128th EXEMPLIFICATION OF THE 4TH DEGREE

Saturday, April 27, 2019

Honoree

SK Jim Scroggin

Supreme Director

Welcome to the Sacramento, CA Exemplification Information Packet.

On the following pages, you will find the pertinent information relating to the day's events put into chronological order. Please read them over carefully as it will be assumed that you have become familiar with their contents.

Please take the opportunity to read through all event notifications and the times they start. If you have any questions, regardless of how trivial they may seem, you are encouraged to contact your sponsor, your regional District Marshal, or the District Secretary whose information is provided below:

SK Ed Blake, District Secretary
1172 N. Hillview Dr
Milpitas CA 95035-3307
E-Mail: eblake1172@att.net
Mobile/Text: 408-205-6651

Toward the end of this packet, you will find the Ticket Request page for ordering Ladies Event and Banquet Tickets for spouses, and guests.

There is going to be a change from prior years. In the past, candidates were given a banquet ticket whether they wanted it or not. Consequently, there were some candidates who just skipped the banquet but failed to notify anyone that they were not attending. This meant that meals were served with no one to eat them costing the District unnecessary expenses.

From this year going forward that will change. While a candidate is entitled to a banquet ticket, he will not automatically receive a Banquet ticket at the candidate registration unless he formally requests it on his Form 4 in writting. If a candidate accepts a banquet ticket and fails to attend, he will be liable to the District for the full cost of his banquet dinner.

What has not changed is that candidates and attending members must order Ladies Event ticket(s) and extra banquet tickets for their spouses, family members, and guests. And, if the people procuring these tickets fail to show, there will be NO refunds.

Instructions for where to send remittance for Ladies Event and Banquet Tickets will be at the bottom of the Ticket Request page.

Looking forward to seeing you on the weekend beginning April 26, 2019 at:

Doubletree Hotel Sacramento
2001 Point West Way
Sacramento CA 95815-4702
Ph: 916-929-8855 ~ Fax:
Toll Free: 800-222-8733

Instructions to Candidates follows below

Attention: Candidate and Your Sponsor,

Please follow the instructions outlined below carefully. They are provided to assist you in completing your registration correctly and in a timely manner.

1. A 3rd Degree Knight in good standing who wants to advance to the Fourth Degree will contact the Comptroller of the Assembly he wants to join

2. He will obtain from that Comptroller, or any Fourth-Degree member of that Assembly, a Form 4

3. An instruction is provided in this brochure to show what information goes where on the Form 4. Do NOT use this computer fillable example as the submitting document.

4. The candidate and his sponsor will fill out and sign the Form 4 in the designated areas.

5. The candidate or sponsor will then present the Form 4 to his Council's Financial Secretary who will validate that the candidate is in good standing and date and sign where designated and return it to the candidate/sponsor.

6. The candidate and/or his sponsor will present the candidate's completed Form 4 along with a check MADE OUT TO THE ASSEMBLY HE IS JOINING IN THE AMOUNT OF $70.00 to the Navigator of the Assembly where he will be voted on for admission to the Assembly by the membership.

7. The Candidate will NOT send his check directly to the Master or the District Secretary. This must be stressed as it will delay his application process.

8. Once approved by the membership of the Assembly, the Navigator and the

Comptroller will take ownership of the Form 4, sign the Form 4 at the designated areas, and process the Form 4 according to procedures.

9. The Assembly will gather together ALL of the Form 4s submitted to them, deposit ALL of the Exemplification fee checks into their Assembly account and then write ONE check payable to SK T.W. Starkweather, Master and submit it to the District Secretary

10. The candidate at this time must decide if he wants to make a room reservation at the Doubletree Inn as well as whether to order banquet tickets and Ladies Event Luncheon tickets for his spouse/significant other/family members.

11. He will follow the instructions on the Ticket Request page and submit the filled out page and proper payment to the District Secretary.

12. The preferred attire for the candidate can be a dark business suit (black, dark blue, or dark gray), white dress shirt with lay down collar, no cufflinks, conservative (solid color-black, blue) tie, dark socks, shined black shoes.

