

East Kingdom
College of Scribes
Handbook
2011 EDITION

VOLUME 4, VERSION 1 - LAST UPDATED JANUARY 2011

INTRODUCTION AND THANK YOU'S

Award documents are created by people who volunteer their skill in picting, illumination, calligraphy and wordsmithing, contributing to the high quality tradition established by the talented Eastern scribes of creating beautiful “scrolls” for its kingdom’s populous.

This publication is the fourth volume (vol. 4; fourth publication year) first version (v1; version of the current publication year) of the EK scribal handbook created for the East Kingdom College of Scribes. It was compiled, assembled and edited by Maestra Giovanna del Penna, called Dresden (formerly known as Dresden Pennello di Quadro Voce). If you have questions, do not hesitate to contact any member of the EK Signet staff. You can find contact information for the Tyger Clerk and the rest of the Signet staff in every Pikestaff, at the East Kingdom Website and the EK Signet Website.

Please visit the EK Signet Website, and be sure to stop by its gallery showcasing the work of East Kingdom scribes at www.signet.eastkingdom.org

Special thanks and to the good proofreading skills and recommendations of Mistress Khioniya Nikolaevna Ryseva and Lady Saerlaith ingen Cinneide, and to the fine wordsmiths of the East who contributed text to the sample wordings, including Duchess Katherine Stanhope, Sir Lucius Aurelius Varus, Lady Fiona O’Maille, Mistress Mahin Banu Tabrizi, Mistress Khioniya, and the unknown authors published in earlier versions of the handbook (some of which are included within).

The line drawings herein created by Maestra Dresden are simple guides to assist you and may be used freely without permission.

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GETTING AN ASSIGNMENT

When the Royalty decide to acknowledge an individual with an award document, they direct the Signet Office to create a scroll. The Tyger Clerk of the Signet then offers the assignment to someone on the roster of active scribes.

The Tyger Clerk conveys the following information to a scribe in a scroll assignment:

- the name of the recipient
- what the award is
- when and where the scroll will be given
- why the person is getting the award

When available, the name and contact information of someone who has firsthand knowledge of the recipient getting the award is given to the scribe. This information can be used by the scribe to personalize the scroll specific to the recipient.

The Tyger Clerk chooses a scribe for an assignment based on the information conveyed when he/she filled out the paperwork to become a scribe for the East (availability, skill level, and comfort level). If you haven't recently gotten an assignment and would like one, please contact the tyger clerk and request some work. And remember to keep your contact information current with the Signet Office.

Privacy and discretion is mandatory for all scribes who accept assignments.

CREATING A SCROLL

ILLUMINATION:

It is nice to match the persona of the recipient or the Royalty when possible. Generally the illumination will at least consist of one large capital and a few other painted or rubricated letters. If choosing to do an illuminated border, borders can either completely surround the text (all four sides of the page) or be partial (down one, two or three sides). Higher levels of awards should be "fancier" or more complex than lower level awards, but they should all be your best work.

Margins:

Leave a margin of at least 1-inch around all the planned illumination.

CALLIGRAPHY:

The scribe should choose a style appropriate to the time and period of the illumination style. When writing the calligraphy, vertical, as well as horizontal, pencil guidelines will help keep the calligraphy straight and upright. You can use a ruler to temporarily sketch in guidelines or use an Ames lettering guide.

Names:

The name of the award recipient and of the award can be set off in some fashion: on a separate line from the rest of the text, in a different color of ink, or with small illuminated capitals. The names of the Royalty may also be treated this way.

Signature Spaces:

Always leave signature spaces as follows. Generally, the signatures of both royalty are required, the exception being awards that are given by only one royal. In addition, any award giving Arms (Award, Grant or Patent) requires the signature of a representative of the Brigantia Herald.

Award, Grant or Patent of Arms (AoA, GoA, PoA): King, Queen and Herald

Order of Chivalry – Knighthood: King, Queen and Herald

Order of Chivalry – Master at Arms: King, Queen and Herald

Order of the Laurel (OL): King, Queen and Herald

Order of the Pelican (OP): King, Queen and Herald

Order of the Silver Crescent (OSC): King and Queen

Order of the Maunche (OM): King and Queen

Order of the Tygers Combatant (OTC): King and Queen

Order of the Sagittarius (OS): King and Queen

Order of the Golden Rapier (OGR): King and Queen
King's Order of Excellence (KoE): King
Queen's Order of Courtesy (QoC): Queen
Order of the Burdened Tyger (OBT): King and Queen
Order of the Tyger's Cub: King and Queen
Order of Troubadour: King and Queen
Order of the Terpsichore: King and Queen
Queen's Cypher: Queen
King's Cypher: King
Blue Tyger Legion: King
Queen's Honour of Distinction: Queen
King's Order of the Tyger of Valor: King
East Kingdom Augmentation of Arms: King and Queen and Herald
Royal Augmentation of Arms: King and Queen and Herald
Tyger of the East: King and Queen

SIGNET OFFICE SCROLL NUMBER (SOSN) AND CREDITS

This is a unique number assigned to each scroll for archival purposes. The SOSN should be placed on the back of each scroll along with the names of each person who created the scroll. It is also a good idea to write any documentation you want to convey to the recipient, e.g., Illumination inspired by the Visconti Hours, late 1300.

SCRIBE MAKERS MARK

A scribe should always sign the scroll on the back, and also put a maker's mark somewhere on the front of the scroll. This can be anything from your initials or name to a little drawing.

TRANSPORTATION OF SCROLLS

Carrying a scroll to the event:

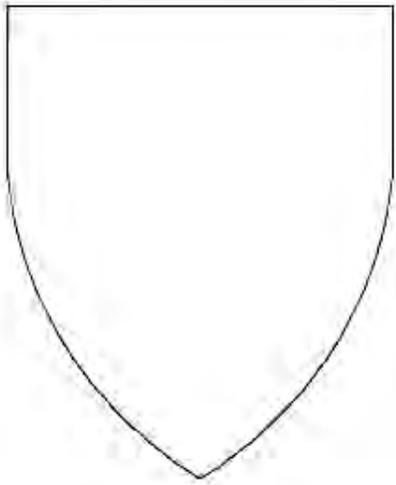
Transport all scrolls FLAT, sandwiched between two pieces of rigid cardboard. Give it directly to the person in charge of collecting scrolls, who usually can be found in the Royalty Room. This could be the Signet, the Royal Herald, the Court Herald or a Royal Retainer designated for the task of collecting scrolls – but do not just hand it over to anyone, or leave it in the Royalty Room without specifically handing it to a designated person.

Mailing the scroll to the Royalty:

If a scroll must be mailed, first ask signet where the current king and queen prefer scrolls to be mailed and to whom. Then allow enough time to be sure it will arrive no later than the Wednesday before the scheduled event.

Pack it securely between two pieces of rigid cardboard as large or larger than the scroll itself. The padded mailing bags are NOT good enough by themselves. If possible, place it into a zip-loc bag to be assured it is waterproof, as well. (A 2-gallon zip-loc bag will hold an 11"x14" scroll.) Always write "DO NOT BEND" in large letters on the outside of the package on both sides. If you have time enough you can send it via Priority mail, but sending scrolls via courier (Fed-X, UPS, Express Mail) is recommended. This way the package can be traced if something happens to it. It is a good idea to contact the Royals in advance to let them know the scroll will be coming by some mail carrier so they know to expect it. Always first try to send the scroll with NO SIGNATURE REQUIRED. But if you must send the scroll via a courier that requires a signature, ask the Royals what address this should be delivered to because they may ask you to send the scroll to a work address or a neighbor.

TYPES OF AWARDS and accompanying badges or symbols



ARMIGEROUS

If the person receiving the scroll has a registered device, you must put the description of the blazon in the section of the scroll for “disposition” and draw a shield. If the person does not have a registered device, leave space for the words to be written later and include the outline of a blank shield.

AWARD OF ARMS

An Award of Arms (AoA) is given at the royalty’s discretion. They also automatically accompany any of the five Orders of High Merit, if the recipient does not already bear a Patent, Grant, or Award of Arms.

Your first assignments will usually be for an AoA scroll. Remember to never use the term “grant” in the text of an AoA scroll.

GRANT OF ARMS

A Grant of Arms (GoA) is given at the royalty's discretion. Occasionally the Crown will bestow this as a stand-alone award. The positions of territorial Baron and Baroness and the titles of Court Baron and Court Baroness are accompanied by a GoA, unless the recipient already holds a GoA or Patent of Arms.

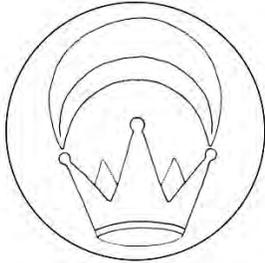
PATENT OF ARMS

A Patent of Arms (PoA) accompanies peerage awards, including the Royal Peerage if the recipient does not already have one.

ORDERS OF HIGH MERIT

[See EK Law Section IX. Awards B. Orders of High Merit]

There are five Orders of High Merit in the East Kingdom, and their recipients are known as Companions of their respective Orders. Induction into an Order of High Merit will be accompanied by an Award of Arms for recipients who are not armigerous. Companions of an Order of High Merit will be entitled to a scroll proclaiming their induction into the Order. [The Orders of High Merit are polling orders.]

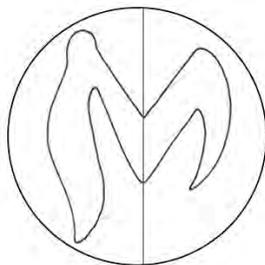


ORDER OF THE SILVER CRESCENT (OSC):

EK Law IX.B.2. ... given to gentles in the East Kingdom who have distinguished themselves by service to the Kingdom, whether by long service within one of the areas of the Kingdom whereby the entire Kingdom is held to benefit, or by continuing service in ways which directly benefit a large portion of the Kingdom.

Established 13 June A.S. VI, by Akbar III & Khadijah III.

BADGE: (Fieldless) In pale a crescent inverted argent and an Eastern crown Or.



ORDER OF THE MANCHE (OM):

EK Law IX.B.3. ... given to gentles in the East Kingdom who have distinguished themselves by service to the arts and sciences, whether by attaining a standard of excellence as makes them noteworthy in the eyes of the Kingdom or by attempting more than one art form and, while not attaining mastery in any one, surpassing competence in several.

Established 9 October A.S. XI, by Laeghaire and Ysabeau II.

BADGE: Per pale Or and purpure, a maunch counterchanged.



ORDER OF THE TYGERS COMBATANT (OTC):

EK Law IX.B.4. ... given to gentles in the East Kingdom who have distinguished themselves by prowess at arms, whether by attaining a standard of excellence such as makes them noteworthy in the eyes of the Kingdom or by attempting more than one weapons form and, while not attaining mastery in any one, surpassing competence in several.

Established 9 October, A.S. XI by Laeghaire and Ysabeau II.

BADGE: Per pale Or and azure, two tygers combatant counterchanged.

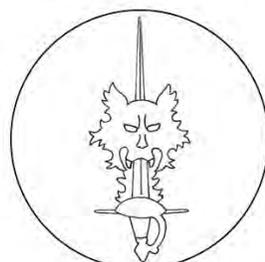


ORDER OF THE SAGITTARIUS:

EK Law IX.B.5. ... given to gentles in the East Kingdom who have shown superior prowess at the target archery range and have distinguished themselves in archery in one of the following areas; teaching and demonstrating the art of archery, making archery equipment or by helping to arrange archery at events and/or sites and thus demonstrating and overall impact to archery in the Kingdom.

Established 22 January, A.S. XVIII by Viktor and Sedalia.

BADGE: Azure, a sagittary passant to sinister, the human torso turned to dexter Or.



ORDER OF THE GOLDEN RAPIERT (OGR):

EK Law IX.B.6. ... given to gentles in the East Kingdom who have distinguished themselves by excellence in the art of fence by consistently demonstrating superior prowess in the lists, by teaching, and by helping to promote and expand the knowledge of their art.

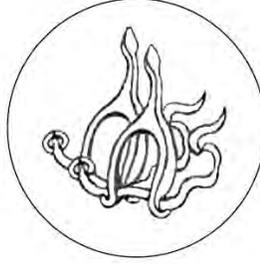
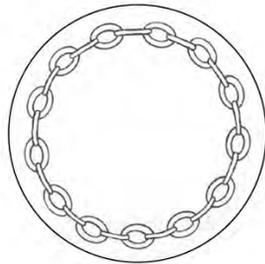
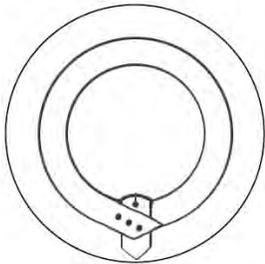
Established 26 April, A.S. XXVI by Ruslan and Margaret.

BADGE: (Fieldless) A tyger's head cabossed azure jessant of a rapiert Or.

PEERAGE AWARDS

Corpora VIII. A.4. ... A Patent of Arms may be conferred only upon a person being admitted into one of these orders. [Peerages are polling orders.]

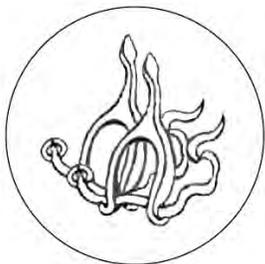
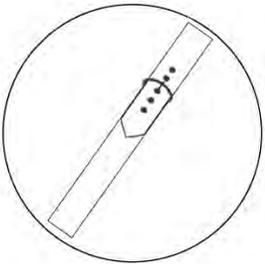
IN THE CASE OF A SECOND OR ADDITIONAL SUBSEQUENT PEERAGE, the scroll wording should not mention arms patent since they already will have this, but only that their names will added to the rolls of the order being bestowed.



ORDER OF CHIVALRY - KNIGHTHOOD:

Given for prowess at arms, whether for excellence in one area or surpassing skill in several.

REGALIA: A white belt, gold chain, and gold spurs. The belt or chain may be shown encircling the Emblazon.



ORDER OF CHIVALRY - MASTER AT ARMS:

Given for prowess at arms, whether for excellence in one area or surpassing skill in several.

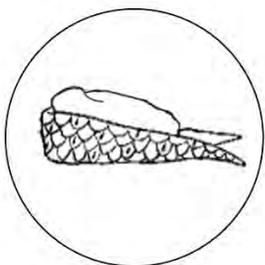
REGALIA: A white baldric (shoulder sash) and gold spurs.



ORDER OF THE LAUREL:

Given for arts and sciences, whether for excellence in one area or for surpassing skill in several.

REGALIA: (Tinctureless), A Laurel Wreath.

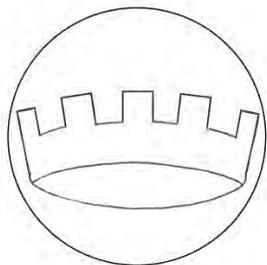


ORDER OF THE PELICAN:

Given for service which benefits the Society.

REGALIA: (tinctureless) A Pelican vulning itself; also, a Chapeau.

ROYAL PEERAGE



DIVESTITURE STEPPING DOWN AFTER THE FIRST REIGN

Count/Countess: The county (count, countess) coronet symbolizes someone who has completed their first reign as monarch.

SYMBOL: Coronet with embattlements.



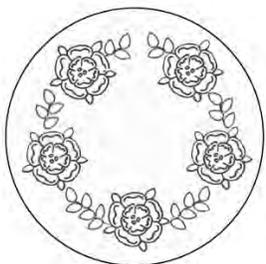
DIVESTITURE STEPPING DOWN AFTER THE SECOND REIGN

Duke/Duchess: The ducal (duke, duchess) coronet symbolizes someone who has reigned as monarch more than once. Strawberry leaves symbolize the ducal status.

SYMBOL: Coronet with strawberry leaves.

DIVESTITURE STEPPING DOWN AFTER THE THIRD OR MORE REIGN

The invested Crown may award a scroll for the divested royalty as a gratitude and acknowledgement of their reign.



ORDER OF THE LADY OF THE ROSE:

Consists of former royal consorts of a kingdom. It is specifically charged with encouraging chivalrous and courteous behavior among all members of the Society.

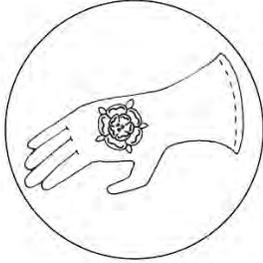
BADGE: (Tinctureless) A wreath of roses.

NON-ARMIGEROUS ORDERS OF HONOR

[See EK Law Section IX. Awards B. Orders of Honor]

NON-ARMIGEROUS AWARDS AND HONORS.

These awards are not precedent bearing, nor do they convey any entitlement to bear arms. Recipients of an Order of Honor in the East Kingdom are known as Companions of their respective Orders. Companions of an Order of Honor will be entitled to a scroll proclaiming their induction into the Order.



QUEEN'S ORDER OF COURTESY (QoC):

Presented by the consort to those who show exemplary courtesy to all.
First awarded 19 October, A.S. IX by Cariadoc II and Diana II.

BADGE: (Fieldless) On a dexter glove aversant argent, a rose azure charged with another Or.



ORDER OF THE BURDENED TYGER:

Presented to autocrats and cooks for events the royalty attended that were above the normal standard of excellence; however, it cannot be awarded at that same event. An individual can receive this award more than once.

First awarded 14 February, A.S. X by Aonghais II and Ysabeau I.

BADGE: Or, a tyger sejant erect, forepaws clasped over its head, azure.

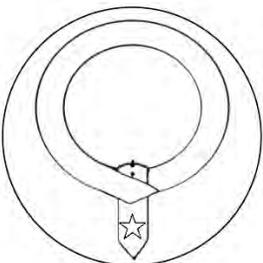


ORDER OF THE TYGER'S CUB:

For children who display admirable virtue and decorum at events. Members act as pages to the royalty until they reach the age of majority, then their names are marked on the roll of the order as permanent members.

