



**THE LAWS OF GOVERNANCE OF THE
KINGDOM OF GLEANN ABHANN**

THIRD EDITION

SHELVED 9/21/24

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APPENDIX A

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LAWS OF GOVERNANCE OF THE KINGDOM OF GLEANN ABHANN

A. Definition

1. The Word of the Crown is the publicly proclaimed, published, and signed by the Crown and Kingdom Seneschal, dictates of the Crown for the purpose of setting and changing the Laws of Governance of the Kingdom of Gleann Abhann (Hereafter referred to as Gleann Abhann Law).
2. The Heraldic Laws of Gleann Abhann are the Word of the Crown for the purpose of defining and changing the awards, orders, and precedence of the Kingdom of Gleann Abhann.
3. Gleann Abhann Law is subject to the authority of Modern-Era Law, the Board of Directors, and the Governing Documents of the SCA.

B. Changing Gleann Abhann Law

1. The Crown has the sole right and privilege to create new laws and make amendments to existing law.
2. Proposed changes to Gleann Abhann Law, when received by official means, will be reviewed by the Kingdom Seneschal at least (15) days prior to the enactment of such changes. The Seneschal will acknowledge the propriety of the changes by signing them, prior to enactment. The Seneschal will state any conflicts, in writing, and provide them to the Crown and the Greater Officers.
3. Once the addition or amendment of Gleann Abhann Law has been enacted, the Seneschal will provide the Society Seneschal and the Kingdom's ombudsman with copies of the changes, within (15) days, as well as any conflicts noted by the Seneschal.
4. New laws and amendments to existing law must be published in the Kingdom Newsletter and must also be publicly proclaimed in a Royal Court at a published event prior to taking effect.
5. If a new Gleann Abhann Law conflicts with an existing provision, the existing provision is to be declared null and void and must be explicitly repealed. Laws that are repealed must be proclaimed and published in the same manner as the original law.

C. Publication of Gleann Abhann Law

1. All additions and amendments to Gleann Abhann Law will be published in the Kingdom Newsletter the month following their issuance.
2. All additions and amendments to Gleann Abhann Law will bear the signatures of the Crown, and the Kingdom Seneschal.
3. Gleann Abhann Law will be published on the Kingdom official website.

D. Review of Gleann Abhann Law

1. Gleann Abhann Law will be reviewed by the Crown and Kingdom Seneschal every

(2) years to assure clarity and compliance with all superior documents.

- a. Gleann Abhann Law will be checked against itself and all changes in the previous (2) years will be verified to not conflict with any other part of Gleann Abhann Law.
 - b. Gleann Abhann Law will be checked against The Governing Documents of the SCA and interpretations by the Society Seneschal for any conflicts.
2. Any conflicts found will be addressed and Gleann Abhann Law revised as needed, as per section I.B of Gleann Abhann Law.
 3. Resolution of such conflicts will start within (7) days of the official announcement from Society of an Amendment or Interpretation, or upon discovery of a conflict within Gleann Abhann Law, and be completed within (90) days.

E. Edicts

1. An Edict is a Royal Command, proclaimed at a Royal Court, at a published event.
2. An Edict has the force of Gleann Abhann Law for the duration of the reign.
3. An Edict may not conflict with Modern-Era Law, the Governing Documents of the SCA, Inc. or Gleann Abhann Law
4. Edicts must be published in the Kingdom Newsletter the month following the court they were issued.

F. Interpretation

1. When questions arise concerning the intent of Gleann Abhann Law, the Kingdom Seneschal is responsible for making interpretations and clarifications of the written law.

G. Conflicts with The Governing Documents of the SCA

1. If any part of Gleann Abhann Law is in conflict with the Governing Documents of the SCA, or made to be in conflict due to updates to the Governing Documents of the SCA, the Governing Documents of the SCA will take precedence and be considered to be Gleann Abhann Law until such time as Gleann Abhann Law is amended to incorporate the wording and interpretations of the Governing Documents of the SCA.
2. The Kingdom Seneschal will announce to the Kingdom any conflicting changes to the Governing Documents of the SCA within (7) days of their issuance.

II. THE ROYALTY OF GLEANN ABHANN

A. Selection

1. The Crown (The Sovereign and Consort) of Gleann Abhann are selected by Royal List, as per Section III of Gleann Abhann Law.

B. Duties

1. The Crown is charged to uphold and enforce Gleann Abhann Law. They may make changes to Gleann Abhann Law by those procedures outlined in the Governing Documents of the SCA and Section I of Gleann Abhann Law.
2. The Crown will attend their Coronation, preside over Crown List to choose their successor, and attend the Coronation of their Heirs. The Crown will also attend and preside over the ceremonies of Gulf Wars as heads of the hosting Kingdom. Should extreme and extraordinary circumstances prevent a Crown or an Heir to the Crown from completing these requirements, the Board of Directors may, upon substantial petition and on a case-by-case basis, waive these requirements to allow the bestowing of a royal peerage or royal title.
3. The Crown will be the chief examples of chivalry, courtesy, and the other virtues appropriate to the ideals of the Society and will work to inspire these virtues in their subjects. They will be true and faithful rulers for their subjects, uphold their subjects' rights and work for their benefit, and maintain an impartial justice for all in the realm.
4. The Crown will bestow awards and recognition to those gentles who have proven themselves deserving.
5. The Crown will foster an atmosphere that encourages new and prospective members to feel welcome to participate in all Society activities.
6. The Crown, acting with and through the officers of Gleann Abhann, administers the lands and branches which comprise the Kingdom. The Crown consults the officers of the Kingdom in matters concerning the officers' areas of responsibility and monitors the performance of their officers to the extent necessary to confirm that they are performing essential duties. They sign such internal documents as are necessary for the conduct of business within the realm.
7. The Sovereign supervises combat on the field of honor.
8. No Crown, during the time of their Reign, will hold any other office within the Kingdom, but will provide for a suitable successor for any vacancy of office They may leave. This will include such custodial care of territorial baronages, as the Crown may deem necessary.
9. The Crown accepts and reviews budgets for Kingdom Level Events as per Section VII of Gleann Abhann Law. If budgets are not previously accepted, the Crown will consult the Heirs on events to be held during their reign and any Kingdom Officer on events relating to their office.
10. Kingdom regalia will be leased to The Crown for the duration of their Reign, using the lease agreement form in Appendix A. They are to work with the Chamberlain or their representative to transfer said regalia at Coronation and Crown List.

