



K of C Retention Suspension Process

- FS
 - Bills the members Form #423
 - No Payment re-bills at 30 Days Form #424
 - No Payment in next 30 days FS supplies
 - Name, address and Phone # to The Retention Com
- Retention Committee
 - Form KA1 Knight Alert is signed GK and trustees and forwarded to the delinquent Brother.
 - A member of the Retention Committee is assigned to contact the brother and report back to The committee.
 - Resolution is sought



K of C Retention Suspension Process

- Payment is not received after 2 months
- FS
 - Sends a notice of intent to suspend Form #1845
 - FS Signs and the GK signs and distributes to;
 - The delinquent Member
 - Dept of Membership records at Supreme
 - The State Deputy / Forwards to the State Retention Chairman
 - District Deputy for phone contact
 - Council file copy



K of C Retention Suspension Process

- Council waits 60 days
 - If no payment or resolution FS sends a form 100 to suspend the brother.
 - If the form 100 is not received in Supreme between the 60 day and 90 day window the brother will not be suspended
 - Then the process starts all over from the beginning.