13. We discourage all candidates from purchasing/renting a tuxedo.

14. Ladies may wear a cocktail dress or formal evening attire for both the Ladies Luncheon Event and the banquet.

15. Candidates must report to their Assembly's Comptroller with their 3rd Degree traveling card in their possession and make sure that card is signed by them, the candidate, at 10:30 AM in the room to be designated at the hotel for registration, inspection, and instructions.

16. After registration, the candidate should take advantage of the hospitality rooms available and get something to eat, drink after which he should take any and all medications required of him and make a visit to the men's room prior to reporting to the anti-chamber.

17. It is emphasized that no alcoholic beverages will be consumed by either Candidates or Members on the day of Exemplification until AFTER the conclusion of the Holy Mass

This is called the "What Goes Where" Form to show what information must be placed into each of the respective boxes.

CS 1

PLEASE PRINT

~~Spouse~~ Spouse's name — Do NOT use this form to submit candidate information — Attending ~~Banquet?~~?



FOURTH DEGREE MEMBERSHIP DOCUMENT Cell Phone Cell phone number Yes No

PRINTED IN U.S.A. 12/14

KNIGHTS OF COLUMBUS

A SOCIETY OF CATHOLIC MEN

E-Mail Addr E-Mail Address

MEMBERSHIP NUMBER Membership Number

NEW MEMBER

RESTORATION

TRANSFER

HONORARY MEMBERSHIP

HONORARY LIFE MEMBERSHIP

DATA CHANGE SUSPENSION

Make sure to include membership # and check appropriate box on left

_____ reason

DEATH _____ mo day yr

6

1

LAST NAME	FIRST NAME	MIDDLE INITIAL	TITLE

STREET	CITY	ST / PROV	POSTAL CODE / COUNTRY

HOME PHONE	DATE OF BIRTH	MARITAL STATUS	1st DEGREE DATE	COUNCIL NO.
Home Phone	Birthdate	Marital Status	1st Deg Date	Council #

2

CITIZEN OF WHAT COUNTRY?	BY BIRTH OR NATURALIZATION?	IF NATURALIZATION HAVE FINAL PAPERS BEEN RECEIVED?	YES	NO
Important, don't overlook	these fields			

3

IF YOU WERE PREVIOUSLY INITIATED IN THE FOURTH DEGREE, GIVE:

	INITIATION	TERMINATION	ASSEMBLY NUMBER	CITY	ST/PROV.
DATE OF					

REASON FOR TERMINATION

ASSEMBLY	NUMBER	CITY	ST/PROV
NEW OR PRESENT	Assembly #	Location of Assembly Candidate is joining	
FORMER	Former Assembly #	Former Assembly, if Applicable	

4

PARISH
Current Parish Candidate attends

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 and date

SIGNATURE OF APPLICANT DATE

Signature of Proposer and Assembly #

SIGNATURE OF PROPOSER ASSEMBLY

Proposer's Membership Number

PROPOSER MEMBER NUMBER (REQUIRED)

I CERTIFY THAT THE APPLICANT IS A THIRD DEGREE MEMBER IN GOOD STANDING

IN These two lines filled out by candidate's Council FS

COUNCIL NO. LOCATION

7

Do NOT use this form to submit candidate information

DATE SIGNATURE OF FINANCIAL SECRETARY

5

FAITHFUL NAVIGATOR These fields to be signed by Faithful Navigator and Faithful Comptroller DATE

FAITHFUL COMPTROLLER _____ DATE

This area filled out by the District Master

RECEIVED FEES OF $ _____ DATE _____

APPLICANT INITIATED AT _____ DATE _____

_____

Signature of Master (required for new members only)

8

Supreme Secretary Copy



Northern California District West
Junipero Serra Province
Fourth Degree

128th Exemplification
Honoree
SK Jim Scroggin, Supreme Director

Doubletree Hotel Sacramento
2001 Point West Way
Sacramento CA 95815-4702

Exemplification Program

Friday April 26, 2019	
3:00 PM - 6:00 PM	Exemplification Information Table-Hotel Lobby
6:00 PM	Friday Night Welcome Gathering
Saturday April 27, 2019	NO ALCOHOLIC BEVERAGES TO BE CONSUMED UNTIL AFTER MASS
7:00 AM	Master's Breakfast by Invitation Only Marshal's No-Host Breakfast - Color Corps Commanders must attend
8:30 AM	Color Corps Line Up for Competition
9:00 AM	Color Corps Competition
10:15 AM	Comptrollers Report to Registration Room
10:30 AM	Candidate Registration. Color Corps report to the anti-chamber
After Registration	Candidates will need to have lunch prior to reporting to the ante-chamber for getting lined up, take necessary medications, get hydrated, use restroom.
11:30 AM	Line up of candidates in the ante-chamber
11:30 AM	Seating for Ladies Luncheon Event
12:30 PM	Exemplification of the Fourth Degree
4:00 PM	Holy Mass in the Ballroom. This fulfills your Sunday Obligation
5:00 PM	Assembly Hospitality Rooms Reopen
6:30 PM	No Host Social Hour
7:00 PM	Banquet
Sunday, April 28th	Mandatory District Meeting - All Chair Officers, Navigators, Comptrollers and
8:30 AM	Color Corps Commanders are required to attend this District Meeting

Northern California District West
Junipero Serra Province
Fourth Degree



Information and Deadlines – PLEASE NOTE ALL DEADLINE DATES

Deadline Date: April 24, 2019 ***Attention: Faithful Navigators***

Hospitality Suites:

- Assemblies can host a hospitality room for their candidates, wives, members and guests to meet for a social hour reception for the new Sir Knights.
- **All reservations for hospitality rooms must be made through the Master and a deposit made before the deadline date**. Assembly will guarantee payment by credit card at the time of registration to get their room key.

Deadline Date: April 15, 2019 ***Attention: Faithful Navigators, Grand Knights, Comptrollers, Candidates, All attendees***

Hotel room reservations:

- Please make your hotel room reservations as soon as possible.
- Your reservation must be made by **Apr 15, 2019, sooner preferred** to avail of the special rate of **$94.00 plus tax** per night for this event. Special rate is good only until close of business day, TBA. To receive this rate, you must mention that you are with the Knights of Columbus.
- Reservations made **after Apr 15, 2019** might not be eligible for the special rate and are subject to availability. As an incentive, normal room rates at the DoubleTree Sacramento are now at the $250.00 - $260.00+ a night plus tax.
    - Call the Doubletree Hotel, 916-929-8855 to make your reservations and ask for KofC rate.

Deadline Date: April 24, 2019 ***Attention: Comptrollers***

Candidate Registration:

- Active 3rd Degree members in good standing. (WAITING PERIOD HAS BEEN REMOVED)
- Deadline for payments and forms is **April 24, 2019**. Do NOT wait until the last minute to submit Forms.
- Checks and forms sent **after April 24, 2019** 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.**
    - **Checks for Form 4 Registration Fees, are sent by the Assembly, should be made payable to SK TW Starkweather, Northern District Master.**
    - Mail check and originals of all completed Form 4's **as soon as possible to: SK Ed Blake, 1172 N. Hillview Dr, Milpitas CA 95035-3307**

Application:

Form 4s to be provided by any 4th Degree Assembly, member, Grand Knight, Financial Secretary. Assembly Comptrollers are to assure adequate supply of Form 4s. If you're low or out, REORDER. They are free you just pay for shipping

Initiation Fee:

$70.00 per candidate ($42.00 for Clergy paid by the Assembly he is joining). **Candidate's checks are made payable and sent to the Assembly they are joining. Make sure your Candidate DOES NOT send his Form 4 directly to the Master or the District Secretary as it will be rejected.**

Other Cost:

Hotel room cost, spouse/guest banquet ticket and Ladies Luncheon ticket, purchased by advance reservation.

General Information:

- Tickets for the Ladies Luncheon Event and/or Banquet must be ordered using the ticket reservation forms.

Northern California District West
Junipero Serra Province
Fourth Degree



- **Ticket forms and payments are due no later than April 24, 2019. The sooner the better and the safer.**
- Banquet ticket purchases made **after April 24, 2019** are not guaranteed and might not be available.
- **Banquet, Ladies Luncheon tickets and Ladies Event tickets for spouses and guests will be available from your Assembly's Faithful Comptroller or Faithful Navigator 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 made payable to SK T.W. Starkweather and mailed to District Secretary, SK Ed Blake.
- 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 District Secretary regarding availability.