C. Privileges of the Crown

1. The Crown may bear the Arms of the Kingdom, as registered with the Society College of Heraldry, on their person or at any event they are present. The Consort may also bear the arms of the Consort, should they choose.
2. The Crown will have the right to give titles, ennoblements, awards, grants, etc., as They see fit and as outlined by the Governing Documents of the SCA, and Gleann Abhann Law.
3. The Crown will consult the Diamond Herald prior to the creation of a new order regarding the name, precedence, and regalia of the proposed order.
4. The Crown are the Protectors of all Orders within the Kingdom and, as such, enjoy all rights, privileges, and responsibilities of the Companions of the Orders, for the duration of their reign.
5. The Crown may, should circumstances warrant and the Governing Documents of the SCA be complied with, delegate a representative to deliver an award, after it has been read into a Kingdom Court by the Crown.
6. The Crown has the right to select and invest Territorial Baronages upon proper consultation with the populace of the Barony of appointment as outlined in Section V. D of Gleann Abhann Law.
7. The Crown has the right to preside over all Kingdom Courts in the Kingdom of Gleann Abhann. They may delegate this right in accordance with the provisions outlined in the Governing Documents of the SCA.
8. The Crown may accept or deny Letters of Intent for their Crown List, as per Section III.D of Gleann Abhann Law.
9. The Crown may issue Royal Edicts effective for the duration of their reign, as per Section I.F of Gleann Abhann Law.
10. The Crown may issue Banishments, detailed in Section VI of Gleann Abhann Law.

D. Limitations of the Crown

1. The Crown is subject to all Governing Documents of the SCA and Gleann Abhann Law.
2. No Crown may enter a Crown List, nor hold any more than one Royal office. The Crown may not immediately succeed themselves.
3. The Crown may grant armigerous awards to subjects of other kingdoms only if all the following conditions apply:
 - a. The service or achievements being recognized must have taken place in Gleann Abhann
 - b. The conferring Crown must consult with any Order, patent or otherwise, related to the award

- c. The conferring Crown must obtain prior written consent from the Crown of the recipient's kingdom of geographical residence.

E. Heirs

1. The Heirs will be the winners of the Crown List hosted during the reign of the current Crown.
2. Duties of the Heirs
 - a. The Heirs will act as regents of the Crown whenever the Crown is absent. At the will of the Crown, the Heirs may be designated any power of the Crown save those explicitly reserved to the Crown by the Governing Documents of the SCA or Gleann Abhann Law. Designation of such will be done in writing by the Crown, addressed to the Heirs and the Kingdom Seneschal.
 - b. No Heir will hold any other office within the Kingdom. They will provide a suitable successor named prior to Crown List. The full transition of office will be completed within (14) days for any vacancy of office the Heirs held. This will include such custodial care of territorial baronages, as the Crown may deem necessary.
 - c. Kingdom regalia will be leased to The Heirs for the duration of their Reign, using the lease agreement form in Appendix A. They are to work with the Chamberlain or their representative to transfer said regalia at Coronation and Crown List.
3. Privileges of the Heirs
 - a. The Heirs may bear the Arms of the Kingdom, as registered with the Society College of Heraldry, surmounted by a white label, at any event They are present or on Their person. The Heir Consort may also bear the arms of the Consort, surmounted by a white label, should they choose.
 - b. At the Heir's written request, "Banishment from the Presence" will also include Sanction from the Presence of the Heirs of the Kingdom of Gleann Abhann upon the Crown's signed written agreement.

F. Abdication/Incomplete Reigns

1. In the event that one of the Crown is unable to continue the reign, through removal, or abdication, the remaining Crown will continue the reign with all royal powers and prerogatives, as outlined in Gleann Abhann Law.
2. In the event that both of the Crown are unable to continue the reign, through removal or abdication, the Heirs, if they have been selected, will act as Regents for the Crown until their own Coronation.
3. In the event that both of the Crown are unable to continue the reign, through removal or abdication, and Heirs have not yet been selected, the Kingdom Seneschal will organize and oversee an immediate Crown List Tourney to select new Heirs, who will be Coronated to Crown on the day of the Crown List. The requirement for Letters of Intent is waived for this list, but all other requirements to enter Crown List apply.

III. ROYAL LIST OF GLEANN ABHANN

A. Definition

1. The Royal List, also known as Crown List, is the tournament held during the Crown List Kingdom Level Event. The winner of the tournament, and their consort, will be declared the Heirs to the Crown of Gleann Abhann.

B. Requirements of the Royal List

1. The Royal List will be a tournament under the Society and Gleann Abhann rules of Heavy/Chivalric (Rattan) combat.
2. The Royal List must be announced in Kingdom Newsletter for the (3) months prior to the event, except under the circumstances in Section II.F.3 of Gleann Abhann Law.
3. The Royal List will be a tournament of single rattan combat (one on one) unless the Crown receives prior written authorization of a variance from the Society Board of Directors.

C. Requirements of the Entrants in the Royal List

1. Each combatant entering the list must fight for one consort who has consented to serve as the Consort of Gleann Abhann.
2. Each consort may only have one combatant representing them in the list.
3. Each combatant and consort must be a current member of the Society for Creative Anachronism, Inc. on the day of the list. Should the combatant and consort win, they are required to secure a membership that will be valid for the duration of their reign within (10) business days of being declared Heirs and provide proof to the Kingdom Seneschal.
4. Each combatant and consort must have held a valid membership in Gleann Abhann for the entire year immediately prior to the Royal List in which they have expressed an intent to participate. *This requirement may be waived by the Crown, for all entrants*
5. Each combatant and consort must have resided within the boundaries of Gleann Abhann for the entire year immediately prior to the Royal List in which they have expressed an intent to participate. *This requirement may be waived by the Crown, for all entrants*
6. Each combatant and consort must be willing and able to fulfill the duties of the Heirs and Crown.
7. Each combatant and consort must have read the current editions of the Governing Documents of the SCA, Gleann Abhann Law, and Gleann Abhann Financial Policy.

8. Each combatant and consort must complete the “Letter of Intent” form on the Gleann Abhann website no later than (2) weeks prior to the Royal List, except under the circumstances in Section II.F.3 of Gleann Abhann Law.

D. Privileges of the Crown

1. The Crown may declare any variation of tournament format and weapon style, so long as it is Heavy/Chivalric (rattan) combat and bouts of single combat, unless a variance is requested and granted by the Board of Directors, per Section III.B.3 of Gleann Abhann law.
2. The Crown may require the use of certain weapons provided by the kingdom, provided they meet all Society requirements.
3. The Crown may require that physical Letters of Intent be submitted, in addition to completion of the online “Letter of Intent” form.
4. The Crown may accept or deny letters of intent, submitted by entrants, at their discretion.
 - a. Denials will be specific to the entrant. Furthermore, entrants will not be denied based on membership in a group or class of people.
 - b. Denials will be sent as soon as possible after the closing date for Letters of Intent, which is (2) weeks prior to the Royal List.
 - c. Denials may be appealed to the Crown with notification to the Kingdom Seneschal.
 - d. Appeals denied by the Crown may be appealed to the Board of Directors.

