



Knights of Columbus

Fourth Degree

Bienville Province

Fourth Degree Exemplification

To: Faithful Navigators and Faithful Comptrollers

A Fourth Degree Exemplification will be held **May 14, 2016**: the Exemplification, the Mass and the Banquet will all be held at the St. Stephen in Chattanooga, TN. The honoree is William Cornwell. Holy Family Assembly #3250 is the host. Eligible candidates must be Third Degree Knights certified by their councils to be members in good standing.

The schedule of events is as follows:

1:30 PM	Candidates arrive at St. Stephen, 7111 Lee Highway Chattanooga, TN
2:00 PM	Sir Knights assemble in the Chamber
2:30 PM	Exemplification
5:15 PM	Assemble for Mass at St. Stephen, 7111 Lee Highway Chattanooga, TN
5:30 PM	Mass at St. Stephen
7:00 PM	Social at St. Stephen
7:30 PM	Banquet at St. Stephen

Dress: Dress for the banquet is FORMAL. Official dress of the Fourth Degree is mandatory for candidates and all members of the Fourth Degree attending the exemplification or banquet. Official dress is black tie, white shirt, black footwear, including stockings, and black tuxedo. An active or retired member of the Armed Forces shall be considered in proper attire when dressed in Class A Military Uniform. Male guests who are not Sir Knights should wear suit and tie.

Initiation Fee: The initiation fee for Fourth Degree membership is \$70.00; local assembly dues are not included in the initiation fee. Initiation fees must accompany the Fourth Degree application Form 4. The Form 4 should be completed, including the Financial Secretary and sponsor portions, before the Form 4 is delivered to the assembly a candidate is joining. The \$70.00 fee covers the cost of a social baldric, a lapel pin, and the candidate's banquet ticket. Since this fee pays for the candidate's banquet ticket **ONLY**, all other guests should purchase banquet tickets (\$25 each) in advance and make banquet reservations before the deadline of May 7, 2016. Priests do not pay banquet or initiation fees or assembly dues.

All applications and fees are to be mailed to Faithful Comptroller Rusty Phillips of Holy Family Assembly #3250 so that the hosts are properly prepared for the number of candidates and banquet guests for the May 14 events. Checks should be made payable to "Knights of Columbus" and should be delivered to FC Phillips, 3121 Grassy Cove Lane, Ooltewah, TN. 37363. Rusty can be reached at 423/894-4600, or at rustynliz@epbfi.com. Deadline for applications and fee payments is **May 7, 2016**.

Regalia: All members of the Fourth Degree who have regalia and are planning to attend the exemplification are requested to wear their regalia during the exemplification and the Mass that follows.

Priests: All Faithful Navigators and Grand Knights should be sure to invite all Priests who have received their Third and Fourth Degrees to attend the Exemplification, the Mass, and the Banquet.

The attached Exemplification Information Sheet provides additional details. Please read it carefully and call if you have questions. **This Call Letter and the attached Information Sheet should be shared with Grand Knights and interested Third Degree members;** it is recommended both documents are included in council and assembly newsletters.

Fraternally,

Michael J. Porter

Michael J. Porter, PSD
District Master - Tennessee
615-308-6777 cell
mjpknight9282@aol.com