



Knights of Columbus
Indiana State Council
Certificate of Credentials
January 2018

Worthy Grand Knight:

The 117th Annual Meeting of the Indiana State Council Knights of Columbus will convene at the Indianapolis Marriot East Hotel on Friday, Saturday, and Sunday April 20-22, 2018.

Registration is required for all persons attending the 2018 Annual State Meeting. It is imperative that your Council elects Delegates and Alternates in time to allow them to pre-register and make hotel reservations before their respective deadlines.

ELECTION OF DELGATES AND ALTERNATE: Each Council in good standing is entitled to elect two (2) delegates, preferably the Grand Knight and Past Grand Knight actually residing within the State of Indiana. Each Council shall elect two (2) Alternate Delegates, who will be seated only if the Delegates do not attend. **The Delegates and Alternates must be Third Degree Members in good standing and must present membership cards indicating as such, at the State Convention.**

All Supreme and State Per Capita Assessments must be paid in full to have your Council's Delegates seated as voting Delegates.

INSTRUCTIONS FOR COMPLETING CERTIFICATE OF CREDENTIALS:

- FS shall prepare the [CERTIFICATE OF CREDENTIALS form](#) with names of all delegates and alternates. The form is in your 2017-2018 Indiana Program Guide and available on line (www.IndianaKofC.org). GK and FS must sign and then attest with your Council seal
- Make one copy for your Council files.
- Make four copies, and attest each with your Council seal. Give a copy to each Delegate and Alternate, for them to present to the State Officers upon registration at the Annual Meeting.
- **Mail the original, signed and stamped with your Council seal, to the State Secretary by April 6th, 2018.**

No Delegate or Alternate will be seated until he presents his Credentials, properly signed and attested with the Council seal, to the State Secretary upon registration at the Convention.

Please ask your Chaplain to attend the Chaplain's meeting, Opening Mass, and Chaplain's Dinner on Friday night. Also, encourage your FS to attend the FS Meeting on Saturday and join the Financial Secretary Association.

Remind your Delegates they must be present for both the Saturday and Sunday roll call. Councils will not be paid mileage and per diem allowance for Delegates missing either roll call. Checks will be mailed to the Council FS after the convention. Your FS should not be a Delegate or Alternate as the FS Meeting may make them miss a roll call and thus cause your Council to lose its mileage and per diem.

Fraternally,
Paul Zielinski
State Secretary, 2018 Convention Chairman