



Knights of Columbus

Fourth Degree Exemplification

Saturday, February 28, 2026



INFORMATION FOR CANDIDATES, GUESTS, AND CURRENT FOURTH DEGREE MEMBERS

Date: Saturday, February 28, 2026, **11:00 AM**

Locations:

Exemplification:

The Catholic Church of St. Mark
1505 Kempsville Road
Virginia Beach, VA 23464

Hotel/Lodging:

A block of rooms has been reserved at the Founder's Inn and Spa by Hilton located at 5641 Indian River Road, Virginia Beach, VA 23464. Reservations may be made on-line at this Booking Link:

https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=ORFFIUP&groupCode=KOC&arrivaldate=2026-02-27&departuredate=2026-02-28&cid=OM_WW_HILTONLINK_EN_DirectLink&fromId=HILTONLINKDIRECT

You may also call the hotel at (757) 366-5700. **Make sure to ask for the Knights of Columbus rate group code is KOC.** The room rate is \$119.00 plus taxes. **The cutoff date for reservations is January 28, 2026, so please reserve your room early.**

Making a room reservation is optional. Candidates and Sir Knights do not have to reserve a room at the hotel and may drive to the Exemplification that morning and return home after the Exemplification luncheon.

Eligibility:

Candidates must be a Third Degree Knight in good standing. All applications (Form 4) for non-U.S. citizens must be reviewed by the Master once they are approved by the Assembly. To facilitate the process, you may send an electronic copy and hold the original until you submit your complete package.

Candidates requiring special arrangements are to be identified when their application is submitted. Special needs include diabetics, candidates in wheelchairs, etc. We will make special arrangements for them to take the Degree, if necessary. The Assembly must escort those with special needs and stay with them until they are ready to be moved into the Exemplification Chamber.

Fees:

The candidate fee is \$70.00. This fee is set by Supreme and includes the Fourth Degree pin, certificate, luncheon ticket, and processing fees. All candidates will pay their fees to the local Assembly. The Assembly will write a single check to the Master.

Priests:

The cost for Priests is \$60.00. We encourage Assemblies to assume the costs for their Priest candidates. Although Supreme does not charge a fee for Priests, the \$60.00 cost includes the Priest's luncheon ticket, Fourth Degree pin, and certificate.

Fourth Degree Dress Code:

- **Candidates** for the Fourth Degree will wear a black, dark grey, or dark blue suit with a plain white shirt and basic/conservative style tie (no bowties). Both jacket and pants must be dark in color. Brown, green, or other color suits are not authorized. Candidates should not wear any pins on their jacket lapels. The PG-113 pin will be provided to candidates during the ceremony.



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- **Priests** should be dressed in clerical attire.
- **Deacons** may wear clerical attire as allowed by diocesan guidelines.
- **Active-Duty Military** may wear their Class A or dress uniform.
- **Policemen and Firemen** may wear their dress uniform.
- **Fourth Degree Sir Knights** should wear the Official Regalia Dress, or they may also wear a black, dark grey, or dark blue suit with a plain white shirt and basic/conservative style tie (no bowties). Both jacket and pants must be dark in color. Brown, green, or other color suits are not authorized. The social baldric may be worn under the jacket but in front of the tie. All Sir Knights will wear the Fourth Degree PG-113 pin. No other pin will be worn.

Membership Cards:

Candidates **must** be in possession of their Third Degree membership cards. All observers attending the Exemplification will need to present their current Third **and** Fourth Degree membership cards. Honorary and Honorary Life membership cards are not acceptable for admittance to the Exemplification.

Luncheon:

The luncheon will be served at the Catholic Church of St. Mark following the Exemplification. The cost is \$35.00 per ticket (\$15.00 for children under 12). The candidate's luncheon is covered by their Exemplification fee. The cost of additional luncheon tickets is also to be paid to the local Assembly for inclusion on the tally sheet. The luncheon will be buffet style. There will be a Program during the luncheon to include the Presentation of Assembly Awards: Assembly of the Year, Sir Knight of the Year, and Supreme Council Awards.

Cancellation Policy for all Events: **No refunds AFTER Saturday, February 21, 2026.**

Exemplification Mass:

This is no separate Mass held as part of this event. St. Mark does have a 5:30 pm Mass for those who wish to attend before they go home.

Schedule of Events:

Day	Time	Event
Friday	4:30 PM to 10:00 PM	Hospitality Room open at the hotel
Saturday	8:30 AM to 10:00 AM	Navigators, Candidates, and Observers check-in at St. Mark's
Saturday	9:00 AM	Navigator and Candidate Escort Volunteer Briefing and Practice
Saturday	No later than 10:00 AM	Candidates report to Ante-chamber for preamble, further instructions, and line-up
Saturday	11:00 AM	Exemplification begins
Saturday	1:15 PM (approx.)	Luncheon and Program begins
Saturday	5:30 PM	Optional -- Mass at St. Mark's Catholic Church

Special Notes:

- All reservations for candidate tickets and extra luncheon tickets **MUST** be made to the local Assembly and all payments made to the Master on an Assembly check.
- Tickets **MUST** be presented for admission to luncheon.



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- A hospitality room will be open at the hotel on Friday evening.

Navigators, Candidates, Members, and Observers:

Please check in at the registration table between 8:30 and 10:00 and pick up your luncheon tickets.

All candidates must know the name and number of their new Assembly.

Candidates should also have the cell phone number of their Navigator or Assembly Representative. **It is also recommended that the Navigator or Assembly Representative has each candidate's cell phone number.**

Note that all candidates need to report to the Ante-chamber no later than 10:00 AM and show a current Third Degree membership card.

Candidates requiring special arrangements or accommodations are to be identified when their application is submitted. Additionally, please advise the Master's staff when checking in. Candidates will form at the Ante-chamber no later than 10:00 AM. The Exemplification will start at 11:00 AM and not end until approximately 1:00 PM. Candidates with special medical requirements such as diabetes should be aware of this time restraint, so medications and food might be consumed accordingly prior to the start of the Exemplification. No food will be available before or during the Exemplification. The Assembly must provide a Sir Knight to escort those with special needs and stay with them until they are ready to be moved into the Exemplification Chamber.

Questions and/or additional information

Please contact your Faithful Navigator first if you have questions or need additional Information.

You may also contact District Master Kelly J. Mortensen at Master@vakofc.org or at (804-651-3772), or District Secretary Isaias "Cy" Alba at Secretary@vakofc.org or at (571) 215-1233 if you are not able to contact your Navigator.

NAVIGATORS: PLEASE FILL IN YOUR NAME AND PHONE NUMBER AND PROVIDE THIS INFORMATION TO ALL CANDIDATES AND OTHERS WHO WILL BE ATTENDING THE EXEMPLIFICATION.

Navigator Name: _____

Navigator Phone Number: _____