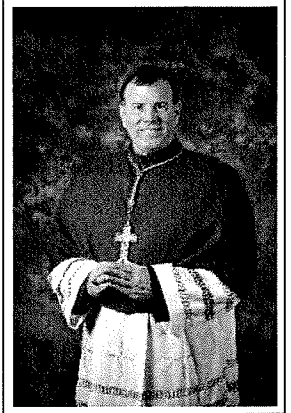




***Knights of Columbus***  
*Fourth Degree*  
*Saint Junipero Serra Province*  
*Southern California District*  
***Exemplification Class of the Infant Jesus***  
Honoring:

**Most Rev. Neal J. Buckon, Auxiliary Bishop  
Archdiocese for the Military Services, USA**



**Saturday, September 30, 2017**

Marriott Hotel – Torrance / Redondo Beach

**Friday**

**1:00 PM to 8:00 PM**

**Information Desk:** Hotel Lobby, Host: Fr. Hawe Assembly #0045

**Saturday**

**7:00 AM to 12:30PM**

**Information Desk:** Hotel Lobby, Host: Fr. Hawe Assembly #0045

**8:00 AM to 5:00PM**

**Vendors:** Grand Ballroom Foyer - RSVP Enterprises, Friar Tux

**7:00 AM**

**Marshal's Breakfast:** Location TBD, Assembly officers with ticket

**9:00 AM**

**Color Corps Competition:** Outside north of parking structure

**10:30 AM**

**Comptrollers:** Report to District Secretary in Lighthouse Ballroom

**10:45 AM**

**Candidates Registration:** Candidates report to Comptroller of their Assembly for registration and final instructions in Lighthouse Ballroom

**11:30 AM**

**LADIES LUNCHEON:** Village Green "Doors" open 11:30 AM. Lunch served at 12-Noon. Tickets must be purchased in advance.

**11:45 AM**

**Candidates Chamber:** Candidates report to Lighthouse Ballroom

**12:45 PM**

**EXEMPLIFICATION:** Grand Ballroom  
(For members only, ALL must wear tuxedo and social baldric)

**4:00 PM**

**HOLY MASS:** Grand Ballroom

**5:30 PM**

**Assembly Hosting Rooms:** Welcome your new Sir Knights and guests

**7:00 PM**

**No Host Social Hour:** Foyer of Grand Ballroom

**7:30 PM**

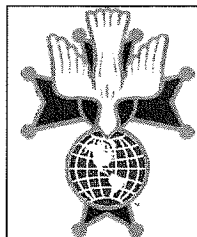
**BANQUET starts at 7:30 PM:** Grand Ballroom (Doors open at 7PM)  
This is an evening to honor the newly exemplified Fourth Degree Sir Knights and recognize outstanding achievements. Dress code: Black Tuxedo for men and appropriate dresses or evening attire for ladies. Tickets must be purchased in advance through your Assembly.  
*Alcohol consumed at this event must be purchased from the hotel. Do not bring in drinks from the hospitality suites.*

**Sunday**

**9:00 AM**

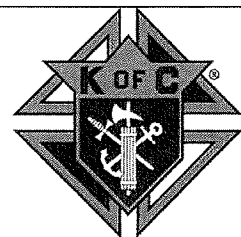
**Critique Meeting:** Assembly officers in Salons A-B

# Comptroller Information and Procedures



## *Knights Of Columbus*

Fourth Degree  
Saint Junipero Serra Province  
Southern California District



**Saturday, September 30, 2017**  
**Marriott Hotel – Torrance/Redondo Beach**

### Candidate Processing Information

Comptrollers are responsible for collecting the Form 4's and fees from the candidates.

**Form 4:** All parts completed with proper signatures. Mail the ENTIRE FORM with ALL COPIES to the Master with your Assembly check.

**Fee:** \$70.00 for candidates - \$35.00 for Priests or Religious Brothers (not Deacons)

**Electronic List of Candidates:** Send an Excel list of candidates to the Master with each candidate's membership and council number, noting whether each candidate will be attending the banquet. Email this file as soon as you have Form 4's from the candidates to:  
[master@socalfourthdegree.org](mailto:master@socalfourthdegree.org)

All fees must be submitted by Assembly check made payable to Gene Hays, Master and mailed with the Form 4's to:

Gene Hays, 1103 W. Oakdale Street, West Covina, CA 91790

**\*\*\* DO NOT SEND WITH A SIGNATURE REQUIRED FOR DELIVERY \*\*\***  
**\*\*\* FORM 4'S AND FEES MUST BE RECEIVED BY SEPTEMBER 18, 2017 \*\*\***

### Ladies' Luncheon and Banquet Information

**Ladies Luncheon:** Cost-\$37.00, Saturday 12:00 Noon – Doors open 11:30

**Banquet:** Cost-\$48.00, Saturday 7:30 PM – Doors open 7:00PM

Comptroller orders tickets for their Assembly members and guests to attend the Ladies Luncheon and/or the Banquet. Collect the funds from the members or candidates. Use the order form provided and pay for all tickets with an Assembly check.

