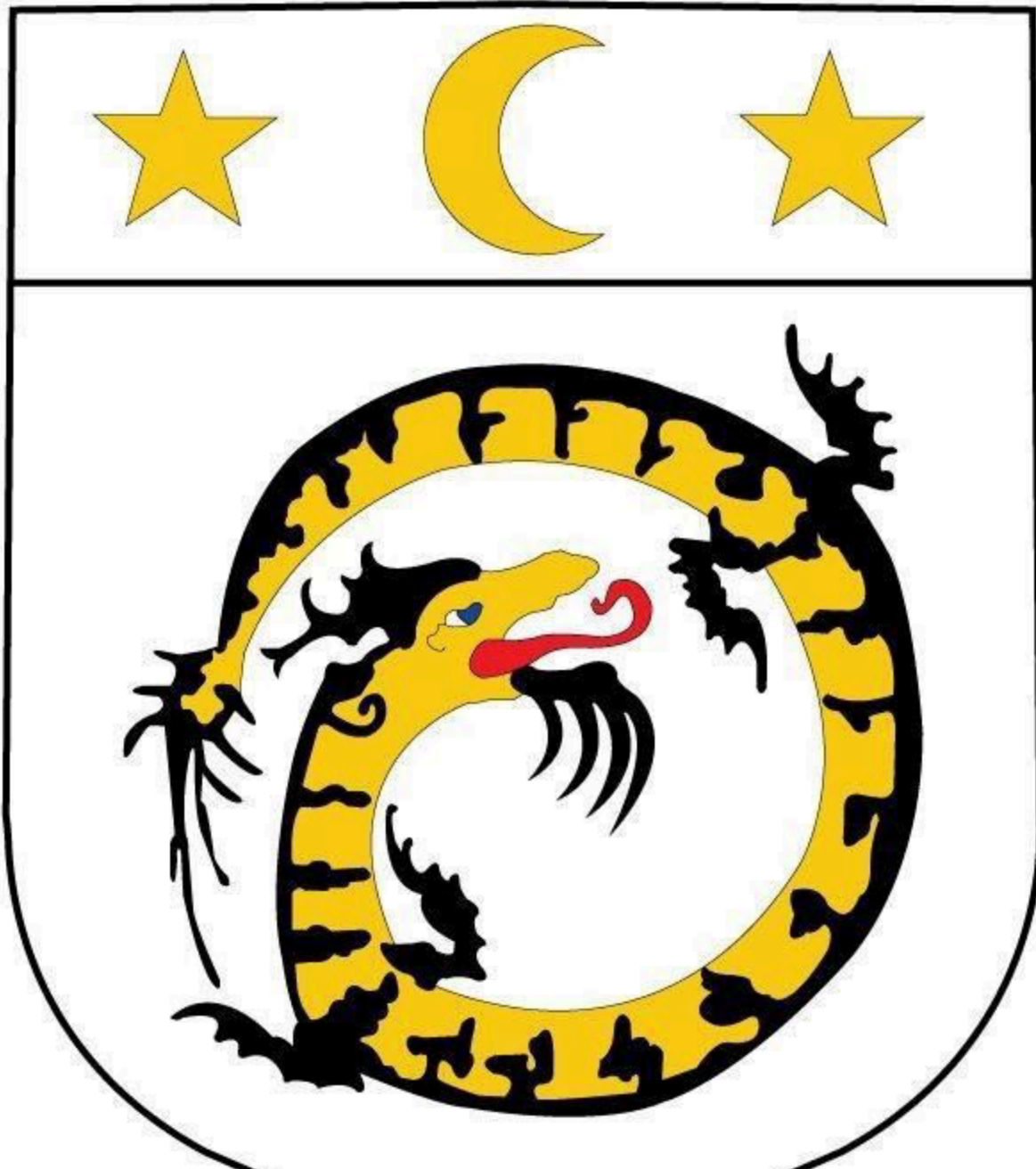


CK Corpora (June 2020)



Statement of Purpose

This document exists to serve as Amtgard, The Celestial Kingdom, Incorporated's official guidelines and rules of order for protocols and procedures. It is not intended to augment existing Amtgard Rules of Play or to attempt to change or alter any items listed in the above mentioned document.

SECTION I. MEMBERSHIP

Membership is tiered based upon dues and attendance. See the following diagram to determine membership status:

ACTIVE	CONTRIBUTING	NON-CONTRIBUTING	Eligibility Requirements	Benefits
			Signed Waiver on file	- May attend Amtgard activities - May vote in Fighting Guildmaster elections - May voice opinion at Althings
		7 Attendance Credits in previous 6 months - Currently Dues Paid - Must be at least 14 years old	- May vote at Althings - May vote at Elections - May run for eligible offices - May hold Mandatory Appointed offices - May hold Suggested Appointed offices - May hold Guild Offices	
		12 Attendance Credits in previous 6 months	May hold any eligible office	

SECTION II. TREASURY & DUES

The Kingdom Treasury shall consist of those monies garnered from the receipt of dues paid, donations made to the club, and any proceeds generated from Kingdom level events.

A. Kingdom Officer Spending

- a. The Monarch, Prime Minister, and Regent shall be authorized to spend up to 5% each of the total treasury not to exceed \$150 each per month for purposes of maintaining the Kingdom. This amount is not cumulative from month to month and may not be used for Recurring Bills.
- b. Any amount needing to be spent above and beyond this authorization must be approved by affirmative vote of the Board of Directors (BOD).
- c. All monies spent must be used for Kingdom business and will require a physical receipt for reimbursement.

B. Dues

- a. Dues are \$15 for a six-month period expiring 6 months from the date paid or \$25 for a 1-year period expiring 12 months from the date paid.
- b. Dues shall be paid semiannually or yearly to the local records keeper, \$5 if paid semi-annually or \$10 if paid yearly of which shall remain in the local province with the remaining balance being forwarded to the Kingdom Prime Minister.
- c. Dues forwarded to the Prime Minister by the provincial records keepers shall be accompanied by a list of who paid (both mundane and persona names), amount paid, and that time frame the dues are to be applied to, and the expiration date of dues paid.

SECTION III. KINGDOM OFFICES

A. Elected Offices

- a. Those officers necessary for maintaining the Kingdom who are chosen by open election (except where stated otherwise).
 - i. Monarch
 - ii. Regent
 - iii. Prime Minister
 - iv. Champion
 - v. Guildmaster of Reeves
 - vi. Senator
 - vii. Rules Representative
- b. General Requirements
 - i. Must have Active Member status

- ii. Must be 18 years of age
 - iii. Must have a working telephone number, internet access, and email throughout the term
- c. Election
 - i. Shall be elected by simple plurality from those candidates who successfully meet any requirements beyond intent outlined for the position in the Crown Qualifications section.
 - ii. Though there is no limit as to how many times one may hold a particular elected office, no one shall hold that office for more than two consecutive terms unless stated otherwise.
 - iii. Positions are held for a term of 6 months unless stated otherwise.
- d. Order of Succession
 - i. The order of succession to the Monarch shall be Regent, then Prime Minister, then Champion
 - ii. In the event of a vacancy in the office of Monarch, the highest officer in the line of succession shall be named Pro-Tem Monarch, and replacements shall be appointed by this Pro-Tem Monarch to fill all offices in the line of succession which were made vacant. Only the senior-most in the line of succession changes office.
 - iii. Should all of the line of succession be empty, the Board of Directors Membership Officer shall appoint a Monarch, who must then appoint the rest of the vacant monarchy positions to be ratified at an althing
 - iv. In the event of a vacancy in an elected position which is not the monarch, it falls upon the monarch to select a Pro-Tem replacement.
 - v. In the event that there is an active removal process for the person in the position of Monarch, the ability to appoint is suspended until the process is concluded
 - vi. All of the above Pro-Tems shall be approved by vote of Althing within 30 days or an open election shall be called to fill the offices within 60 days.
- e. Removal
 - i. Removal of Officers can be initiated by a petition signed by at least 20% of the contributing members of the Group/Kingdom.
 - ii. Shall follow Althing proposal requirements
 - 1. Requires a majority of voting eligible members to meet quorum.
 - 2. Requires a $\frac{2}{3}$ approval of the quorum defined in this section to confirm the removal.
 - iii. May be vetoed by joint agreement of the Monarch and Prime Minister.
 - 1. May not be vetoed if the petition is to remove Monarch or Prime Minister
 - iv. Removed officers may not hold another office for 12 months if the removal vote is successful.
- f. Benefits

- i. Shall be eligible for the appropriate title of nobility upon successfully completing their term of office as outlined in the Honors and Awards section
 - ii. Shall not be required to pay any event fees within the Kingdom during their term of office unless stated otherwise.
- g. Insurance
 - i. All officers and directors of the Celestial Kingdom shall be personally indemnified and held harmless for all actions taken in good faith in the performance of their duties.
 - ii. The Celestial Kingdom shall maintain Officers and Directors Insurance, i.e. bonding.

B. Appointed Offices

- a. Those officers that are appointed by Elected Officers
 - i. Mandatory Appointments
 - 1. Captain of the Guard
 - 2. Regent's Defender
 - 3. Crown Guard
 - 4. Scribe
 - ii. Suggested Appointments
 - 1. Crown Bard
 - 2. Crown Herald
 - 3. Crown Jester

C. Terms and Responsibilities

- a. Monarch
 - i. Shall not hold more than one position simultaneously, to include any lesser leadership position within the Kingdom's Provinces, with the exception of Guildmaster positions other than Guildmaster of Reeves.
 - ii. Shall hold an automatic seat on the Board of Directors (BOD) during their term, with duties and responsibilities as specified in SECTION IV.
 - iii. Shall schedule and preside over a meeting of provincial leaders to bestow and schedule Corpora required and other Kingdom level events.
 - iv. Shall ensure the publication of a calendar of all Kingdom level events for their reign within 15 days after coronation.
 - v. Shall preside over and conduct all Kingdom level ceremonies and functions.
 - vi. Shall solicit a list from provincial leaders of proposed recipients of Kingdom level awards not less than 15 nor more than 30 days prior to Midreign or Coronation.
 - vii. May, at their discretion, grant additional sign-in credits for events in accordance with SECTION X.
 - viii. Will break ties in any election.
 - ix. May award honors, awards, and titles.

