



NEW MEMBER WORK SHEET

NAME:						PHONE:						
ADDRESS:						DOB:						
WIFE'S NAME: DOB (MM/DD):			CHILDREN:			WEDDING DATE:						
SPONSOR:						PHONE:						
PARISH:												
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	INITIATION FEE
\$28.50			\$19			\$9.50			\$38			\$15
TOTAL MONEY DUE		IMPORTANT DATES										
		\$ \$ PAID	ADMISSIONS COMMITTEE	VOTED	1 ST DEGREE	2 ND DEGREE	3 RD DEGREE					
CHECK LIST												
ITEM	ACTIVITY DESCRIPTION										DATE COMPLETED	
1	GET A SIGNED APPLICATION											
2	ADMISSIONS COMMITTEE QUESTIONNAIRE COMPLETED											
3	ENLIST A COMMITTED SPONSOR											
4	INSTRUCT CANDIDATE ON WITHDRAWAL POLICY											
5	GIVE CANDIDATE A COUNCIL INFORMATION HANDOUT											
6	GIVE CANDIDATE HIS FIRST NEWSLETTER											
7	SHOW KOC VIDEO OR FLIP CHART											
8	ADMISSIONS COMMITTEE REPORT COMPLETED											
9	1 ST DEGREE CERTIFICATE PREPARED											
10	2 ND DEGREE CERTIFICATE PREPARED											
11	3 RD DEGREE CERTIFICATE PREPARED											

CHECK LIST

ITEM	ACTIVITY DESCRIPTION	DATE COMPLETED
12	PLACE ON FIRST COMMITTEE OR PROJECT	
13	ENCOURAGE NEW MEMBER TO ORDER A NAME TAG	
14		
15		
16		

COMMENTS: