

Brother Knights:

District 29 will host a Knighthood (3rd) Degree Exemplification on Sunday, March 12th, 2017 at Edward Douglass White Council # 2473. The Exemplification will take place in the Main Hall of the **CO-LUMBUS CLUB** located at 5115 Little Falls Road, Arlington Virginia, 22207. Signs will be posted on the doors directing where the candidates and observers are to go. ATTN: PARK IN LOWER LOT TO THE LEFT ONLY!

After you enter and sign in, Council Knights will escort Candidates to the ante-chamber. Observers will proceed into the hall and the Exemplification Team will be directed to a changing room. NOTE: all candidates must show a current 2<sup>nd</sup> Degree Membership Card to be admitted. All other Knights must show a current 3<sup>rd</sup> Degree Membership card to be admitted as an Observer or Degree Team Member.

The Conferring Officer will be Steve Rogers, FDD and the Presenter of the Fraternal Charge will be Worthy Everett Barnes. Breakfast for state officers and the degree team will be offered at 9:00 a.m., in the Upper Lounge. The ceremony starts promptly at 11:00 and a meal will be provided after the Degree, at approximately 1:00 p.m. NOTE Candidates must be checked in no later than 10:30 am.

**REMINDER: PLEASE BE AWARE OF DAYLIGHT SAVINGS TIME CHANGE (SPRING FOWARD).**

a. GRAND KNIGHTS:

1. Please ensure your eligible Formation (2nd) Degree members are aware of this opportunity for full Knighthood. An email notification and follow-up phone call to them are both important.

2. **IMPORTANT** – Grand Knights RSVP -- PLEASE reply to me at [thom.galvin911@gmail.com](mailto:thom.galvin911@gmail.com) no later than Wednesday March 8th, using the Subject “**Knighthood Degree**” with the following information:

\*\*Council #, Point of Contact and Cell Phone #

\*\*Number of Candidates

\*\*Number of Observers

PLEASE RSVP TO ME AS SOON AS POSSIBLE – your count will be critical in facilitating the planning for the event and to insure we have enough meals prepared for after the exemplification.

3. Grand Knights or sponsors should have a Knighthood (3rd) Degree Membership Medallion for each candidate participating from your Council at the sign-in. Please review the Knights of Columbus Virginia State Council Ceremonials Handbook, starting on page 8 for Grand Knight Responsibilities.

b. DISTRICT DEPUTIES: The Conferring Officer usually requests three or four DDs to perform the Knighting. If you can assist with this high privilege, please contact me.

c. CANDIDATES: Please arrive with your Sponsor/Escort between 10:15 a.m. to 10:30 a.m. and have available your current Formation (2nd) Degree membership card. It is important that you arrive during this time period, no earlier and no later. **Attire is coat and tie.** The Host Council will have Name Tags for Numbers assigned for Candidates upon arrival. It is expected that the candidate be accompanied by a sponsor!

Please convey to me any questions or any special requests that would help make your time with us more pleasant and enjoyable. Your Brothers of District 6 look forward to seeing you!

Fraternally,



Thom Galvin PGK  
District Deputy #29  
C: 703-798-7822  
[thom.galvin911@gmail.com](mailto:thom.galvin911@gmail.com) or [dd29@vakofc.org](mailto:dd29@vakofc.org)