Reminder: Each candidate will receive one banquet ticket as part of his Application Fee

**Additional Banquet and Ladies Luncheon tickets are to be ordered by the Assembly and paid for with an Assembly check payable to: (Gene Hays, Master)**

Mail Order Form and Assembly Check to:

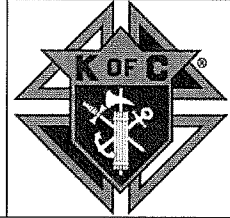
Gene Hays, 1103 W. Oakdale Street, West Covina, CA 91790

**Deadline:** ALL Form 4's, Candidate Fees, and Orders for Ladies Luncheon Tickets and Extra Banquet Tickets **must be RECEIVED by September 18, 2017**

## Candidate Information Flyer



***Knights Of Columbus***  
Fourth Degree Exemplification  
Saint Junipero Serra Province  
Southern California District



### Saturday, September 30, 2017

#### Candidate Registration Information

**Eligibility:** All Third Degree Knights who are in good standing with their council are eligible to receive their Fourth Degree

1. Fill out a Form 4 completely. **PLEASE PRINT LEGIBLY**
2. Have it signed by your council Financial Secretary.
3. Write a check to the Assembly you are joining. The amount varies by Assembly.
  - a. Application Fee: \$70.00 (Includes Registration, Baldrick, Lapel Pin and Dinner)
  - b. Assembly Fees: Varies (May include dues, badges etc.)
  - c. Write check for a total amount of \$ \_\_\_\_\_ to cover Application Fee & Assembly Fees. Make payable to \_\_\_\_\_ Assembly.
4. Your sponsor or council will submit the Form 4 with your fees to the Assembly.

#### Exemplification Information

**Location:** Marriott Hotel, 3635 Fashion Way, Torrance, CA 90503

- Room rates: **\$119** (plus tax) special Knights of Columbus discounted rate
- Daily parking is \$8.00
- Make reservations NOW using online link at [www.socalfourthdegree.org](http://www.socalfourthdegree.org)
- **Deadline for Special Rate: September 7, 2017**

#### Dress Code

Official Dress for Exemplification of the Fourth Degree: (SEE PICTURE OF TUX)

- Candidates/Sideliners: Black bow tie, plain white tuxedo shirt, black cummerbund, black footwear, and black tuxedo. **NO WINGTIP COLLARS WILL BE ALLOWED**
- A member serving in the armed forces of his country, full time police, firefighters or first responders may dress in their Class A uniform.
- Ladies dress appropriately (Dress or Evening Attire)

#### Ladies Luncheon and Banquet Information

**Ladies Luncheon – Saturday, September 30<sup>th</sup>, - 12:00 Noon – \$37.00**

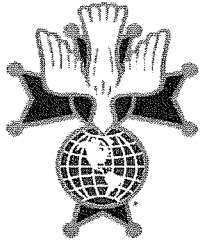
**Banquet – 7:30 PM – \$48.00 Extra Tickets**

Each candidate will receive one banquet ticket. Additional Banquet and Ladies Luncheon tickets can be ordered through the Comptroller of your Assembly.

**Number of Extra Banquet Tickets** \_\_\_\_\_ @ \$48 ea. = \$ \_\_\_\_\_

**Ladies Luncheon Tickets** \_\_\_\_\_ @ \$37 ea. = \$ \_\_\_\_\_

**Total Cost of Tickets = \$ \_\_\_\_\_** Write check to \_\_\_\_\_ Assembly  
Fees, Ladies Luncheon and Extra Banquet Tickets may be combined into one check.



