

## **Appendix A – Relevant Laws and Policies to be Aware of**

### **From the Kingdom Laws**

#### **ARTICLE IV - Kingdom Events**

- IV-100** The Kingdom events shall be the Crown Tournaments, the Coronations, the Kingdom Arts and Sciences event, and other events so named by the Crown after consultation with the Privy Council.
- IV-200** The Privy Council shall solicit bids for Kingdom events from all branches within Ealdormere through publication in the Kingdom newsletter. Branches wishing to host Kingdom events must submit a written bid to the Crown and Privy Council following the guidelines outlined in the Ealdormere Operating Policy concerning Kingdom events.
- IV-300** There shall be two reigns per year. Coronations shall be scheduled for the months of April and September, and Crown Tourneys shall be scheduled for the months of May and October as specified in the Ealdormere Operating Policies pursuant to Policy #4 of the Addendum and Policy Manual for the Seneschal's Office in the Kingdom of Ealdormere, save and except in unusual circumstances as decided upon by the Crown with consultation of the Privy Counsel.
- IV-400** No event shall occur in Ealdormere on the same day as a Kingdom event without express prior approval of the Crown.

### **From the General Operating Policies**

#### **Section Three - CROWN TOURNAMENTS, CORONATIONS AND KINGDOM EVENTS.**

##### **3.2 Finances for Crown Tourneys and Coronations**

- 3.2.1 It is an honourable tradition of Ealdormere that the Kingdom and host group share jointly in the financial aspects of a Crown Tourney, Coronation or Kingdom Event. The proposed financial split should be included in the event proposal. The Kingdom reserves the right to be included in financial planning and budgetary decisions.

##### **3.3 Bids for Crown Tourney**

- 3.3.1 All bids for Crown Tourney must be submitted to The Crown and the Kingdom Seneschal in writing. It is best to submit the bid as early as possible to give the group sufficient time to prepare should their bid be accepted.  
All bids must include:
- name of the host group (and sponsoring group if applicable)
  - date, time, location
  - a description of the facilities
  - a description and schedule of activities planned for the day
  - a proposed budget
  - a summary of names and qualifications of the key people working on the event. (e.g. autocrat, head cook, etc.)
- 3.3.2 The proposed site must be of sufficient size to host a Kingdom level event (attendance may be 400+). Hall sizes should be included in the bid. The site must provide a minimum fighting area of 900 square feet, with a ceiling clearance of at least 15 feet. There must be enough space around the list to include room for Their Majesties' thrones and attendants, a six foot buffer zone, an area for the fighters to spread out their gear without impeding traffic through the hall, and room for a large number of spectators. There should be no windows or breakable hall property near the list area. If the list is to be outdoors, or at a camping event, a suitable indoor site must be available in case of inclement weather. The host group must supply list ropes/barriers and a list table.
- 3.3.3 The event site must also include a suitable Royalty Room for the Crown and the Heirs. An extra room for scribes and/or meetings would also be useful. The event should include a feast

appropriate to the celebration of our new Heirs. There will be a Kingdom Court held in the evening; an appropriate location for the Royal Thrones, banners and attendants will be required, as well as sufficient seating for the populace.

- 3.3.4 Groups submitting a successful bid may wish to consider the following suggestions:
- The host group should consider that the list floor will be subject to scuffs from fighters' boots and knee cops. If this could cause damage to the hall, carpets or some other floor covering should be provided. There should be no loose edges for fighters to trip over.
  - A loading area for fighters' gear, on-site showers, a double list rope, a secondary list table for spectators to observe the progress of the tourney, and liquid refreshment for the combatants will help ensure that participants and spectators have the best day possible.
  - Either prearranged hotel or crash space should be available to those traveling to the event.
  - While Kingdom Officers conduct the major events of the day, it is hoped that volunteers from the local group will assist with marshalling, heralding, list table work, water bearing, guard duty, or just lifting and carrying.
  - This is one of the premier events of our Kingdom and it would be appropriate for the site to be one that has a less obtrusive modern atmosphere. Decorations that assist in providing an appropriate medieval setting are always welcome.
- 3.3.5 All bids will be forwarded to the Privy Council for consultation. Final acceptance of Crown Tourney bids rest with the current Crown.

