 Knights of Columbus

 *Fourth Degree*

 Bishop James A. Healy Province

 Stanley Ciukaj, Master

 *District of Massachusetts*

September 2, 2023

Worthy State Officers, Faithful Navigators, Faithful Comptrollers and Brother Sir Knights:

The Fourth Degree Exemplification is scheduled for Sunday, November 12, 2023,at St. Mary’s Church, 57 South Street, Ware, Ma. Order Forms are included with this letter. They must be used to process applications for Exemplification Candidates**. All four copies** of membership application forms must be included when submitting the completed forms.  **Please assure all required signatures have been obtained together with member’s number**. Applications will be signed and dated by the Master and appropriate copies returned to the Assembly Comptroller after the Exemplification.

The Initiation Fee for each Candidate is $70.00 which includes one banquet ticket and a Fourth Degree Social Baldric and Lapel Pin. Additional banquet tickets can be ordered for $45.00 each. Ladies Luncheon is $25.00. There is no financial obligation for a Priest other than his banquet ticket. Suggest Council or Assembly purchase ticket for Priest. Remind members Extra banquet and Ladies Luncheon must be purchased from Assembly Comptroller. Ladies Luncheon door prizes are very much appreciated and should be delivered by 12:30p.m. to the Luncheon site. Assemblies or councils may elect to donate $25 towards Raffle Prizes for the Luncheon.

Once the entire packet is submitted by the Assembly Comptroller to the Master Fourth Degree Massachusetts, a package per Assembly will be furnished the morning of the Exemplification to the Assembly Comptroller. Packet will include all ordered tickets and other appropriate items.

All forms, applications and check are due by November 1**, 2023.** Make an assembly check payable to: **Master Fourth Degree Massachusetts. All documentation must be submitted to Stanley Ciukaj, DM, 42 Lois Street, Ware, MA 01082. Please note each assembly should send ONLY one check. All fees should be made payable to the assembly and the assembly should cut one check**. Please do not hesitate to contact me with any questions. I can be reached at 413-967-4223 (home) or 413-531-8602 (cell).

In advance, thank you for your cooperation and attention to detail. The efficiency of the comptroller will benefit the Exemplification, the Candidates and their guests.

**Agenda for Exemplification on Sunday, November 12, 2023:**

Candidate Registrations; 12:15-1:00pm

 Ladies Luncheon 12:30 PM.

 Exemplification 1:30 PM Cash Bar 3:30 to 4:30 PM

 Banquet and Introduction of Dignitaries 4:45- 5:00 PM

**Attire for candidates is: Dark suit; dark tie; white collar shirt without button on collar; black plain shoes; black socks. Active-duty military, police and firefighter can wear their respective class A dress uniform. Current members can still wear the 11/12/2023**

**We ask our great Honor Guards to be present for Exemplification and Reception.**

**Honoree for this class is Rev. Fr. Active Duty in US Air Force Lt. Col. Jeffrey Ballou**.

**Stanley Ciukaj, District Master**

 Master Massachusetts District.