

EXEMPLIFICATION PAPERWORK

The Council Financial Secretary must complete and sign Section 7 of the Form 4 to verify that the candidate is a Third Degree member in good standing, and his First Degree date and Membership Number are correct.

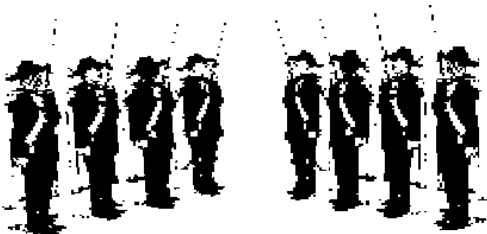
The Assembly Comptroller shall make sure that the Form 4 is properly filled and completed, then forwarded (intact) with the Exemplification Package/Advance Meal Ticket Form to the Master of the District.

All paperwork & Assembly checks are due to the Master of the District no later than **Monday, November 14, 2011.**

Comptrollers: Please make sure all Form 4s are completely filled out with all appropriate signatures.

CLASS PICTURES

The photographer will take a class picture prior to the start of the Exemplification. Individual Knighting pictures and group pictures will be taken after the Exemplification. Forms are available at the registration table. Cost of the pictures varies. Standard photographs taken will be available before by the end of the evening event.



CANDIDATE INFORMATION

Be a citizen of the United States of America and a Third Degree member in good standing with the Knights of Columbus. Have at least six months as a Knight of Columbus from the First Degree date.

Candidate "no-shows" without a six (6) day advance notice to the Master will be assessed \$30.00 from his exemplification fee. Priests/deacons are exempt from this assessment. If a Priest is not able to attend, his fee will be fully refunded to his Assembly.

Candidates must wear the Official Dress of the Fourth Degree as described:

A standard black tuxedo, black bow tie, black cummerbund, white-pleated tuxedo shirt with a standard "**shirt type collar**" (wing type collars not allowed), black stud set, black socks, plain black toe shoes, white gloves.

Priests and Seminarians may wear their clerical attire. Candidates currently on ACTIVE Military duty may wear their dress uniform. Candidates who are active with Police or Fire Department may wear their dress uniform. Candidates will not be allowed to participate in the Exemplification without the above mentioned proper dress. There will be NO EXCEPTIONS.

EXEMPLIFICATION LOCATION

**St John Neumann Parish
Family Center**
6680 Crestway Drive San Antonio,
Texas 78239-2800 (210) 654-1643

SCHEDULE OF EVENTS

12:00 Noon Sir Knights and Candidates in formal attire and guest assemble at St John Neumann Family Center for registration. Sir Knights will proceed to the chamber, Candidates to the Anti-chamber ladies and guests will be escorted to an alternate program area within the parish.

1:00 PM Candidates line up for class photograph.

1:30 PM Candidates line up for start of the Exemplification. Ladies and guest depart for San Jose Mission.

2:00 PM Exemplification begins.

4:00 PM Ladies and guest return. Refreshments available.

4:30 PM Exemplification ends. Individual and/or group photographs and/or Knighting photographs taken. Ladies and guests will change into their evening attire.

5:30 PM New Sir Knights and their Ladies will assemble for Mass. All other Sir Knights in Regalia Color Corps and Regalia Dress will assemble.

6:00 PM Mass.

7:15 PM Social begins. Individual and/or group photographs and/or Knighting photographs taken.

7:30 PM Banquet begins.



LADIES & GUESS PROGRAM

Ladies and guest event will consist of a trip to the newly opened and renovated "Mission San José." Trip will include a guided tour of the Mission, a visit to the Mission Gift Shop and a chartered bus to and from the Mission site. Cost of the trip is \$10.00 per person

BANQUET TICKETS

Candidates are special guests of the Master and will receive one (1) Saturday banquet ticket. Candidates must purchase additional banquet tickets for their family and guests in advance through his proposed Assembly. Tickets will be distributed during registration.

Meal Tickets for all Sir Knights, their families and guests must be purchased in advance through his Assembly Comptroller. **Deadline** is **November 14, 2011.**

**Saturday Banquet Ticket
\$30.00 Per Person**

**After November 14, 2011
\$38.00 Per Person**



SIR KNIGHT INFORMATION

Sir Knights Tuxedo & Social Baldric
Ladies Semi-formal or Sunday Dress
Clergy Clerical Attire
Active Military Personnel Dress Uniform
Seminarians Clerical Attire
Police Department Personnel ... Dress Uniform
Fire Department Personnel Dress Uniform

Exemplification Mass

Color Corps Regalia Dress / Member Regalia Dress
BanquetTux with Social Baldric



Always Ready, Always Alert
Knights of Columbus Fourth Degree
Because Holy Mother Church is depending on **us!**
"WITH A PASSION TO SERVE"

Instructions For Members & Candidates Participating in the Knights of Columbus Fourth Degree



December 3, 2011

Honoring
+Monsignor Robert Silverman

Sir Knight Gregory L. Tatum
Master, Texas Second District
Our Lady of Guadalupe Province

District Marshal, Sir Knight Jose C. Garcia

Host Assembly
Mother Teresa Assembly 2523
Schertz, Texas
Faithful Navigator, Sir Knight Melroy Brandt