IV. OFFICERS OF GLEANN ABHANN

A. General

1. The Greater Officers are the officers warranted by, and report directly to the Society Officers of the same office, and the Crown.
2. These Greater Officers serve, at the pleasure of the Crown, overseeing and performing the tasks necessary to the function of the Kingdom, as defined in the Governing Documents of the SCA.
3. The Greater Officers include the Kingdom Seneschal, the Kingdom Exchequer, the Earl Marshal, the Diamond Herald, the Minister of Arts and Science, Chronicler, the Chatelaine, and the Kingdom Web Minister.
4. Greater Officers, with the approval of the Crown, may create and maintain deputy positions to assist them in their duties.
5. Some deputies are required for the fulfillment of Society and Kingdom requirements as described in the Governing Documents of the SCA and Gleann Abhann Law. They are referred to as Lesser Officers.

6. No person may hold more than one Greater Office at a time. With the approval of the Crown, they may hold a Greater Office along with a Lesser Office, or multiple Lesser Offices and Deputy Positions.
7. Greater Officers will send copies of their reports to the Crown and Society Officer, on or before the dates required by their Society Level Officer.
8. Greater Officers will send a State of the Office report to the Crown, the Heirs, and Kingdom Seneschal no later than (2) weeks following request of the Crown, Heirs or Kingdom Seneschal.
9. Greater Officers and noted Lesser Officers are the direct supervisors of all local offices of the same name, in the duties of their office.
10. Greater Officers will publish documents on the Kingdom Website unless otherwise directed by Gleann Abhann Kingdom Law or the Governing Documents of the SCA.

B. Standard Operating Procedure (SOP) Documents

1. Greater Officers will maintain an SOP document for their office. If no document exists, they will create one.
2. SOP documents will be approved by the Crown after consultation with the Kingdom Seneschal.
3. Greater officers will review and update SOP documents before the end of their warrant.
4. Greater officers will ensure that their deputies and lesser officers warranted under them also maintain, and create, if necessary, SOP documents for their offices.
5. Greater Officers will file a copy of the SOP documents for their offices, and all deputies and lesser offices warranted by them, with the Kingdom Seneschal.

C. Appointment of Greater Officers

1. Greater Officers are appointed by the Crown after due consultation with the outgoing officer, the Kingdom Seneschal, and any other appropriate Greater Officer. The Crown signs the officer's warrant and sends it to the appropriate Society Officer for ratification. The appointment will take effect only when and if the warrant is ratified by the corresponding Society Officer.
2. Greater Officers will be warranted by the Crown and their Society Officer for a period of (2) years.
3. Officers may be re-warranted, with the Crown's consent, by the officer's Society counterpart.

D. Succession of Greater Officers

1. On receipt of the fully signed warrant of office, Greater Officers will file a copy of the warrant with the Kingdom Seneschal.

2. Kingdom Officers, with the Crown's acceptance, and after consultation with the Kingdom Seneschal, will name a "Drop Dead" deputy as soon as possible after assuming office, and no later than (60) days after taking office.
3. (1) year after the start date of an Officer's warrant, the Chronicler and Web Minister, at the direction of the Kingdom Seneschal, will advertise for a replacement deputy. Greater Officers may request that the advertisement be posted earlier.
4. Applicants will fill out the application form on Kingdom website.
5. The Crown and Greater Officers will interview all applicants for the replacement deputy position in a timely fashion.
6. In coordination with the Crown, the Greater Officer will choose the candidate best suited for the role. The Greater Officer will then send all applications to the Society Officer above them, noting the preference of the Crown to the Society Officer.

E. Suspension or Removal of Greater Officers

1. Greater Officers may be suspended or removed from office by the Crown for just cause, stated in writing to the officer, with agreement from the Society Officer above the office.
2. The Crown may suspend a Greater Officer for no more than (90) days, or until the end of the Crown's reign, whichever is the lesser.
 - a. The reason for suspension must be stated, in writing, to the Greater Officer.
 - b. The suspension of a Greater Officer must be announced in the next issue of the Ambassador.
 - c. A suspended Greater Officer is temporarily succeeded by their drop-dead deputy or replacement deputy if one is in place.
 - d. If a Greater Officer does not have a Replacement deputy yet, the Crown will work towards an agreement with the Society Officer on how to fulfill the duties of the office until the end of the suspension.
 - e. Any suspension may be appealed to the Society Board of Directors.
3. The Crown may remove a Kingdom Officer, in joint action with the Society Officer above the office.
 - a. The reason for the removal must be stated, in writing, to the Greater Officer.
 - b. A removed Greater Officer is immediately succeeded by their drop-dead deputy or replacement deputy if one is in place.
 - c. If a Greater Officer does not have a Replacement deputy yet, the Crown will work towards an agreement with the Society Officer on how to fulfill the duties of the office until a replacement is found.
 - d. The Kingdom Seneschal will immediately direct the Chronicler and Web Minister to advertise for a replacement for the office.

e. Any removal may be appealed to the Society Board of Directors.

F. Kingdom Seneschal

1. The Seneschal of the Kingdom, as the representative of the Board of Directors, is the ultimate legal authority within the Kingdom in all matters relating to the Society's responsibility and relationships with the designated legal community of local, county or parish, state, and federal governments.
2. The Kingdom Seneschal must have a current background check.
3. The Kingdom Seneschal will coordinate the activities of the other Kingdom Officers for the smooth operation of the kingdom.
4. The Kingdom Seneschal will advise the Crown on the Governing Documents of the SCA and Gleann Abhann Law.
5. The Kingdom Seneschal will provide copies of changes to Gleann Abhann Law and Edicts to the Kingdom Law Clerk and the Heirs as soon as they are enacted.
6. The Seneschal will supply the Crown with the Kingdom Membership Roster (2) weeks before Coronation and again in the middle of the reign (January and June), or within (1) week of request by the Crown.
7. The Kingdom Seneschal will maintain a Roster of Kingdom Officers, including all Greater Officers, Lesser Officers, and Deputies, including copies of warrants issued.
8. The Kingdom Seneschal will oversee and coordinate the Kingdom Level Event System in Section VII of Glean Abhann Law.
9. The Seneschal of the Kingdom will have the power to withdraw the Society's sanction from an event when the activities of the group or individuals conflict with Gleann Abhann Law, the Governing Documents of the SCA, Inc., the civil or criminal laws of any county or parish, city, state, or nation in which the event is held, or with the Directives of the Board of Directors. The Kingdom Seneschal will withdraw sanction only as a last resort.
10. The Kingdom Seneschal will oversee the creation of new branches of the kingdom and the elevation of branch status and provide all necessary help for such endeavors.
11. The Kingdom Seneschal, with the consent of the Crown, may create, suspend or close such deputies and lesser offices as they deem necessary to complete the tasks of the office. Their deputies include:
 - a. Drop Dead Deputy
 - b. Replacement Deputy
 - c. Reporting Deputy
 - d. Law Clerk

