



Ken Rose  
State Secretary 2024-2025



February 2025

Worthy Financial Secretary:

Attached is the **Delegate Election Form** for councils planning to participate in the 2025 California State Council Annual Meeting to be held on May 16-17 2025. The information contained in this package has been emailed to the Financial Secretary of record, and if 'not known' then to the District Deputy of record. Upon receipt, this information needs to be processed immediately.

Councils who are in good standing with both Supreme and the State Council and who plan to participate in the 2025 State Annual Meeting **MUST** complete these forms.

Your assistance in completing and forwarding your council's delegate information will ensure that your delegates will receive a smooth process. Please remind your delegates that their primary purpose and responsibility is to represent their Council at the annual meeting.

The web site at <http://www.californiaknights.org> has the latest information on the annual meeting and additional copies of these forms and instructions. If you have any questions, please contact the State Office via email at [state.office@californiaknights.org](mailto:state.office@californiaknights.org) or via phone at 909-434-0460 ext 1.

Yours in Service,

Ken Rose

State Secretary

[State.secretary@californiaknights.org](mailto:State.secretary@californiaknights.org)

# INSTRUCTIONS

To facilitate the necessary AND accurate processing by the State Council Office and to ensure that delegates can be correctly and quickly registered, each council's **Delegate Election Forms** must adhere to the following **REQUIREMENTS**.

- 1) Forms must be **received** by the State Council ON or BEFORE **April 26, 2025**.
- 2) Forms MUST be submitted by US Mail **AND** by email to the State Council.
  - a) Scan and email the completed Delegate Election Form with attestation signatures and seal of the council to:

[delegate.forms@californiaknights.org](mailto:delegate.forms@californiaknights.org)

- b) Mail (USPS) the original Delegate Election Form with attestation signatures and seal of the council to:

State Council, PO Box 2649, West Covina, CA 91793

**DO NOT USE THE FONTANA STREET ADDRESS**  
**THE USPS WILL RETURN ANY MAIL ADDRESSED TO THE FONTANA STREET ADDRESS**

It is not necessary to pay for Priority Mail as long as an email copy has been sent

**NOTE:** It's **VERY IMPORTANT** that the Delegate Election Form be legible and accurate to **AVOID** returns for corrections and inability to participate during Annual Meeting.

- 3) To ensure the Delegate Election Form is **ACCURATE** please follow all instructions:
  - i) Delegates must be **elected** by, and be a member of, the council. He must also reside in California.
  - ii) Print name, membership number, cell phone number and email address. **(REQUIRED)**
  - iii) Grand Knight Delegate is automatically the current Grand Knight **(REQUIRED)**
  - iv) The Past Grand Knight Delegate **MUST** be a Past Grand Knight of the Council electing him as the delegate. Should there NOT be a Past Grand Knight of the Council available (i.e. all deceased, all out of State, OR a NEW Council) then, **AND ONLY THEN**, any Third Degree member of the Council in good standing may be elected for this position, AND this is indicated by '**NEW**' or '**NO PGK**' in the 'Year served as GK' space. The "Year Served as GK" means which Columbian Year(s) he was GK (example: 2017-2018).
  - v) Potential Substitute Delegate #1 & #2 – If no potential substitute is elected, then indicate so by writing '**None**' in the name field. Any Third Degree member may fill this role.
  - vi) Print the names of the two delegates who will be VOTING delegates.
  - vii) Grand Knight and Financial Secretary MUST sign at the bottom. Fill in council number, district number, affix the Council Seal, and the **DATE of the election** of delegates.
  - viii) Make sure all email addresses and phone numbers are **PRINTED** legibly.

**NOTE:** If the delegate has not received email acknowledgement and additional instructions by **May 3, 2025**, please contact the State Office via email at [state.office@californiaknights.org](mailto:state.office@californiaknights.org) or via phone at (909) 434-0460 ext.1.

**All voting delegates MUST have email access during the meeting in order to vote. Voting takes place on Saturday, May 17, 2025.**

# 2025 DELEGATE ELECTION FORM

**Forms must be received by the State Council ON or BEFORE April 26, 2025**

**PRINT or TYPE - ALL FIELDS ARE REQUIRED**

## **Grand Knight Delegate – (CURRENT GRAND KNIGHT ONLY)**

\_\_\_\_\_  
First Name                      Initial      Last Name    Membership Number

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## **Past Grand Knight Delegate - MUST be a Past Grand Knight of this Council**

\_\_\_\_\_ Which year(s) served as GK

\_\_\_\_\_  
First Name                      Initial      Last Name    Membership Number

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## **Potential Substitute Delegate #1**

\_\_\_\_\_  
First Name                      Initial      Last Name    Membership Number

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## **Potential Substitute Delegate #2**

\_\_\_\_\_  
First Name                      Initial      Last Name    Membership Number

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

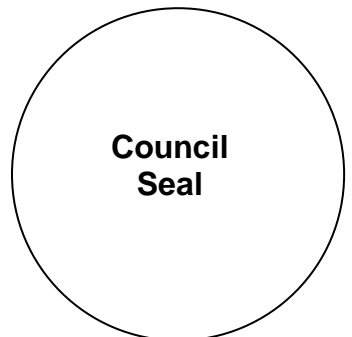
**Which two of the delegates above will be the voting delegates? PRINT NAMES BELOW**

1) \_\_\_\_\_ 2) \_\_\_\_\_

**ATTESTING SIGNATURES:**

X \_\_\_\_\_  
**Grand Knight**

X \_\_\_\_\_  
**Financial Secretary**



\_\_\_\_\_  
Council No.                      Date of Delegate Election (**ELECTION REQUIRED**)

IMPORTANT: Credentials will be processed from the above information. If the delegate has not received email confirmation by **May 2, 2025**, please contact the State Council office by email at [state.office@californiaknights.org](mailto:state.office@californiaknights.org)

## 2025 Annual Meeting Per Diem

\$60.00 per day

.28 per mile round trip

If over 250 miles one way, an additional day of per diem will be provided.

Delegates receive - 2 days

Less 1 banquet ticket - \$60.00

**\*Per Diem is issued only if the delegate is registered ON TIME (before close of registration, 12-noon Friday 5/17), attends meetings, and votes in the officers' election as well as any and all subsequent runoff elections.**

Calculations:

+\$60.00 (1 day)

+\$60.00 (1 day)

Minus -\$60.00 (1 banquet ticket)

+ mileage (28-cents/mile round trip, home zip code to hotel zip code)

=Total per Diem

**\*\*Add an additional \$60.00 if over 250 miles one way.**

**IN ORDER TO RECEIVE THE BANQUET TICKET, IT MUST BE ORDERED IN ADVANCE FROM THE STATE COUNCIL STORE AT [www.californiaknights.org](http://www.californiaknights.org) USING THE "FREE" BANQUET TICKET OPTION FOR DELEGATES**