Knights of Columbus

Fourth Degree
John H. Reddin Province
https://kofc-az.org/patriotic-degree
Sep 17-18, 2021

Dear Worthy Officers and Brothers,

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

The next scheduled Exemplification of the Fourth Degree will be in Phoenix on Saturday, September 18, 2021. The ceremonial and the banquet will held be at the Sheraton Crescent Hotel, 2620 West Dunlap Avenue, Phoenix, AZ 85021.

Special room rates have been arranged at the Sheraton Crescent. Singles/Doubles are $94.00 plus tax. *Suites are available from the District Master.*
To reserve a room, call the hotel directly at (602) 943-8200. Be sure to inform them you are with the Knights of Columbus. You can also take advantage of our special on-line Hotel Registration Web Site.

The Class Honoree will be Past State Deputy, Former District Master and Former Vice Supreme Master of the John H. Reddin Province, Michael H. Kingman. Mike also served two tours in Vietnam as a member of an Amphibious Assault Task Force.

The Exemplification will start at 12:00 noon. Following the Exemplification, there will be a reenactment of the Knighting Ceremony for those who want to take photographs.

Mass will be celebrated at 4:00 PM and all priests in attendance are welcome to concelebrate. A no host social bar will follow, with the banquet beginning at 7:00 PM.

One of the top Exemplification Teams in the entire order will present the degree ceremony. Candidates' dress is a dark suit and tie or a traditional tuxedo with a flat collar. No wing-tip or "French" collars please. Active-Duty Military, Police, Firefighters and Border Patrol 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.

Wives, Family, Friends, Sir Knights, and other guests are invited to attend the banquet afterwards. The cost of the meal will be $50.00 per person with the exception of the candidate's meal, which is included with the registration fee. See "registration" page, below this packet, on the Master's website, https://kofc-az.org/patriotic-degree.

Enclosed in this packet are the agendas for the weekend's Exemplification activities: General Instructions, the Reservation Form for attending the Banquet, Ladies Luncheon, and Friday Night Dinner.

Registered Knights will get a confirmation if they provide an email address that accepts email from azjhrpexecsec@gmail.com. DO NOT assume that you are registered. If you do not receive a confirmation, please call or email the Registration Chairman, Chuck Everding, for confirmation.

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

For further Information contact:

Chuck Everding
Fourth Degree Executive Secretary
Email: azjhrpexecsec@gmail.com

Drew Mansager
Arizona District Master
E-mail: arizonadistrictmaster@gmail.com

SK Mike Moore
Host Assembly Chairman
San Xavier del Bac Assembly $14
Email: moore4mike@msn.com

This letter; all forms and instructions; and additional information are available on the Master's Fourth Degree Web Site. Go to https://kofc-az.org/patriotic-degree

Sincerely and Fraternally,

Drew Mansager
Arizona District Master

Knights of Columbus

Fourth Degree
John H. Reddin Province
https://kofc-az.org/patriotic-degree
September 17-18, 2021

Fourth Degree Exemplification
LETTER OF INSTRUCTION

1. Dress

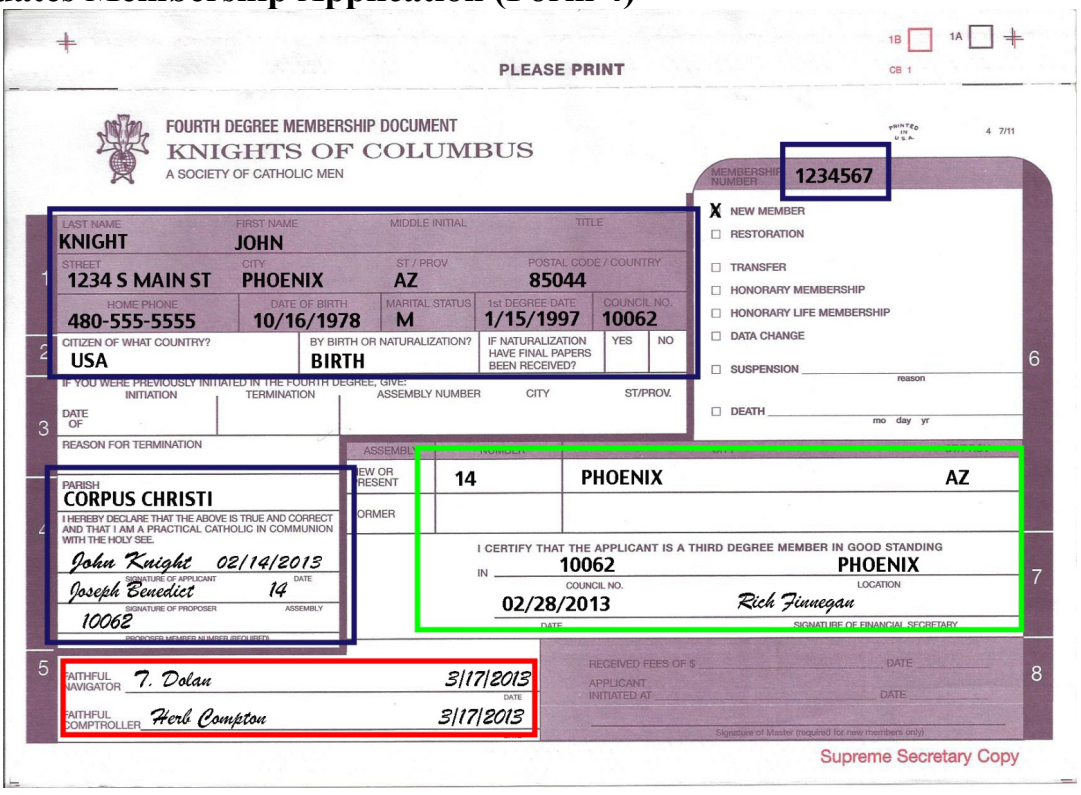
The dress for the exemplification for Candidates and Sir Knights will be dark suit and tie or tuxedo with pleated white shirt, with a flat collar, black shoes, and bow tie. Members of the Armed Forces, Police, and Firefighters may wear their full dress uniform in lieu of a tuxedo. Priests may wear Clerical Garb with Collar.