- i. The Kingdom Law Clerk will maintain a record of Gleann Abhann Law and all changes made to Kingdom Law.
- e. Administrative Coordinator
 - i. The Admin Coordinator will work with the Kingdom Seneschal to schedule communication among the officers of the Kingdom and to coordinate information so as to reduce wait times and omissions in the communication chain.
- f. Media/Social Media Deputy
 - i. The Media/Social Media Deputy is a lesser officer, warranted by the Kingdom Seneschal.
 - ii. The Media/Social Media Deputy will coordinate a team responsible for monitoring all official media and social media activities in the Kingdom.
 - iii. The Media/Social Media Deputy will create all event pages on Facebook when a group has been approved to host an event.
- g. High Sheriff
 - i. The High Sheriff is a lesser officer, warranted to the Kingdom Seneschal.
 - ii. The High Sheriff is responsible for tracking and maintaining a record of all Non-Member Waivers.
 - iii. The High Sheriff will be the direct supervisor of the Constables in local groups.
- h. Historian
 - i. The Historian is a lesser officer, warranted to the Kingdom Seneschal.
 - ii. The Historian is responsible for creating and maintaining the documents recording the history of the Kingdom.
 - iii. The Historian will record the events of Kingdom Level Events and upkeep and maintain a record of the royal lineage.
 - iv. The Historian will be the direct supervisor of the Historians in local groups.
- i. Minister of Children
 - i. The Minister of Children is a lesser officer, warranted to the Kingdom Seneschal.
 - ii. The Minister of Children must have a current background check.
 - iii. The Minister of Children is responsible for fostering the education of children between the ages of 5 - 16 years of age in the Kingdom.
 - iv. The Minister of Children will maintain records on all activities, productions and personnel administered through themselves or through any local MoC.

- v. The Minister of Children will be the direct supervisor of the Ministers of Children in local groups.
- j. Background Check Deputy
 - i. The Background Check deputy will process requests for background checks that have been approved by the Kingdom Seneschal
- k. Kingdom Level Event (KLE) Deputy
 - i. The KLE deputy will, via a standard schedule, send reminders to groups that they have assigned KLEs upcoming.
 - ii. The KLE deputy will send reminders to groups at specific milestones, as listed in section VII of Gleann Abhann Law, such as a reminder at (1) year prior to the KLE date to book a site.
 - iii. The KLE deputy will alert the Kingdom Seneschal when a group is failing to meet milestones.
- l. Diversity, Equity, and Inclusion Deputy *inactive pending corporate action*

G. Chatelaine

1. The Chatelaine is responsible for developing and providing information and services to welcome newcomers to the SCA.
2. The Chatelaine will be the direct supervisor of the chatelaines in local groups.
3. The Chatelaine, with the consent of the Crown, may create, suspend or close such deputy and lesser offices as they deem necessary to complete the tasks of the office. Their deputies include:
 - a. Drop Dead Deputy
 - b. Replacement Deputy

H. Chancellor of the Exchequer

1. The Chancellor of the Exchequer, referred to as the Kingdom Exchequer, will maintain the Kingdom financial records, supervise the Kingdom financial information, and assemble all financial reports for submittal to the Society Exchequer.
2. The Kingdom Exchequer will record and, at the direction of the financial committee, perform all withdrawals, collections, dispersals, and expenditures of Kingdom money.
3. The Kingdom Exchequer will publish the Kingdom financial policy every (3) years. Any changes to financial policy, due to amendment or repeal, will be published within (60) days of the change.
4. The Kingdom Exchequer will work to maintain compliance with the Financial Policy of the Society.

5. The Kingdom Exchequer will publish a summary of the annual financial report for the Kingdom.
6. The Kingdom Exchequer, with the consent of the Crown, may create such deputies as they deem necessary to complete the tasks of the office. Their deputies include:
 - a. Drop Dead Deputy
 - b. Replacement Deputy
 - c. Reporting Deputy
 - d. Chamberlain
 - i. The Chamberlain is a lesser officer, warranted to the Kingdom Exchequer
 - ii. The Chamberlain will be responsible for inventorying and maintaining all kingdom regalia.
 - iii. The Chamberlain will oversee the transfer of kingdom inventory at Crown List and Coronation, updating the inventory record after each transfer.
 - iv. The Chamberlain will notify the Financial Committee when regalia is in need of repair or replacement.
 - e. Paypal Deputy
 - i. The Paypal Deputy is warranted to the Kingdom Exchequer.
 - ii. The Paypal Deputy oversees all Paypal reservations for official events in the kingdom.
 - iii. There may be more than (1) Paypal Deputy at a time.
 - f. Non-Member Registration Deputy

I. The Diamond Herald

1. The Diamond Herald will supervise and encourage all heraldic activities within Gleann Abhann, including scribal arts, field and court heraldry, device, and name submission, and all other activities within the College of Arms in Gleann Abhann.
2. The Diamond Herald will review Heraldic Law every (2) years and provide a list of any suggestions regarding the state of Heraldic Law to the Crown.
3. The Diamond Herald, or their appointed representative, will read into court any amendments or repeals to Heraldic Law, and publish.
4. The Diamond Herald, with the consent of the Crown, may create such deputies as they deem necessary to complete the tasks of the office. Their deputies include:
 - a. Drop Dead Deputy
 - b. Replacement Deputy

- c. Ruby Herald
 - i. The Ruby Herald processes device and name submissions for the Kingdom, through the Society College of Heraldry
- ci. Obsidian Herald
 - i. The Obsidian Herald collects and publishes awards given in court in the Kingdom Order of Precedence
- cii. Blue Saphyre Herald
 - i. The Blue Saphyre Herald organizes and promotes Heraldic training in the Kingdom
- ciii. Topaz Herald
 - i. The Topaz Herald organizes and promotes scribal arts in the Kingdom
 - ii. The Topaz Herald assess the need for scrolls in the Kingdom and works with the calligraphers and illuminators of the kingdom to provide the Kingdom with scrolls to be awarded at court
- civ. Amethyst Herald
 - i. The Amethyst Herald organizes the award regalia of the Kingdom
- cv. The Amethyst Herald assesses the need for regalia in the Kingdom and works with the artisan of the Kingdom to provide regalia to be awarded at court

