

# REQUEST FOR KNIGHTHOOD DEGREE AND CONFERRING OFFICER COLUMBIAN YEAR 2018-2019

Worthy State Ceremonials Chairman:

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

Date of Degree: \_\_\_\_\_  
 Chapter: \_\_\_\_\_  
 District: \_\_\_\_\_  
 Host Council: \_\_\_\_\_

Expected # of Candidates\*\*: \_\_\_\_\_

\*\* If less than 10 or more than 60 expected candidates are expected, please contact the State Ceremonials Chairman before submitting this form.

Honoree: \_\_\_\_\_

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

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

City, State, Zip:\* \_\_\_\_\_

\*Street address suitable for map or GPS look up.

Ladies Program: Yes \_\_\_\_\_ No \_\_\_\_\_

<b>Formation (2nd) Degree?</b> (if planned):	
Will there be a Formation Degree? Yes _____	No _____
(show justification below)	
Registration Start Time: _____	
<i>Registration should not start more than one hour before degree</i>	
Degree Start Time: _____	
<i>Allow about 50 minutes for the 2nd degree.</i>	
Will lunch be served? Yes _____	No _____
<b>Knighthood Degree:</b>	
Registration Start Time: _____	
<i>Allow approximately 1 minute per estimated candidate</i>	
Registration Stop Time: _____	
<i>Registration must end 10 -15 minutes before the degree.</i>	
Degree Start Time: _____	
<i>Allow at least 2 hours for this degree, plus 1/2 hour to clean up before a banquet or Mass.</i>	
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. Justification for doing both degrees on the same day:

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

Other information or requests: \_\_\_\_\_

**Expenses (Please plan on providing payment by check immediately after the degree.)**

Degree fees are \$6.00 per actual candidate medallions. There are no other fees for the Host DD or Council. Make checks payable to Knights of Columbus California State Council and give to CO after the degree. The CO and his staff are entitled to suitable refreshments before and after the Degree.

**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.**

**Please call if you have any questions.**

**Bob Boul**  
**State Ceremonials Chairman**  
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**Rancho Cucamonga, CA 91737**  
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**Phone: 909-354-6245**

**In Chapters:**  
 Northern California  
 Redwood  
 St. Francis  
 San Jose  
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**In Chapters:**  
 Kern-Inyo  
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