1. Shall not bestow Titles, Masterhoods, or Knighthoods or other higher level awards (sixth and above) to members of other kingdoms
- x. May create new honors, awards, and titles as deemed necessary.
- b. Regent
 - i. Shall not hold more than one position simultaneously, to include any lesser leadership position within the Kingdom's Provinces, with the exception of Guildmaster positions other than Guildmaster of Reeves.
 - ii. Shall hold an automatic seat on the Board of Directors (BOD) during their term, with duties and responsibilities as specified in SECTION IV.
 - iii. Shall head and be responsible for the Guilds of Arts and Sciences.
 - iv. Shall be responsible for fostering the growth of Arts and Sciences within the Kingdom.
 - v. Shall be responsible for running the Crown Qualifications A&S Tourney and at least one other Kingdom level A&S tourney/activity.
 - vi. Shall publish the complete records of all Kingdom A&S Tournaments.
 - vii. Shall work with the Monarch to solicit a list of proposed recipients of Kingdom level awards.
 - viii. May award the following honors, awards, and titles: Dragon, Garber, Owl, Lion, Rose, and Smith.
 - ix. May create new honors, awards, and titles as deemed necessary.
- c. Prime Minister
 - i. Shall not hold more than one position simultaneously, to include any lesser leadership position within the Kingdom's Provinces, with the exception of Guildmaster positions other than Guildmaster of Reeves.
 - ii. Shall hold an automatic seat on the Board of Directors (BOD) during their term, with duties and responsibilities as specified in SECTION IV.
 - iii. Shall maintain Kingdom records using the Online Record Keeper (ORK).
 - iv. Shall update said records monthly from those inputs received from the various provincial record keepers.
 - v. Shall maintain accurate records on the contributing, awards, and attendance status of all Kingdom populace.
 - vi. Shall be responsible for providing the most recent kingdom newsletter to Provincial leaders upon reasonable request.
 - vii. Shall oversee the publication of a newsletter at least once per quarter with full disclosure of Kingdom financial transactions for that quarter.
- d. Champion
 - i. Shall not hold more than one position simultaneously, to include any lesser leadership position within the Kingdom's Provinces, with the exception of Guildmaster positions other than Guildmaster of Reeves.
 - ii. Shall maintain the Kingdom lost & found.
 - iii. Shall be responsible for ensuring that all weapons and armor have been checked for safety and legality.

- iv. Has the authority to remove from the field any weapon or armor that they deem unsafe.
 - v. Shall be responsible for organizing battle games at Kingdom level events when there are no predetermined scenarios scheduled.
 - vi. Shall be the defender of the Crown.
 - vii. Shall be responsible for running the Crown Qualifications Warrior Tourney, with assistance from the Guildmaster of Reeves and the Reeves Guild.
- e. Guildmaster of Reeves
- i. Shall be elected from among the active reeves qualified at the time of Crown Qualifications. This position will be voted on by all contributing members of the Celestial Kingdom.
 - ii. Shall work with the Monarch, Prime Minister, Champion, and Provincial leaders to ensure that the rules are applied accurately, fairly, and honestly on the battlefield and in the tourney ring.
 - iii. Shall work with the Champion in checking armor and weapons for safety and legality.
 - iv. Shall ensure that there are an appropriate number of reeves at any Kingdom event and ensure that their conduct is competent and fair.
 - v. Shall have the right and responsibility to make rules interpretations where the rules of play are ambiguous or unsafe.
 - vi. Shall administer a Reeves test at Crown Qualifications, Kingdom Coronation, Kingdom Weaponmaster, Kingdom Quest, and Kingdom Midreign and shall provide Kingdom-level Reeves tests to provincial groups upon request. The test may be open or closed book at the GMRs discretion, and may be provided either in written or online format at the GMRs discretion.
 - vii. May enforce a warning, a bout forfeiture, tourney disqualification, or removal from battle game for particularly troublesome or unsportsmanlike conduct at any event.
 - viii. Shall maintain a publicly accessible list of all Kingdom-qualified Reeves, including their persona name and qualification dates.
 - ix. Shall work with the Kingdom Rules Representative to collect rules suggestions and test rules changes and clarifications before they are submitted to the Circle of Monarchs.
- f. Senator
- i. Exists at the kingdom level not at the provincial level and is elected at the first Kingdom election following the Gathering of the Clans event.
 - ii. Serves a one year term, and may run for additional terms as long as general requirements are still met. No one shall hold this office for more than four consecutive terms.
 - iii. Must attend the Amtgard Circle of Monarchs meeting in person and should only run with that understanding.

- iv. Must keep up with the Circle of Monarchs Facebook group and advise the kingdom monarch how to vote there.
- v. Must coordinate with the kingdom Rules Rep and GMR for any rules changes coming before the Circle of monarchs.
- vi. Is responsible for coordinating the annual budget requests from Amtgard International with the Celestial Kingdom Board of Directors and representing the financial priorities of the Board in person or advising the Monarch exactly what the Board can authorize financially before any online financial vote.
- g. Rules Representative
 - i. Is elected for a one year term at each Summer Midreign and must be Reeves qualified upon their election and remain so for the duration of their term.
 - ii. Shall be responsible for vetting and submitting rules changes and clarifications to the Interkingdom Circle of Monarchs.
 - iii. Shall ensure rules changes and clarifications are properly tested with the help of the Kingdom class Guildmasters and the Guildmaster of Reeves. All rules affecting specific classes should be reported and tested by the appropriate class guildmaster, and general rules and rules affecting multiple classes shall be tested by the Kingdom Guildmaster of Reeves.
 - iv. Is responsible for ensuring that the Celestial Kingdom's interests on rules changes or clarifications are represented at the Gathering of the Clans.

SECTION IV. BOARD OF DIRECTORS (BOD)

A. General Requirements

- a. Must be a resident of the Celestial Kingdom for at least one year prior to elections.
- b. Must be a contributing member for the 6 months prior to elections.
- c. Must be 21 years of age or older at the time of election.
- d. Must have a working telephone number, email and internet access throughout the course of their term.
- e. Must be gainfully employed or with a guaranteed source of income.

B. Elections

- a. Two members shall be elected at the Spring Crown Election, and two at the Fall Crown Election.
- b. Shall be elected by a simple plurality from those candidates who meet the General Requirements.

C. Terms and Limitations

- a. BOD members determined via election shall hold terms of one (1) year.

- b. Elected BOD members shall not hold any Elected Kingdom Offices or Kingdom Mandatory Appointed offices.
- c. BOD members determined by automatic appointment, e.g., Monarch, Regent, and Prime Minister, shall hold terms corresponding in length to the length of their Office.
- d. The immediate preceding Monarch and immediate preceding Prime Minister will each hold one of the non-voting seats for 6 months after the end of their respective terms.
 - i. If a Monarch or a Prime Minister is elected for a second consecutive term, the corresponding BOD position may be retained by the current holder, should they choose to vacate, the position shall be filled per SECTION IV Vacant Positions.
- e. An individual cannot serve more than 2 consecutive calendar years unless they are in a Kingdom office that requires membership to the BOD.
 - i. A member serving for 2 consecutive years is required to have one calendar year of non-membership on the BOD before they are eligible to run for an elected BOD position again. This does not prohibit these individuals from running for a kingdom office that requires BOD membership.
 - ii. Any member who has served for two years and is elected to a kingdom position requiring them to be on the BOD prior to their one calendar year of non-membership expiring will be required to have one calendar year of non-membership on the BOD before they are eligible to run for an elected BOD position again. This does not prohibit these individuals from running for a kingdom office that requires BOD membership.

D. Vacant Positions

- a. If a Voting Member is unable to complete their term, one Non-voting/Alternate Member can fill the vacancy as a Pro-Tem replacement. This is approved by simple plurality vote of the other Voting Members.
- b. If an Alternate Member is unable to complete their term, a new alternate member is appointed by joint agreement between the Kingdom Monarch and Kingdom Prime Minister.
- c. A position filled by a Pro-Tem replacement must be ratified by vote at the next scheduled Althing.

E. Removal

- a. The removal of a BOD member shall be conducted in accordance with the following:
 - i. A BOD member brings forward, at a BOD Meeting, a documented complaint outlining reasons for Membership revocation.
 - ii. The BOD, as a whole, reviews the complaint.
 - iii. The BOD member charged in the complaint must be contacted by the BOD President if not present at the meeting, and be provided reasonable time to respond. This shall be not less than two weeks.

