***Knights of Columbus***

 ***Fourth Degree***

 ***Saint Isaac Jogues Province***

 ***First New Jersey District***

 ******

 *SK James DeLuccia SK Edward Kopec*

*Master Secretary to the Master*

 *P.O. Box 282 29 Riverside Drive*

*Little Falls, NJ, 07424 Florham Park, New Jersey 07932*

 *(201) 981-9918 (973-534-9684)*

*Email:jjdkofc15@gmail.com Email: edkmb@aol.com*

*To: All Staff, Aides, Navigators and Color Corp Commanders*

*The Exemplification of the 4th Degree for the First New Jersey District will take place as follows:*

 *DATE: April 14, 2024. TIME: 1:00 PM*

 *PLACE: Sheraton Parsippany Hotel*

 *199 Smith Road,*

 *Parsippany, New Jersey 07054*

***The Honoree for the Exemplification will be our Worthy State Deputy, Raymond Sands.***

*The cost for Candidates remains fixed by Supreme at* ***$80.00****, (Priest Candidates* ***$50.00****). The cost for dinner guests is* ***$60.00****, (****NO RESERVATIONS WILL BE ACCEPTED AFTER March 25, 2024)***

*A cash bar will be opened once the Exemplification has concluded and will remain open throughout dinner, music will be provided for your dining pleasure.*

*I encourage you to start recruiting TODAY to ensure your Candidates are counted and their dinner reservations are recorded as soon as possible.*

*We will continue to employ the same arrangement as in the past, the* ***Faithful Admiral****s handling the applications for the Candidates. I am confident that the applications will be* ***filled out completely and properly*** *and submitted in a timely fashion. The* ***Faithful Navigators*** *will handle the seating arrangements for their respective Assemblies. As we anticipate having a ‘capacity’ gathering at the Banquet it is extremely important that this job be handled in a judicious manner. The Color Corps Commanders will again handle the responsibility of soliciting Ads for the Souvenir Journal. I know since we all have missed so much, that we all will make this Journal and Exemplification memorable and honor our Worthy State Deputy, James Stoever.*

*I thank everyone for his support and cooperation, and I am gratified by the dedication and effort you have shown on behalf of your Assembly and the District.*

*Vivat Jesus,*

*James DeLuccia, Master First New Jersey District*

4th DEGREE EXEMPLIFICATION



***In Honor of our Worthy State Deputy Raymond Sands***

**April 14, 2024**

Sheraton Parsippany Hotel

199 Smith Road

Parsippany, NJ 07054

##### AGENDA & CANDIDATE INFORMATION

**AGENDA**

1. 9:00 AM Celebration of MASS
2. 11:00 AM Registration of Candidates - Hallway outside of the (Antechamber) **Registration will be cut-off at 12:15 PM.**
3. 12:15 PM Start of the Degree for Candidates by Master in Antechamber.
4. 12:45 PM Line Up. All Dignitaries, Color Corps, and Candidates **MUST BE PRESENT AT THIS TIME** for entrance into the Assembly Chamber for the start of the Degree.
5. 1:00 PM Degree starts by Master in Chamber.
6. 3:00 PM Cocktails
7. 4:15 PM Banquet and Program

**CANDIDATE INFORMATION:**

1. All Candidates MUST be in possession of a VALID (CURRENT SIGNED)

3rd Degree Card which MUST be shown at registration.

1. Each Candidate should know the NAMEandNUMBER of the ASSEMBLY he is joining, as registration may be in Assembly order.
2. **Dress Code for Candidates** and **Observers** *is as follows:*

BLACK or MIDNIGHT BLUE TUXEDO, WHITE SHIRT with LAY DOWN COLLAR, (*NO WING TIPS*), BLACK BOW TIE, BLACK CUMBERBUND, BLACK SHOES and DARK SOCKS. ***A DARK SUIT MAY ALSO BE WORN.***

**Ensure that Candidates and Sir Knights are aware of** **dress code**

**FAITHFUL ADMIRALS & NAVIGATORS**

SEATING CHART FOR EMPLIFICATION DINNER

**\*\*THIS Form is to be used as a reference ONLY, the Form to be used is on our District Website and to be submitted digitally\*\***