J. The Earl Marshal

1. The Earl Marshal is responsible for coordinating all martial activity within the kingdom. This includes rattan combat, rapier combat, siege combat, youth combat, live weapons, combat archery and equestrian activities.
2. The Earl Marshal will be responsible for the Gleann Abhann Fighter's Handbook and will review it every (2) years as well as updating it as needed to stay in compliance with Society rules of combat.
3. The Earl Marshal will be responsible for tracking and recording all authorizations in martial activities.
4. The Earl Marshal will ensure that all participants in a marshal activity are authorized through the guidelines established by the Deputy of the Earl Marshal in charge of that discipline.
5. The Earl Marshal is the Kingdom point of contact for the Gleann Abhann Fighter's Collegium Kingdom Level Event.
6. The Earl Marshal, or their appointed representative, is the Marshal in Charge of all martial activities at Kingdom Level Events.

7. The Kingdom Earl Marshal, with the consent of the Crown, may create such deputies as they deem necessary to complete the tasks of the office. Their deputies include:
 - a. Drop Dead Deputy
 - b. Replacement Deputy
 - c. Authorization Deputy
 - i. The Authorization Deputy tracks combat authorization for populace in the Kingdom, send out notifications of expiration and works with populace members to renew their authorization.
 - d. Northern Reporting Deputy
 - e. Southern Reporting Deputy
 - f. Rapier Marshal
 - g. Rapier Authorization Marshal
 - h. Combat Archery Marshal
 - i. Siege Weapon Marshal
 - j. Live Weapons Marshal
 - k. Youth Combat Marshal
 - l. Equestrian Marshal
 - m. List Deputy
 - i. Helps finding list ministers for local groups when requested
 - ii. Fosters education of the kingdom on how to run tournament lists
 - iii. Minister the Crown List tournament or find someone acceptable by the Crown.

K. Minister of Arts and Sciences

1. The Minister of Arts and Sciences is responsible for overseeing and coordinating the fostering and education of the Arts and Science in Gleann Abhann.
2. The Minister of Arts and Science is the point of contact for the Kingdom for Gleann Abhann Arts and Sciences Kingdom Level Event.
3. The Minister of Arts and Sciences will coordinate with A&S officers of the kingdom to regularly sponsor classes, symposia, and other educational seminars to further the general understanding of A&S by the populace for the growth of the Kingdom.

L. Chronicler

1. The Chronicler will be responsible for the regular publication of the Kingdom Newsletter (The Ambassador) and for any other Kingdom Publications or documents that may, from time to time, become necessary.

2. The Chronicler will be responsible for reviewing event flyers and seeing that they meet Kingdom and Society guidelines
3. The Chronicler will coordinate with all officers on their needs and requirements to publish information.
4. The Chronicler, with the consent of the Crown, may create such deputies as they deem necessary to complete the tasks of the office. Their deputies include:
 - a. Drop Dead Deputy
 - b. Replacement Deputy
 - c. Graphic Design Deputy

M. Webminister

1. The Webminister will be responsible for the maintenance and updating of the Kingdom Webpage.
2. The Webminister will oversee the electronic publications of all local branches.
3. The Webminister will maintain the Kingdom Calendar on the Kingdom Website and coordinate with the Chronicler on event dates.
4. The Webminister, with the consent of the Crown, may create such deputies as they deem necessary to complete the tasks of the office. Their deputies include:
 - a. Drop Dead Deputy
 - b. Replacement Deputy
 - c. Library Deputy
 - d. Google Admin Deputy
 - e. Release Deputy

V. LOCAL GROUPS

A. Definition

1. Local groups are official organizations within the Kingdom and operating under Gleann Abhann Law and the guidance of the Crown and Kingdom Officers.

B. Types of Local Groups

1. Baronies and Provinces
 - a. Must have and maintain (25) paid members
 - b. Must have Seneschal, Exchequer, Herald, Marshal, Chronicler, Minister of A&S, and Chatelaine officers filled
 - c. No officer may hold (2) of the offices listed above, except by express permission of the (2) Kingdom Officers above those offices.

- d. Baronies must have occupants of the Baronial Seat, acting as representatives of the Crown, as described in Section V.D of Gleann Abhann Law.
- e. Baronies must publish a newsletter at least quarterly
- 2. Shires
 - a. Must have and maintain (5) paid members
 - b. Must have a Seneschal, Exchequer and one other officer from the following list: Herald, Marshal, Chronicler, Minister of A&S or Chatelaine
- 3. Cantons or Ridings
 - a. Cantons are shire sized branches that report through Baronies. All other requirements are identical to shires
 - b. Ridings are shire sized branches that report through Provinces. All other requirements are identical to shires
- 4. Colleges
 - a. These are Shire sized branches located at institutions of learning, research facilities, or any area with a transient population around education.
 - b. All other requirements are identical to Shires

C. Local Officers

- 1. Local officers must be paid members of the SCA in good standing.
- 2. The Seneschal and any officer dealing primarily with children must have a current background check.
- 3. Local officers are warranted by the Crown and the Kingdom Officer over their office.
- 4. Local Officers may be suspended for just cause, stated in writing, by the Kingdom Officer above them for up to (90) days, with written explanation to the Crown.
- 5. Local Officers may only be removed from office by the Crown AND the Kingdom Officer above them for just cause, stated in writing to the officer.
- 6. The Seneschal and Exchequer are required to enlist a replacement deputy as soon as possible after taking office.
- 7. When taking a deputy intended to replace an officer, that officer will check with the Crown and Kingdom Officer above them to verify that the deputy is acceptable.
- 8. Groups with (15) or more paid members are required to advertise for new and replacement officers through their local newsletters or social media groups, for a minimum of (2) weeks.
- 9. Local officers are required to use the official email accounts for all official communication, both within the group and with other parts of the Society.

10. Local officers must submit reports to the Kingdom Officer above them and send copies to their local seneschal.

D. Baronial Seat

1. The Baronial Seat will be occupied by candidates acceptable to both the Crown and populace of the Barony.
2. Upon Investiture to the Seat by the Crown, the candidates are collectively known as the Baronage and may use such titles of Baronial Nobility as they choose, and are granted precedence as Landed Nobility.
3. The basic duties of the Baronage are ceremonial in nature in reflecting the royal presence in the barony.
4. The Baronage are responsible to the Crown.
5. The Baronage will work with the baronial officers for the efficient operation of the Barony.
6. The Baronage will have the right to present such awards as the Crown approves, and to establish and present non-armigerous awards specific to the barony at official Baronial Courts.
7. The Baronage may not hold any other local or Kingdom office, without approval of the Crown.