- iv. The BOD, as a whole, takes a vote of “No Confidence” with regards to the member charged in the complaint.
- v. If the majority of the BOD members vote to remove the officer, the the BOD president in conjunction with the BOD secretary, shall immediately inform said member of the BOD decision by confirmed correspondence, electronic messaging with delivery confirmation, oral statement in person or telephone.
- vi. A vacant BOD position will be handled in accordance with SECTION IV Vacant Positions..
- b. Grounds for removal include but are not limited to:
 - i. Arrest for, or conviction of, a felony.
 - ii. Missing 3 BOD meetings.
 - iii. Disruption of BOD meeting(s) with inappropriate behavior.
 - iv. Failure to perform duties pertaining to the office as defined.
 - v. Failure to maintain Contributing Member status

F. General Duties and Responsibilities

- a. Serves as the business management offices and corporate offices of the organization.
- b. Shall be responsible for ensuring that the organization is operated according to the laws and regulations of the United States and the State of Texas.
- c. Shall be responsible for the accounting for Kingdom funds.
- d. Shall serve as the authority in any matters involving the club and individuals or organizations outside the club with whom the Kingdom may wish to conduct business.
- e. Shall work with the Monarch and Prime Minister in areas where the group has dealings with various government agencies and their institutions and laws.
- f. Statements and information releases to said government agencies that can potentially impact the kingdom/NPO and its members, are subject to approval and review with a majority vote required. Close Online BoD and Monarchy discussion for emergency matters is acceptable and an effort is to be made to reach all voting members of the BoD in potential emergency situations
- g. The BOD has the right to censor and edit notifications of disciplinary actions of sensitive matters as it pertains to members during an investigation (mundane or kingdom).
- h. The BOD has no status in the order of precedence and no jurisdiction over internal group functions, except where group functions may be impacted by local, state, and federal laws. A majority consensus of BOD members is required in decisions where group functions and members may be impacted by local, state, and federal laws.
- i. Shall maintain a static mailing address for the Kingdom.
- j. Shall maintain a current list of all Kingdom-level assets.
- k. Shall hold regular meetings in accordance with SECTION IV (I) Meetings

- I. Shall have no power to change, alter, or otherwise affect the Amtgard Rules of Play, however, reserves the right to alter the Kingdom corpora to meet state requirements.

- i. Members must be publicly notified of changes to the corpora enacted under this section with reasonable references to the state requirements.

G. Members and Officers

- a. The BOD shall consist of a total of seven (7) voting and two (2) non-voting/alternate members.
 - i. President, Secretary, Treasurer, Membership Officer, Monarch, Prime Minister, Regent, Monarch Alternate, Prime Minister Alternate
- b. The first order of business for the BOD after election of new members shall be to select from amongst their numbers the following corporate officers: President, Treasurer, Secretary, and Membership Officer.

H. Position Duties and Responsibilities

- a. President:
 - i. Responsible for establishing an agenda and conducting all business meetings.
 - ii. Responsible for coordination of all BOD Functions
 - iii. Responsible for conducting and tallying all BOD voting.
 - iv. Responsible for requesting bids in the summer for Spring War
- b. Treasurer:
 - i. Responsible for all monetary transactions.
 - ii. Shall maintain correct and current corporate financial records.
 - iii. Shall not collect any monies for dues or donations to Kingdom. Will refer person to the Kingdom Prime Minister.
 - iv. Shall coordinate with the Prime Minister to receive the kingdom share of dues.
 - v. Shall coordinate with the Prime Minister and event autocrat on the last morning of a Kingdom event (typically Sunday) to receive all monies and receipts for the event.
 - vi. Shall prepare a financial report to be presented at the BOD and for enclosure in the Kingdom's Newsletter.
 - vii. Shall prepare a financial report to be presented at the BOD and for enclosure in the Kingdom's Newsletter.
 - viii. Will coordinate with and assist the Secretary in filing the required IRS paperwork.
 - ix. Shall maintain the Kingdom bank account and must provide financial statements at each BOD meeting.
 - x. Responsible for keeping and maintaining a correct and current set of good accounting practice books, that will be used in the filing of any needed State and Federal taxes, as well as other needs that arise.

- xi. Shall coordinate with the Secretary to publish a quarterly Financial Statement that will include an Executive Overview, a Financial Disclosure, and a list of Capital and Fixed Assets.
- c. Secretary
 - i. Responsible for recording and distributing meeting minutes.
 - ii. Responsible for maintaining an archive of all BOD minutes, preferably electronic and paper.
 - iii. Responsible for filing all business-related paperwork.
 - iv. Responsible for filing all changes to the Corpora with the Texas State Corporation Commission.
 - v. Will coordinate with the Treasurer in filling the required IRS paperwork.
- d. Membership Officer
 - i. Responsible for maintaining a mailing address for Amtgard, The Celestial Kingdom Incorporated.
 - ii. Shall notify all Board members of meeting times and locations.
 - iii. Shall maintain current and correct contact information for all Board members.
 - iv. Responsible for maintaining a current list of all non-monetary Kingdom assets, including but not limited to: tools, machinery, camping equipment, tables, chairs, event supplies, feast supplies, etc.
 - v. Shall coordinate with the Treasurer to publish a quarterly Financial Statement that will include an Executive Overview, a Financial Disclosure, and a list of Capital and Fixed Assets.
- e. Kingdom Monarch
 - i. In accordance with the Amtgard Rules of Play, the Kingdom Monarch, with agreement from either the Kingdom Prime Minister or the Kingdom Guildmaster of Reeves, can issue suspensions to players for reasons to include but not limited to:
 - 1. Consistently breaking game rules and/or cheating.
 - 2. Repeated and/or serious threats to game safety.
 - 3. Repeated and/or serious instances of inappropriate behavior such as verbal and/or physical altercations.
 - 4. Assault of any kind.
 - 5. Willful injury to person or property.
 - 6. Theft.
 - 7. Violation of mundane law.
 - ii. All disciplinary action involving instating or removing a suspension of players is subject to review by the Suspension Review Committee
 - 1. The BOD retains the right to veto player suspension by a simple plurality vote.
 - iii. Shall act as a liaison between the populace of the Celestial Kingdom and the BOD.

- iv. May not hold the BOD positions of President, Treasurer, Membership Officer, or Secretary.
- f. Kingdom Prime Minister
 - i. The Kingdom Prime Minister is responsible for the collection of all Kingdom funds. The Kingdom Prime Minister is responsible for coordinating all Kingdom income (whether from dues, event fees, fund raising, etc.) with the BOD Treasurer and accurately reporting and depositing all monies into the Kingdom Treasury.
 - ii. Shall act as a liaison between the populace of the Celestial Kingdom and the BOD.
 - iii. May not hold the BOD positions of President, Treasurer, Membership Officer, or Secretary.
- g. Kingdom Regent
 - i. Shall be a voting member of the BOD with no other obligations or duties.
 - ii. May not hold the BOD positions of President, Treasurer, Membership Officer, or Secretary.
- h. Non-voting/Alternate Members
 - i. Seats shall be held by individuals who previously held the Kingdom Monarch and Kingdom Prime Minister positions. Duties and obligations are at the discretion of the BOD.
 - ii. If a Voting Member is not present at a meeting, an alternate member shall take their place as determined by simple plurality vote from the Voting Members present.
- I. Meetings
 - a. The BOD shall meet to discuss business not less than once every three months. These shall be held at Coronation and each Mid-Reign, with times announced beforehand.
 - b. Meetings shall be open to the populace, although it is the discretion of the BOD to allow non-members to speak. Any non-Board member wishing to address the BOD must contact the President to be put on the agenda for the next meeting.
 - c. Scheduled BOD meetings may be closed to the populace if specific business requires it, or if populace members are disruptive to the meeting.
 - d. The minutes of the meetings must be printed and made available to the populace within four weeks of any meeting.
 - e. Emergency meetings may be called by the President of the Board of Directors to take care of an immediate situation. Emergency meetings shall be announced to the public with as much notice as possible.
 - f. BOD Meetings must have a physical place, and time, in which members and populace may attend. Teleconferencing may take the place of a physical location pursuant to state law.
 - g. Must have at least 5 Voting Members present.
 - h. The President will determine and distribute the meeting agenda to all members at least 60 minutes prior to the meeting.

- i. Minutes from the previous meeting shall be reviewed.
 - j. Each BOD position is required to give a brief report on the status and resolution of action items governed by their office.
 - k. Critical BOD events, such as tax filing, insurance, storage contract renewals, etc. shall be scheduled.
- J. Spending
- a. The BOD can spend Kingdom funds in the following manners:
 - i. Corporate Spending – Monies spent to improve Amtgard, The Celestial Kingdom, Inc. Examples of this include but are not limited to: annual fees, contract renewals, Internet Service Provider, insurance, etc. This type of spending directly supports the game infrastructure and is a usual and customary expense.
 - ii. Consultant Services Spending – Monies spent to hire outside professional consulting as required to conduct business to improve either Amtgard, The Celestial Kingdom, Inc., or Celestial Kingdom. Examples of this include but are not limited to: lawyers, tax advisors, etc.
 - iii. Celestial Kingdom Spending – Monies spent to improve Celestial Kingdom in the form of Capital Assets. Examples of this include but are not limited to: tables, chairs, feast equipment, camping equipment, land, etc.
 - b. Corporate spending and Consultant Services spending only require approval of the BOD.
 - c. Celestial Kingdom spending requires approval of the BOD and of the General Populace at an Althing.

SECTION V. KINGDOM PROVINCES

Definition of Provinces: A group, who in order to receive assistance from the Kingdom Proper, has signed a contract with the Kingdom and has been issued an adjoining Writ of Province.

A. The chart below details Provincial structure

	Minimum Average Attendance	Maximum Ladder Award Level	Officers
Shire	5	2	*Sheriff / Mayor
Barony	15	4	*Baron /Baroness Baronial Regent Baronial Champion Baronial Seneschal
Dutchy	30	6	*Duke / Duchess Ducal Regent

			Ducal Champion Ducal Seneschal
Grand Dutchy / Principality	75	8	*Grand Duke / Duchess or Prince(ss) Ducal Regent Ducal Champion Ducal Seneschal
*Indicates Provincial Leader			

B. Provincial status changes - require records showing that the required number of wavered players, was reached and maintained over the previous contiguous 6-month period.