 April 14, 2024

|  |  |  |  |
| --- | --- | --- | --- |
| Assembly Name |  | & Number: |  |
| Contact Name |  | E-Mail: |  |

ONLY ONE NAME PER LINE (Example John Smith **NOT Mr. & Mrs. Smith**)

|  |  |
| --- | --- |
| Tables of 10 (ten) **Print Names Clearly**   |  In this column Candidate = C Paid Guest = PG Paid Corpsman=WC  |
| **1** |  |  |
| **2** |  |  |
| **3** |  |  |
| **4** |  |  |
| **5** |  |  |
| **6** |  |  |
| **7** |  |  |
| **8** |  |  |
| **9** |  |  |
| **10** |  |  |

***Navigators Please Make a Copy for the Day of the Exemplification***

|  |  |  |  |
| --- | --- | --- | --- |
| Number of Candidates: |  | **X $80.00=** |  |
| Number of Approved Working Corpsmen: |  | ***X $40.00 =*** |
| ***Number of Paid Guest:***  |  | ***X $60.00\*=*** |  |
| **Total:** |  |  |  |

 ***MAKE CHECKS PAYABLE TO:*** **SK James DeLuccia, Master**

**Completed DINNER Forms with PAYMENT**

 **(Please keep a copy for yourself) are to be sent to:**

**SK Edward Kopec**

**Secretary to the Master**

**39 Riverside Drive**

**Florham Park, NJ 07932**

**973-534-9684**

 ***FOURTH DEGREE EXEMPLIFICATION***

*April 14, 2024*

***GENERAL INFORMATION***

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***Membership Chairman Journal Chairman District Secretary***

 *SK Bruce DeMolli SK David Cordero SK Edward Kopec*

 *127 Center Avenue 834 DeGraw Avenue 29 Riverside Drive*

 *Little Falls, NJ 07424 Newark, NJ 07104 Florham Park, NJ 07932*

 *973-801-0213 973-220-4601 973-534-9684*

1. *Fourth Degree Candidate applications will be accepted at all meetings up to March 25, 2024. It would be very helpful if you submit the applications as early as possible and NOT wait for the last date as we will have time to process them, and fewer mistakes will be made.*
2. *No applications will be accepted without an* ***ASSEMBLY CHECK*** *accompanying the*

***Fourth Degree Application****.* ***All Assemblies will receive, an Invoice for Candidates and Dinner Reservations based on the ‘On-line’ submission. All Candidate checks will be made payable to SK James DeLuccia, Master***

1. ***Ad Journal*** *applications will be accepted at any time with an* ***absolute cutoff being Monday, March 25th. ALL AD JOURNALs*** *must be in the hands of the Chairman on that date,* ***NO EXCEPTIONS. If you insist on printing candidates’ names, YOU MUST ensure to send a copy of your AD JOURNAL to the Chairman so he is aware and that an updated AD will be issued by March 25th DATE – NO LATER.*** *Again, if they can be submitted early it would streamline and ensure a smooth process for everyone. NOTE applications and Ad Journal paperwork can be mailed to the Chairman listed above.*
2. ***All Ads must be accompanied by an Assembly check made payable to:***

***“James DeLuccia, First New Jersey Regiment”***

1. *All Dinner reservations will be prepared and submitted on the Firstnjdistrict.net* ***Website only****.* ***The cutoff date for dinner reservations is March 25th. ALL RESERVATIONS*** *must be in the hands of the Chairman on that date,* ***NO EXCEPTIONS.*** *All dinner reservations forms must be accompanied by only an* ***Assembly check, NO PERSONAL CHECKS!***

***Reservation Checks*** *should be made payable to:* ***SK James DeLuccia, Master***

***Please send separate checks for ALL items submitted. DO NOT combine Candidate fees, Ad Journal or Dinner monies.***

***Additionally, ensure all Color Corpsmen/Color Linesmen working the Degree are listed on the Assembly seating form. Keep a copy of your seating form and bring it to Exemplification.***

***Advise your Candidates to eat a good breakfast as they will not have the opportunity to eat after check-in.***

***Faithful Navigators,*** *it is your responsibility to ensure your guest know where they will be seated for the Banquet. PLEASE provide that you or your designate meets with your guests and inform them of their table assignments after your seating arrangements have been secured.*