

EXEMPLIFICATION INFORMATION

1. GENERAL INFORMATION:

An Exemplification of the Fourth Degree of the Knights of Columbus will be held **April 9, 2016, St. John Neumann (633 St John Court, Farragut TN 37934)** All Third Degree Knights who are citizens of the country in which they reside are invited to be elevated to the Fourth Degree.

2. EXEMPLIFICATION OF THE FOURTH DEGREE: 11:15 am Candidates arrive – Noon Exemplification



The dress code for the exemplification for Candidates and Sir Knights will be a standard 2 or 3 button black tuxedo, pleated

white shirt (no ruffles, **no French or wing-tip collars, plain laydown collar only**), black shoes and socks, black bow tie, no vests. Candidates will not wear Knights of Columbus jewels or name badges; neck jewels will be worn by active officers only. Active or retired members of the Armed Forces may wear their full dress uniform in lieu of tuxedo and priests may wear their clerical attire with collar.

3. CANDIDATES APPLICATION (FORM 4)

- Form 4's - Rank or title refers to Military or clergy only. Type or print legibly in capital letters all required information.
- Candidate Fees are \$70, and include one banquet ticket, a Social Baldrick, and a Fourth Degree Lapel Pin. Assembly dues are not included in this fee. Banquet tickets are \$30 each for wives, family members, friends and other guests.
- **PLEASE NOTE: Properly completed Form 4's with \$70 candidate fees and \$30 for each family member and/or guest should be sent to Fr. Emil Kapaun Faithful Comptroller Colin (Mike) Gates 341 Eaton Village Trace Lenoir City, TN 37771. Checks should be made payable to Fr. Kapaun Assembly 3500 and should be received before April 1, 2016.** Required signatures of candidates, sponsors, Financial Secretaries, and assembly officers must be affixed before the Form 4 and check are delivered to **Faithful Comptroller Gates**. The original and all copies of the Form 4 must remain intact (Supreme Secretary, Master, Financial Secretary and Assembly copies). The Assembly and Financial Secretary

- copies will be mailed by the District Master after the Exemplification.

4. MASS: St. John Neumann

(633 St. John Court, Knoxville, TN. 37934)

Following the conclusion of the Exemplification, new Sir Knights and guests are encouraged to celebrate the **4:30 Mass, St. John Neumann**

5. KNIGHTING CEREMONY RE-ENACTMENT:

Immediately following Mass, a knighting ceremony by the Knighting team will be performed. Spouses and other guests are invited to take advantage of the photo opportunity (please bring a camera!).

6. BANQUET ATTIRE:

Dress code for the banquet will be formal wear - Sir Knights black tuxedo, with white

tuxedo shirt with lay down collar, standard black bowtie and black shoes. All current dress code directives for Sir Knights apply. Active or retired members of the Armed Forces may wear their full dress uniforms in lieu of tuxedos. Ladies should wear evening dresses suitable for the occasion. Gentlemen guests who are not Sir Knights are expected to wear suit and tie.

7. BANQUET: St. John Neumann

5:45 pm Reception – 6:15 pm Dinner

All Sir Knights, especially new Sir Knights, should attend the banquet following Mass with their ladies and guests to celebrate the Fourth Degree Exemplification. **Candidate fees include one banquet ticket. Tickets for spouses and guests must be reserved and paid for in full by April 1, 2016.**

8. HONOREE: Rev. Dustin A. Collins

9. PROGRAM BOOKLET AND ADS

Ad copy must be in Word, Publisher or Excel format – no exceptions – and emailed to the District Master (MJPKNIGHT9282@AOL.COM) no later than **April 1, 2016**. Ad fee checks are made payable to "Michael J. Porter, DM" and should be delivered to Michael J. Porter, 4229 Brackenwood Dr. Old Hickory, TN 37138 no later than **April 1, 2016**

- Inside Front Cover (color) - \$100 (sold)
- Inside Back Cover (color) - \$100 (sold)
- Back Cover (color) - \$75 (sold)
- Full Page - \$60
- Half Page - \$35
- Patron - \$5 per line