



**Northern California District East
Saint Junipero Serra Province
Fourth Degree**



**125th EXEMPLIFICATION OF THE 4TH DEGREE
Saturday – June 23, 2018**

Exemplification Class of St. Junipero Serra
Honoree

State Ceremonial Chairman, Exemplar SK Peter Dreisbach

Most Holy Trinity Parish, 2040 Nassau Dr., San Jose, CA 95122-1748

Welcome to the One-Day San Jose Exemplification Information Packet

Unlike previous packets, this one has changed. Beginning on the next page, you will find the pertinent information relating to the day's events put into chronological order.

Please take the opportunity to read through all of these event notifications. If you have any questions, regardless of how trivial they may seem, you are encouraged to contact the District Marshal whose information is provided immediately below:

SK Ed Blake, District Marshal

E-Mail: ebacal1172@att.net

Mobile/Text: 408-205-6651

Toward the end of this packet, you will find the page where you can order your Ladies Event tickets and Lunch/Banquet tickets. Please note that candidates will receive a Lunch/Banquet ticket as a result of their registering as candidates. Candidates must order Ladies Event and Lunch/Banquet tickets for their spouse and attending family members. Members must order Ladies Event and Lunch/Banquet tickets for themselves and their guests.

All ticket purchases are to be sent to the District Secretary.



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Saturday, June 23, 2018

- 7:00 am **Master's Breakfast (by Invitation only) (Exemplars are included in invitation)**
- Parish Community Center
- 7:00am **Marshal's No Host Breakfast** Color Corps Commanders are required to attend.
- Parish Community Center
- 8:30 am **Color Corps Line Up** - for participating Assemblies in designated area
- All Color Corps Members are asked to bring their Regalia.
- 9:00 am **Color Corps Competition** – Everyone is invited to see our District Assemblies Color Corps compete.
- 10:15 am **Comptrollers Report to Registration Room – Science Room #104**
- 10:30 am **Candidate Registration – Science Room #104**
- All candidates are to report to their Faithful Comptroller of the Assembly that they will be joining for appropriate registration procedures.
- **At the time of registration, each candidate will be given a name badge and all tickets for Ladies Event, Luncheon and Banquet.**
- Candidates will be inspected for proper attire. Faithful Navigators, Grand Knights and Comptrollers are responsible for informing candidates and other attendees about proper event attire.
- **Candidate Attire**
 - Lay candidates *are now allowed* to take their Forth Degree Exemplification in a business suit that meets the following criteria:
 - The suit can be black, dark blue or dark grey.
 - The shirt to be worn will be white, long sleeve, no cuff links, and have a laydown collar, **NO BUTTON-DOWN COLLARS**. Tie must be black, dark blue or the red Knights of Columbus tie.
 - Shoes will be black, shined, with plain dark socks.
 - Military and Law Enforcement personnel may wear their dress uniform. (No firearms)
 - Clergy are encouraged to wear their clerical attire.
- After registration** **Candidate should have lunch and then report in the Assembly formation area for line up.**
- 11:30 am to 1:00 **Combined Luncheon for Candidates, Wives, Members and Guests – Parish Community Room**
- All tickets must be purchased in advance using the enclosed ticket request form found at the end of this packet.



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125th EXEMPLIFICATION OF THE 4TH DEGREE
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1:00 pm

Ladies Event – Water Color Class - Parish Community Room

12:30 pm

Line up of Candidates – Ante-Chamber in Gym

- The Exemplification ceremony will begin promptly at 12:30 PM.

A Fourth Degree Lapel Pin will be issued, **BUT NOT WORN, BEFORE THE CEREMONY.**

1:30 pm

Exemplification of the Fourth Degree – Gym

- Candidates not in proper attire will not be allowed in the chamber.
- No one will be admitted into the chamber once the ceremony has begun **without permission from the Master.**
- The Social Baldric and 4th Degree lapel pin received earlier will be properly placed during the ceremony.

4:15 pm

Holy Mass – Most Holy Trinity Church

- Wives and guests are invited.
- Attending this Mass will fulfill your Sunday obligation.
- **ALCOHOL CONSUMPTION IS NOT PERMITTED PRIOR TO MASS BY ANYONE.**

6:00 pm

- Fellowship and Mixer – Parish Hall.

7:00 pm

Banquet- This will be the climax of the day.

- All Sir Knights may wear either dark suit, white shirt and tie as described earlier or black tuxedo, black bow tie, black cummerbund; black shoes, black socks and pleated white tuxedo shirt
- Shoes will be black, shined, with plain dark socks.
- Ladies may wear comfortable appropriate attire.
- Military and Law Enforcement personnel may wear their Dress Uniform. Clergy are encouraged to wear their clerical attire.



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**125th EXEMPLIFICATION OF THE 4TH DEGREE
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Information and Deadlines

Deadline Date: June 3, 2018 Attention: *Comptrollers*

Candidate Registration:

- Active 3rd Degree members in good standing. (WAITING PERIOD HAS BEEN REMOVED)
- CHECKS (FEES) FROM CANDIDATES SHOULD BE MADE PAYABLE TO YOUR LOCAL ASSEMBLY.
- CLERGY CANDIDATES' FEES ARE PAID BY THE ASSEMBLY THEY ARE JOINING
- Each Assembly will prepare a check with the total fees for all their candidates.
- Deadline for payments and forms is **June 3rd, 2018.**
- Checks and forms sent **after June 3rd, 2018** might not be processed in time for the exemplification. Your candidate might be moved to the next scheduled Exemplification if the paperwork is not received in time.