## FEE REMITTANCE AND TICKET ORDER FORM

September 30, 2017 -- Torrance Exemplification

ASSEMBLY NAME \_\_\_\_\_

ASSEMBLY NUMBER \_\_\_\_\_

ASSEMBLY CONTACT \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

Candidates (Lay) \_\_\_\_\_ @ \$70.00 ea. TOTAL: \$ \_\_\_\_\_

Candidates (Priests) \_\_\_\_\_ @ \$35.00 ea. TOTAL: \$ \_\_\_\_\_

Candidates (Carry-over) \_\_\_\_\_ @ No charge TOTAL: \$ \_\_\_\_\_  
*(Subject to Master's approval)*

Marshals' Breakfast \_\_\_\_\_ @ \$30.00 ea. TOTAL: \$ \_\_\_\_\_  
*(Faithful Navigators, Captains, Comptrollers and Color Corps Commanders encouraged to attend)*

Ladies' Luncheon Tickets \_\_\_\_\_ @ \$37.00 ea. TOTAL: \$ \_\_\_\_\_

Banquet Tickets \_\_\_\_\_ @ \$48.00 ea. TOTAL: \$ \_\_\_\_\_  
*(Do not include candidates, their ticket is included in their initiation fee)*

TOTAL CHECK AMOUNT: \$ \_\_\_\_\_

Please indicate any special dietary needs here. Be sure to specify the name of the person requesting.

**All checks are to be payable to: Gene Hays, Master**

**All ticket orders must come from the Assembly Comptroller  
Individuals must order tickets through their Assembly  
Mail order forms and checks to the Master**

Gene Hays  
1103 W. Oakdale Street  
West Covina, CA 91790  
626-354-4297  
[master@socalfourthdegree.org](mailto:master@socalfourthdegree.org)

Orders must be RECEIVED by September 18, 2017

Assembly # \_\_\_\_\_

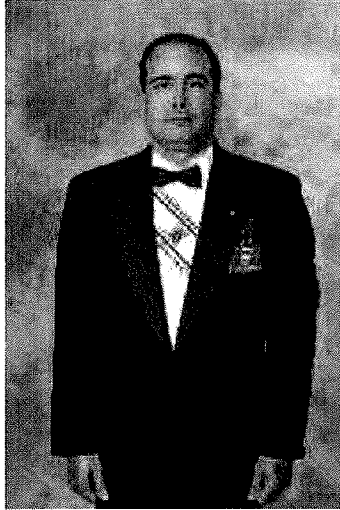
Comp. Name: \_\_\_\_\_

Comp. Phone #: \_\_\_\_\_

	<u>Last Name</u>	<u>First Name</u>	<u>Memb #</u>	<u>Council #</u>	<u>Attending Banquet</u>
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**OBTAIN EXCEL FORM BY EMAIL FROM THE MASTER**  
**BE SURE TO INDICATE WHETHER EACH CANDIDATE WILL ATTEND**  
**THE BANQUET**

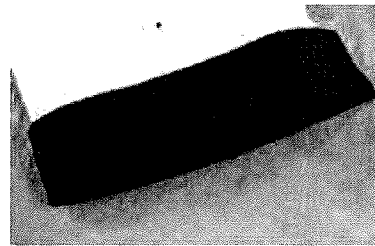
**OFFICIAL REGALIA DRESS  
FOURTH DEGREE MEMBERS**



**Black Tuxedo**



**White Pleated  
Tuxedo Shirt with  
Straight Collar,  
Studs & Cuff Links**

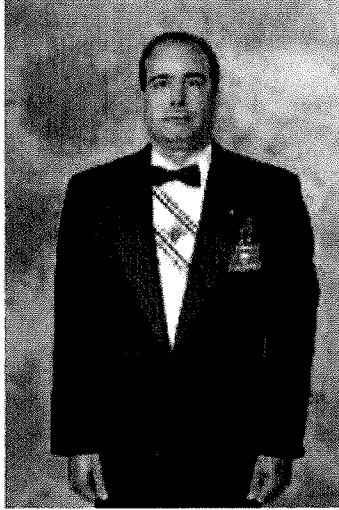


**Cummerbund**



**Candidate will receive Baldric & Pin at the Exemplification**

# **Fourth Degree Tuxedo Loaner Program**



**The Fourth Degree of the California Southern District has established a loaner program for Third Degree Candidates to borrow a Tuxedo in order to participate in a Fourth Degree Exemplification.**

**If your assembly has a candidate who doesn't have the financial ability to purchase or rent a tuxedo for the Exemplification, the Faithful Navigator may request a Loaner Tux.**

**For more information, please contact:**

**Roger Meehan, Marshal  
1714 Barford Ave  
Hacienda Heights CA 91745  
(626) 271-4259  
[Bigpops69@msn.com](mailto:Bigpops69@msn.com)**

