

# Saturday January 30, 2021

*Ceremony of Charity, Unity and Fraternity and*

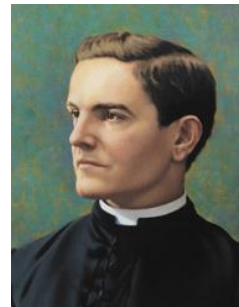


***LIVE STREAM AT 10:30 am from the  
St. Francis Chapter location to all***

Candidates Participating **VIRTUALLY**

Virtual Link: will be sent to your Grand Knight

**IN PERSON OR VIRTUAL**



## St. Francis Chapter

Cathedral of St. Mary of the Assumption  
(Virtual Ceremonial)  
1111 Gough Street  
San Francisco, CA 94109

**Lead: Alexei Lukban**  
[alexe.lukban@yahoo.com](mailto:alexe.lukban@yahoo.com)

## Southern CA Chapter

St. Lucy Catholic Church  
2301 Santa Fe Ave.,  
Long Beach, CA 90810

**Lead: Inigo B. Engo**  
[epi\\_1991@hotmail.com](mailto:epi_1991@hotmail.com)

## Northern CA Chapter

Good Shepherd Catholic Church  
9539 Racquet Ct  
Elk Grove, CA 95758

**Lead: Michael Jones**  
[mjones53@comcast.net](mailto:mjones53@comcast.net)

## Southern CA Chapter

St. Catherine of Siena  
18115 St.  
Reseda, CA 91334

**Lead: Alex Quadra**  
[a.e.quadra@att.net](mailto:a.e.quadra@att.net)

## Central Chapter

Holy Spirit Church  
355 E. Champlain Dr.  
Fresno, CA 93730

**Lead: Rod Olquin**  
[Rolquin1958@gmail.com](mailto:Rolquin1958@gmail.com)

## San Diego Chapter

Mission San Luis Rey Parish  
4070 Mission Ave.  
Oceanside, CA 92057

**Lead: Armando Mena**  
[americanaztec@sbcglobal.net](mailto:americanaztec@sbcglobal.net)

**No Fee required**

**\*\*Please register for live or virtual ceremony by contacting the lead person for the area you plan to attend. QUESTIONS ON ANY OF THESE EVERNTS SHOULD BE SENT TO THE LEAD PERSON IN CHARGE OF EVENT**

**Other Ceremonies of Charity, Unity and Fraternity in this same week**

## Arrowhead Desert Chapter

Saint Kateri Tekakwitha Catholic Church  
1234 Palm Ave  
Beaumont, CA 92223

**Lead: Charles Howard**  
**c73boho@gmail.com**

## Orange County Chapter

St. Timothy Catholic Church  
29102 Crown Valley Parkway.  
Laguna Niguel, CA 92677

**Lead: Ron Wells**  
**rrw513@cox.net**

## San Gabriel Valley Chapter

St. Christopher's Parish  
629 S. Glendora Ave  
West Covina, CA 91790

**Lead: Larry Dietz**  
**ldietz831@gmail.com**

## Junipero Sierra Chapter

Knights of Columbus Rental Hall  
270 Rianda Street  
Salinas, CA 93901

**Lead: Jesus Leon**  
**jesusleon.kofc1948@gmail.com**

## San Jose Chapter

Our Lady Star of the Sea Catholic Church  
1385 Michigan Ave.  
Aviso, CA 95002  
**In Spanish 2pm**

**Lead: Ruben Esquerra**  
**dannyesquerra@yahoo.com**

## Oakland Diocese Chapter

Virtual Ceremonial

**Lead: Dennis Valerio**  
**dennis.valerio@comcast.net**

## Los Padres Chapter

Virtual Ceremonial

**Lead: David Waage**  
**davidwaage@rocketmail.com**

## San Joaquin Chapter

Virtual Ceremonial

**Lead: E. Lolly Gomez**  
**elollygomez@aol.com**

# THE FOURTH DEGREE EXEMPLIFICATION



## VIRTUAL CEREMONY STARTS

AT 1:00 PM

(SAME LOCATIONS AS ABOVE)

**Honoree: SK Dr. Timothy TW Starkweather, FM 2016-2020**

Registration is required by Wednesday, January 27, 2021

Exemplification of the Fourth Degree: \$50 fee. Candidates must complete a Form 4 and submit to the Assembly of their choice prior to the registration deadline. Checks are to be payable to the Assembly the Candidate will join. Contact the Assembly for a Form 4. Baldrics and pins will be forwarded to the Assemblies for distribution after the degree.