Check from your Assembly is payable to SK TW Starkweather, Northern District Master.

Mail check and copies of all completed application forms (Form 4) to **Patrick Melissare, 9 Del Oro Ct., San Ramon, CA 94583-1712** as soon as possible.

Deadline Date: June 3, 2018 Attention: *Faithful Navigators, Grand Knights, Comptrollers, Candidates, All attendees*

Application:

Form 4 to be provided by any 4th Degree member, Grand Knight, Financial Secretary or call to request.

Initiation Fee:

\$70.00 per candidate (\$42.00 for Clergy). Checks are payable to the Assembly you are joining.

- *Candidates who paid this fee will receive a Social baldric, 4th Degree lapel pin and one banquet ticket for the candidate's use.*

Other Cost:

Spouse/guest Lunch and Banquet ticket and Ladies Event ticket, purchased by advance reservation.

General Information:

- Tickets for the Ladies Event and/or Lunch & Banquet must be ordered using the ticket reservation forms.
- Ticket forms and payments are **due no later than June 3, 2018.**
- Requests for tickets made **after June 3rd, 2018** will be reviewed by the Master. Seats might not be available for late ticket requests.
- Banquet and Luncheon, Ladies Event tickets for spouses and guests will be available from your Assembly's Faithful Comptroller or Faithful Navigator after registration on the day of the event.
- Faithful Navigators and/or Comptrollers are responsible for compiling luncheon and banquet reservations and submitting completed forms and payments to SK Patrick Melissare.
- Ticket and reservation inquiries/requests on the day of the event must be submitted to the Faithful Navigator and/or Comptroller, who must consult with the Master and / or the staff regarding availability.



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Ladies Event:

- Ladies Event Ticket: \$10.00 – advance reservation required.

Lunch - Banquet:

- Combined Lunch/Banquet Ticket: \$42.00 – advance reservation required. See Form at back of this packet.
- Candidates will receive their Lunch - Banquet, Ladies Event ticket from their Faithful Comptroller during the Exemplification candidate registration.
- If you are a candidate and you have guests who wish to attend the lunch -banquet, please use the ticket request form to purchase additional banquet tickets.

Seating Arrangements:

- Luncheon will be open seating.
- Members and guests who reserve banquet tickets by **June 3rd, 2018** will be seated together, **if possible**.
- Attendees purchasing tickets late will be seated based on availability.

Vegetarian Meals (Luncheon and/or Banquet):

- Faithful Navigators and/or Comptrollers are responsible for compiling special meal/vegetarian requests and submitting **in writing** those requests to District Secretary **by June 3rd, 2018**.
- Attendees with special meal requests will be given a "Special Meal Ticket", to be surrendered to the service staff before the meal is served.
- Meal substitution is **not allowed** during the event. Service staff is not allowed to change meal selection during the event.
- During the event, guests who have issues regarding meal selection will be referred to their Faithful Navigator and/or Comptroller.

Deadline Date: June 3, 2018

Attention: Faithful Navigators, Grand Knights, Comptrollers

Please remember and be attentive to the fact that these are YOUR candidates. How they remember the day they were Exemplified into the Fourth-Degree rests upon YOUR shoulders.

Final instructions MUST BE given by Faithful Navigators, Grand Knights and or Comptrollers to your candidates and all event attendees regarding:

- Registration
- Candidate / attendee attire
- Ladies Event tickets
- Lunch - Banquet tickets
- Meal selections
- Seating arrangements



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Ticket Request Form - Computer Fillable

- **All Reserved Tickets Must Be Ordered and Paid For by June 23, 2018.**
- No meals will be ordered without payment. Meal substitution is not allowed during the event. Service staff is not allowed to change meal selection during the event.
- Candidates who paid the \$70.00 per candidate registration fee will receive **one lunch and banquet ticket** for the candidate's use. You can pick-up your ticket when you register with your Faithful Comptroller on the day of the event.
- If you are a candidate, **do not forget** to order tickets for your wife and other guests.

Assembly Number: _____ Assembly Name: _____ Council Number _____

Name: _____

Check (✓) your status: Candidate Member Guest Other: _____

Address: _____ City: _____ Zip: _____

Phone: _____ e-mail: _____

Ladies Event: Cost per ticket \$10.00 each

	Attendee Name	# of Tickets	
1			
2			
3			

Lunch/Banquet for spouse, significant other, guests @ \$42.00 @

	Attendee Name	# of Tickets	Vegetarian Meal - check box, add #
1			
2			
3			
4			
5			

Total Regular Meals: _____ **Total Vegetarian Meals:** _____ **Total Amount Enclosed:** _____

Make checks for these reservations payable to: SK TW Starkweather, Northern District Master.

Mail this Reservation Form and checks to: Patrick Melissare, 9 Del Oro Court, San Ramon, CA 94583