be here before you know it.

Please carefully read and share the directions for filling out a Form 4. Note the Assembly needs to mail the "Supreme" and the "Master" copies of the candidate's Form 4 to the District Master's Executive Secretary for processing. See address at the top of the page. We will forward the Supreme copy to the Knights of Columbus Supreme Master.

PLEASE PRINT

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CB 1

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

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 <input type="checkbox"/> DEATH	
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> ASSEMBLY NUMBER: <b>14</b> CITY: <b>PHOENIX</b> STATE: <b>AZ</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 Sponsor: <i>Joseph Benedict</i> DATE: <b>14</b> Signature of Proposer: <b>10062</b> ASSEMBLY:	
I CERTIFY THAT THE APPLICANT IS A THIRD DEGREE MEMBER IN GOOD STANDING IN <b>10062</b> COUNCIL NO. <b>PHOENIX</b> LOCATION 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 Forms 4 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.

The gaining Assembly Comptroller or the Faithful Navigator will mail Supreme & Master's copies of the Form 4 to Executive Secretary Charles Everding, (see address at top of page) with candidate's confirmation registration form and fees paid via checks or money orders payable to DM Jeffery D. Mansager, shown on the online Registration form. All forms and checks must be sent to arrive No Later Than 23 January 2021, unless other arrangements have been made. Please note, candidates must submit their registration online and pay in advance.

Candidate's Fees are **\$50.00** which includes a Social Baldrick, Fourth Degree Lapel Pin and Certificate. Fees for Priest Candidates are also **\$50.00** which also includes the above items. The Assemblies are requested to pay for Priest(s).

### 3. General Information:

All documentation is available online at the Arizona State Council Website: [KofC-Az.org](http://KofC-Az.org). Under State Info, scroll down to "Patriotic Degree." Candidates and Sir Knights must complete online registration. Instructions are posted on the registration form.

**NOTE: There will be no refund of any payment for any reason after 29 January 2021**

## 4. Tentative Agenda – 30 January 2021 Exemplification

### Saturday:

10:00 AM	Link open to login registration of Candidates.
10:35 AM	All Candidates accounted for online
10:45 AM	District Master Briefs Candidates
11:00 AM	Begin Fourth Degree Exemplification
12:15 PM	Approximate end of Exemplification

## How to Register for the Virtual Fourth Degree Exemplification 30 January 2021

Please read and follow the below instructions carefully.

### Third Degree Candidate Instructions

1. **Form 4** - You must have a completed & approved form 4 and must be processed through the Assembly you are joining. Contact the Assembly's Faithful Navigator or Comptroller you are joining to ensure this has been done.
2. **Registration Form** - Complete the **online registration information**. (This is in addition to your Form 4.)
  - a. Type of Attendee: (pull-down menu) **Candidate for Exemplification**. Complete all required entries. Note there are other pull-down menus for both the Council and Assembly entries.
  - b. Once all required information is entered click on the **Submit** button to register. You will automatically receive a confirmation email notification and so will the Faithful Comptroller of the Assembly you listed.
3. **Payment**
  - a. If you are paying your exemplification candidate's fees through the Assembly on your behalf, you must make a copy of this registration form and provide it to your Assembly. The Assembly will be required to mail the registration form along with a check or money order to the applicable address on the registration form.
  - b. If you are paying directly, make a copy of your completed Confirmation Registration Form and make your check or money order payable to **DM Jeffery D. Mansager**.
  - c. **Assemblies are requested to pay for their Priest Candidates!**
4. **Mail** - Mail documentation along with your check or money order (if paying directly) to the Fourth Degree Executive Secretary Charles Everding P.O. Box 3392 Sierra Vista, AZ 85636-3392.

As noted above, the registering Candidates will automatically receive a confirmation email when they submit their registration online. DO NOT assume that you are registered if you do not receive a confirmation email, please call 520.234.4120 or email the Arizona District Master Executive Secretary, [azjhrpexecsec@gmail.com](mailto:azjhrpexecsec@gmail.com) for confirmation.

### Sir Knight Instructions

1. **Registration Form** - Complete the online registration form located on the Arizona State website, KofC-AZ.org. Under "State Info" scroll down to Patriotic Degree. Sir Knights will get an automatic confirmation email once they submit it.