Join the Order and become a Fourth Degree Knight all in the same day

Worthy Navigators, Comptrollers, and District Deputies

Please find attached the Exemplification Packet Instructions to assist you and the sponsors in processing Candidates for the Provincial wide Fourth Degree that will take place on Saturday, **January 30, 2021, at 1:00 PM.** at the Cathedral of St. Mary of the Assumption, 1111 Gough St. San Francisco, CA 94109

The instructions attached are for you the Navigator and Comptroller and a copy for the Sponsors. It is your responsibility to see that there are distributed to the respectful individuals.

It is imperative that you follow the instructions to the letter. We learned quite a bit from past Exemplifications and one of the major problems was that people were not following instructions and were taking their own shortcuts.

If you have any questions, you are to get them to me first. If I can't answer them, I'll forward them up the chain of command for review and response. My contact information is shown below.



*Fraternally yours,  
SK Michael Jones, District Secretary  
Northern California District, St. Junipero Serra Province  
9570 Castedale Ct  
Elk Grove, CA 95758  
Hm: 916-684-5803 ~ Mobile: 916-698-0001*

*E-Mail: [mjones53@comcast.net](mailto:mjones53@comcast.net)*

ENCL: Form 4 Exemplification  
Instructions for Sponsors in PDF  
Instructions to Navigators and Comptrollers in PDF



## January 30, 2021 Exemplification of the Fourth Degree

### Instructions to Navigators and Comptrollers

The following is presented below to instruct the Navigator and the Comptroller how to process a form 4 for an online Exemplification during the Covid-19 Pandemic. This Virtual Online Exemplification will take place on **Saturday, January 30, 2021** starting at 1:00 PM.

If you, or one of your members, have recruited a candidate for the 4th degree, please handle the Candidate's registration in the following manner making sure to follow all steps to the letter. Please observe deadlines.

Throughout these instructions, we will be referring to the Form 4 paper, hard copy, version and the Form 4 digital version

- Sponsors will meet with their candidate, or, if this not possible, will phone the candidate and obtain the required information over the phone or via email so the Form 4 can be completed. If this can be done safely in person, all the better.

- Complete means:

Candidate's Full name  
address  
City and state and zipcode  
council number  
membership number (one of the most forgotten fields)  
home phone number  
mobile phone number  
e-mail address  
date of birth  
citizenship status  
Parish he attends  
1st degree date.

- The Sponsor will sign his name at the designated area, date the entry and provide his membership number.
- If the filling out of the Form 4 is being done in person, the candidate will sign his name in the designated area. Otherwise, the sponsor will get the Candidate's permission to sign his name for him.

- During the signup process, the Sponsor will inform the Candidate of the following:
  - a. What District he is in (Northern, Central, Southern, Nevada)
  - b. What is the Assembly NAME and NUMBER he is joining
  - c. The District name and Assembly number are used in the online registration process.
- The Sponsor will then get in touch with the Candidates' Financial Secretary so that he can ascertain and verify that the Candidate is a member in good standing.
- If this verification process takes place in person, the Financial Secretary will fill in the areas he has responsibility for, sign and date the Form and return it to the Sponsor.
- The Sponsor will then get the Form to the Navigator that the candidate is joining so that the Assembly can vote on accepting the Candidate.
- When the vote has been taken, the Navigator will advise the Candidate what amount he should make his check out for and either mail it to the Navigator or give it to the Sponsor.
- The Exemplification Fees for this Exemplification will be:  
 Candidates: \$50.00  
 Clergy: \$25.00 paid by the Assembly the Clergy member is joining
- If the Form 4s are collected via digital means, the Navigator or Comptroller in turn will call the Financial Secretary of the candidates' council to determine the standing of this candidate in the 3rd degree council if this has not been done already.
- If the conversation with the Financial Secretary is conducted over the phone, and it is determined that this member is in good standing, the Navigator or Comptroller will ask the Financial Secretary if he can sign the Financial Secretary's portion of the Form 4.
- The Navigator or Comptroller will then contact the Candidate and provide him the information on the assembly that includes programs, regular activities, honor guards, yearly dues, how the councils and Assembly work together in a Patriotic way.
- He then will let the candidate ask any questions he has on the assembly or exemplification. Whatever questions cannot be answered by the Navigator or Comptroller are to be directed to the District Secretary.
- The above two points are very important so that the Candidates has some semblance of not just what he is joining but has some contacts he can go to for

inquiries. These points will come up later in these instructions.

