



# Knights of Columbus

Fourth Degree

John H. Reddin Province

March 27, 2024

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 Scottsdale on Saturday, May 4, 2024 hosted by Our Lady of the Rosary Assembly 2374. The ceremonial will held be at St. Bernard of Clairvaux, 10744 N 124th St, Scottsdale, AZ 85259. The Class Honoree for this Fourth Degree Exemplification is Sir Knight George Florentine (In Memoriam).

The agenda for this degree is check-in from 12:00 PM to 1:30 PM with a start time of 2:00 PM. Following the ceremony please plan to attend the 5:00 PM a parish mass at St. Bernard of Clairvaux. After mass, there will be an opportunity to reenact the Knighting Ceremony with family members. This will be followed by a dinner in the parish Social Hall. If priests and deacons in attendance want to participate in the Liturgy of the Mass, this requires advance approval by sending a request to the District Master. These request will then be forward to the Pastor for approval 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. For Sir Knights, the preference is the Fourth Degree Uniform. Alternatively, a dark suit with social baldric is acceptable.

Requirements: To be eligible for the Fourth Degree, candidates must have attained their Third Degree, or obtained their Membership through the CUF degree, and be in good standing with their council.

Information within this packet contains more details regarding the May 4th Exemplification activities. General Instructions regarding the registration and the Form 4 that must be followed. The Form 4 requires multiple signatures as well as the candidate's information. Completed Form 4s need to be sent to the District Master by April 29<sup>th</sup>.

The Reservation Form is online at:

<https://kofc-az.org/patriotic-degree>

A confirmation email will be sent confirming the registration provided the information is correct. Please mail a check to the address in the packet.

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

For further Information contact Arizona District Master Michael Paz at [sirknightmichaelpaz@gmail.com](mailto:sirknightmichaelpaz@gmail.com).

Michael Paz  
Arizona District Master



# Knights of Columbus

Fourth Degree

John H. Reddin Province

May 4, 2024 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. Alternatively, a dark suit with the social baldric is acceptable.
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.

For dinner, guests are encouraged to wear appropriate 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.

### 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


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

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

MEMBERSHIP NUMBER **1234567**

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>		BY BIRTH OR NATURALIZATION? <b>BIRTH</b>		IF NATURALIZATION HAVE FINAL PAPERS BEEN RECEIVED?		YES NO	
CITIZEN OF WHAT COUNTRY? <b>USA</b>		DATE OF INITIATION		DATE OF TERMINATION		REASON FOR TERMINATION	
PARISH <b>CORPUS CHRISTI</b>		ASSEMBLY NO. <b>14</b>		CITY <b>PHOENIX</b>		ST/PROV. <b>AZ</b>	
SIGNATURE OF APPLICANT <i>John Knight</i>		DATE <b>02/14/2013</b>		SIGNATURE OF PROPOSER <i>Joseph Benedict</i>		ASSEMBLY <b>14</b>	
SIGNATURE OF FINANCIAL SECRETARY <i>Rich Finnegan</i>		DATE <b>02/28/2013</b>		COUNCIL NO. <b>10062</b>		LOCATION <b>PHOENIX</b>	
FAITHFUL NAVIGATOR <i>7. Dolan</i>		DATE <b>3/17/2013</b>		RECEIVED FEES OF \$		DATE	
FAITHFUL COMPTROLLER <i>Herb Compton</i>		DATE <b>3/17/2013</b>		APPLICANT INITIATED AT		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:

Arizona Knights of Columbus  
 Fourth Degree Exemplanation  
 835 W Warner Rd, #101-411  
 Gilbert, AZ 85233

**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 minimum fee per the Supreme By-Laws.

**PLEASE NOTE:** Send properly completed Forms 4's with candidate fees paid via checks made payable to *Arizona Knights of Columbus*, shown on the Registration Form. All checks must be post marked by April 29<sup>th</sup> to ensure they are received by the District Master before May 3<sup>rd</sup>.

#### **4. Mass**

Mass will be celebrated at 5:00 PM. Everyone is invited to Parish Mass. Priests who would like to concelebrate Mass should bring Alb & Stole and inform the Arizona District Master in advance at [sirknightmichaelpaz@gmail.com](mailto:sirknightmichaelpaz@gmail.com). Permission from the Pastor must be granted in advance. For Priest in Diocese outside of the Phoenix 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 check. Make the check payable to *Arizona Knights of Columbus*. Mail to address on next page. 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  
<https://kofc-az.org/patriotic-degree>

**THERE WILL BE NO REFUND OF ANY FOR ANY REASON AFTER May 2, 2024.**

#### **7. TENTATIVE AGENDA**

##### Saturday

12:30 PM 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 welcome to take photos of the procession.
2:00 PM – 3:30 PM	Ladies Gathering – Learn more about the Knight of Columbus and other topics!
2:00 PM – 4:00 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 early lunch prior to degree.**



# Knights of Columbus

Fourth Degree

John H. Reddin Province

Fourth Degree Exemplification

May 4, 2024

**St. Bernard of Clairvaux**

**10744 N 124th St**

**Scottsdale, AZ 85259**

**How to Register for the May 4, 2024, Fourth Degree Exemplification. The last day to register is April 29, 2024.**

Please read and follow the below instructions carefully.

## Candidate Instructions

- 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.
- Registration Form** - Complete the registration information to include personal data. This can be completed at: [Fourth Degree Exemplification \(cognitofirms.com\)](http://cognitofirms.com)
  - Your banquet meal, and only yours, is included in the Candidate Registration Fee (\$70 for Candidates, \$50 for Priest Candidates).
  - If you have a guest, the dinner ticket is \$40 for each guest.
  - You must pay by check prior to the exemplification. Address is below.
  - An email will be sent to notify you are registered along with your receipt.
- Mail** - Mail your Form 4, the completed Registration Form and check to.  
Arizona Knights of Columbus  
Fourth Degree Exemplification  
835 W Warner Rd, #101-411  
Gilbert, AZ 85233

## Sir Knight Instructions

- Registration Form** - Complete the registration information at:  
[Fourth Degree Exemplification \(cognitofirms.com\)](http://cognitofirms.com)
- Payment** – ALL SIR KNIGHTS ARE REQUIRED TO PAY THE \$10 REGISTRATION FEE!  
Dinner is \$40 for both Sir Knights and Guests
- Confirmation** – An email confirmation will be sent
- Payment** – Please send a check for amount owed to:  
Arizona Knights of Columbus  
Fourth Degree Exemplification  
835 W Warner Rd, #101-411  
Gilbert, AZ 85233