**Not all sizes are available**

**The assembly will be responsible to have the tuxedo cleaned and returned within 2 weeks after the Exemplification.**



Knights of Columbus  
**F O U R T H**  
**D E G R E E**  
*Patriotic degree of the Order.*

**TOM ARIAS**  
District Marshal  
Saint Junipero Serra Province  
Southern California District  
Phone: 714.606.9400  
Email: sk\_tomarias@yahoo.com

July 9, 2017

To: Faithful Navigators, Captains, Comptrollers and Color Corps Commanders

You are requested to attend the **MARSHAL'S BREAKFAST MEETING** on September 30, 2017 at the Marriott Hotel in Torrance. The location of the meeting has not been finalized as of this date but it will start promptly at 7:00AM. Dress code is Tuxedo and Social Baldric and the Color Corps competition will immediately follow at 9:00AM. The price for each breakfast is \$30.00 per attendee.

Breakfast tickets must be ordered by the Faithful Comptroller on the "**Fee Remittance and Ticket Order Form**" that is sent to the District Master. The reservation form is due by September 18, 2017. In addition to ordering the tickets, the Comptroller must report the attendees' names to me via email to [sk\\_tomarias@yahoo.com](mailto:sk_tomarias@yahoo.com) before the same deadline.

At the meeting, exemplification details will be reviewed, Ladies Luncheon tickets will be distributed, candidate registration procedures will be discussed and the sequence of participation in the Color Corps competition will be drawn.

An application for participation in the Color Corps Competition is attached. Whether you have a team in the competition or not, please urge all your members to be available in Regalia for both the morning Memorial Service and to assist at the Exemplification.

Please be sure that your Assembly is represented at this important meeting.

Vivat Jesus and God Bless,

*Tom*

Tom Arias  
District Marshal



KNIGHTS OF COLUMBUS  
FOURTH DEGREE  
SAINT JUNIPERO SERRA PROVINCE  
SOUTHERN CALIFORNIA DISTRICT

Worthy Sir Knight and Color Corps Commander:

Your Assembly is cordially invited to participate in the DRILL TEAM COMPETITION at the upcoming Exemplification on Saturday, September 30, 2017. The competition will be judged in accordance with the printed ASSEMBLY GUIDELINES for COLOR CORPS DRILL TEAM COMPETITION and as depicted in our training video produced in late 2015.

The order of competition will be decided at the Marshal's Breakfast at 7:00 AM that same morning. If you are planning on entering your team in the competition, please fill out the following form and submit it as described below. Please type or print all information.

Assembly Name: \_\_\_\_\_

Color Corps Cmdr: \_\_\_\_\_

1. SK \_\_\_\_\_

2. SK \_\_\_\_\_

3. SK \_\_\_\_\_

4. SK \_\_\_\_\_

5. SK \_\_\_\_\_

6. SK \_\_\_\_\_

ALTERNATES:

1. SK \_\_\_\_\_

2. SK \_\_\_\_\_

Please submit the completed form no later than September 18, 2017. If you have any questions, please contact me at 626.271.4259 or email [bigpops69@msn.com](mailto:bigpops69@msn.com)

Vivat Jesus and God Bless,

Roger Meehan  
District Marshal



# HOSPITALITY SUITE REQUEST

## Torrance Exemplification - September 30, 2017

This form must be completed and returned to the Master no later than **July 23, 2017**. Suite assignments will be made based upon the number of Assemblies working together and in the order that the forms are received. A limited number of suites are available, get your form in as soon as possible.

**ASSEMBLY NAME:** \_\_\_\_\_  
(Lead Assembly, if more than one)

**ASSEMBLY NUMBER:** \_\_\_\_\_

**CONTACT PERSON/TITLE:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

**ARRIVAL DATE:** Friday 09/29/17      **DEPARTURE DATE:** Sat 09/30 or Sun 10/01  
All suites are \$150/per DAY                      Rooms must be vacated by 12AM-1AM on selected date

Please list all other Assemblies who will share the same Hospitality Suite:  
(attach an additional sheet if necessary)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

### PAYMENT INFORMATION

**Card Holder's Name:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Best Phone Number:** \_\_\_\_\_

**Credit Card Type/Number:** \_\_\_\_\_

**Expiration Mo/Year:** \_\_\_\_\_                      **CVV#:** \_\_\_\_\_

I authorize the Marriott Hotel to charge my credit card in payment for reserving the hospitality suite assigned to my assembly for the dates indicated above. I also agree to notify the hotel in advance of the delivery of any non-food or beverage items being used in the assigned suite(s) such as refrigerators, microwaves, etc. I understand that all such items are subject to approval by the hotel. A separate **Food Preparation & Alcoholic Beverage Waiver and Indemnification Agreement** is required in order to occupy a Hospitality Suite.

