



Tennessee State Retention Form

(revised July 2016)



Complete the form below for suspension or withdrawal of a Brother Knight in Tennessee.

Member's Name:		Council Retention Director:	
Member's Membership #:		Retention Director's E-mail address:	
Council Number:		District Deputy:	
Grand Knight's Name:		District Number:	
Grand Knight's E-mail address:		District Deputy's E-mail address:	

Reason for Action (choose one)

- ☐ Withdrawal (Written notification from member.) (If moving, offered to assist with transfer? Y / N)
- ☐ Suspension: Nonpayment of Dues – Council must have appointed retention director for fraternal year
- ☐ Suspension: Lack of Practical Catholicity (documentation required)
- ☐ Suspension: Felony Conviction (documentation required – must be sent to State Advocate)
- ☐ Suspension: Misconduct (explanation required)

District Deputy Checklist – Suspension for Nonpayment of Dues (DD use only)

Did the council follow proper billing procedures? YES NO

Does the council have a retention director listed in current list of officers online? YES NO

Did council leadership make at least two attempts to contact the member to try to retain them? YES NO

Did you, as the district deputy, attempt to contact the member to retain them? YES NO

Was consideration given to the member's financial or family situation? (unemployed, illness, etc.) YES NO



Attempts to Retain: List dates and efforts to retain the member from suspension or withdrawal. Attach documents as necessary.

Statement of Grand Knight and District Deputy: We attest that the council listed above and its officers have exhausted all efforts to retain our brother Knight. For this reason, we recommend the member be suspended or withdrawn from membership.

_____	_____	_____	_____
Grand Knight	DATE	District Deputy	DATE

***This form must be submitted via email by the District Deputy
to the State Retention Director, State Treasurer, and State Deputy.***

This form is not to be sent to Supreme.