Attire

- Candidates attire can be one of the following:
- **We discourage purchasing or renting a tuxedo for this event.**
- Candidates: Business suit that is dark blue, black or dark gray. White long-sleeved shirt, no button-down collar, no cuff links, conservative tie, black socks, shined black dress shoes.
- Members of the Military and First Responders can wear their Class A Uniform.
- Clergy are encouraged to wear their clerical garb.

Ladies Luncheon Event:

- Ladies Luncheon Event Ticket: $35 – advance reservation required.

Banquet:

- Banquet Ticket: $45 – advance reservation required.
- **Candidates will receive all tickets from their** Faithful Comptroller **during the Exemplification candidate registration.**
- If you are a candidate and you have guests who wish to attend the banquet, please use the ticket request form to purchase additional banquet tickets which is located toward the back of this packet.
- **Attire for this event**: Candidates and members, see above.
- Ladies, evening gown or cocktail dress

Seating Arrangements:

- Banquet table assignments will be done by the District Secretary or appointees.
- Members and guests who reserve before **April 24, 2019** will be seated together, if possible.
- Attendees purchasing tickets late will be seated based on availability.

Vegetarian Meals (Ladies Luncheon and/or Banquet):

- Faithful Navigators and/or Comptrollers are responsible for compiling special meal/vegetarian requests and submitting **in writing** those requests to Northern District Secretary prior to **April 24, 2019**.
- Attendees with special meal requests will be given a "Special Meal Ticket", to be surrendered to the hotel staff before the meal is served.
- Meal substitution **is not allowed** during the event. Hotel 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.

Final instructions to Candidates are the responsibility of the Navigator and Comptroller regarding: Registration, Candidate / attendee attire, Ladies luncheon-event tickets, Banquet tickets, Special Meal Requests

Northern California District Staff Information

Master	SK TW Starkweather	925-997-4947	twstark@aol.com
District Secretary, Registration	SK Ed Blake 1172 N. Hillview Dr Milpitas CA, 95035-3307	408-205-6651	eblake1172@att.net
Senior District Marshal	SK Tim Fukuda	916-539-4811	owlscouter@aol.com
District Marshal	SK Donald Snow	916-395-0795	dwsesq@att.net
District Marshal	SK Efren Gabriel	510-512-6723	epemcj@aol.com
District Marshal	SK Cleo Ordonez	925-864-7289	cnlordonez@yahoo.com
District Marshal	SK Elbert Holmes	530-713-0234	elbertholmes49@gmail.com
District Marshal	SK Manny De Los Reyes	415-335-1238	mannydlreyes@yahoo.com

Ladies Luncheon Program

Lady Jackie Starkweather	925-997-0621	jfscanuck@aol.com
Lady Becky Fukuda	916-743-3777	susiesmom1@comcast.net

Northern California District
Saint Junipero Serra Province
Fourth Degree



128th EXEMPLIFICATION OF THE 4TH DEGREE
Saturday – April 27, 2019

Ticket Request Form - This Form is Computer Fillable

- **All Reserved Tickets Must Be Ordered and Paid For by April 24, 2019, Sooner is preferred.**
- 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 are entitled to a banquet ticket and can request one. 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 Banquet 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 Luncheon Event: Cost per ticket $35.00 each

	Attendee Name 35.00	# of Tickets		
1		☐		$ 0.00
2		☐		$ 0.00
3		☐		$ 0.00

Banquet tickets for spouse, significant other, guests @ $45.00 @

	Attendee Name 45.00	# of Tickets	Vegetarian Meal - check box, add #		Calculations for Banquet Tickets: Vegetarian	Regular
1		☐	☐	☐	$ 0.00	$ 0.00
2		☐	☐	☐	$ 0.00	$ 0.00
3		☐	☐	☐	$ 0.00	$ 0.00
4		☐	☐	☐	$ 0.00	$ 0.00
5		☐	☐	☐	$ 0.00	0

Total Regular Meals: 0 **Total Vegetarian Meals:** 0 ***Total Amount Enclosed*:** $ 0.00

If filling this out using a computer, save this page to a file name, print it out, send with check as follows:

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

Mail this Reservation Form and checks to: **SK Ed Blake, 1172 N. Hillview Dr, Milpitas CA 95035-3307**