E. Group Policies and Procedures

1. Groups of all sizes must develop a document outlining the operating procedures the group will follow.
2. This document must include how the document can be changed.
 - a. This document must include the group's voting requirements for members and what issues they will vote on.
 - b. This document must include who will make up the financial committee of the group.
3. This document may include the group's financial policy.
4. These Policies and Procedures will be submitted for review by the Kingdom Seneschal every (2) years.

VI. INVESTIGATIONS

A. Definition

1. Investigations are formal, confidential proceedings conducted by the Kingdom Seneschal to determine the validity of complaints made concerning persons and/or incidents that may violate the SCA Code of Conduct, including Harassment and Bullying, as well as matters that may rise to the level of intervention by mundane authorities.

B. Reasons for Investigations

1. **Specific Incidents:** Investigations may be initiated to examine a specific incident that is believed to violate SCA Code of Conduct, including, but not limited to, Bullying and Harassment.
2. **Specific Persons:** Investigations may be initiated to examine a specific person and their actions taken over a period of time. This type of investigation will determine whether or not a pattern of behavior exists that represents a violation of code of conduct when viewed in its totality.

C. How Investigations are Initiated

1. A complaint is submitted via the online form on the Kingdom website
2. A firsthand complaint is given to the Kingdom Seneschal directly, whether in person, by telephone, or any electronic communication. Written complaints will typically be requested at a later date, to accompany any complaint not originally made in writing.
3. A firsthand witness statement is submitted to the Kingdom Seneschal, which will lead to contact with the perceived victim to ask if they wish to lodge a complaint.

D. Process of Investigation

1. The Kingdom Seneschal will notify the Crown if a complaint is received
2. The Kingdom Seneschal will first determine if the complaint warrants investigation.
 - a. If the complaint does not warrant investigation, the complaint will be filed in the permanent records of the Kingdom Seneschal's office.
 - b. If the complaint does warrant investigation, then the Kingdom Seneschal will determine if it will be an investigation into an incident or into a person to establish a pattern of behavior.
3. The Kingdom Seneschal will notify the Crown when an investigation is initiated.
4. The Kingdom Seneschal will outline a list of complainants, witnesses and accused to be interviewed.
5. The Kingdom Seneschal may enlist one or more investigators, who will work temporarily on the investigation and are known to be unconnected to the incident, complainants, or person being investigated. If an unconnected investigator cannot be found in kingdom, the Kingdom Seneschal will enlist investigators from outside the kingdom to maintain neutrality.
6. Following the Investigators Guidebook, on the SCA.org website, investigators will contact complainants, witnesses, and accused persons to schedule interviews. Interviews will be conducted in person, via video call, or by telephone as a last resort.
7. The investigator will annotate the interview and send it back to the interviewee for review, who may correct or addend the annotated interview as needed.

8. If, during the course of an interview, a new witness or complainant is discovered, the investigator will request that they be added to the list of interviewees by the Kingdom Seneschal.
9. Once all interviews are complete, the investigator will compile all their notes and interview records into a single report and submit it to the Kingdom Seneschal.
10. The Kingdom Seneschal will then compile all the investigator reports and consult with the Crown concerning the details of the findings and make any recommendations on sanctions.
11. If sanctions are determined to be appropriate, they will be read into Kingdom court, following normal procedures.
12. The Kingdom Seneschal will then submit the final report to the Society Seneschal for review. If sanctions were enacted by the kingdom, then those sanctions are also subject to review by the Board of Directors.
13. The Kingdom Seneschal will notify all complainants and accused that the investigation is complete, whether or not it resulted in sanctions.

E. Confidentiality

1. As per SCA policy, all interviews are completely confidential. No officer of the Kingdom, or anyone acting on behalf of the Kingdom, will divulge any information concerning the identity of anyone interviewed, or the subject matter of that interview.
2. Interviewees including complainants, witnesses and the accused will have access to their own interview notes only.
3. Breaches of confidentiality by anyone acting on behalf of the Kingdom may be subject to sanctions at the Kingdom and/or Society level.

F. Rights of Interviewees

1. Interviewees are not required to speak with an investigator.
2. If an interviewee declines to speak with the investigator, they forfeit their right to have their view heard for the investigation.
3. The investigation will continue as long as any complainant is willing to be interviewed.

G. Right to Appeal

1. Once judgement has been decided in Kingdom, and the final report has been filed with the Society Seneschal, the judgement, in the case of the accused, or lack thereof, in the case of the complainants, may be appealed to the Board of Directors.

H. Conclusion of Investigations

1. After the Kingdom has concluded the Investigation on decided judgement, an official sanction will be read into court.

2. All participants in the investigation will be notified that the investigation has been completed.

VII. KINGDOM LEVEL EVENTS

A. General

1. Kingdom Level Events (KLEs) are officially sanctioned SCA events that are hosted by local groups, of Shire status and above, for the Kingdom to conduct official business. All the theming, business and scheduling of the event will be decided by the Kingdom, rather than the host group. The representative of the kingdom making these decisions varies, based on the specific KLE, as described in section VII.C of Gleann Abhann Law.
2. KLEs will be the only events on the kingdom calendar for those dates. Official demonstrations may be hosted with prior approval of the Crown and Kingdom Seneschal.
3. The official KLEs of Gleann Abhann will have the following schedule: (A full weekend is one in which the Friday, Saturday and Sunday of the weekend all fall within the same calendar month) (Default dates are when these events have been traditionally held. Assignments of KLEs will be assumed to be on these dates unless the host group petitions the Kingdom for a change via VII.D.3.a)
 - a. Fighter's Collegium: in February, on the last full weekend by default
 - b. Spring Coronation: In April, on the second full weekend by default. This event cannot occur on Easter Weekend.
 - c. Spring Crown List: in May, on the third full weekend by default
 - d. Gleann Abhann Arts and Sciences: in September, on the third full weekend by default
 - e. Fall Coronation: in October, on the second full weekend by default
 - f. Fall Crown List: in November, on the second full weekend by default
 - g. Gleann Abhann Anniversary: Every 5th year, an anniversary event will be held, timing to be determined by the hosting group after consulting with the Crown.
4. There are events which are not KLEs that still take precedence on the Kingdom calendar. No other events may be scheduled opposite them except by prior permission from the Crown and the Kingdom Seneschal. These include:
 - a. Gulf Wars: The Saturday of the second full weekend in March through the Sunday of the third full weekend in March.
5. Profits and losses from KLEs will be shared equally between the host group and the Kingdom of Gleann Abhann, except by express agreement between the host and the Kingdom Financial Committee, submitted with the budget.