C. Provincial Officers

a. General Requirements

- i. Must maintain Active Member status
- ii. Must pass Kingdom-level Corpora and Reeves test, exception: Shires
- iii. Must be at least 14 years of age.
 1. It is always recommended that at least one of those in the provincial leadership positions be at least 18 years of age for legal purposes.
 2. Each province must have present at its activities a member of legal age in order for its activities to be sanctioned by the Kingdom.
- iv. Must have a working telephone number, email, and internet access at the time of election and maintain such throughout the tenure of their term.
- v. Shall be elected by simple plurality from those candidates who meet the requirements set forward by SECTION V Kingdom Provinces
 1. The Provincial Champion may be selected by right of arms as per the Kingdom paradigm, where the candidate who placed highest in the local qualifications war tourney and who did meet the requirements to qualify as set forth by the autocrat, shall be the Champion.
- vi. All provincial-level officer candidates must declare intents for office no later than two weeks prior to provincial elections.
- vii. The schedule for provincial elections shall be dictated by the individual provinces and included in their bi-annual calendar.
- viii. Shall forfeit their office if they are inactive more than four weeks in a row or twelve weeks total during their current reign.
 1. A park-level Althing can take special exemptions into consideration.

D. Provincial Qualifications Tournament

- a. Shall be a consideration for each provincial group to host a Qualifications Tournament once every six months as part of the provincial calendar.

b. Provincial Qualifications Tournament shall follow the Kingdom paradigm as set forth in SECTION VIII. Crown Qualifications.

i. A Warrior's Tourney shall be run by the Provincial Champion.

1. Duchy Warrior's Tournament requirements by position:

a. Duke / Duchess - Minimum 3 events.

b. Ducal Regent - Minimum 3 events.

c. Ducal Champion - Minimum 5 events and place highest in the tourney among all candidates

ii. An Arts and Sciences (A&S) Tournament shall be run by the Provincial Regent.

1. Duchy A&S requirements by position:

a. Duke / Duchess - 4 entries in at least 2 categories with a score of 3.0 or higher

b. Ducal Regent - Minimum 6 entries in at least 3 categories with a score of 3.5 or higher.

c. Ducal Champion - Minimum 3 entries in at least 2 of the 3 following categories weapons construction, shield construction, or armor, with an average score of 3.0 or higher.

c. Participation in Kingdom Crown Qualifications A&S and Warrior's tournaments may be used in lieu of hosting a provincial-level event.

d. A provincial-level Althing must be held to discuss, vote, and decide on participation in the Kingdom-level event in lieu of the provincial event. This must be held no later than 4 weeks prior to Kingdom Crown Qualifications.

e. Grand Duchy / Principality - Qualifications standards as per Kingdom.

E. Responsibilities

a. Provincial Leader

i. Shall preside over and conduct all of their Provincial-level ceremonies and functions.

ii. Shall attend all necessary Kingdom-level meetings which directly affect their province.

iii. Shall compile a list of proposed recipients of Kingdom-level awards to submit to the Kingdom Monarch or Kingdom Regent.

iv. May create new provincial honors, awards, and positions as deemed necessary.

- v. In the event a shire leader is in charge of a park that chooses to not fill the positions of Regent, Defender, and/or Record Keeper, the duties of said vacant positions become the responsibility of the shire leader.
- b. Provincial Regent
 - i. Shall be responsible for fostering the growth of Arts and Sciences within their province.
 - ii. Shall act as their leader's "second" when necessary.
 - iii. May bestow the following orders: Dragon, Garber, Lion, Owl, Smith, and Rose up to their province's appropriate level.
- c. Provincial Champion
 - i. Shall be responsible for battle games in lieu of the Provincial Leader when necessary.
 - ii. Oversees safety of field equipment by performing weapon checks.
 - iii. Maintains the provincial Lost and Found.
- d. Provincial Seneschal
 - i. May be responsible for entering records into the ORK in lieu of the Provincial Leader.
 - ii. May receive and record Dues from provincial members in lieu of the Provincial Leader.

SECTION VI. KINGDOM GUILDS AND CIRCLES

- A. Reeves Guild
 - a. Guild members are those who have passed the Kingdom Reeves test during the current or previous reign with a score of 70% or better.
 - b. Responsibilities - While under the jurisdiction of the Monarch and the Guildmaster of Reeves, the reeves have the following battlegame powers when playing as a reeve.
 - i. May add newcomers and adjust the teams, to balance the game and may declare the end to a game if play is stagnating.
 - ii. May call whether a hit on a person is valid or not.
 - iii. Will take unsafe people or equipment off the battlefield.
 - iv. May declare a person dead if they are persistently causing problems.

- v. May take time off a person's death if they died especially well.
- vi. Shall help the participants in their understanding of the games.
- vii. Shall ensure that the quality of play is honest and in keeping with the spirit of the rules.
- viii. Shall appoint additional people to reeve as they are needed.
- ix. May enforce a warning, bout forfeiture, tourney disqualification, or removal from battlegame for particularly troublesome or unsportsmanlike conduct at any event.

B. Circle of Knights (CoK)

a. General Responsibilities

- i. Shall observe group members of the Kingdom for those qualified to receive Knighthood.

b. Reserved Symbols:

- i. White belt trimmed accordingly
- ii. Unadorned chain
- iii. Spurs

c. Knighting

- i. Only the Monarch may award a candidate Knighthood and should have the CoK's approval by simple plurality vote.
- ii. If the candidate is squired and their knight is present, then the honor of knighting the candidate may be given to their respective knight.
- iii. If a knight of the Kingdom qualifies for another Order of Knighthood, the meeting concerning the granting of that next order shall be held with the absence of that qualified knight.
- iv. If the Guildmaster of the CoK (GMoK) qualifies for another Order of Knighthood, then the CoK may call an impromptu meeting without the GMoK presence.
 - 1. The remaining knights at that meeting will agree on who will run the meeting.

d. Meetings

- i. Any knight who is a contributing member of the Celestial Kingdom may attend a CoK meeting and vote on Knighthood candidates.
- ii. Non-knights may attend a CoK meeting upon invitation and its approval by the CoK.

e. Guildmaster of Knights (GMoK)

- i. At every Coronation the GMoK shall be elected from the CoK and shall hold that position for that Reign.
- ii. Shall call, notify all knights of, and preside over CoK meetings.
 1. If the GMoK is unable or unwilling to call a meeting of the CoK, then the Monarch may choose to.
- iii. Shall inform knights of the Kingdom that are absent from a CoK meeting of what transpired at that meeting.
- iv. Shall maintain a current listing of all active and inactive knights within the Kingdom.
- v. Shall maintain a list of all individuals within the Kingdom who have achieved or are nearing the achievement of Masterhoods in any of the ladder awards, with such list to be provided by the Kingdom Prime Minister.
- vi. Shall maintain a record of all CoK meetings and can be accomplished by either the GMoK or an appointed secretary from amongst those knights present.

f. Squires

- i. Reserved Symbols
 1. Red belt
- ii. A knight may choose to mentor an individual(s) through squiring them.
- iii. Though it is strongly recommended that knights only take one squire per belt, they may choose to take more if they feel that they are able to take on the added responsibility.

g. Removal of Knighthoods

- i. Knighthoods may be removed by a 3/4 vote of the Circle of Knights and with the agreement of the Monarch.
 1. Knights removed by the CoK have the right to petition the CoK for re-admittance.

SECTION VII. ALTHING

A. Responsibilities

- a. Discuss and enact rule clarifications and supplements.
- b. Revise and update the Corpora.

- c. Discuss and vote on major expenditures of the club treasury over the amount not specifically allowed the Monarch and Prime Minister.
- d. Discuss the future of the Kingdom and its priorities.
- e. Deliberate on and ratify/reject proposals submitted to the Althing.

B. Types of Althings

- a. Routine - those held at each Coronation and Midreign gathering.
- b. Special - those called for by petition to or called by the Monarch and Prime Minister.
 - i. The Prime Minister shall give at least 2 weeks written notice, to include the proposal(s), to each provincial ruler and record keeper.
 - ii. The Prime Minister shall confirm receipt of notice.

C. Notice of Proposals

- a. No item may be voted upon at any Althing unless it has first been sent in written form to the Prime Minister at least 45 days before the scheduled Althing.
- b. The Prime Minister shall send in writing each proposal to be considered to every provincial leader and record keeper at least 30 days prior to the meeting.
- c. This rule may be suspended and action taken on any item of business, by an affirmative vote of three-fourths of total votes of attendees.
- d. For purposes of suspending the notice requirement, a separate vote is required to take action on each item of business not meeting the notice requirement.

SECTION VIII. KINGDOM EVENTS

Events listed in this section shall be held in accordance with SECTION IX. Kingdom Calendar.

A. Crown Qualifications

Shall consist of the following two tournaments with the outlined formats below:

1. Warrior's Tournament

- a. Run by the Champion with assistance from the Guildmaster of Reeves and the Reeves Guild
- b. shall be run with a minimum of 5 categories, and no more than 7 categories
 - i. Required Categories are Single, Florentine, Sword & Board, Open Weapon as defined in APPENDIX: TOURNAMENT
 - ii. The remaining categories are chosen from APPENDIX: TOURNAMENT by the tournament runner

- c. shall be run as a bracketed tournament as a best two out of three, as a double-elimination, or as both double-elimination and best two out of three
- 2. Arts & Sciences Tournament
 - a. Run by the Regent
 - b. shall also adhere to entry guidelines in APPENDIX: ARTS AND SCIENCE
 - c. shall consist of at least 7 categories which may include any of the following:
 - i. Art – may be further divided into 2-d & 3-d.
 - ii. Writing – may be further divided into Fiction, Non-fiction, and Poetry.
 - iii. Bardic – may be further divided into singing, dancing, dramatic reading, storytelling, etc.
 - iv. Construction – may be further divided into Active (that which may be used upon the battlefield) or Passive (that which may be not used upon the battlefield).
 - v. Weapon Construction.
 - vi. Shield Construction.
 - vii. Armor.
 - viii. Garb – may be further divided into Court, Fighting, & Monster.
 - ix. Accessory – may be further divided to include jewelry, court accessory, & field accessory.
 - x. Cooking – may be further divided into Entrée, Dessert, and Beverage.
 - xi. Rose – that which was made as a gift to the Kingdom or its provinces, companies, households, etc.
 - xii. Smith – those works that are information/instructional in nature and which are geared towards the betterment of Amtgard and the Celestial Kingdom.
 - d. Whether or not a category is divided shall be at the discretion of the autocrat but categories should not be so divided that there are less than 3 entries in a category
 - e. Entrants shall be restricted to a maximum of three entries per category.
 - f. Entries shall be graded on a 0 – 5 scale, incremental in tenths of a point, with 3.0 being average journeyman work.
 - g. The incumbent Guildmaster of Reeves and Kingdom Champion will rule on all Weapon, Shield, and Armor safety issues. Exception: If the item(s) in question belong to either of the above 2 people or if they cannot come to an agreement, then the Monarch will make the ruling.
 - h. Any item which has been entered as for "use on the field" which is determined to be unsafe shall be assigned a score of ZERO. Note: Entrants shall be given the opportunity to switch it to a more appropriate category (accessory, passive construction, art, etc.) or remove it from judgment.

