



Knights of Columbus
Fourth Degree
Saint Isaac Jogues Province
First New Jersey District

JOSEPH A. OLIVO

Master

5 Heather Hill Way

Lebanon, NJ 08833

(908) 236-2566

E-Mail: jaolivo@earthlink.net

PETER BARTKOWIAK

Secretary to the Master

9 Cliffside Trail

Denville, 07834

(973) 627-0150

E-Mail: pbartkowiak@netzero.net

To: ALL STAFF, AIDES, NAVIGATORS AND COLOR CORPS COMMANDERS

The Exemplification of the 4th Degree for the First New Jersey District will take place as follows:

DATE: March 27, 2011 TIME: 12:00 Noon
PLACE: Parsippany Hilton Hotel
1 Hilton Court (off of Rt. 10 West)
Parsippany, New Jersey

This year the degree will be held in honor of: Rev. Fr. William Smith, K.C.H.S., our District Friar

The cost this Year for Candidates remains fixed by Supreme at \$ 70.00 (Priest Candidates \$ 50.00)

The cost for dinner guest this year is set at \$45.00.

There will be a *cash bar* that will open *after the exemplification is concluded* and will remain open through dinner. There will also be music for dancing and entertainment.

ALL ASSEMBLIES ARE ENCOURAGED TO PROVIDE A HOSPITALITY ROOM FOR THEIR CANDIDATES, CANDIDATES WIVES AND ALL OTHER GUEST, since dinner will not start for approximately 2 hour after the conclusion of the exemplification. If your Assembly feels it cannot afford to host a Hospitality room on its own it behooves you to join with another Assembly.

The 2010 Exemplification was a great success with over 200 men taking the degree. Since this degree is in honor of our District Friar, I am hoping that we will have a class in excess of 225 men this year. *Seating* at the banquet will be on a *FIRST COME FIEST SERVED* basis. Any overflow for dinner will be seated in a separate room where they can hear but will not be able to observe the program. I therefore encourage you to get out and start recruiting TODAY and make sure your reservations are sent in early.

Since the exemplification ran so well last year we will continue to employ the same set-up as in the past with the *Faithful Admirals handling the application for the new candidates.* I am more than confident that the applications *will be filled out properly and submitted in timely fashion.*

The *Faithful Navigators will be handling the seating arrangements for their respective Assemblies.* Since we anticipate having more than 700 people at the dinner it is extremely important that this job be handled *in a judicious manner.*

The *Color Corps Commanders will again handle the chore of soliciting ads for the Souvenir Journal.* I know that this year the journal can *be the biggest and best ever.*

I thank everyone for their support and cooperation and I am gratified by the dedication and effort you have all shown on behalf of your assemblies and the District in the past, and I look forward to a great Exemplification because of men like you.

Vivat Jesus,

Joseph A. Olivo

Joseph A. Olivo, Master



FOURTH DEGREE EXEMPLIFICATION

In Honor of District Friar Fr. William Smith, K.C.H.S.

March 27, 2011

GENERAL INFORMATION

Membership Chairman
SK RYAN FUCILLI
705 PARK AVE., 2ND FLOOR
ALPHA, NJ 08865
908-454-4233

Ad Journal Chairman
SK Hugh Gallagher
102 Highland Ave.
Bridgewater, NJ 08807
908-707-9253

Dinner Chairman
SK PETER BARTKOWIAK
9 CLIFFSIDE TRAIL
DENVER, 07834
(973) 627-0150

1. The candidate applications *will be accepted at all meetings prior to March 7, 2011. They can also be mailed to the chairman at the address shown. The VERY LAST DAY that applications will be accepted is Monday March 7th, 2011.* It would be very helpful if you can get the applications in early and not wait until the due date to hand them in. The more time we have to process them the less mistakes will be made. No application will be accepted without an ASSEMBLY CHECK accompanying it. **All Candidate Checks** should be made Payable To: “JOSEPH A. OLIVO, Master”

2. As with candidate applications Ad Journal applications will be accepted at any time with an *absolute cut off date being the March 7th meeting.* Again if they can be submitted early it would be greatly appreciated. They can be mailed anytime to the chairman at the address shown for him. **ALL ADS must be accompanied by a check & All Ad Journal Checks** should be made Payable To: “FIRST NEW JERSEY DISTRICT”

3. Dinner reservation forms will be distributed at the January and February meetings. The cutoff date for the dinner reservations is March 7, 2011. *This means that ALL the RESERVATION MUST be in the hands of the chairman on that date, not postmarked that date.*

All dinner reservation forms must be accompanied by a check.