6. The Kingdom reserves the right to coordinate all fundraising activities at KLEs, including, but not limited to, fund raiser lunches.

B. KLE Assignment

1. KLEs will be assigned to groups in a (3) year schedule planned by the Kingdom Seneschal and approved by the Crown. The Seneschal will ensure that KLEs are hosted throughout the kingdom each year and not concentrated in any region.
2. Changes to the schedule of KLE assignments will be made as needed, by the Kingdom Seneschal, with the approval of the Crown. However, changes to the overall scheduled rotation will be published at least (12) months prior to their implementation, except in extenuating circumstances.
3. The schedule will be available, at all times, on the Kingdom website.

C. Description of KLEs

1. Fighter's Collegium will have the Kingdom Earl Marshal as the representative in charge of activities. Activities will be for the betterment of martial activities within the kingdom.
2. Coronation will be held twice a year. It will have at least (2) royal courts. There will be the stepdown court of the outgoing Crown and there will be the Coronation of the Heirs. The representatives for the kingdom for this event are the Crown AND the Heirs.
3. Crown List will be held twice a year. The Crown is the representative of the kingdom for this event. The sole purpose of the event is to host the Crown List Tournament for the selection of Royal Heirs. All other activities are at the Crown's pleasure.
4. Gleann Arts and Sciences (A&S) will have the Kingdom Minister of Arts and Sciences as the representative of the kingdom for this event. This event's purpose is for the betterment of Arts and Sciences in the kingdom and to hold the yearly A&S competition.
5. Gleann Abhann Anniversary events are non-standard KLEs, in that there is no official kingdom business to be addressed. They are instead a celebration of the kingdom, and all planning and theming of the event will be done by the host group, in coordination with the Crown, or their named representative. There is no reserved date for this event. However, late summer/early fall would be preferred, as it aligns with the actual anniversary of the formation of Gleann Abhann.

D. Duties of Host Groups

1. The host group will be responsible for planning and implementing the typical framework of an event, including, but not limited to; selection of site, negotiation of site price (including amenities like pools), reservations and troll at the event, sanitation/clean up on site. The host group will also need to construct and publish a schedule for the event, after consultation with the Kingdom representative. It is strongly suggested that the planning stage and site search begin at least (12) months prior to the event date.

2. Food offered at the event will be coordinated with the Kingdom representative. Travelers Faire, Breakfast and Feast by default, but the Kingdom may ask for a variation on those and/or ask for additional items, such as Queen's Tea, or Consorts' Breakfast.
3. At least 9 months prior to the event, the event date should be reserved by the host group seneschal and the event site should be booked.
 - a. If this date is different than the default date listed in Section VII.A.3 of Gleann Abhann Law, the host group will need to obtain permission from the Crown and Kingdom Seneschal, at least (9) months before the event date.
4. The host group will submit a proposed budget, on the Kingdom approved form, to the Kingdom Financial committee at least (9) months prior to the event. The budget will include full price breakdown of site, food, incidental costs, as well as expected income from attendance. The host group should consult with the Kingdom Seneschal on typical attendance for that event, and for that site, if available.
5. At least 6 months prior to the event the host group will submit the event details form to the Chronicler, complete the necessary Paypal registration and contact the Social Media officer for the creation of a Facebook Event page.
6. The host group will handle reservations prior to the event.
7. At the event, the host group will be responsible for opening site, running troll, handling all normal event duties other than those covered by the Kingdom representatives.

E. Change of Assignment

1. Except in cases of extenuating circumstances, the Kingdom will give groups at least (12) months' notice to changes of the KLE assignment schedule.
2. A host group may coordinate with another official local group in Gleann Abhann to co-host the KLE with them, with the approval of the Crown and Kingdom Seneschal. The group joining the assigned group in hosting may ask for one of the following, with approval of the Crown and Kingdom Seneschal, as recompense for co-hosting:
 - a. Half of the profits after the Kingdom split.
 - b. Commitment from the original group to assist in kind when the second group's assigned KLE occurs.
 - c. Choose their event and year in the next rotation of KLE assignments, with Crown and Kingdom Seneschal approval.

F. Trading KLE assignment Dates

1. Any group assigned a KLE may seek permission from the Kingdom Seneschal and Crown to trade that date with another group, at least (12) months prior to the KLE date.
2. The trade must be agreeable to both hosting groups

3. The trade may be denied by the Kingdom if the Kingdom judges the trade to be unfavorable to the Kingdom as a whole.

G. Failure to Meet KLE Obligations

1. Should a group fail to meet their obligations in hosting a KLE they may be subject to sanctions by the Kingdom, up to and including a reduction in branch status.

VIII. MISCELLANEOUS

A. Children in the SCA

1. Minors (age 17 and under) attending any official function, must be in the company of a responsible adult, defined as a parent or legal guardian or an adult with a letter of parental consent which designates an adult in attendance as responsible for the child and consent for the child to be treated in the case of a medical emergency, as well as a signed standard waiver.
2. Minors and their responsible adult must complete the registration process at the gate (troll) for all events they're attending.
3. All waivers and letters of designation must be collected by the Autocrat or their designated representative before a child may be admitted to site.
4. The responsible adult in charge of a child must be in supervisory range and is responsible for any and all acts of the child.
5. For supervisory range, children under the age of 12 must be within the responsible adult's, or responsible teenager - age 15 or older, sight or hearing range, at all times. Failure to do so may result in sanctions ranging from expulsion from site to notification of mundane authorities.
6. Between the hours of Midnight and 6:00 am, minors (age 17 and younger) leaving the immediate vicinity of their encampment must be accompanied by an adult 18 years of age or older. Unaccompanied minors will be escorted back to their encampment by event staff. The parents or designated adult in charge of the minor will be informed. Repeated violations may result in sanctions ranging from expulsion from site to notification of mundane authorities.
7. At any event in which a child (age 17 and younger) is involved in SCA combat- related activities (youth, light, heavy, and live weapons), the child must be accompanied by a parent, legal guardian, or designated responsible adult 18 years or older in possession of a properly executed Medical Authorization Form for Minors. This Medical Authorization Form must designate an adult, or adults present at the event or activity as able to authorize medical treatment in the case of emergency for the duration of the event or activity. A Waiver for Minors must also be executed at Troll unless the minor has a blue membership card.
8. The accompanying parent, legal guardian or designated responsible adult must remain on site while the minor is participating in any SCA combat activities, and immediate

contact information must be provided to the supervising field marshal. For minors under the age of 12, the accompanying parent, legal guardian or designated responsible adult must remain within line of sight and within hearing range of both the participating youth and the supervising field marshal.

