

REQUEST FOR KNIGHTHOOD DEGREE AND CONFERRING OFFICER COLUMBIAN YEAR 2017-2018



Worthy State Ceremonials Chairman:

It is requested that a Conferring Officer be assigned for a Knighthood Degree as follows:

Date of Degree:	_____
Chapter:	_____
District:	_____
Host District Deputy:	_____
Email:	_____
Phone:	_____
Host Council*:	_____
	<i>* as "St. Smithens Council # 1234"</i>
Expected # of Candidates**:	_____
	<i>** If less than 10 or more than 60 expected candidates are expected, please contact the State Ceremonials Chairman before submitting this form.</i>
Facility Name:	_____
Address:***	_____
City, State, Zip:	_____
	<i>***Street address suitable for map or GPS look up.</i>
Honoree:	_____

Formation (2nd) Degree (if planned):	
Will there be a Formation Degree?	Yes _____ No _____
<i>Show justification below.</i>	
Registration Start Time:	_____
<i>Registration should not start more than one hour before the degree.</i>	
Degree Start Time:	_____
<i>Allow about 50 minutes for this degree.</i>	
Will Lunch be served between the degrees?	Yes _____ No _____
Knighthood Degree:	
Registration Start Time:	_____
<i>Allow approximately 1 minute per estimated candidate.</i>	
Registration Stop Time:	_____
Registration must end 10-15 minutes before the degree.	
Degree Start Time:	_____
<i>Allow at least 2 hours for this degree, plus clean up time.</i>	
Ladies Program:	Yes _____ No _____
Banquet after Degree:	Yes _____ No _____
Banquet Start Time:	_____

Formation and Knighthood Degrees on the same day are discouraged, but will be permitted for good reason.

NOTE: It is the Host District Deputy's responsibility to arrange for a Formation Degree Team, if required.

Justification for doing both degrees on the same day:

Other information or requests:

Expenses: Please plan on providing payment by check immediately after the degree.

Degree fees are **\$6.00** per actual candidate to cover the medallions . There are no other fees for the Host DD or Council.

Make checks payable to K of C California State Council and give to the CO after the degree.

The CO and his staff are entitled to suitable refreshments before and after the Degree.

Please call if you have any questions.

Peter Dreisbach
State Ceremonials Chairman
35476 Morley Pl.
Fremont, CA

E-mail: peterdr@comcast.net
Phone: 510-486-3492

NOTE: No Degree Request will be considered until a completed request form is received by the State Ceremonials Chairman. This form must be submitted electronically (via e-mail) by the Host District Deputy AT LEAST 60 days prior to requested degree date. Send to the State Ceremonials Chairman and copy the Regional Ceremonials Coordinator.

In Chapters: Send request to: Peter Dreisbach ONLY

Northern California
 Redwood
 St. Francis
 San Jose
 Oakland Diocese
 San Joaquin
 Junipero Serra
 Central

In Chapters:
 Kern-Inyo
 Los Padres
 Mission High Desert
 Southern California
 San Gabriel Valley
 Diocese of Orange
 Arrowhead-Desert Valley
 San Diego

Send a copy to:
 Jack Haney
 Southern California Coordinator
 E-mail: kcojackhaney@gmail.com
 Phone: 714-746-0445