Dress for the banquet guests will be formal wear with the ladies wearing evening dress 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

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
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 (PROPOSER MEMBER NUMBER REQUIRED)

NEW OR PRESENT: 14 | PHOENIX | AZ
FORMER:

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)

FAITHFUL NAVIGATOR: T. Dolan 3/17/2013 (DATE)
FAITHFUL COMPTROLLER: Herb Compton 3/17/2013

RECEIVED FEES OF $ ____ DATE ____
APPLICANT INITIATED AT ____ 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**. 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 **(Master's and Supreme's)** with the Registration form and payment to the Registration Chairman. See the address at the bottom of page 6. 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 Form 4's with candidate fees paid via checks made payable to *Jeffery D. Mansager*, shown on the Registration Form. All checks must be sent so as to arrive no later than September 13th, 2021.

4. Ladies Luncheon and Banquet Tickets

Ladies Luncheon Tickets are $35.00 each. The Third Degree Candidate's fee does not include cost of the Ladies Luncheon.

Banquet Tickets are $50.00 per person. Candidates with spouses or guest(s) attending must pay the $50.00 Banquet fee for their spouse and any additional guest(s).

Notify the Registration Chairman by September 13, 2021 of any dietary and/or other special needs by including that information on the Registration Form in the provided block.

5. Mass

Mass will be celebrated in the Hotel Ballroom at 4:00 PM. Everyone is invited. 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.

6. Registration Form

Below this packet on the State website, is the required "Registration Form." This registration form must be filled out completely and mailed along with full payment to the registration chairman prior to September 13, 2021. Please mark special needs access (wheelchair/walker) and/or dietary needs in the *Other Special Needs* box.

7. 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. Go to: https://kofc-az.org/patriotic-degree. 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.

Assemblies will be seated together where possible for the banquet. *Late registrations will be seated at available spaces and may not be seated with their Assemblies.*

THERE WILL BE NO REFUND OF ANY CANDIDATE'S FEES, LADIES LUNCHEON, BANQUET FEES OR OTHER FEES FOR ANY REASON AFTER Sep 13, 2021.

8. TENTATIVE AGENDA

(Check Exemplification Registration Desk in the Hotel for any changes to this Agenda.)

Friday

2:00 PM to 7:00 PM	Hotel Check-In. Registration of Sir Knights and Candidates. Candidates and guests are responsible for their own dinner.
7:00 PM to 10:00 PM	Visit Hospitality Rooms

Saturday

6:30 AM to 10:00 AM	Full Breakfast Buffet available in the Hotel Restaurant. No advance tickets needed,
8:00 AM to 10:00 AM	Continued Registration of Sir Knights and Candidates. ALL PACKETS MUST BE PICKED UP BY 10:00AM
10:30 AM	Candidates report to candidates' room to sign the registration log.
11:30 AM	Ladies Luncheon and Program.
11:30 AM	Candidates Process to main ballroom with Honor Guard (Sir Knights in Ballroom.)
12:00 PM	Exemplification Fourth Degree.
3:00 PM to 3:30 PM	Knighting Re-enactment Photo Session immediately following the ceremony.
4:00 PM	Mass.
6:00 PM	Social Cash Bar.
7:00 PM	Banquet.

Knights of Columbus

Fourth Degree
John H. Reddin Province
https://kofc-az.org/patriotic-degree
September 17-18, 2021

How to Register for the Fourth Degree Exemplification
September 18, 2021, Sheraton Crescent Hotel, 2620 West Dunlap Avenue, Phoenix, AZ 85021

Please read and follow the instructions below 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. Order Banquet meals for spouse & guests at $50.00 each. Fill in the number needed & subtotal.
    c. Order Ladies Luncheon Program tickets at $35.00 each. Fill in the number needed & subtotal.
    d. Total all the charges and enter on the Grand Total Line.
3. **Payment**
    a. If you are paying your Assembly for them to 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 *Jeffery D. Mansager*. Write the check number in the "Check Number" block.
    c. **Assemblies should pay all fees and lodging costs for their Priest Candidates**.
4. **Mail** - Mail your Form 4, the completed Registration Form, and check (if paying directly) as noted below.
   Chuck Everding, Exemplification
   P.O. Box 3392
   Sierra Vista, AZ 85636-3392
5. **Lodging** - If needed, reserve hotel directly as noted above.

Sir Knight Instructions

1. **Registration Form -** Complete the registration information to include personal data including special dietary needs and accessibility (wheelchair or walker).
    a. Order Banquet meal for yourself at $50 if attending.
    b. Order Banquet meals for spouse & guests at $50 each. Fill in the number needed & subtotal.
    c. Order Ladies Luncheon Program tickets at $35.00 each. Fill in the number needed & subtotal.
    d. Total all the charges and enter on the Grand Total Line.
2. **Payment –** ALL SIR KNIGHTS ARE REQUIRED TO PAY THE $10 REGISTRATION FEE!
    a. If you are paying your Assembly for them to 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 *Jeffery D. Mansager*. Write the check number in the "Check Number" block.
3. **Mail** - Mail the completed Registration Form, and check (if paying directly) as noted below.
   Chuck Everding, Exemplification
   P.O. Box 3392
   Sierra Vista, AZ 85636-3392
4. **Lodging** - If needed, reserve hotel directly as noted above.