- i. placement shall be in order of highest score to lowest score and determined by the following formula: Overall average for all items times 5 plus one point for each "Best in Class" (in categories with a minimum of 3 entrants).

Candidate Qualification Criteria

1. Monarch candidates shall be required to enter at least 5 A&S entries in at least 2 categories with an average score of 3.0, and at least 3 warskill events.
2. Regent candidates shall be required to enter at least 7 A&S entries in at least 4 categories with an average score of 3.5, and at least 2 warskill events.
3. Champion candidates shall be required to enter at least 3 A&S entries, two of which must be in two of the following three categories: Weapon Construction, Shield Construction, and Armor with an average score of 3.0 and all warskill events.
4. All candidates must pass both the current Kingdom Reeves test and Corpora test (closed book), which will be administered by the Autocrat, with a 70% or better on the day of qualifications, and are allowed one retake.

B. Weaponmaster/Dragonmaster

1. Weaponmaster tournament
 - a. shall be run according to APPENDIX: TOURNAMENT
 - b. shall be run with a minimum of 3 categories, and no more than 7 categories
 - c. Required categories are Single, Florentine, Sword & Board as defined in APPENDIX: TOURNAMENT
 - d. remaining categories are chosen from APPENDIX: TOURNAMENT by the tournament runner

Prime Minister candidates must pass the current Corpora test (closed book) with a 70% or better on the day of Dragonmaster/Weaponmaster and are allowed one retake. The outgoing Prime Minister will administer the Corpora test, unless said Prime Minister is also a candidate, then the Monarch will administer it.

C. Kingdom Elections

1. Shall be conducted by the Prime Minister, except the Prime Minister Election, which shall be run by the Monarch
2. The winner of any election requires a simple plurality vote (more votes than any other candidates)
3. Monarch shall break any tie votes in a Kingdom election
4. Shall be done by secret ballot
5. The Kingdom Prime Minister shall, no less than three (3) weeks prior to the elections, post a current dues paid list of active members (determined via the O.R.K.) so individuals can confirm their eligibility to vote.
 - a. Those wishing to vote who were not included on the Dues Paid/Active list must prove their active status via the O.R.K. to the Kingdom Prime Minister and pay

their dues either locally to have the kingdom's share of dues dispersed with absentee ballots at the time of the election or pay dues directly to the Kingdom Prime Minister or to the Kingdom Monarch for Prime Minister Elections.

6. Shall follow the voting procedures outlined in APPENDIX: ELECTION PROCEDURES
7. All pertinent paperwork in regards to Crown Elections and Prime Minister Elections shall be kept on file by the Prime Minister for one month from the date of the respective election.
8. Should the number of candidates for a position drop below 2 for any reason after the Crown Qualifications Event, any Active Member that has previously qualified for that office in that last two years (24 months) in the Celestial Kingdom may declare intent for the position by emailing intent to primeminister@amtgardck.org.
 - i. This intent must be made within 1 week of the number of candidates for a position dropping to 1
 - ii. New candidate(s) added under this section must meet the Reeve and Corpora test requirements per Section VIII. A Candidate Qualification Criteria (4) with appropriate provisions made to administer the tests remotely if Necessary.
 - iii. must be eligible per General Requirements and Specific Requirements outlined in Sections III and IV.
 - iv. This section (VIII C. 8) may not be utilized within 24 hours of Kingdom Elections in person vote closing.

Should either of the designated tournament runners be participating, they shall appoint an alternate to run their tournament.

Proxy Combatants:

1. It is understood that mundane occurrences may happen that prevent a candidate for a Kingdom-level office (i.e. Monarch, Regent, or Champion) from participating in the combat portion of the Kingdom Qualifications. In the advent of such a mundane occurrence, a Proxy Stand-in shall be allowed for the combat portion only.
2. The Proxy Stand-in shall be restricted to and only be allowed to fulfill the combat portion of the Corpora requirements for holding Kingdom office. It is also recognized that it is the responsibility of the player to notify the proper Kingdom officers of the need and justification for a Proxy Stand-in.
3. The automatic justification for allowing a Proxy Stand-in shall be defined as follows: military duty or emergency call-in for police, firefighters, medical personnel, or other emergency responders. The player is required to notify one of the following Kingdom officers; Monarch, Regent, Prime Minister, Champion, or Guildmaster of Reeves of the need for a Proxy Stand-in as defined above.

4. In the event of a personal catastrophic emergency (such as a vehicle accident on the way to Kingdom Qualifications, sudden death of a family member, etc.) the person requesting the Proxy Stand-in shall be required to contact one of the following Kingdom officers - Monarch, Regent, Prime Minister, Champion, or Guildmaster of Reeves - prior to the beginning of the combat portion of the event. The player is required to notify one of the following Kingdom officers - Monarch, Regent, Prime Minister, Champion, or Guildmaster of Reeves - of the need for a Proxy Stand-in as defined above.
5. Any other non-emergency request for a Proxy Stand-in shall be submitted a minimum of 2 weeks prior to the closing date for candidacy declaration for a Kingdom-level office. The request shall explain the reason for the necessity of a Proxy Stand-in. The player is required to notify one of the following Kingdom officers: Monarch, Regent, Prime Minister, Champion, or Guildmaster of Reeves. The authorization for a non-emergency Proxy Stand-in shall be based on majorities' vote by a minimum of three of the current Kingdom officers. These officers shall be comprised of the current Monarch, Regent, Prime Minister, current Kingdom Champion, and/or the Guildmaster of Reeves. Their decision to allow or deny a Proxy Stand-in shall be announced a minimum of two days prior to the closing of declaration of candidacy for Kingdom offices and shall be final. If a Proxy Stand-in is allowed for the combat portion of qualifying for Kingdom office, the candidate running for office shall present themselves for the written Corpora and Reeves tests at a time and place to be determined by the officer(s) administering the Kingdom Qualification exam within seven days following the date of Kingdom Qualifications.

SECTION IX: KINGDOM CALENDAR

Kingdom events shall be scheduled as follows, in order to reduce confusion and to allow provinces guidance in scheduling their events. Note: The events are listed in the order they occur during the year, beginning in January.

January - February

- Winter Prime Minister Intents – due in writing to the incumbent Monarch no later than the 3rd weekend in January.
- Weaponmaster/Dragonmaster – Last Weekend in January or 1st weekend in February with PM Absentee ballots the weekend before.
- Winter Midreign – 2nd or 3rd weekend in February.

March - April

- Spring War – the 2nd or 3rd weekend in March. The specific date and autocrat shall be selected no later than the preceding Summer Midreign in order to ensure site reservation and adequate preparation time.
- Spring Crown Intents – due in writing to the incumbent Prime Minister no later than the 3rd weekend in March.
- Spring Crown Qualifications and On-site Elections – The last weekend in March or 1st weekend in April.
- Spring Absentee Elections – The weekend following Spring Crown Qualifications

May

- Spring Coronation – 1st or 2nd weekend in May.

July - August

- Summer Prime Minister Intents – due in writing to the incumbent Monarch no later than the 3rd weekend in July.
- Summer Weaponmaster/Dragonmaster & On-Site elections– Last weekend in July or 1st weekend in August with PM Absentee elections to be held the week before.
- Summer Midreign – 2nd or 3rd weekend in August.

September - October

- Fall Crown Intents – due in writing to the incumbent Prime Minister no later than the 3rd weekend in September.
- Fall Crown Qualifications and On-site Elections– Last weekend in September or 1st weekend in October.
- Fall Absentee Elections – The weekend following Fall Crown Qualifications.

November

- Fall Coronation – 1st or 2nd weekend in November.
A Kingdom Quest shall be scheduled each Reign per the incumbent Monarch's direction

It is HIGHLY recommended that nothing be scheduled for the last weekend of November (Thanksgiving), the last 2 – 3 weekends of December (Holy holidays), the first weekend of January (Holiday recovery), or the last 2 weekends of July (Gathering of the Clans), so as to avoid scheduling conflicts.

The monarch can, with the agreement of two other officers (Regent, Prime Minister, Champion, or Guildmaster of Reeves) combine, separate, or change the date of an event(s) so long as they give the populous at least 30 days notice. The change will then be placed on the docket for the next scheduled althing.

SECTION X: HONORS AND AWARDS

Non-Ladder Awards

Order of the Boken - a one-time award given to an outstanding fighter who has been in the game less than six months. May be given by any group leader.

Order of the Flame - given only once per reign for outstanding contributions to the club by a group (i.e. fighting company, household, order, province, etc.). May only be given by the Kingdom Monarch.

Order of the Griffon (Gryphon) - given for consistent outstanding chivalry, honor and leadership in the tourney ring and on the battlefield. May be given by any group leader.

Order of the Golden Dragon - a one-time award which may be given only once per reign for outstanding representation of the spirit of the Celestial Kingdom both within the game and within the Mundane world. May only be given by the Kingdom Monarch.

