

REQUEST FOR THIRD DEGREE AND CONFERRING OFFICER CY 2015-2016



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:	_____
Host District Deputy:	_____
Email:	_____
Phone:	_____
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:	_____

Second Degree (if planned):	
Will there be a Second Degree?	Yes _____ No _____
Show justification below.	
2 nd Deg. Registration Start Time: _____	
2 nd Deg. registration should not start more than one hour before the degree.	
2 nd Deg. Start Time: _____	
Allow about 50 minutes for the 2 nd degree.	
Will Lunch be served between the degrees?	Yes _____ No _____
Third Degree:	
Third Deg. Registration Start Time: _____	
Allow approximately 1 minute per estimated candidate.	
Registration Stop Time (3 rd): _____	
Registration must end 10-15 minutes before the degree.	
Degree Start Time: _____	
Allow at least 2 hours for the 3 rd degree, plus clean up time.	
Ladies Program:	Yes _____ No _____
Banquet after Degree:	Yes _____ No _____
Banquet Start Time: _____	

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

Justification for doing the 2nd & 3rd on the same day:

NOTE: It is the Host District Deputy's responsibility to arrange for a 2nd Degree Team, if required.

Other information or requests:

Expenses (Please plan on providing payment 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.

Charles H. Clark, PSD
State Ceremonials Chairman
11151 Pit River Ct.
Rancho Cordova CA 95670-2919
E-mail: chclark11151@gmail.com
Phone: 916-638-2501

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

Send copy to: _____
Peter Dreisbach
Northern California Coordinator
E-mail: peterdr@comcast.net
Phone: 510-793-8200

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

Send copy to: _____
Bob Boul
Southern California Coordinator
E-mail: bobboul58@gmail.com
Phone: 909-354-6245.