All Reservation Checks should be made Payable To: “JOSEPH A. OLIVO, Master”

Please make separate checks for all items submitted. **DO NOT combine** Candidate fees/Ad Journal money,

Please ensure that all Honor Guard/Color Corps working the Degree *are listed* on the Assembly seating form. Keep a copy of your seating form and bring it to the exemplification.

Please advise ALL candidates to eat a good breakfast since they will not have the opportunity to eat after check-in.

The Faithful Navigator or someone he designates MUST pick up the Banquet Table assignments during candidate registration.

Faithful Navigators it is *your responsibility* to insure that all your people know where they will be sitting for the banquet. PLEASE make sure that you or someone YOU designate meets with all your people after your seating arrangements have been picked up to inform them of their table assignments.

Your cooperation will be deeply appreciated and will insure a good time for all on exemplification day.



4th DEGREE EXEMPLIFICATION
In Honor of District Friar Fr. William Smith , K.C.H.S.
MARCH 27, 2011
PARSIPPANY HILTON HOTEL
1 HILTON COURT
PARSSIPPANY, NJ

AGENDA & CANDIDATE INFORMATION

AGENDA

1. 9:00 AM Celebration of the Liturgy of the word (Mass) in the Grand Estates Ballroom. Attendance is optional.
2. 10:45 AM Registration of Candidates: Grand Estates Ballroom Foyer. Registration will be cut-off at 11:45 AM.
3. 12:00 PM Line Up. All Dignitaries, Honor Guard and Candidates **MUST BE PRESENT AT THIS TIME** for entrance into the Assembly chamber for the start of the Degree.
4. 12: 30 PM Start of the Degree by Master Joseph A. Olivo.
5. 5:00 PM Dinner

CANDIDATE INFORMATION

1. All candidates MUST be in possession of a VALID (CURRENT SIGNED) 3rd Degree Card and it MUST be shown at registration.
2. All candidates should know the *NAME* and *NUMBER* of their *ASSEMBLY* they are joining, since registration is in Assembly order.
3. Dress Code for Candidates *is as follows*:
BLACK or MIDNIGHT BLUE TUXEDO, WHITE SHIRT with LAY DOWN COLLAR, (NO WING TIPS OR RUFFLES), BLACK BOW TIE, BLACK CUMBERBUND, BLACK SHOES and SOCKS.

FAITHFUL ADMIRALS & NAVIGATORS

Please make copies and Distribute this sheet to ALL of Your Candidates



4th DEGREE EXEMPLIFICATION
In Honor of District Friar Fr. William Smith, K.C.H.S.
MARCH 27, 2011
PARSIPPANY HILTON HOTEL
1 HILTON COURT
PARSSIPPANY, NJ
973-267-7373

Reservation Information

A block of rooms has been set-aside for the Exemplification. The rate for rooms will be \$ 95.00 per night. All reservations are to be made *directly* with the hotel. When calling *please* mention "Knights of Columbus Block". Also request a later checkout if desired. While there is no guarantee that you will be allowed to checkout later the hotel has assured the district that it will try to accommodate us as much as possible. All reservations should be made early since the hotel will release the rooms to the general public approximately 2 weeks before the exemplification. Once released you will be on a first come first served basis, and you may have to pay additional for late checkout.

The toll free number is (877) 671-5744.

You may call the hotel directly on the 973-267-7373 number for Hospitality Rooms. Again there is a limited number of Hospitality Rooms available so make sure you book early if you want one.



SEATING CHART FOR EXEMPLIFICATION DINNER

MARCH 27, 2011

ASSEMBLY NAME _____ & NUMBER _____.

Tables of 10 (ten)

ONLY ONE NAME PER LINE (EXAMPLE: JOHN SMITH NOT MR. & MRS. SMITH)

Print Clearly

	NAME	C Candidate	WC Working Corpsman	PG Paid Guest
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Navigators Please Make a Copy for the Day of the Exemplification

Number of Candidates: _____
 Number of Working Corpsmen: _____
 Number of Paid Guest: _____ X \$45.00 = _____

MAKE ALL CHECKS PAYABLE TO: Joseph A. Olivo, Master

ALL COMPLETED DINNER FORMS WITH PAYMENT ARE TO BE SENT

TO:

SK PETER BARTKOWIAK