First awarded 14 October, A.S. XIII by Gyrth and Melisande.

BADGE: Or, a tyger sejant azure, its forepaws resting on a torteau.

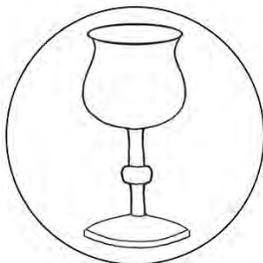


ORDER OF GAWAIN:

Given by the Crown to honor and recognize those young people, up to and including the age of 17, who have distinguished themselves by acts of valor, honor, chivalry, courtesy, and leadership within a youth martial activity.

Established by Gryffith and Aikaterine, April 22, A.S. 41.

BADGE: The recipient of this award is entitled to wear on the left arm a green garter charged with a gold mullet. The badge is proposed.



ORDER OF THE TROUBADOUR:

Given for vocal entertainment, especially for encouraging others to participate.
Established 6 October, A.S. XIV by Vissevald I and Embla.

TOKEN: The traditional token is a cup.

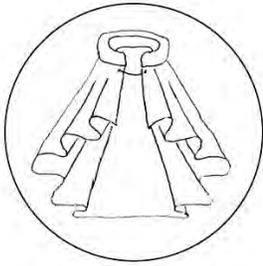


ORDER OF THE TERPSICHORE: given for consistent and unselfish devotion in teaching dance and polite court movement.
Established 6 October, A.S. XIV by Vissevald I and Embla.

TOKEN: The traditional tokens are bells.

KING'S ORDER OF EXCELLENCE (KoE): given by the Sovereign to those who maintain a high standard of authenticity in their dress, behavior, persona, and goods, in the feast hall, in their encampments, and on the field.
Established 16 March, A.S. XXV by Rhys and Elaina.

SYMBOL: none



GOLDEN MANTLE: given by the Crown for prowess in an auxiliary capacity on the field of battle and the target range, in the areas of Siege Weaponry, Scouting, and Thrown Weaponry and service to the Kingdom in these areas. (This Award may be bestowed upon individuals or upon units, e.g., siege weapon crews.)

Established by Lucan and Yana, March 24, A.S. 41

BADGE (in the submission process): (Fieldless) A mantle Or.

ARTEMIS: given by the Crown for prowess in combat archery on the field of battle, who have demonstrated service to the Kingdom such as marshalling, commanding, building equipment, teaching and service to the Queen on and off the field. (This award is bestowed upon a single individual once.)

Established by Lucan and Yana, March 24, A.S. 41

BADGE: none yet

SILVER RAPIER: given by the Crown for skill excellence in rapier combat.

Established by Konrad and Brenwen, August 2, A.S. 43

BADGE: (none yet, place a blank circle outline to be filled in later)

OTHER EAST KINGDOM AWARDS

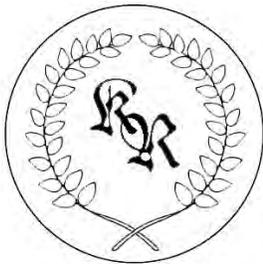
[See EK Law Section IX. Awards D. Other Kingdom Awards]

These awards are not armigerous, they convey no standing in the Order of Precedence, and the recipients are not Companions of any Order. NOT EVERY AWARD WILL COME WITH A SCROLL. A scroll is requested for some of these only at the discretion of the royalty.



QUEEN'S CYPHER: given by the queen at her last court to those who helped her during her reign. No more than ten Cyphers may be awarded during a reign. The recipients of this award will be entitled to a scroll OR a token proclaiming their meritorious services and a personal token of the Queen bearing the Cypher. These can be awarded throughout the duration of the reign. Established 18 October, A.S. XV by Gavin I and Tamera, see EK Law Section IX.D.2.

SYMBOL: The token is an item bearing the queen's initial together with an "R". This may be surrounded with the queen's EK arms, the initials replacing the crown.



KING'S CYPHER: given by the king, at his last court, to those who were of exceptional service during his reign. It recognizes those who have been the pillars of the Crown, beyond the call of duty. No more than ten Cyphers may be awarded during a reign. The recipients of this award will be entitled to a scroll OR a token proclaiming their meritorious services and a personal token of the King bearing the Cypher. These can be awarded throughout the duration of the reign. Established 9 March, A.S. XXX by Balfar II and Luna II, see EK Law Section IX.D.3.

SYMBOL: The token is an item bearing the king's initial together with an "R". This may be surrounded with the king's EK arms (the initials replace the crown).

EAST KINGDOM AUGMENTATION OF ARMS: given by the Crown to specially honor a person for service to the Kingdom above and beyond the call of duty. Each augmentation is a specific charge at the Crown's discretion, to be added to the individual's heraldic arms. This honor is infrequently granted. The recipients of this award will be entitled to a scroll. An individual may be recognized in this way only once.

Established April 26, A.S. XXXVII by Darius and Roxane, see EK Law Section IX.D.9.

ROYAL AUGMENTATION OF ARMS: given by the king or queen to those subjects that have provided exceptional service to the Royalty. Each augmentation is a specific charge, to be determined by the issuing Royalty. This honor is infrequently granted. The recipients of this award will be entitled to a scroll. An individual may be recognized in this way more than once, however, not more than once during the same reign.

Established April 26, A.S. XXXVII by Darius and Roxane, see EK Law Section IX.D.10.

TYGER OF THE EAST: given by the Crown to the individual who most embodies and personifies the ideals of the East Kingdom. This honor is infrequently granted. The recipients of this award will be entitled to a scroll.

Established April 26, A.S. XXXVII by Darius and Roxane, see EK Law Section IX.D.11.

THE BLUE TYGER LEGION: awarded by the Crown to groups that have demonstrated exceptional martial prowess on the field. **A scroll is optional.**

Established November 19, A.S. XXIX by Gregor and Christence, see EK Law Section IX.D.4.

SYMBOL: The inducted group is entitled to hang from its banner a schwenkle, bendy purple and or, charged with the initials of the inducting Monarchs. (A group may be recognized in this way more than once, in which case the initials of the inducting Monarchs will be added to the existing schwenkle.)

THE QUEEN'S HONOUR OF DISTINCTION: given by the queen to recognize an act, a series of acts, or general behavior that is not already properly recognized by other kingdom orders and awards. **A scroll is optional.**
Established October 6, AS XXXI by Elspeth, see EK Law Section IX.D.5.
SYMBOL:The token of the honor shall be specified in each reign by the Queen. A person may be so honored more than once.

THE KING'S ESTEEM OF MERIT: given by the King, for any reason He deems worthy, to acknowledge special merit in an act, a series of acts, or general behavior that is not already properly recognized by other East Kingdom awards. **A scroll is optional.**
Established January 31, AS XLIV by Konrad II & Brenwen II, see EK Law Section IX.D.6.
SYMBOL: The token of the King's Esteem of Merit is not defined, but will be specified in each reign by the king. A gentle may receive the King's Esteem of Merit more than once, and no upper or lower limit on the number to be awarded per Reign will be imposed.

GIFT OF THE GOLDEN LYRE: given by the king and/or queen to any individual or group whose single work or performance, either publicly displayed or exhibited in an arts & sciences display at a Royal Progress, manifests and represents the fire and passion of the East Kingdom arts. The award may be given to an individual or group more than once during a reign, but not for the same work or performance. **A scroll is optional.**
The Gift of the Golden Lyre includes all those who were awarded with the Gift of the Golden Tyger. Golden Lyre established September 29, A.S. XXXVII by Andreas II and Isabella II; Golden Tyger established April 26, A.S. XXXVII by Darius II and Roxane II, see EK Law Section IX.D.8. Golden Lyre re-established Jan. 25 A.S. XXII by Andreas III and Gabriella.
SYMBOL: The token is be a golden lyre displayed on a blue scarf or favor.

THE KING'S ORDER OF THE TYGER OF VALOR: awarded by the King to honor individual members of the armies of the East Kingdom who have distinguished themselves in either of the following ways.

- i. By displaying extraordinary command excellence on the battlefield at an Inter-Kingdom War.
- ii. By displaying extraordinary actions of valor on the battlefield at an Inter-Kingdom War.

May be awarded no more than three times during a reign. **A scroll is optional.**
Includes all those who were awarded the King's Order of the Valiant Tyger.
Established September 29, A.S. XXVII by Andreas and Isabella, name changed on Sept. 25, A.S. XL by Darius III and Roxane III, see EK Law Section IX.D.7. Reverted to original name on Jan. 25, A.S. XXII by Andreas III & Gabriella.
SYMBOL: none

TYGER OF FOREIGN LEGIONS: given by the Crown to those East Kingdom subjects who have demonstrated demonstrated exceptional martial prowess on the field, or supported the East as field support, staff, etc., at events held in other kingdoms. An individual may receive this honor more than once. **A scroll is optional.**
Established June 19, A.S. XL by Gaufred Kelson II and Genevieve d'Alsace II, see EK Law Section IX.D.12.