### **3.4 Bids for Coronation**

- 3.4.1 All bids for Coronations must be submitted to The Crown and the Kingdom Seneschal in writing.
- 3.4.2 All bids will be forwarded to the Privy Council for consultation. Final acceptance of Coronation bids rest with the current Crown.
- 3.4.3 The Kingdom Seneschal is required to ensure that the day's activities occur in a traditional, fair and legal manner. The Kingdom Herald is required to ensure Coronation of the Heirs is conducted in an appropriate and ceremonial manner.
- 3.4.4 It is best to submit the bid as early as possible to give the group sufficient time to prepare should their bid be accepted.  
All bids must include:
- name of the host group (and sponsoring group if applicable)
  - date, time, location
  - a description of the facilities
  - a description and schedule of activities planned for the day
  - a proposed budget
  - a summary of names and qualifications of the key people working on the event. (e.g. autocrat, head cook, etc.)
- 3.4.5 The proposed site must be of sufficient size to host a Kingdom level event (attendance may be 400+). Hall sizes should be included in the bid.
- 3.4.6 The event site must also include a suitable Royalty Room for the Crown and the Heirs. An extra room for scribes and/or meetings would also be useful. The event should include a feast appropriate to the celebration of our new King and Queen. There will be Kingdom Courts held throughout the day; an appropriate location for the Royal Thrones, banners and attendants will be required, as well as sufficient seating for the populace.
- 3.4.7 Groups submitting a successful bid may wish to consider the following suggestions:
- Either prearranged hotel or crash space should be available to those traveling to the event.
  - While Kingdom Officers conduct the major events of the day, it is hoped that volunteers from the local group will assist with marshalling, heralding, list table work, water bearing, guard duty, or just lifting and carrying.

- This is one of the premier events of our Kingdom and it would be appropriate for the site to be one that has a less obtrusive modern atmosphere. Decorations that assist in providing an appropriate medieval setting are always welcome.

### 3.5 Kingdom Events

- 3.5.1 Any group wishing to hold an event bearing the name of "Ealdormere" must submit a written request to the Crown. If the request is for the use of the name only, and does not require the supervision, financial aid, or support of the Kingdom, and will not result in profit sharing of some form, the Crown may grant permission without seeking comment from the Privy Council. Should the Crown see fit to apply the name of the Kingdom to the event, They must inform the Kingdom Seneschal, so that the Kingdom Calendar may be updated. The use of the name of the Kingdom does not denote a "Kingdom Event" or patronage of the Crown, unless the Crown so declares the event to be a "Kingdom Event". Such a declaration must be conveyed to the Kingdom Seneschal and the procedure in Section 3.5.2 must be followed. Upon declaration of a "Kingdom Event", the date on the Kingdom Calendar is automatically protected by the Crown.
- 3.5.2 Any group wishing to have an event declared a "Kingdom Event" must petition the Crown in writing. If the event does not require the financial aid, supervision or support of the Kingdom, and will not result in profit sharing of some form, the Crown may follow the procedure as listed in Section 3.5.1. If the event requires the financial aid, supervision or support of the Kingdom, and results in profit sharing of some form, the Crown must present the event proposal to the Privy Council for comment.
- 3.5.3 The granting of the designation of a "Kingdom Event" rests with the Crown, and They may require or request revisions to the proposed event as They see fit. A Kingdom event would require local officers in charge consult with their Kingdom superiors when planning activities. Designation of an event as a Kingdom Event by the Crown is on a case-by-case basis. A recurring "event" can only be permanently designated as a "Kingdom Event" by a change to Kingdom Law.

### From the Seneschal's Policy Addendum

#### Policy #4: Kingdom Bid Selection Policy.

Crown Tournaments shall be held on the 4th Saturday of the months of May and October, save and except special circumstances as decided upon by TRM and the Privy Council.

Coronations shall be held on the 4th Saturday of the months of April and September, save and except special circumstances as decided upon by TRM and the Privy Council.

Kingdom A&S shall be held on the 3rd weekend of November, save and except special circumstances as decided upon by TRM and the Privy Council. In the case that either A&S or Crown has moved due to special circumstances, A&S must be at least 2 weeks after Crown.

Other groups may book events on other weekends in the months of April, May, September, October, and November, before a Kingdom bid has been accepted. There will be an understanding that in special circumstances their event may be forced to change dates, or they may be asked to host the Kingdom Event, or they may choose to cancel.

