



TENNESSEE STATE COUNCIL

Michael J. Porter, State Convention Manager

4229 Brackenwood Drive

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Old Hickory, Tennessee 37138

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7/1/2015

Dear Brother Knights,

The 2016 Tennessee State Council State Convention will be held at the Marriott Cool Springs on April 29, 30, and May 1, 2016.

We will be planning in advance again this year in order to take advantage of special rates, and to ensure we have the space and rooms that we will require with our ever growing state council.

I am asking each council Grand Knight to between now and the Mid-Year Meeting on January 9, 2016 to do the following:

- A. Complete a convention registration form for each delegate; include shirt sizes when ordering convention shirts, and any special meal requests. ☐ ✓
- B. Complete the advertising form and send your council's electronic ad copy to:
D.COMM@ATT.NET please keep these ads in WORD, EXCEL, or Publisher. ☐ ✓
- C. Elect the delegates to the 2016 State Convention and complete the Delegate Certification Form. ☐ ✓
- D. Complete the necrology form. This can be updated up to April 29, 2016. ☐ ✓
- E. Please consider bringing your Parish Priest with you and complete the Priest Invitation Form. ☐ ✓
- F. If you have kids coming with you, please order on the registration form. ☐ ✓
- G. Bring these completed forms with you to the Mid Year meeting along with your checks (post dated to April 15, 2016 if you like) to the January 9, 2016 Mid-Year Meeting. ☐ ✓
- H. Make your hotel reservation with the Marriott Cool Springs no later than 2/15/16 ☐ ✓
- I. PLEASE inform your wife of the ladies program and of our agenda. They need to know. ☐ ✓
- J. Plan a fundraiser to fund the delegates from your council to attend this Convention. ☐ ✓

All Convention forms can be found under the 2016 State Convention section at our website:

www.kofc-tn.org

You all will have several council meetings prior to the Mid-Year Meeting, so let's get our plans made and finalized.

Please bring all completed forms to the Mid Year meeting, in this large envelope with your council number written on the front of the envelope. These will be turned into David Comm, State Convention Manager, and/or Michael J. Porter, State Convention Manager

If you have any questions, please feel free to call me at: 615/847-4295

Fraternally,

Michael J. Porter
State Convention Manager
Tennessee State Council

Fraternally,

David Comm
State Convention Manager
Tennessee State Council