Order of the Hydra - given to those per each Crown Qualifications who meet the Monarch qualification eligibility. May only be given by Kingdom Monarch or Regent.

Order of the Jovious - may be given once per reign for the most outstanding attitude. May be given by any group leader.

Order of the Mask (Masque) - may be given once per reign for outstanding persona portrayal and roleplay. May be given by any group leader.

Order of the Walker of the Middle - a one-time award given for exemplification of the ideals and conduct of reeves. May only be given by the Kingdom Monarch.

Order of the Zodiac - one may be given per month for outstanding contributions in any one month. May be given by any group leader.

Titles

Titles granted by Kingdom Monarchy via Patent for Tenure & Service

Title	Suggested Criteria	Equivalent Title Name
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Grand Duke/Duchess	2 terms as Kingdom Monarch	Grand Doge, Dux, Herzog, Tarken, etc.
Arch Duke/Duchess	1 term as Kingdom Monarch and 1 term as Kingdom Prime Minister or Regent	Arch Doge, Dux, Herzog, Tarken, etc...)
Duke/Duchess	1 term as Kingdom Monarch	Doge, Dux, Herzog, Tarken, etc.
Count/Countess	1 term as Kingdom Regent or Grand Duchy Principality Prince/Princess	Earl, Comes, Comite, Graf, Jarl, Grafín, Orkhan, etc.
Marquis/Marquessa	serve 1 term as Kingdom Prime Minister	Markgraf, Marchionese, Margrave, Mark, etc.
Viscount/Viscountess	1 term as Kingdom Champion and Weapon master	Vicomte, Vixcunde, etc.
Baron/Baroness	1 term as Kingdom Prime Minister or Principality Regent or Ducal leader	Thane, Khan, Emir, Daimio, etc.
Baronet	serve as Kingdom Pro Tem Monarch, Champion, Prime Minister, or Regent, or Grand Duchy/Principality General Minister, or as Baronial leader	
Lord/Lady	1 term as Ducal Chancellor or at Monarch's discretion, service to the Club	
Defender	1 Term as Kingdom Champion	

SECTION XI: DISCIPLINARY ACTIONS

Player Suspension

A suspended player may not participate in Amtgard or Amtgard-related activities at either the Kingdom level or the provincial level, or participate in any Amtgard labeled social media platforms, kingdom or local.

When Amtgard is active at a public park, suspended individuals will not be barred from being present, but shall not be allowed to participate in any activities to include but not limited to: combat, provincial government, and events such as Kingdom Quest, Weaponmaster, Dragonmaster, and Crown Qualifications.

A suspended player shall not be allowed to sign an attendance roster and shall not count as a member of the populace for determining provincial status.

It is the duty of Kingdom and provincial officers to enforce the suspensions and insure suspended individuals are not participating. Provincial officers should use whatever methods they deem necessary for a peaceful resolution while enforcing a player's suspension.

When Amtgard is active at a private site for Kingdom and province-sponsored events such as Kingdom Coronation, Mid-reign, and Spring War, suspended individuals shall not be allowed to be in attendance and shall be turned away at the gate.

This duty may be delegated to event autocrats and security. Local law enforcement may be involved if a suspended individual creates problems at gate and refuses to leave.

A suspended player may not hold an elected or appointed kingdom office.

Every attempt is to be made by the kingdom officers to contact a suspended player prior to public posting of their suspension. This duty will typically fall on the relevant officer that investigated or brought forth the complaint resulting in suspension (Monarch, Kingdom PM, Kingdom GMR), or as designated by the Monarch issuing the Suspension. It is not required that they be given details of the suspension at the time of notification if confidential information is involved or an ongoing investigation, but in cases where the details are withheld, it is reasonable that the posting of the suspension, will also be general in nature until completion of the investigation, mundane or kingdom.

If provincial officers are determined to be negligent in enforcing Celestial Kingdom policy with regards to suspensions, the following are penalties that may result:

1. Provincial officers may receive a revocation of their attendance credits for days that suspensions are not enforced. Please note that this will affect the provincial officer's ability to gain class credits, to meet minimum attendance requirements as a Contributing and/or Active Member, and the ability to participate in Kingdom and province government.
2. Provincial populace members may receive a revocation of their attendance credits for days that suspensions are not enforced. Please note that this will affect the populace member's ability to gain class credits, to meet minimum attendance requirements as a Contributing and/or Active Member, and the ability to participate in Kingdom and province government.
3. Suspended players may receive longer suspensions.
4. Revocation of province status. This is an extreme case and will only be used if the province demonstrates a total disregard of Celestial Kingdom policy.
 - a. Requires approval of the Board of Directors.

A player seeking to transfer from another kingdom that has an active suspension must first be reviewed by the Suspension Review Committee to determine if they shall be eligible to participate in kingdom activities. Until that review is completed, the person shall be treated as a suspended player.

Suspension Review Committee

The Celestial Kingdom Board of Directors will organize a committee consisting of 2 voting members of the Board of Directors and 1 Alternate member in addition to the representatives listed by the Amtgard Rules of play regarding Code of Conduct suspensions.

The BoD members of this committee will be voted on by the BoD at the Midreign event or as needed should availability change.

All members of this committee will be involved in player suspensions being enacted or lifted to ensure that safety, liability, and brand are considered.

Involvement includes but is not limited to:

- Determining the length of suspension
- Determining the public messaging of the suspension
- Notifying appropriate authorities should it be deemed necessary

- Advising the BoD to seek legal counsel if deemed necessary
- Communicating with involved parties

Petition for review

Any player suspended by The Celestial Kingdom may present a signed petition of 20% of the contributing members as defined in SECTION 1 to the Board Secretary to initiate the suspension review process.

Petition signatures shall be collected away from Amtgard activities, or by a person not currently suspended.

This petition may be delivered outside of Amtgard activities, or by a non-suspended player, or by mail to the kingdom address.

The Suspension Review Committee will contact the suspended player to request a statement to consider with the review. Any additional information shall be presented to the committee at this time.

The length of time required to review a suspension may vary based on numerous factors such as waiting on legal counsel, collecting statements, or coordinating meeting availability, however any of these factors should be communicated to the petitioning player.

The petitioning player shall be respectful of committee time and refrain from sending multiple requests for updates once the petition has been acknowledged.

APPENDICES

APPENDIX: NON-RETALIATION POLICY

The Board of Directors of the Celestial Kingdom is committed to conducting its affairs honestly, ethically and in compliance with local, state, and federal rules and regulations.

Reporting Responsibility

It is the responsibility of all members of the Celestial Kingdom to report violations or suspected violations of laws, regulations, or policies, mundane or otherwise. Attempts to resolve any such concerns normally should be made by contacting the appropriate local park official, or if necessary, the appropriate Kingdom official. Reports also may be made to relevant external entities or governmental agencies responsible for the enforcement of laws containing non-retaliation provisions.

No Retaliation

Retaliation against a member of the Amtgard community for making a good faith report of potential Amtgard-related policy violations or local, state, or federal law is prohibited and will not be tolerated. The BOD will review complaints of retaliation and any attempted or actual retaliatory action may subject the violator to disciplinary action. Members of the Amtgard community who believe that they have been retaliated against in violation of this policy may submit a written or oral complaint to local park or Kingdom officials, who may refer the complaint to the BOD for review and disposition.

Acting in Good Faith

Members of the Amtgard community are encouraged to report good faith concerns about violations of laws, regulations, or policies, mundane or otherwise. Reports that are knowingly false, made with malicious intent, or with reckless disregard for or willful ignorance of facts that would disprove the allegation made are not good faith reports, are prohibited by this policy, and may subject the violator to disciplinary action.

APPENDIX: STATE OF EMERGENCY POWERS

Any portion of this corpora may be suspended during a state of emergency (as defined in APPENDIX: DEFINITIONS) by total agreement of the Monarchy and the BoD. A public althing should be held as soon as reasonably possible to discuss and vote on emergency items.

APPENDIX: DEFINITIONS

Active Construction - those items which may be used upon the battlefield

Althing - that meeting of Amtgard populace members which through democratic means makes decisions that affect the province, Kingdom, and Game.

Amtgard Activity (see event) - any organized function sponsored by the Kingdom or any of its provinces.

Arts & Sciences Tourney (A&S) - a tourney held with either the spoken or unspoken intent for its participants to showcase their creative talents and earn orders of the Dragon, Garber, or Owl.

Attendance Credit - Recorded sign in at a CK province or event. Only one sign in per week is counted.

Class Credit - Credits given for the purpose of Amtgard class levels. Earned in accordance with the Amtgard Rules of Play class credits section.

Crown - refers to the position of Kingdom Monarch singularity and Monarch, Regent, Prime Minister and other Kingdom officers jointly.

Dor Un Avatar (see monster manual) - the written body of work the details the various available monster classes that can be played

Dues Paid - Member has paid dues and the period for which was paid has not expired.

Elections - Any provincial or kingdom process in which leadership positions are filled through a voting process.

Event (see Amtgard Activity) - any organized function sponsored by the Kingdom or any of its provinces. Guild - a fighting or non-fighting group/class where members have the same interest.

Heraldry - refers to the medieval system of identification based on colors and pictures.

Intent(s) - refers to written notification of intent to run for elected office.

Kingdom Officer - Member that holds an office at the kingdom level which is primarily responsible for overseeing Amtgard related functions.

Monster manual (see Dor Un Avatar) - the written body of work the details the various available monster classes that can be played.

Mundane Name - A person's real name as can be verified by government issued identification

Non-contributing Members - members with a current signed waivers on file with the Kingdom who are NOT dues paid and thus DO NOT receive the right to run for office, the right to vote in all Kingdom government elections, and receive Kingdom newsletters but may attend all Amtgard activities. May vote in guild master elections.

Non-Ladder Awards - Those awards that are given for recognition that do not lead towards Knighthood.