**Cardholder's Signature:** \_\_\_\_\_

Scan/email to: [master@socalfourthdegree.org](mailto:master@socalfourthdegree.org) or fax to: 909.434.0465. If faxing, please call (626.354.4297) or email (above) the Master to advise that the form was sent and to receive confirmation that the form was received.



MARRIOTT  
TORRANCE  
REDONDO BEACH

**FOOD PREPARATION & ALCOHOLIC BEVERAGE WAIVER AND INDEMNIFICATION  
AGREEMENT**

HOTEL POLICY

It is the policy of this Hotel to discourage Hotel patrons from purchasing food from sources other than the Hotel and from using the Hotel kitchen facilities to prepare food or to prepare and serve food to other Hotel guests. Poor purchasing decisions or improper handling of food may lead to food poisoning and other health hazards. However, the Hotel recognizes that for religious or other special reasons a Hotel patron may have, it may be necessary to permit such purchase, preparation and/or service. In the event that a patron insists on purchasing, preparing, and/or serving food by other than Hotel employees, including non-Hotel catering services and alcoholic beverages, the Hotel may allow such service only if such patron acknowledges, by its signature below, its agreement to accept the responsibility and abide by terms set forth in this agreement.

WAIVER

Patron agrees to waive any claim for damages of any nature and release the Hotel, its owner, Marriott International, Inc., its subsidiaries, affiliates, officers, employees and agents from any liability or responsibility whatsoever for any ill effect, injury, or loss incurred by patron or any third party including all manner of actions, causes of action, suits, debts, damages or claims and demands of any type or kind whatsoever, occurring from, connected with or originating from Patron's purchase, preparation and/or service of food & beverage (including alcohol) at the Hotel.

INDEMNIFICATION

Patron agrees to indemnify, defend and hold harmless the Hotel, its owner, Marriott International, Inc., its subsidiaries, affiliates, officers, employees and agents from and against all liability, claims, suits, demands, damages, judgments, costs and expenses to which any of the above-named parties may be subject by reason of any claim for, any injury to, or death of any person or persons, or for damages to property or otherwise arising from or in connection with Patron's purchase, preparation and/or service of food & beverage (including alcohol) at the Hotel.

PATRON'S ACKNOWLEDGEMENT

Patron's signature below indicates that Patron has read and understood this agreement and agrees to its contents. Patron also acknowledges that the person signing on behalf of Patron is authorized to bind Patron to the terms of this agreement.

Dated: \_\_\_\_\_, 20\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Organization/Assembly#: \_\_\_\_\_

Title: \_\_\_\_\_



Knights of Columbus  
**F O U R T H**  
**D E G R E E**  
*Patriotic degree of the Order.*

**R. EUGENE HAYS, Sr.**  
 Master of the Fourth Degree  
 Saint Junipero Serra Province  
 Southern California District  
 P: 626-354-4297  
 E: master@socalfourthdegree.org

Worthy Faithful Navigator,

The Fourth Degree Exemplification will be held on Saturday, September 30, 2017 at the Marriott Hotel in Torrance.

We are asking for your contribution towards the cost of raffle and door prizes for the Ladies' Luncheon. This year's event is themed "Christmas in September" and will be held in the outdoor patio area of the hotel. Please consider a cash or gift card donation from your Assembly. The ladies, especially those participating for the first time, are usually very excited about winning a nice prize. Help us show the ladies that their support to the Order is invaluable.

We will appreciate any and all support that you can give. Please complete the bottom portion of this letter and return it with your contribution.

Thank You and God Bless,

Gene Hays, Master  
 Southern California District



Yes, count on us/me to support the September 30, 2017 Ladies' Luncheon in Torrance.

\$25 \_\_\_\_\_ \$50 \_\_\_\_\_ \$75 \_\_\_\_\_ \$100 \_\_\_\_\_ Other \$ \_\_\_\_\_ Gift Card: \_\_\_\_\_

Assembly Name and Number: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Please make check payable to: **Gene Hays, Master**

Please mail by Sept 18, 2017 to: Gene Hays, Master  
 1103 W. Oakdale St.  
 West Covina, CA 91790