GOLDEN KINDER: given by the Crown to children of the East Kingdom under the age of 18 who display or perform works of Arts & Science that manifest the spirit of the EK Arts. **A scroll is optional.**
Established by Andreas IV and Gabriella II on Jul 18, A.S. XLIV, see EK Law, Section IX.D.13.
TOKEN: A coin displaying the initials of the awarding Royalty.

COURT APPOINTMENTS

EK Law Section V. court Appointments B. The King's and Queen's champions.

The following kingdom honors are not considered awards, but instead Court Appointments.

Not all of the following have a badge or token, but most have some regalia they wear during their tenure which may assist in the design of a scroll.

MISC COURT APPOINTMENTS

QUEEN'S GUARD:

No scroll is required.

BADGE: Per bend azure and argent, a maunch vert charged in base with a harp and in canton an Eastern crown Or.

SEAMSTRESS/TAILOR TO THE CROWN:

No scroll is required, however some royalty may choose to award a scroll during their reign.

(insert special appointed title) TO THE CROWN:

Occasion, the Crown might choose to bestow a special appointment and request a scroll (e.g., Brewer to the Crown, etc.).

GUILD RANKINGS (recognized by the Crown)

GRAND MASTER BOWMAN: Archers' skills are recognized by a system of rankings based on their Royal Round averages over the past year. These are not titles, but simply a method of comparing levels of skill. One with an average of 100 or more is a Grand Master Bowman. This rank is of sufficient note that the Crown of the East reserves the right to present them at royal court, and the royalty may request a scroll for the recipient. Grand Master Bowmen keep their ranking permanently.

BADGE: four fretted black arrows on a field of gold, within a black annulet (a thin line which is inset from the edge of the badge).

CHAMPIONS

Champions are selected each year in the categories of fighting, fencing, archery, equestrian and arts & sciences. The format of each competition is determined by the previous champions and the Crown. Champions are charged with defending the honor of the Crown, furthering the practice of their art in the kingdom, and serving as members of the royal household.

King's and Queen's Champion of Arms are the only champion contests held once OR twice (March and September) at the discretion of Their Majesties:

KING'S CHAMPION AT ARMS: the overall winner is the King's Champion, and wears a satin Champion's Tabard with tygers on gold quartered with purple, kingdom arms on sleeves.

BADGE: (Fieldless) A tyger rampant guardant azure maintaining a spear bendwise proper.

QUEEN'S CHAMPION AT ARMS: wears a satin Champion's Tabard with tygers on gold quartered with roses on blue. Wears a champion's collar of purple fabric jewel-studded collar of estate.

Competitions for the remaining champions will be held once per year:

KING'S RAPIER CHAMPION: the overall winner is the King's Champion, and carries a swept-hilt rapier.

QUEEN'S RAPIER CHAMPION: either the person who placed second or selected by the Queen, carries an epee with fancy bell and pommel.

QUEEN'S ARCHERY CHAMPION: unlike other champions, the overall winner is the Queen's Champion, wears a tabard of purple fabric with gold crossed arrows and a gold rose.

KING'S ARCHERY CHAMPION: either the person who placed second or selected by the King, wears a tabard of purple fabric with gold crossed arrows and a gold crown.

KING'S EQUESTRIAN CHAMPION: the overall winner is the King's Champion, and displays Champion's Barding of a full horse caparison, gold with semy of embroidered blue tygers. King's Equestrian Champion Tabard quarterly, with blue tygers and crossed tilting lances impaled with an Eastern crown.

QUEEN'S EQUESTRIAN CHAMPION: either the person who placed second or selected by the Queen, and displays Champion's Barding of a full horse caparison, gold with semy of embroidered blue tygers. Queens's Equestrian Champion Tabard quarterly, with blue tygers and crossed tilting lances impaled with tudor rose.

QUEEN'S ARTS & SCIENCES CHAMPION: the overall winner is the Queen's Champion, and wears a pewter collar (shoulder-to-shoulder style) of medallions linked together. The medallions alternate between being a wreath of roses around the Eastern and a laurel wreath around an Eastern tyger.

KING'S ARTS & SCIENCES CHAMPION: selected by the King, and wears an amulet-style collar, each link being the pewter likeness of a tyger rampant and the centerpiece being a large flat slab upon which a tyger rampant holds the A&S candle/lantern from one paw.

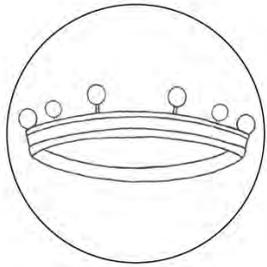
KING'S BARD/QUEEN'S BARD: chosen each year before a panel of judges at a competition. They are charged with commemorating the history of the Crowns and the kingdom in song and story, furthering the practice of the bardic arts in the kingdom, serving as members of the royal household, and setting up and supervising the competition to choose their successors.

The KING'S BARD: the overall winner is the King's Champion, and wears a gold baldric with three purple clarions.
BADGE: Per bend azure and argent, a sword vert, hilted sable, debruised by a harp and in chief an Eastern crown Or.

The QUEEN'S BARD: selected by the Queen, and wears a gold baldric with three purple clarions below a purple rose. They hold the honorary position of Ollaves in the Royal College of Bards (the highest of three rankings -- one clarion per rank).

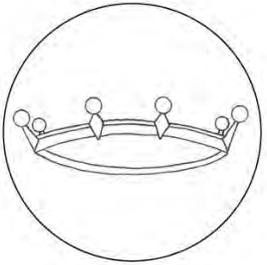
BADGE: Per bend azure and argent, a maunch vert charged in base with a harp and in canton an Eastern crown Or.

BARONAGE



COURT BARON/BARONESS (CB): given by the king and queen for outstanding contribution to the East. This comes with an Award of Arms (AoA) if one is not already held. The Crown may choose to bestow a GoA, at their discretion. A court baronage is permanent, and is not based on any territorial seat.

SYMBOL: Coronet with 6 pearls or other gem or stone, typically round.



LANDED BARON/BARONESS:

The coronet for a landed baron, that is someone who presently presides over a territorial barony. Upon investiture, the Crown will award the title of Territorial Baron/Baroness to the candidate, accompanied by a GoA. Upon divestiture (stepping down from their baronial seat), they are appointed a court baronage by the king and queen.

SYMBOL: Coronet with 6 pearls or other gem or stone, typically round.

BASIC HERALDRY for the award document

All scrolls are heraldic documents, whether they bestow Arms or not. Heralds are the people who keep track of precedence, and scrolls are documents recording the bestowal of precedence.

BLAZONING:

When a scroll bestows Arms, the description, or Blazon of the recipient's Arms, must be included. If the recipient does not have registered Arms, leave 3 or 4 blank lines in the "Disposition" section of the scroll so that the blazon may be added when his/her Arms become official.

EMBLAZONING:

The drawing of the Arms in question, usually displayed on a shield. If the recipient does not have registered Arms, leave the shield blank so that the emblazon may be added when his/her Arms become official.

INTERPRETING BLAZONING:

Just what does "Or, a Laurel Wreath Vert" mean? Well Heraldry is a very strange and unique animal all unto it self. The following chart is put here as a reminder of the colors are called in Heraldry. The Signets Office highly recommends that you contact your local herald and have a one-on-one, to talk about how devices are drawn, colored, and blazoned.

Gules = Red
Azure = Blue
Sable = Black
Vert = Green
Purpure = Purple
Or = Gold/Yellow
Argent = Silver/White
Counter-Ermine = Black with White Spots
Ermines = White with Black Spots
Erminois = Gold with Black Spots
Pean = Black with gold spots

PENNSIC TRACEABLE ART PROJECT

Downloadable files for a variety of traceable heraldic charges in multiple sizes.

To download entire PDFs with the designs:

http://www.aeheralds.net/Links/AE_Traceable_Art/TraceableArt.html

For a Table of Contents listing that allows you to download specific designs:

http://www.aeheralds.net/Links/AE_Traceable_Art/IndivPDFs/ToC.html

WORDING for the award document

Each scroll should have the following six (6) components. Address, Intitulation, Notification and Exposition, Disposition, Corroboration with Date and space for their Majesties to sign. You can write the six components in any or order that you wish, but make sure that all six components are present.

The following is a sample of how a simple AoA scroll for a young man could read.

1. Address: All shall know that
2. Intitulation: We, Sonny and Cher, King and Queen of the East
3. Notification and Exposition: having heard much praise of Our servant, Elvis Presley, especially as bard
4. Disposition: do by these letters Award unto him Arms, to wit: Gules a guitar bendwise argent,
5. Corroboration with Date: Done by Our hand this first day of April A.S. XXXIV, in Our Shire of Hollywood.
6. Signature Space(s): a blank line for the signature, below which you may calligraph the appropriate title:
King of the East and/or (as noted) Queen of the East, and (if noted) a representative of Brigantia Herald
(The signature spaces are usually placed at the bottom of the page.)