Passive Construction - refers to items which may be not used upon the battlefield.

Patent - refers to the Kingdom Monarch's right to bestow titles of Nobility and lesser titles.

Proposal(s) - written presentation(s) put forth for consideration or adoption.

Provinces - refers to Shires, Baronies, Duchies, Grand Duchies, and Principalities.

Recurring Bills - A bill, invoice, or charge that recurs automatically.

Routine Althings - those regularly scheduled Althings held at each Coronation and Midreign.

Special Althings - those Althings called for by petition to or by the Monarch and Prime Minister.

State of Emergency - a situation of regional danger or disaster in which a government (federal, state, county, or city) suspends normal constitutional procedures in order to maintain or regain control.

Tenure - refers to that time in office of service.

Warrior's Tourney - tourney held with either the spoken or unspoken intent for its participants to earn orders of the Warrior.

Week - a week is considered to start on Monday and end on Sunday.

APPENDIX: TOURNAMENT

This section governs the primary tournaments for the Celestial Kingdom (hereby referred to as tournaments), those being the Crown Qualification and Weaponmaster tournaments as mandated by SECTION VIII of this corpora.

Celestial Kingdom Tournament Definition

Tournaments shall be run as one of the three following styles:

- Single Elimination Bracketed
- Double Elimination Bracketed
- Ironman/Single or Double Elimination Bracketed Hybrid

Single elimination bracketed tournaments are defined as Bracketed tournaments in which fighters are eliminated from the bracket through a single loss. A loss is defined as losing a series of best two out of three, with tie results discarded.

Double elimination bracketed tournaments are defined as Bracketed tournaments that follow the winners/loser bracket structure, and in which fighters are eliminated from the bracket through after two losses. A loss is defined as losing a series of best two out of three, with tie results discarded.

Iron Man/Single or Double Elimination Bracketed Hybrid tournaments are defined as categories in which an iron man is performed in the first half of the category, and the scores from that iron man are used to determine player entry and seeding for the bracket of that category. The bracketed portion of this method must conform to the rules laid out in APPENDIX: TOURNAMENT Single Elimination or Double Elimination.

Tournaments shall be scored either in 8-4-2-1 or 4-2-1-.5. The breakdown is as follows:

- 1st Place in the category/bracket: 8/4
- 2nd Place in the category/bracket 4/2
- 3rd Place in the category/bracket 2/1
- 4th Place in the category/bracket 1/.5

The following categories may be selected to fulfill the category requirements for the specific tournament being run, with the weapons usable in the category under the rules of play, hereby referred to as ROP:

1. Single (ROP Defined Short Weapon)
2. Florentine (ROP Defined Short Weapons)
3. Sword & Board (ROP Defined Short Weapon & Medium Board)
4. Sword & Madu (ROP Defined Short Weapon & Madu with board conforming to Medium Board max size)
5. Flail & Board (ROP Defined Hinged & Defined Medium Board)
6. Flail Florentine (ROP Defined Hinged)
7. Flail & Madu (ROP Defined Hinged & Madu with board conforming to Medium Board max size)
8. Sword & Downspear (ROP Defined Short Weapon & Great Weapon not exceeding 6 ft in length)
9. Open Weapon (Any combination using Legal Weapons defined as melee in the ROP)
10. Closed Weapon (Any combination using Legal Weapons defined as melee in the ROP that was not utilized in the Open Weapon category)
11. Great Weapon (Any size weapon defined as Great in the ROP)

APPENDIX: ARTS AND SCIENCE

“Work in progress” will not be considered a valid A&S category, though unfinished items may be entered in a competition under the appropriate category.

All entries into any arts and sciences competition must be the work of the entrant. Entering items that are entirely “store bought” is strictly forbidden. The following rules should be applied to all arts and sciences competitions taking place in the Celestial Kingdom.

Entering an item into any arts and sciences competition that is not the work of the entrant is grounds for disqualification from the tournament and a suspension of a minimum of 6 months from participation in all Amtgard activities. Additional offenses may result in either a longer suspension or permanent suspension from the Celestial Kingdom of Amtgard. The kingdom Regent may make the decision to disqualify an entrant for any fraudulent entry/entries. The Regent may also recommend that arts and sciences awards for the entrant be stripped by the Monarch, depending on the severity of the offense. Any suspension would follow normal rules for suspensions within the kingdom.

If any part of an entry is not fabricated or created by the entrant, the entrant must clearly state this on the write-up for the entry. For example, if someone makes a chainmail necklace with a charm on it but they did not make the charm, they should state this in the material components section of the write-up. Stating “store bought” is sufficient, unless the entrant wishes to disclose where they purchased the item. This does not apply to material components such as hardware used in leatherworking, snaps, buckles, buttons, rivets, fabric, etc., which would generally not be fabricated by the entrant.

2D Art Entries: 2D art entries must be the original work of the entrant unless clearly specified. If the piece is a reproduction in whole or in part, the entrant must be able to provide either written permission from the original artist upon request or clarify that the piece is in the public domain due to the age of the piece being reproduced. If the piece is a reproduction in whole or in part, the entrant must provide progress pictures and/or

video to demonstrate that the piece was not traced or otherwise fraudulently generated. Entries found to be in violation of another artist's copyright will be disqualified and the entrant will be subject to further disciplinary action. If the entrant wishes to use a small piece of another larger work, it must be no more than 50% of the entry, and they must clearly state the source in their write-up. This would be considered derivative art and is not in violation of US copyright law. It is the entrant's responsibility to verify that art found online is not copyrighted if they intend to reproduce it.

The use of art in the creation of garb or other items: Whenever possible, royalty-free images should be used, if only to avoid unintentionally infringing on the copyright of another artist. However, transformative art (i.e. reproducing an image in fabric or a different medium from the original work) is generally considered fair use. Entrants should document the source of their art, whether it is a book, or a particular website, etc. Entrants should also credit other artisans if they use an existing pattern for their work, such as in beading, embroidery, etc. Transparency is key.

Collaborative entries: If an entry is made by more than one person, the write-up should list the names of all the individuals who contributed to the project. The entry must clearly explain what each person contributed to the piece. It is the responsibility of the entrants to verify that collaborative entries are permitted in the competition beforehand, and whether those entries will be scored individually or as a group.

In the event that fraud is suspected, the kingdom Regent will conduct the investigation, regardless of whether the tournament is held at kingdom level or provincial level. In the event that the kingdom Regent is unable to conduct the investigation, such as personal involvement, the kingdom Monarch will take over the investigation as alternate. The Regent or alternate will collaborate on the investigation with other kingdom officers, as well as the autocrat of the arts and sciences tournament in which the suspected fraud occurred. If sufficient evidence of fraud is discovered, the entrant will be subject to the disciplinary actions listed at the beginning of this appendix. The kingdom should be notified that there is an investigation occurring; however, details should be reserved until after the investigation is complete. If fraud during any arts and sciences competition is not discovered until a later date, disciplinary actions may still be retroactively applied to the entrant for fraudulent entries.

APPENDIX: ELECTION PROCEDURES

Voting Procedures

In order to receive a ballot from the Prime Minister they must print their name and sign the voter list.

The Prime Minister then signs a ballot and gives it to the member.

The member marks the ballot in secret and places it in the ballot box.

The voting shall be open for a minimum of two hours.

For Crown Elections, the Prime Minister will seal the ballot box until such time as polls are closed and they meet with the monarch and Guildmaster of Reeves, or their substitutes (See SECTION VIII (C) Kingdom Elections). The tallies shall include the number of votes for each candidate and number of blank ballots.

For Prime Minister elections, the Monarch, Prime Minister, and Guildmaster of Reeves shall open the ballot box and tally the votes, in front of anyone wishing to observe. Note: If either or both the Prime Minister or GMR are absent, or a candidate in the election, then the Monarch will appoint appropriate replacement(s). The tallies shall include number of votes for each candidate, No Confidence for each candidate and number of blank ballots.

If the number of No Confidence votes for a particular candidate is greater than 50% of total votes for that particular candidate in an uncontested election. The candidate is not appointed to the position.

In a position that is contested if the number of No Confidence votes exceeds the total number of votes cast for all candidates combined. Neither Candidate is appointed to the position

If a party is not appointed by No Confidence vote, The order of Succession In Sect. III, a, D will take place and a Pro-Tem will be appointed

The number of votes (including blank or no confidence votes) must coincide with the numbers signed from the voter list.

Absentee Voting

The Kingdom Prime Minister shall use either of the procedures outlined below:

Electronic Absentee Voting

1. Absentee Voting will held according to SECTION IX: KINGDOM CALENDAR
2. The ballots will be emailed to the Email account approved by the BOD.
3. The absentee voter will ensure that they are dues paid or included a copy of their receipt from the local park records keeper.
4. The email ballot will contain the following information:
5.
 - Persona Name (As it appears in the O.R.K.)
 - Mundane Name
 - Park
 - Office and Candidate or No Confidence for each office in the election (i.e. Monarch and Regent)
6. The Prime Minister will print the absentee ballots and validate them against contributing member status.
7. Any ballots that do not meet this status will marked and placed in an envelope separate from those that meet the criteria.
8. For Crown elections, the Prime Minister will bring all of the printed absentee ballots, as well as those from on- site elections, to meet with the GMR and monarch, or suitable substitutes, within 48 hours of the close of polls.
9. For the Prime Minister election, the Monarch will bring all of the absentee ballots with them to the on-site election for counting with the onsite ballots.
10. Electronic and paper copies will be archived at the end of the election for a period of 60 days.

Manual Absentee Voting

1. The Kingdom Prime Minister shall mail or hand deliver a packet containing waivers, blank unsigned ballots, and the current dues paid list with room for additional voters to be added to each provincial record keeper or provincial leader no more than 1 week after intents are closed.
2. The provincial official must publicly announce the intended date/days for polling to their populace with at least two weeks prior notice before the weekend intents are due, and keep their polls

open for a minimum of three hours on at least one standard park meeting.