- The Navigator/Comptroller will then place the Candidates names in nomination to be accepted as members of the Assembly.
- Upon recording the results of the vote, the Navigator/Comptroller will advise the Candidates to remit the Exemplification Fee made payable to the Assembly he is joining.
- As the Exemplification Fee checks come into the Assembly, they will be deposited into the Assembly's checking account and ONE check will be written for the total amount and sent along with the Form 4s to the District Office
- At this time in the registration process, the Navigator/Comptroller will issue to the candidate the registration e-mail where he can register online. But before doing this, READ THE FOLLOWING.
- It is strongly recommended that you do not forward the invitation to a candidate until you have the Form 4 in your hand. In your instructions to the candidate, stress the fact that they should register only one time and if an error is made, they should contact YOU for any corrections. Upon your request, the State Training Chairman will cancel the incorrect registration and **issue the candidate a new invitation directly.**
- Please be definitive in advising them they must retain the confirmation in order to attend and to **not launch the Join command until the session is about to start.** It is not necessary for them to email the State Training Chairman nor the District Secretary telling them they are going to attend.
- If you want to reduce issues at the end of the session, brief the candidate on his
  - a. District name (Northern, Central, Southern, Nevada)
  - b. Assembly number and name to aid in correct registration.
  - c. You would have been shocked to know how many candidates did not know either what District they were in or what Assembly they were joining.
- If you intend on allowing candidates to attend by phone call only or if they view the session with another candidate, **the system will not acknowledge their attendance and they will get an automated email 24 hours after the event that says the following...**

"Our records indicate you did not attend the session. If you did attend the exemplification, you will need to contact your District Secretary to discuss the circumstances in order to be credited with attending. He is the only persons who can assist you. Here is his contact email addresses.

Northern District Michael Jones [mjones53@comcast.net](mailto:mjones53@comcast.net)

- After all the above has been accomplished, the Navigator or Comptroller will scan the completed Form 4 and email it to the District Secretary along with ONE Check made payable to SK Tim Fukuda, District Master and send to the Northern California District Secretary:

SK Michael Jones, Northern California District Secretary  
9570 Castledale Ct  
Elk Grove, CA 95758  
Hm Ph: 916-684-5803 ~ Mobile: 916-698-0001  
E-Mail: [mjones53@comcast.net](mailto:mjones53@comcast.net)

Respectfully submitted,



*Fraternally yours,  
SK Michael Jones, District Secretary  
Northern California District, St. Junipero Serra Province  
9570 Castedale Ct  
Elk Grove, CA 95758  
Hm: 916-684-5803 ~ Mobile: 916-698-0001*

*E-Mail: [mjones53@comcast.net](mailto:mjones53@comcast.net)*



PLEASE PRINT



# FOURTH DEGREE MEMBERSHIP DOCUMENT

## KNIGHTS OF COLUMBUS

A SOCIETY OF CATHOLIC MEN

PRINTED  
IN  
U.S.A.

4 12/14

MEMBERSHIP  
NUMBER**NEW MEMBER**

RESTORATION

TRANSFER

HONORARY MEMBERSHIP

HONORARY LIFE MEMBERSHIP

DATA CHANGE

SUSPENSION \_\_\_\_\_  
reasonDEATH \_\_\_\_\_  
mo day yr

6

LAST NAME FIRST NAME MIDDLE INITIAL TITLE

STREET CITY ST / PROV POSTAL CODE / COUNTRY

HOME PHONE

DATE OF BIRTH

MARITAL STATUS

1st DEGREE DATE

COUNCIL NO.

1

2

CITIZEN OF WHAT COUNTRY?

BY BIRTH OR NATURALIZATION?