The following additional sample phrases can be used to create a variety of scroll wordings.

#1 - ADDRESS

All shall know that...
Be it known to all that...
Come forward all and know that...
Do ye all hear and tell others that...
Due commendations and Greetings: Know ye all that...
Each and all shall know that...
Greetings to all to whom these presents come be it known that...
Hear ye all and know that...
It shall be known unto all good folk that...
Know ye all to whom these presents come that...
Let it be known that...
May it be told unto all good people that...
Now let it be known that
O come ye all and know that...
Proclaim it unto all people that...
Salutations and Greetings! Let it be known that
To all to whom these presents come, know that...
Unto all to whom these presents come, be it known that...
Verily it shall be known that...
Ye shall know that...

#2 - INTITULATION

We, (name of King and Queen,) King and Queen of the East...
We, (name of King and Queen,) Rex et Regina Orientalis...
We, (name of King and Queen,) King and Queen of the Eastrealm...
We, (name of King and Queen,) King and Queen of these Eastern Lands...
We, (name of King and Queen,) King and Queen of the Laurel Kingdom of the East...
We, (name of King) King of the East, and (name of Queen), Our Queen...
We, (name of King and Queen,) King and Queen of these Oriental Lands...
We, (name of King), King by Right of Arms, and (name of Queen), Queen of the East...

#3 - NOTIFICATION AND EXPOSITION

This is made up of three parts: the lead-in phrase, the recipient's name, and the reason for the award. If your assignment doesn't give a reason, use "service to Our Realm" or "whose service has greatly benefited Our Realm."

Some phrases for notification and exposition:

finding Ourselves in receipt of many good reports on the work of Our noble servant (name) as (reason for award)...
hearing much good of Our fair (name), especially of his/her work as (reason for award)...
and having observed the many good works and labor of Our brave (name) for (reason for award), and thus...
having weighed well the works and labors of (name) as (reason)...
noting the many sacrifices of Our well-beloved (name) as (reason), and in recognition of his/her achievements...
knowing that Our Realm has greatly benefited from the works of Our courteous and loyal (name) as (reason)...
having found Our most excellent (name) to be worthy of advancement by reason of his/her work as (reason)...
know that Our wise and gracious (name) has improved the lot of Our subjects by (reason), and therefore...
seeing that Our valiant (name) has given unstintingly of himself/herself as (reason)...

#4 - DISPOSITION

NEVER use the word “Grant” for an AoA scroll.

Some phrases for Disposition:

do Award unto him/her these Arms, blazoned: (blazon)...
do bestow upon him/her this Award of Arms, to wit: (blazon)...
do Award the following Arms, to be borne by him/her alone throughout the Known world: (blazon)...
do Award unto him/her the right to bear these Arms: (blazon)...

The “blazon” is the description of the device that someone has registered with the College of Heralds. Check with the online O&A or your our local herald to see if the person getting this award has as a registered device.

#5 - CORROBORATION AND DATE

Given this first day of April, Anno Societatis XLII, at the Feast of Cannibals in Our Barony of Ixnorx.
(If unsure of the Anno Societatis Year, call the Signets Office or check the East Kingdom Website: www.eastkingdom.org).

Some opening phrases for the Corroboration:

Awarded by Us...
Given...
Given by Our Hand...
Done...
Done by Our Hand...
In witness whereof We have set Our Hand...

You may notice that in scroll wordings the pronouns “We” and “Our” are capitalized. When the king or queen use the pronouns “We” and “Our” these pronouns are capitalized to distinguish them as being the majestic plural. In public situations (such as, royal decrees and award bestowals) in which it is used, the monarch is typically speaking, not in his own proper person, but as leader of a nation. Even when an award document is given only by the king or by the queen alone, the majestic plural is used.

The Majestic Plural

The majestic plural (pluralis majestatis in Latin) is the use of a plural pronoun to refer to a single person holding a high office, such as a monarch. The idea behind the majestic plural is that a monarch or other high official always speaks for his or her people. Also, the common theory of the “divine right of kings” is that the monarch acts conjointly with the deity – hence, he/she uses “We” as “God and I.”

#6 - THE SIGNATURE SPACES

Either leave a plain blank space or draw a light pencil line for the signatures of the King, and/or Queen and on some scrolls as noted for a representative of Brigantia Herald. You may calligraph their titles below or beside this space as follows:

King or King of the East or Rex or Rex Orientalis

and/or (as noted)

Queen or Queen of the East or Regina or Regina Orientalis

and/or (as noted)

King & Queen or King & Queen of the East or Rex & Regina or Rex & Regina Orientalis

and (if noted) also include last in the list or below: Herald

SAMPLE WORDINGS

These sample wordings are basic examples you may use for the text of award documents. Use them as is, or alter them referring to the different examples given above for address, intitulation, notification and exposition, disposition, corroboration and date, along with more specific personalization as to why the award is being bestowed. These wordings are for the most common forms of the awards. Make sure you change them according to the actual situation; for instance, the text for a Court Baron includes a Grant of Arms, but the specific award you are working on does not include one so you need to remove the section that related to the Grant of Arms.

When you are more confident, you may be even more creative. And there is always the option to work with a wordsmith. If you do not know a wordsmith, you can contact the Tyger Clerk who will gladly put you in touch with a working wordsmith.

AWARD OF ARMS

Let it be known to all that We, (King's name) Rex and (Queen's name) Regina have found the many good works and services, especially (reason for award) of (name of recipient) to be of much merit. Thus, on this (number) day of (month), Anno Societatis (year), We are moved to award unto him/her Arms to be borne by him/her alone: (blazon or a few lines worth of blank space to be filled in later). Done by Our hand at (event name) in Our (name of host group).

King's signature space Queen's signature space Herald's signature space

GRANT OF ARMS (without another award)

Know ye all and sundry that We, (King's name), King of the East, and (Queen's name), Queen of the East, recognizing the worth of Our well-beloved and faithful servant, (name of recipient), who has served Us well as (reason for award), do give unto him/her this Grant of Arms:(blazon or blank space to be filled in later). And he/she shall have the sole and exclusive right to these Arms throughout the Known World without let or hindrance. Accomplished by Our Hand at (event name) in Our (name of host group) on this (number) day of (month), Anno Societatis (year).

King's signature space Queen's signature space Herald's signature space

Order of High Merit - SILVER CRESCENT (OSC)

Know ye all that Our good and noble (name of recipient) has worked long and hard for the benefit of Our Kingdom, most especially as (reason for award). Therefore, at the request of the Companions and by Our wish, We, (names of King & Queen), King and Queen of the Eastrealm, do induct the noble (name of recipient) into Our Order of the Silver Crescent [and further do Award him/her the exclusive right to bear these Arms: (blazon or blank space to be filled in later).] In witness whereof We set Our Hand this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

Order of High Merit - MAUNCHE (OM)

Be it known that We, (King's name), King of the East, and (Queen's name), Our Queen, have long observed the activity in the Art(s) of (particular Art(s) or Science(s)) by Our most noble servant (name of recipient), and know him/her to be worthy of recognition and advancement for the improvements caused in Our Realm by his/her tireless efforts. Therefore do We create him/her a Companion of Our Order of the Maunche, by these letters and the great acclaim of the Companions thereof. [In further token of his/her achievements do We Award unto him/her these Arms: (blazon or blank space to be filled in later).] In witness whereof We set Our Hand this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

Order of High Merit - GOLDEN RAPIER (OGR)

Keen of blade and wit are the fencers of Our Realm, whose skill combines the ferocity of combat with the gracefulness of dance. (Name of recipient) has excelled in this arena, and thus do We, (names of King & Queen), King and Queen of these Eastern Lands, commend him/her with admission to the ranks of the Order of the Golden Rapier. Given by Our Hand upon this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

SAMPLE WORDINGS continued

Order of High Merit - SAGITTARIUS (OSag)

Let it be known that We, (names of King & Queen), Rex et Regina Orientalis, are most pleased with the efforts of Our well-beloved (name of recipient) to improve himself/herself and the people of Our Realm through the practice/teaching of the mighty yeoman's skill of Archery. Therefore do We, to the acclaim of the Companions thereof, admit him/her to Our most noble Order of the Sagittarius, [Awarding unto him/her these Arms: (blazon or blank space to be filled in later).] Done this (number) day of (month), in the year of the Society (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

Order of High Merit - TYGERS COMBATANT (OTC)

We, (names of King & Queen), King and Queen of the East, have observed on many occasions the valor, courtesy, and prowess of Our brave and noble (name of recipient), and are moved by his/her courage and skill. [And further do We bestow upon him/her this Award of Arms: (blazon or blank space to be filled in later).] Given this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

Order of Peerage - WRIT OF SUMMONS

(Recipient name) is herby charged and so commanded to appear before King (King's name) and Queen (Queen's name) of the East, on the occasion of (event name), being the (number) day of (month), A.S. (year), when the aforementioned shall answer this query – to wit, whether or no he/she will take his rightful place as a peer of the Realm and join Our esteemed Order of the (peerage).