3. Those wishing to vote via absentee ballot must prove their activity via the O.R.K. to the provincial official in charge and pay their dues if not already on the current Celestial Kingdom dues paid list.
4. In order to receive a ballot from the provincial official they must print their name and sign the voter list.
5. The provincial official then signs a ballot and gives it to the member.
6. The member marks their ballot, signs the voting register, and then returns the ballot to the provincial official.
7. Once local absentee votes are completed the provincial officer in charge may:
 - a. Mail (with confirmation) the packet containing Kingdom's share of the dues, the updated voter list, and absentee ballots to the Kingdom Prime Minister no less than two weeks prior to elections.
 - b. Hand deliver the packet to the Kingdom Prime Minister themselves or via an ambassador of the park or the Kingdom prior to or at the time of election.
 - c. In lieu of a province taking absentee votes themselves, the Kingdom or the province may choose to send, or request, a Kingdom ambassador be sent to the park and collect votes over the course of one singular weekend prior to elections, following the aforesaid directions and have them hand deliver the votes, list, and money to the Kingdom Prime Minister prior to or at the time of election.
8. All absentee votes are held unopened until the close of elections.
Note: The number of votes (including blank or no confidence votes) must coincide with the numbers signed from the voter list and signatures must coincide with the voter list and ballots.
9. These ballots shall be counted among those cast at the election site.

APPENDIX: EVENT BID PROCEDURE

Certain items must be covered in any event bid submitted for approval. All bids and proposals must include the following information: Site, Autocrat team, Projected Attendance, Budget, Feast, Warskill events, A&S events, and Gate Schedule.

Site: Any site proposal should be able to handle the scope of a large scale Amtgard event, to include fighting events, arts and sciences events, and feast. If modern conveniences are not available at the site, then the proposal should include plans for water, bathroom facilities, and kitchen facilities. Any site proposed for Spring War should fall within the borders of the CK. Note that the Kingdom seat is San Antonio, TX. Please do not propose a site in which you have not confirmed will be available for use.

The following positions for handling event duties are mandatory: Autocrat, Feast-crat, Gate-crat, Security-crat, War-crat, and Trash-crat/Clean-up Crew. Other optional positions that may be included in the proposal are recommended but not required.

Autocrat: Responsible for overseeing all event functions and for interfacing with the Monarch and/or BOD.

Feast-crat: Responsible for hosting and providing a feast on the Saturday night of the event.

Gate-crat: Responsible for collecting fees, maintaining entrance records, and setting and maintaining personnel for gate shifts

Security-crat: Setting and maintaining event security, and handling issues that impact the safety and security of attendants. This position may be covered by the Captain of the Guard.

War-crat: Responsible for hosting battlegames and tournaments during the course of the event. Responsible for securing reeves for the tournaments and battlegames. Responsible for insuring water and cups are available at battlegames and tournaments.

Trash-crat/Clean-up Crew: Responsible for collecting trash from the various camp areas and providing trash bags to the camping areas. Responsible for assuring that the bathrooms are stocked with supplies. Shall assist the various autocrats in cleaning up their areas.

The following positions are optional:

Medical: Responsible for setting and maintaining a medical pavilion for minor injuries and issues.

- Responsible for having a direct line to mundania if more serious medical issues arise.
- Must be a certified medical professional and copies of certification/licensure must be filed with the CK BOD.

Arts & Sciences: Responsible for organizing and hosting arts and sciences events. This position may be filled or delegated by the CK Regent.

Attendance: Proposals should start with a minimum expected attendance. Proposals must include a plan for gate vouchers/waivers for every Kingdom-level Monarch and Regent within Amtgard. Proposals should also include a plan for promoting attendance.

Budget: All bids and proposals will provide a budget and delineate what costs are. The budget needs to provide a breakdown of costs, to include but not limited to: site rental, food, additional amenities, and expenditures required to promote A&S and warskill events. The budget should also include proposed gate fees and repayment of all CK monies used. No monies from the event may be used to profit an individual.

Feast: A feast must be planned for the Saturday evening. A proposal for the event should include a menu, a list of supplies required (cooking, serving, etc.), and a plan for staff and support (cooks, servers and cleanup crew). If other meals are planned by groups they should be mentioned in the bid including if the meals are donated or not.

Warskill: All proposals should include multiple warskill events for, at minimum, Saturday of the event. Spring War should have multiple events over multiple days. All proposals should include a full schedule of tournaments and battlegames to be hosted over the course of the event. Proposals should include a budget and supply list for items required to make games and tournaments run smoothly. A list of necessary personnel positions, to include team captains and reeves, should be identified.

A&S: The Celestial Kingdom wants to promote arts and science events for attendees who do not participate in warskill events. All bids and proposals should include a list and schedule of Amtgard-centric events. These should be relevant to the period Amtgard portrays as a medieval- and fantasy-based game. Appropriate A&S events may include classes, forums, demonstrations, competitions, and bardics. Proposals should include a budget and supply list for items required to make A&S events run smoothly. A list of necessary personnel positions should be identified.

Gate: All bids and proposals should include a tentative schedule for gate shifts, rules and regulations for gate personnel, and a proposed supply list of items required to run gate. See APPENDIX: EVENT GATE PROCEDURE for other requirements.

Additional Support: Proposals may include event t-shirts, favors, or other memorabilia.

A financial breakdown must be provided in the proposed budget.

Event Bids for Celestial Kingdom events are submitted to the Monarch. For Spring War, the bids are submitted to either the Monarch or the President of the BOD.

Bids for each reign are due to the Monarch by the 2nd week of their reign.

Bids for Spring War are due to the Monarch or the President of the BOD by Summer Midreign (August).

The bid(s) are reviewed by the appropriate group and either approved or rejected.

For Coronation and Midreign, the Monarch informs the BOD Treasurer of the approved bid and who is the Autocrat.

The BOD Treasurer will, approximately 45 days from the event, meet with an authorized check signer and have them sign the check(s).

The BOD Treasurer will, approximately 30 days prior to the event, give the check(s) to the event autocrat. The event autocrat will sign an acknowledgement for receipt of the funds, acknowledging that they are responsible for the funds.

APPENDIX: EVENT GATE PROCEDURE

Setup

The first day of the event

At least 1 hour before gate is scheduled to open, the autocrat or their designee will meet with a BOD representative and obtain the gate supplies (gate boxes, pavilion, and table) from the Kingdom storage unit.

If the site is at Camp Lone Star, set up the lights for gate by running an extension cord from the small building (well house) to the gate area. The lights and extension cords are in Gate Box 2.

Set up the sign in sheet(s)

Shift Personnel

Anyone that is working a gate shift should be sober in order to handle and be responsible for Kingdom funds. The gate pavilion is not “party central” so anyone not working a gate shift should not congregate in the vicinity.

The Gate-crat will select one person per shift to be in charge of the monies and set up the cash drawer with the startup monies.

- This person will verify the startup funds, and be held accountable for any discrepancy in funds.
- Before the next shift, prepare the second cash drawer with the startup monies

At shift change, the oncoming person will verify the funds in the second cash drawer and take over the signing-in of people using a new sign-in sheet.

The person going off shift will take all filled out sign-in sheets and the original cash drawer.

- a. then total the number of people who signed in and count the cash drawer.
- b. Verify the total count of monies in the drawer
- c. Obtain a tamper-resistant cash envelope and fill out the blocks (per these instructions):
 - i. In the "To" block, put in Adults and the number of adults
 - ii. In the "From" block, put in Children and the number of children paid and those free
 - iii. In the "Prepared By" block, print your name
 - iv. In the "Date" block, put in the shift and date
 - v. In the "Account #" block, put in the event name and date
 - vi. In the "Declared Amount" block, put in the amount calculated from the sign-in sheets
 - vii. In the Special instructions block enter any overages or shortages from the count.
 - viii. the count.
 - ix. Place the monies and sign in sheets in the envelope and seal it
 - x. Give the envelope to the Gate-crat, Autocrat, Prime Minister, or BOD Treasurer as directed.
 - xi.

The Gate-crat will reconcile the gate monies with the autocrat at gate closing.

Process Attendees

1. As people arrive, sign people in one person at a time
2. Collect the admittance fee
 - a. Unless waived by Corpora or Monarch's instruction, i.e. visiting Kingdom Officers
3. Give them their change
4. Verify the person's age
5. Put on the appropriate color of wrist band
6. Give out any handouts, favors or additional paperwork

Additional and Closing

Any monies that are generated through fundraising will be held by the autocrat or their designee until the event reconciliation.

Prior to the BOD meeting, the autocrat will meet with the BOD Treasurer to reconcile the event, matching up sign-ins to the gate receipts, verifying the gate startup funds are correct, and turn in any unspent monies and all receipts. If there are more receipts than the fronted monies, these will be approved by the approving authority.

The BOD Treasurer will report to the BOD on the event, stating whether the event turned a profit, lost money, or broke even. The event sign-in sheets will be turned over to the Prime Minister for appropriate disposition.

The BOD Treasurer will deposit all the funds into the Kingdom bank account as soon as possible. If any of the above mentioned parties are not at the event, their duties will be given temporarily to one of the BOD members and/or a Celestial Kingdom bank account signer.

Change Log:

June 2020 - Updated to new corpora per midreign althing.

June 11, 2020 - Typo Correction: page 10, section f.k. References regular meetings in accordance with SECTION IV (F) Meetings. Changed to reference SECTION IV (I) Meetings. -Josh Kaufman
(Pending Althing Approval)

June 11, 2020 - Typo Correction: Page 14 IV.J.a.iii - Missing a capital 'C' in Celestial. - Josh Kaufman
(Pending Althing Approval)

Aug 8, 2020 Added section #8 to Section VIII -> C. Kingdom Elections