In unusual circumstances, it will be the Kingdom Seneschal's responsibility to resolve any conflicts that arise due to another event already booked and a Kingdom event bid on the same weekend.

Coronations, Crown Tournaments and the Kingdom A&S tourney shall be rotated amongst the different regions (i.e. Baronies and Shires). The following schedule is the rotation and sets the pattern for the future:

Septentria	Spring Coronation 05
Skraeling	Spring Crown 05
Shires	Fall A&S 05 (with Rising Waters)
Rising Waters	Fall Coronation 05
Ramshaven	Fall Crown 05
Ben Dunfirth	Spring Coronation 06

Septentria	Spring Crown 06
Skraeling	Fall A&S 06
Shires	Fall Coronation 06 (with Ramshaven)
Rising Waters	Fall Crown 06
Ramshaven	Spring Coronation 07
Ben Dunfirth	Spring Crown 07
Septentria	Fall A&S 07
Skraeling	Fall Coronation 07
Shires	Fall Crown 07 (with Ben Dunfirth)
Rising Waters	Spring Coronation 08
Ramshaven	Spring Crown 08
Ben Dunfirth	Fall A&S 08

At the end of the schedule the same pattern of regional assignments is repeated. Should the Baronies, or Shires, or the Kingdom Seneschal request a change to this rotation, the Kingdom Seneschal, in consultation with all of the landed Barons and Baronesses and Kingdom Deputy for Shires, shall compile a new rotation schedule and shall review it with TRM and Privy Council

All bids must be submitted to the Privy Council and TRM for review and final approval. When it is a barony's or the shires' turn in the rotation, that group must put a bid in, unless they have given their event to another group. Details on this are given below. Other groups may also put in a competing bid, as they see fit. In the case of competing bids, assuming the bids are relatively equal, the Privy Council and TRM, should give preference to the bid that maintains the rotation, rather than the competing bid. Preference should also be given to bids that are on the correct Saturday. Baronial/Shire bids must be presented to Privy Council a MINIMUM of 9 months in advance, and more lead time is always acceptable. Privy Council may accept the first correct rotational bid that is presented, provided it is acceptable.

If a competing bid arrives at Privy Council, the Kingdom Seneschal will inform the Barony or Shire whose rotation it is. That Barony or Shire will have 6 months, if the event is 2 plus years away, or 3 months, if the event is between 12 months and 2 years away, to put together their bid. If the Barony/ Shire fails to submit a bid within the time limit, then the Privy Council and TRM will assume they are giving their event to the competing bid, as detailed below, without any compensation.

The Kingdom Seneschal shall privately inform the group(s) that has/have submitted a bid, as to the decision of the Crown and Privy Council prior to the announcement of the acceptance of any bid. The Kingdom Seneschal shall then inform the Calendar Secretary as to site location and date of the Kingdom event, if there are any changes. It is strongly recommended that all Kingdom events have flyers published in 2 issues of the Kingdom newsletter. These newsletters should be the month of the event and the month prior to it.

Since shires are less populated than Baronies, and neither the Kingdom, nor the Baronies, wishes to put undue hardships on the Shires, the Baronies will each take a turn supporting a Shire when they are required to bid on a Kingdom event and require assistance. The rotation for this will start in 2003 with Septentria, and continue in chronological order of creation of Barony, ending with Ben Dunfirth in 2007, and then will begin again. Since the needs of each Shire will be different for each bid, it is strongly recommended that an outline of whatever support is being asked of the Barony be placed in writing and accompany the bid to Privy Council. This should also include a letter from the baronial seneschal with the Baron and Baroness signature, agreeing to that level of support.

With the agreement of both parties, groups will be able to give another group their event in the rotation. Negotiation for another's event should take place through the Baron and Baroness and/or KDS, while keeping the group and baronial seneschals informed. The Baron and Baroness/KDS may put any reasonable condition upon giving up their event. This includes, but is not limited to, asking for an event in return. Final negotiation must be in writing, with a copy going to the Kingdom Seneschal, while keeping copies for themselves. A copy should also accompany the bid to Privy Council.

The Kingdom Seneschal, in conjunction with TRM and Privy Council, reserves the right to veto any agreement that they deem unacceptable, for stated cause.