Order of Peerage - Chivalry: KNIGHT (with Patent of Arms)

To All and Singular to Whom these Presents do come, Greetings! (Name of recipient) has proven his/her Chivalry and Prowess on many a field of honor, and his/her nobility in the myriad gentle skills so prized by the people of the Eastrealm is known to all. Therefore do We, (King's name), King by Right of Arms, and (Queen's name), Our Queen, hearing the acclaim of his/her peers, find him/her worthy to don the Belt, Chain, and Spurs of a Knight of Our Realm, and most joyfully award unto him/her the Accolade. And as a further sign and token of his/her newfound estate do We bestow upon him/her these Arms by Letters Patent, to wit: (blazon or blank space to be filled in later), which shall be borne henceforth by him/her and no other. In witness whereof We set Our Hand this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space
Herald's signature space

Order of Peerage - Chivalry: MASTER AT ARMS (with Patent of Arms)

To All to Whom these Presents do come, let it be known that (name of recipient) has proven his/her Chivalry and Prowess on the field of honor, and his/her nobility and his/her accomplishments in the myriad gentle skills so prized by the people of the Eastrealm are known to all. Therefore do We, (name of King), King by Right of Arms, and (name of Queen), Our Queen, hearing the acclaim of his/her peers, find him/her worthy to don the Baldric of a Master/Mistress of Arms, and joyfully receive him/her into the Chivalry of Our Realm. And as a further sign and token of his/her newfound estate do We bestow upon him/her these Arms by Letters Patent, to wit: (blazon or blank space to be filled in later), which shall be borne henceforth by Master/Mistress (name of recipient) and no other throughout the Known World. In witness whereof We set Our Hand this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space
Herald's signature space

SAMPLE WORDINGS continued

Order of Peerage - LAUREL (with Patent of Arms)

Hear Ye all and Know that We, (King's name), Rex, and (Queen's name), Regina, recognizing the great skill and dedication of Our (name of recipient) in the high and noble art of (art or science specialty), and further acknowledging his/her actions in teaching these skills to others that the people of Our Realm might greatly benefit, do welcome him/her into Our right worthy and esteemed Order of the Laurel, to the acclaim of the Companions thereof. And in token of his/her newfound estate do We further bestow upon Master/Mistress (name of recipient) these Arms by Letters Patent: (blazon or blank space to be filled in later), with the exclusive right to their use henceforth throughout the Known World. In witness whereof We set Our Hand this (number) day of (month), Anno Societatis (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space
Herald's signature space

Order of Peerage - PELICAN (with Patent of Arms)

Be it Known to All to Whom these Presents come that We, (names of King & Queen), Rex et Regina Orientalis, knowing full well the extraordinary service done on the behalf of Our Realm by Our (name of recipient), who has by his/her sacrifices and labors as (office or service) greatly improved the lot of Our subjects, and hearing the many voices lifted in praise, do most joyfully welcome him/her into Our esteemed Order of the Pelican, that all may know his/her worth. Further do We bestow upon Master/Mistress (name of recipient) the sole right throughout the Known World to these Arms by Letters Patent, to wit: (blazon or blank space to be filled in later). In witness whereof We set Our Hand this (number) day of (month), Anno Societatis (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space
Herald's signature space

Order of Peerage - LADY OF THE ROSE (if bestowed, usually incorporated into the stepping down scroll)

Royal Peerage - Royal: Sovereign as COUNT/COUNTESS (with Patent of Arms)

All shall know that (name of recipient), having by his/her valor, skill, and strength of arms won the Crown of the East, and having reigned as Sovereign thereof from (date of Coronation) to (date of Last Court), has earned the honorable and noble estate of Count/Countess of the East. Therefore do We, (names of King & Queen), Rex et Regina Orientalis, recognize him/her in his/her new title and rank with all of the honors, privileges, and dignities appertaining thereunto, [most especially the right to bear these Arms by Letters Patent: (blazon or blank space to be filled in later).] Done by Us this (number) day of (month), Anno Societatis (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space
Herald's signature space

Royal Peerage - Royal: Consort as COUNT/COUNTESS (with Patent of Arms)

Be it Known to All to Whom these Presents come that (name of recipient), having inspired his/her Champion to win for him/her the Crown of the East, and having reigned as consort thereof from (date of Coronation) to (date of Last Court), has earned this day the honorable and noble estate of Count/Countess of the East. Therefore do We, (names of King & Queen), King and Queen of the East, recognize him/her this day as Count/Countess (first name of recipient) {and Lord/Lady of the Rose,} with all the rights, honors, and dignities appertaining thereunto, [most especially the right to bear these Arms by Letters Patent: (blazon or blank space to be filled in later)]. Done by Us this (number) day of (month), Anno Societatis (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space
Herald's signature space

SAMPLE WORDINGS continued

Royal Peerage - Royal: Sovereign as DUKE/DUCHESS

Be it Known to All to Whom these Presents come that (name of recipient), having by his/her great courage and prowess at arms twice won the Crown of the East, being first Crowned on (date of first Coronation) and again on (date of second Coronation), and having therefore twice reigned as Sovereign of the East, has thereby earned the right noble title and estate of a Duke/Duchess of Our Realm. Therefore do We, (King's name), Rex, and (Queen's name), Regina, most joyfully invest him/her as Duke/Duchess (name of recipient), with all the rights, dignities, and honors appertaining thereunto. In witness whereof We set Our Hand this (number) day of (month), Anno Societatis (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

Royal Peerage - Royal: Consort as DUKE/DUCHESS

Let it be known to all and sundry that (name of recipient), having twice reigned over these Eastern Lands, being Crowned first upon (date of first Coronation) and yet again on (date of second Coronation), and having borne the mantle of Consort with dignity and grace, has thereby earned the esteemed and worthy title of Duke/Duchess of Our Realm. We, (King's name), Rex, and (Queen's name), Regina, do therefore most joyfully invest him/her as Duke/Duchess (name of recipient), with all the rights, dignities, and honors appertaining thereunto. In witness whereof We set Our Hand this (number) day of (month), Anno Societatis (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

Baronage - COURT BARON/BARONESS (with Grant of Arms)

Let it be known unto all who hear these words: We, (names of King & Queen), Rex et Regina Orientalis, have noted the long and faithful service given Our Realm by Our (name of recipient) through (reason for award). In recognition of which do We this day confer upon him/her the dignity and splendor of a Baron/Baroness of Our Court, [together with these Arms by Grant, blazoned: (blazon or blank space to be filled in later).] In witness whereof We set Our Hand this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space
Herald's signature space

Baronage - TERRITORIAL BARON/BARONESS (with Grant of Arms)

To all to whom these presents come, be it known that We, (names of King & Queen), King and Queen of these Eastern Lands, desiring to maintain the peace and welfare of the good folk or (name of Barony), do by these Letters invest Our trusty and well-beloved friend, (name of recipient) with the title and dignity of Baron/Baroness (name of Barony). And We do charge him/her to be both bold and steadfast in the defense of his/her people in war and peace, counting always their welfare above his/her own, as befits the Shield and Staff of his/her demesne. [And We do bestow upon him/her these Arms by Grant: (blazon or blank space to be filled in later) to be a sign and token of his/her newfound rank and estate, borne and displayed by baron/Baroness (name of recipient) and no other throughout the Known World.] Done under Our Hand this (number) day of (month), Anno Societatis (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space
Herald's signature space

Order of Honor - ARTEMIS

We, (King's name) and (Queen's name), King and Queen of the East, at (event location) the (day) of (month), in the (year) year of the society. Forasmuch as We are rightfully entitled to bestow honors upon our subjects; and also that We have received manifold commendations for the good and acceptable services and skill contributed to the activity of combat archery by (name of recipient), it is enacted, ordained and established that (name of recipient) be inducted into the Order of Artemis.

King's signature space Queen's signature space

SAMPLE WORDINGS continued

Order of Honor - BURDENED TYGER (OBT)

Let it be known unto all good folk that Our good and faithful servant, (name of recipient), has distinguished himself/herself upon the occasion of (name of event), abandoning sleep and mortgaging his/her wits as the Autocrat/Cook of the aforesaid event, an effort whereof he/she has succeeded mightily. Therefore are We, (King's name), and (Queen's name), King and Queen of the Eastrealm, pleased to admit him/her into Our Order of the Burdened Tyger, as a sign of his/her achievement, being certain he/she shall henceforth avoid such follies ... until next time. Done this (number) day of (month), Anno Societatis (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

Order of Honor - GAWAIN

Though small in stature, great in achievement. Much skilled is (recipient name). We have noted with pride his/her (describe ability/achievement). Let word of his/her skill spread far and wide so all my know the esteem in which We (King's name), King and (Queen's name), Queen of the East, hold for one so accomplished. It is by Our wish that he/she become an honored member of the order of Gawain. And may his/her skills in the future stand ready to defend Our beloved Kingdom. Done this (number) day of (month), A.S. (year) at (event), in the (host group name).