IF NATURALIZATION  
HAVE FINAL PAPERS  
BEEN RECEIVED?

YES

NO

3

IF YOU WERE PREVIOUSLY INITIATED IN THE FOURTH DEGREE, GIVE:  
INITIATION TERMINATION

ASSEMBLY NUMBER

CITY

ST/PROV.

DATE  
OF

REASON FOR TERMINATION

ASSEMBLY

NUMBER

CITY

ST/PROV

4

PARISH

NEW OR  
PRESENT

FORMER

I HEREBY DECLARE THAT THE ABOVE IS TRUE AND CORRECT  
AND THAT I AM A PRACTICAL CATHOLIC IN COMMUNION  
WITH THE HOLY SEE.

SIGNATURE OF APPLICANT

DATE

SIGNATURE OF PROPOSER

ASSEMBLY

PROPOSER MEMBER NUMBER (REQUIRED)

I CERTIFY THAT THE APPLICANT IS A THIRD DEGREE MEMBER IN GOOD STANDING

IN \_\_\_\_\_  
COUNCIL NO.

LOCATION

DATE

SIGNATURE OF FINANCIAL SECRETARY

7

5

FAITHFUL NAVIGATOR \_\_\_\_\_  
DATEFAITHFUL COMPTROLLER \_\_\_\_\_  
DATE

RECEIVED FEES OF \$ \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT  
INITIATED AT \_\_\_\_\_ DATE \_\_\_\_\_

Signature of Master (required for new members only)

8

Master Copy

Spouse Pamela

Cell Phone 650-771-2872

E-Mail Addr tommiller@sonic.net

PLEASE PRINT



FOURTH DEGREE MEMBERSHIP DOCUMENT  
**KNIGHTS OF COLUMBUS**  
A SOCIETY OF CATHOLIC MEN

PRINTED  
110  
U.S.A.

4 12/14

MEMBERSHIP NUMBER 4338084	
<input checked="" type="checkbox"/> NEW MEMBER <input type="checkbox"/> RESTORATION <input type="checkbox"/> TRANSFER <input type="checkbox"/> HONORARY MEMBERSHIP <input type="checkbox"/> HONORARY LIFE MEMBERSHIP <input type="checkbox"/> DATA CHANGE <input type="checkbox"/> SUSPENSION <input type="checkbox"/> DEATH	
reason	
mo day yr	
6	
1 LAST NAME FIRST NAME MIDDLE INITIAL TITLE Miller, Thomas E	
2 STREET CITY ST / PROV POSTAL CODE / COUNTRY 238 Sycamore Street, San Carlos, California 94070	
HOME PHONE DATE OF BIRTH MARITAL STATUS 1st DEGREE DATE COUNCIL NO. 650-631-1341 12/26/1947 M 6/29/2009 15923	
3 CITIZEN OF WHAT COUNTRY? BY BIRTH OR NATURALIZATION? IF NATURALIZATION HAVE FINAL PAPERS BEEN RECEIVED? YES NO USA Birth	
4 IF YOU WERE PREVIOUSLY INITIATED IN THE FOURTH DEGREE, GIVE: INITIATION TERMINATION ASSEMBLY NUMBER CITY ST/PROV. DATE OF	
5 REASON FOR TERMINATION	
6 PARISH St. Luke	
7 I HEREBY DECLARE THAT THE ABOVE IS TRUE AND CORRECT AND THAT I AM A PRACTICAL CATHOLIC IN COMMUNION WITH THE HOLY SEE. Tom Miller 5/6/20 Joseph L. Kruttschnitt # 76 3824223 PROPOSER MEMBER NUMBER (REQUIRED)	
8 I CERTIFY THAT THE APPLICANT IS A THIRD DEGREE MEMBER IN GOOD STANDING IN 15923 COUNCIL NO. FOSTER CITY, CA LOCATION 5/7/20 DATE George Arackaparambil / RD SIGNATURE OF FINANCIAL SECRETARY	
9 FAITHFUL NAVIGATOR Erik E. Doran / RD 5/7/20 DATE FAITHFUL COMPTROLLER Paul O. Dyer 5/7/20 DATE	
RECEIVED FEES OF \$ DATE APPLICANT INITIATED AT DATE Signature of Master (required for new members only)	

Master Copy