9. Minors (age 17 and under) will not be charged a site or tenting registration fee for any Gleann Abhann Kingdom Level or Local Group Events. Minors may still be charged for bed space and/or feast at the hosting Group's discretion.
10. A minor with a non-family guardian for the event must have signed paperwork granting authority of the accompanying adult to act as guardian of the minor in question. The following link is to a pdf document with (2) different waivers, the second of which will be acceptable as proof of temporary guardianship.

www.sca.org/wp-content/uploads/2019/12/FloridaWaiver.pdf

B. Membership Benefits

1. All events must collect an additional \$10.00 non-member registration from all attendees without proof of membership. (Children not paying full registration are not charged the NMR)
2. All events must offer an off-board, or non-feast price deduction if feast is served.

C. Communications

1. All official communications to, from and within the Kingdom of Gleann Abhann by its officers will be sent through the official email accounts of the Kingdom and the local branches.
2. Official Announcements will be made on the Kingdom Facebook page, the Kingdom Website, The Ambassador, or any combination of these.

D. Live Steel

1. All subjects of the Crown of Gleann Abhann may bear weapons at any society event within the Kingdom of Gleann Abhann except as prohibited below.
 - a. No person shall bear weapons in the presence of the Crown or Heirs unless they have been awarded arms.
 - b. No weapon may be worn if it is deemed unsafe by the Crown, the Kingdom Seneschal, or their official representatives.
 - c. No weapon may be worn where prohibited by mundane law, or site regulations.
 - d. No weapon may be drawn in an unsafe, or antagonistic manner, and only for the purpose of ceremony, display, or as a tool being appropriately used in a craft. The word "Clear" must be spoken before drawing a weapon so that anyone standing near is warned.

E. Social Media

1. Use of social media by officers and participants in the SCA is regulated by the Society Social Media Officer's Handbook and is considered part of the Governing Document of the Society.

F. Kingdom Calendar

1. The Kingdom Calendar is the calendar of officially sanctioned events within the Kingdom of Gleann Abhann.
2. Out of Kingdom and multi-Kingdom events, judged to be of interest to the populace, may also be posted on the Kingdom Calendar
3. Local practices, unofficial gatherings and similar events will not be posted to the Kingdom Calendar.
4. Demos may be posted to the Kingdom Calendar with written permission from the Crown and Kingdom Seneschal.
5. Posting to the Kingdom Calendar in the case of local events requires the hosting/sponsoring group seneschal to contact the Kingdom Webminister.
6. Posting to the Kingdom Calendar in the case of a KLE requires that the hosting/sponsoring group seneschal receives acceptance of the event budget and planning from the Crown and Kingdom Seneschal first, and then they contact the Kingdom Webminister to post to the Kingdom Calendar

G. Pets and Service Animals

1. All animals must be supervised or appropriately restrained at all times. Animals participating in a sanctioned activity shall be considered to be appropriately restrained.
2. The person in charge of the animal is responsible for any and all acts of that animal. The person in charge is defined as the individual who brought the animal on site.
3. The person in charge of the animal is responsible for furnishing proof of all vaccinations as required by local laws and/or site requirements.
4. The presence of animals at an event is subject to mundane law, and the rules of the site. The autocrat may choose to restrict or deny the attendance of animals beyond any applicable mundane law, or site rules
5. Service Animals are protected by, and subject to, all ADA regulations, which will be monitored and enforced by the Kingdom Seneschal and local seneschals.

Appendix A – Kingdom Regalia Lease Agreement

Lessor: Kingdom of Gleann Abhann, Society for Creative Anachronism, Inc.

Lessee:(Crown or Heirs)

Address:(Mundane Address of Crown or Heirs)

Phone:

E-Mail:

Lessee hereby takes custody of Regalia and/or property of the Kingdom of Gleann Abhann, Society for Creative Anachronism, Inc. Said Regalia and/or property is listed and defined on Exhibit A, attached hereto and incorporated herein by this reference. Lessee accepts the Regalia “AS IS”.

1. Lessee shall pay the sum of One Dollar (\$1.00) for the right to use and display the Regalia for the term of this agreement.
2. The term of this agreement shall be from(date) through and including(date). Upon the expiration, or earlier termination of this lease, Lessee shall return the Regalia and/or property in substantially the same state as it was upon delivery to Lessee (ordinary wear and tear from proper use thereof alone excepted), by delivering it to the Lessor or his/her designee. The lease is considered terminated if the holder is removed from the position that the Regalia and/or property was leased for.
3. Lessee shall maintain the Regalia and/or property in a careful manner and shall comply with all separately supplied guidelines relating to its possession, use or maintenance.
4. Lessee accepts all responsibility and cost for the repair and or replacement of any lost or damaged items of Regalia and/or property.
5. Lessee shall not make any alterations, additions or improvements of any kind to the Regalia and/or property without the Lessor’s written consent. All approved additions and improvements made to the Regalia and or property shall belong to the Lessor.
6. Lessee will not assign this lease, nor assign or sublet any interest in or to the Regalia and/or property to any person or persons without the written consent of the Lessor first being obtained. Furthermore, Lessee will not suffer or allow the Regalia and/or property to come into the custody or control of any person, or persons, other than Lessee during the term of this lease.
- 7) If Lessee fails to comply with the terms of this Lease Agreement in any of the particulars herein enumerated, or if any attachment, or other legal process shall at any time be levied upon said Regalia and /or property, or any part thereof, or if the Regalia and/or property shall be taken under any writ of attachment, or other legal process, for or upon any debt or demand now due or to become due from said Lessee to any person or persons, then this Lease Agreement shall terminate and become void and the right of possession in and to said Regalia and/or property, and every part thereof, shall revert to, and vest in, the Lessor and the Lessor shall have the right, without notice or service, to take said Regalia and/or property, and every part there of, from the Lessee without legal process.

I, and ,herein

known collectively as Lessee, agree to all terms and conditions of this Lease Agreement and warrant that names and other information appearing herein are correct.

Lessee:

Lessor:

Name:

Kingdom

SeneschalDate

Kingdom

ExchequerDate

Society for Creative Anachronism (Kingdom name)

Attachment A

1.

2.

3.

(Continue listing as needed)

I have received these items.

SignatureDate

Directions: List all items that are being leased. This may include, but is not restricted to: Coronets, trailers, office records and files, tabards, books, marshalling staves, List poles, feast gear, table cloths, computer equipment, banners, etc. This does not include consumables: paper plates, office supplies, duct tape, etc. If you have a question about whether or not an item should be included in a lease agreement, please contact the Kingdom Seneschal or Exchequer.