King's signature space Queen's signature space

Order of Honor - GOLDEN KINDER

wording pending

King's signature space Queen's signature space

Order of Honor - KING'S ORDER OF EXCELLENCE (KoE)

(King's name), King of the East, to all those to whom these present letters shall come, greeting. Remembering how (name of recipient) has been commended to Us by trusted advisors for the memorable and laudable divers acts whereby he/she demonstrates such nature and disposition as epitomizes a man/woman of (persona location); and as We value the aforesaid acts, it is hereby ordained, established and enacted by authority of Our Crowns that the aforesaid (name of recipient) be added to the rolls of Our King's Order of Excellence. Witness Ourselves at (event location), (date).

King's signature space

Order of Honor - QUEEN'S ORDER OF COURTESY (QoC)

As it is the duty of the Queen to nourish and encourage courtesy and chivalry throughout the Realm, it is also Her right to recognize those of Her subjects whose display of such behavior makes them worthy of note. Therefore, We, (Queen's name) Regina are pleased to induct (name of recipient) into Our Queen's Order of Courtesy, in recognition of his/her attainment of these virtues. Awarded this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

Queen's signature space

Order of Honor - SILVER RAPIER

(King's name) and (Queen's name), King and Queen of the East, to all and singular nobles, heralds and other persons unto whom these Our letters shall come, Greeting. All should know that at the humble request of Our dear and faithful advisors, We have considered the skill of (recipient's name), and thus we are led, by the high repute which attaches to his/her name on the field of rapier combat, to induct him/her into the Order of the Silver Rapier. And that this decree may be valid forever We have ordered this document to be written and confirmed by the Royal names, signed below. Done in (event location) in the (year) year of the society, (date).

King's signature space Queen's signature space

SAMPLE WORDINGS continued

Order of Honor - TROUBADOUR

Bright and merry Our halls are made by the strong voices and art of Our Realm's Troubadours. With gentle melody and rhyme, Our musicians and storytellers move us to laughter, to tears, and cheer the lifeless hours. So are We, (names of King & Queen), Rex et Regina Orientalis, moved to honor the melodious* (name of recipient) to the ranks of Our Kingdom's Troubadours. Done this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

Order of Honor - TERPSICHORE

Sprightly and nimble, the art of the Dance engenders grace and fair courtesy in Our Lands. (Name of recipient) has labored to great effect to aid Our realm in this well-mannered commerce between lord and lady. So are We, (King's name), King of the East, and (Queen's name), Our Queen, moved to honor this gentle lord/lady with admission to Our Order of Terpsichore. Awarded this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

Order of Honor - TYGER'S CUB

Be it known that We, (names of King & Queen), King and Queen of the East, have seen and heard much of the good works of Our noble young servant, (name of recipient), who has, by virtue of his/her worthy behavior and decorum at events within Our Realm, become a shining example to his/her fellows, and brought much gladness to Our people. Therefore are We pleased to welcome him/her into Our Order of the Tyger's Cub. And bestow upon him/her the position of Page to the Crown of the East, that all shall know of his/her virtues. By Our Hand this (number) day of (month), A.S. (year) at (event name) in Our (name of host group).

King's signature space Queen's signature space

Order of Honor - GOLDEN MANTLE

We, (King's name) and (Queen's name), King and Queen of the East, to their valued subjects, Greetings. Our trusted advisors, calling to Our remembrance the allegiance of (name of recipient) to Ourselves and Our realm, and that by reason of the same he/she serves Us on the field of battle against every rebellion, power and might reared against Us with his/her skill at (reason – siege weaponry, scouting or thrown weaponry), and whereby he/she does his/her true duty and service: It be therefore ordained, enacted and established that he/she be inducted into the Order of the Golden Mantle. Witness Ourselves, this (date) in (event location).

King's signature space Queen's signature space

CYPHER: King's

The duties of the King are heavy, and the responsibilities shouldered by Our Sovereign weigh heavily on him. Those who would lend their own shoulders to help carry the burden are well beloved by the Crown. Thus We, (King's name), King of the East, gratefully recognize Our faithful (recipient name) for his work as (whatever it was) and gladly bestow upon him Our King's Cypher. Done by Our hands at (event name) in Our (name of host group).

King's signature space

CYPHER: Queen's

Many are the burdens of a Queen, and few are the liegemen and women to aid her. For the devotion and support of (name of recipient) are We, (Queen's name) exceedingly grateful, and thus do We give unto him/her Our Queen's Cypher, in recognition of his/her good works and great friendship. Done this (number) day of (month), Anno Societatis (year) at (event name) in Our (name of host group).

Queen's signature space

SAMPLE WORDINGS continued

AUGMENTATION OF ARMS - EK

Greetings unto all who hear these words and know that We, (King's name & Queen's name), King and Queen of the East, know full well the devoted service given Our Kingdom by the noble (recipient's name). He has (reasons, reasons, reasons). In recognition of his efforts and in anticipation of his continued dedication to Our Realm, We gladly bestow upon him a Kingdom Augmentation of Arms. (Insert blazon, if known.) Done by Our hands at (event name) in Our (name of host group).

King's signature space Queen's signature space
Herald's signature space

AUGMENTATION OF ARMS - Royal

Let it be known unto all that We, (King's name & Queen's name), Royal Sovereigns of the East, are grateful for the service given to Us by Our beloved (recipient's name). (Insert specific reasons.) Thus We are pleased to bestow upon him/her a Royal Augmentation of Arms, so all may know her worth. (Insert blazon, if known.) Done by Our hands at (event name) in Our (name of host group).

King's signature space Queen's signature space
Herald's signature space

TYGER OF THE EAST

Sample wording pending.

Among Our beloved people of the East stands a man/woman who embodies everything that this Kingdom represents, and who has provided many of the very building blocks that make this great land what it is today. For his dedicated travails within Our Kingdom, and his selfless efforts and contributions towards the (reason), We, (King's name) and (Queen's name), King and Queen of the East Kingdom, are minded to recognize (recipient's name) as a Tyger of the East. Done this (number) day of (month), Anno Societatus (Roman numeral), upon the occasion of (event) in the (hosting group).

King's signature space Queen's signature space

Court Appointment - CHAMPIONS:

A&S, Queen's Champion

Pleasant greetings unto the good people of the East from Queen (Queen's name) on this festive day of (event name). For it is upon this day that We would recognize a true champion. Not a champion of the long sword or rapier, nor of bow or bridle. Nay, through these words, do We declare that by merit of great victory in this day's contest of skills, is henceforth, and shall be for full twelve waxings and wanings of the moon, Our Champion of Arts & Sciences. This fine gentle shall be a beacon for creativity in this land that is so dear to Our heart, and shall foster ever greater works from the artisans of whom We are so proud. This We declare by Our hand, this (number) day of (month), A.S. (Roman numeral) in Our fair (hosting group's name).

Queen's signature space

A&S, King's Champion

(King's name), King of the East, to all those that these present letters shall hear or see, greeting. Be it known to the present age and future generations that We have, in the general court of (event location) which was held on the occasion of competition, selected as Our Arts & Sciences Champion one (name of recipient) whose undertakings this day have pleased Us above all others. Done in the year of the society (year), the (date) day of (month).

King's signature space

SAMPLE WORDINGS continued

ARCHERY, Queen's Champion

Pluck thy bowstrings, good yeoman of the East, release thy cloth yard shafts. Let strum of gut and whistle of fletch sing forth a joyous sound. For this day let it be proclaimed that (recipient's name) did outshoot all others attendant at Our Royal Archery Championship Tournament, and so would We, (Queen's name), mighty Queen of the East, name him to be Queen's Archery Champion. We decree this by Our hand, this (number) day of (month), A.S. (Roman numeral), as we sit Our Throne in the (hosting group's name).

Queen's signature space

ARCHERY, King's Champion

(King's name), King of the East, to our subjects competing this day, greeting. Pray know that We have viewed to our satisfaction the archery tournament this day and are well satisfied with all those desiring to become our champion. We shall not trouble you further with awaiting Our selection, but note we have made such selection with due consideration to both skill and decorum as pleases us, and indeed have no other end but to name (recipient's name) our Archery Champion without delay. Witness Ourselves at (event location), (date).

King's signature space

AT ARMS, King's Champion

Let it be heard to the four corners of the East Kingdom, that (insert a blank line) has with skill and valor, proved victorious in the tournament to choose Our Champion at Arms. Thus do We, (King's name), mighty King of the East, acknowledge his victory and invite him to take his rightful place in Our Court. Done by Our hands at (event name) in Our (name of host group).

King's signature space

AT ARMS, Queen's Champion

Let all be aware that We, (queen's name), gracious Queen of the East, have reflected long and hard on the virtues of those fighters competing at Our Champions at Arms tournament. Thus it is with pleasure that We acknowledge one whose courtesy and chivalry have proved exemplary on this day. Therefore (insert a blank line) is recognized as Our Queen's Champion of Arms, and is charged with the duty of protecting Our person. Done by Our hands at (event name) in Our (name of host group).

Queen's signature space

BARDIC, King's Champion

[NOTE: Usually the outgoing Bardic Champions are requested to do the wording for these scrolls, the Signet will assist you in getting touch with them. But it also may be necessary for you to do the wording.]

BARDIC, Queen's Champion

[NOTE: Usually the outgoing Bardic Champions are requested to do the wording for these scrolls, the Signet will assist you in getting touch with them. But it also may be necessary for you to do the wording.]

EQUESTRIAN, King's Champion

Nothing is so intimidating to Our enemy as a mounted warrior bearing down upon them with the ferocity of the Tyger Herself. Hooves beat and weapons lower with sure purpose. Today Our Eastern warriors have shown the strength and skill worthy of praise and honor. One rider has shown superior skill, surpassing even this well respected cadre. Therefore do We, (King's name), Eastern Might, name (leave a blank space for recipient name) King's Equestrian Champion, entitled to all duties and honors of the position. Done by Our Hand this (number) day of (month), Anno Societatis (year), At (event name) in Our (name of host group).

King's signature space

SAMPLE WORDINGS continued

EQUESTRIAN, Queen's Champion

Few things move with such grace as a rider and horse. Such beauty and strength is near to Our heart and the sight of talented riders is truly one of Our greatest pleasures. Today We have witnessed the Kingdom's mounted warriors in competition for Our Favor. One has risen above the crowd, pleasing Us greatly. Therefore do We, (Queen's name) fairest in the East, choose (leave a blank space for recipient name) as Our Equestrian Champion, with all the rights and duties of this appointment. Done by Our Hand this (number) day of (month), Anno Societatis (year), At (event name) in Our (name of host group).

Queen's signature space

RAPIER, King's Champion

(King's name), King of the East, to all those to whom these present letters shall come, greeting. Be it known that We have ordered this tournament to be held upon the retirement of our former rapier champion to determine the one who is worthy as a replacement. Moreover, know that by virtue of skill surpassing all others this day, (name of recipient) is hereby named our Rapier Champion. For the rest, in order that this decree may remain valid and unshaken, We have confirmed this document by the character of the royal name, signed below. Done in (event location) in the (year) year of the society, (date).

King's signature space

RAPIER, Queen's Champion

(Queen's name), queen of the East, to all those that our letters shall come, Greetings. Behold here Our honored subject, whose greatness, as is becoming a champion of Our realm, is laudably employed in thought and deed, in courtesy and grace, has been noted by ourself as exceptional among our subjects competing for Our notice today in formidable degree. Be it known, therefore, that We have selected (recipient's name) as Our Rapier Champion and bestow the symbols of this office that all may know choice. Done in the year of the society A.S.(year), on (date) in (event location).

Queen's signature space

Guild Ranking (recognized by the Crown) - GRAND MASTER BOWMAN [traditionally gets a scroll]

To all the faithful of the East to whom these presents shall come, We (King's name) and (Queen's name), King and Queen of the East, give joy and greetings. Exultation and joy mark this day for while We delight in the display of skill demonstrated by all the archers of the East we are surpassingly impressed by the skill of (name of recipient) in earning the rank of Grand Master Bowman, such status attained on (date of achieving ranking). This accomplishment, attested to by the scorekeeper and Captain General of the Archers, is a rare occasion and as such We wish to laud this achievement in the presence of our subjects on this (date), Anno Societatis (year) in (event location).

King's signature space

Queen's signature space

MATERIALS and tools

PAPER

Use 100% rag, acid-free (Ph neutral) paper so that your scroll will still be around in years to come. Any professional quality art store will sell some; good brands are Arches, Strathmore and Fabriano. They might come in 22 x 30 inch sheets. Shop around for a good price – your local college bookstore may be the best place to start. If you aren't sure whether or not a particular paper is acid-free, assume it's not. If you cannot find acid-free papers use the best watercolor or drawing paper you can find.

You may use any weight of paper from 90 – 140 pound. Either hot press (smooth) or cold press (rough) is acceptable. Do not use “parchment” type papers which come in pads. They deteriorate very rapidly, and in as few as 5 years your lovely work could become dust. Do not use newsprint for the same reason. Drafting vellum is not real vellum, and will not hold colors well.

Vellum, Parchment or Papyrus: if you can afford the real thing, go for it! Vellum is specifically calfskin, parchment is a more generic term which can be applied to any animal skin, though it most often means sheepskin. Papyrus is made of reeds in a crisscross pattern, somewhat like woven fabric. Several mail order houses which sell hides, papyrus, and other specialty papers are listed in the back of this book. Pounce your skins (dust them with pouncing powder) before using. This will make your colors stick better and will even out the surface in general, as well as soaking up any greasy spots in poorly finished hides. Gum sandarac or a fine pumice stone may also be used to “sand” down the skin. Cut your hides to size with a utility knife and metal straight edge or ruler.

SCROLL SIZES:

While custom framing is a beautiful way to display your scrolls, it is also very expensive and can be cost prohibitive. Because of that it is suggested that you create scrolls in standard sizes so they can be displayed easily with inexpensive frames. You may want to choose a size of paper equal to a standard frame size or outside mat dimension, with the art image able to fit within the associated mat opening.

Some standard mat/frame sizes are:

Frame Size	Image Size	Actual Mat Opening Size
5x7	3.5x5	3x4.5
8x10	5x7	4.5x6.5
8.5x11	8x10	7x9
10x20	4x6	3.5x5.5
11x14	8x10	7.5x9.5
12x16	9x12	8.5 x 11.5
16x20	11x14	10.5x13.5

PAINT

Use the best medium you can afford. Winsor & Newton gouaches are a good quality paint for our purposes. Any other brand of gouaches or watercolor paints would work OK. Ideal is dry ground color mixed with glaire, gum arabic or tempera. If you are using period dry colors, be very careful; many of them are deadly poisons!

Cheap paints may not be lightfast. They may have too much chalk, making their colors dull or they may have weak binders causing them to flake off the paper. Stay away from using acrylics, as they polymerize when dry and will not adhere properly to the paper. Colored inks are too transparent, and usually aren't lightfast. Oil paints and any other oil-based paints (like enamels and model paints) will corrode the paper and leave a greasy halo around the work. Markers are not recommended as they will fade quickly. Latex, poster paints, coloring pencils and crayons are also not recommended.

METALLIC PAINTS:

Winsor & Newton and Pelikan make metallic gouaches. Sumi stick or pan forms of metallics are also good, mimicking shell gold. Not all metallic inks are acceptable. Some metallic inks end up looking more like glitter paint than like gold or they have an oil base and will cause a stain to spread over you art work within 5 years, making the work look horrible. Enamel and acrylics should NOT be used.

INK

Again, use the best you can afford. A dense carbon black is ideal. India inks are usually OK. Recommended are Higgins Black Magic or Dr. P.H. Martins, FW waterproof India, or Sumi sticks. Beware that waterproof inks, while nice for the SCA because they stand up well to abuses and won't smear, they will dry quickly on the pen. Clean pens regularly as you work. Sumi sticks give a crisp, dense black, but can corrode your nibs. Again, clean it off as you work. Another suitable "ink" is gouache thinned to ink consistency - it is especially good for lettering in red. Use a paintbrush to load your "dip" pen with gouache.

Some cartridge fountain pens come with pretty good inks (Platignum, Rotring), others (Schaeffer) do not. If you can get a hypodermic, you can "inject" a good ink into a used cartridge, but be sure it's a non-clogging ink suitable for technical pens, like the FW mentioned above. Schaeffer cartridges have an opening just big enough to fill with an eyedropper, if your hand is steady. Also some cartridge pens have piston cartridges or bladders available that are designed to be filled with ink of your choice (Rotring, Manuscript).

GILDING

GOLD AND SILVER LEAF:

The best metallics are real gold or silver leaf. Silver leaf tends to tarnish, so white gold or platinum leaf is a good substitute. A little goes a very long way and by adding a small amount you won't be spending an arm or a leg on it. The idea is to enhance your work. There are many wonderful scribes who have learned to master the use of gold. The Signet Office suggests that once you are comfortable in your skills, that you contact us for a list of scribes who teach gold work.

TOOLS

PAINT BRUSHES:

Always use real sable brushes for better control and longevity of the tool. Loew-Cornell and Richardson are good brands. Sizes from 2 down to 10/0 are best. Look for good sharp points when you buy. Take good care of your brushes by washing them with a mild soap. Clean them until all the pigment is gone. Don't leave them standing in a jar of water, which can bend the hairs and make them useless for fine work. Don't use your fingers to smooth them out, as the oil in your fingers can cause damage. To get all the hairs to a nice point, shake the brush down as you would a thermometer. Never put the brush in your mouth (for safety reasons, the paint is toxic).

PENS:

Michell, Brause, Hiro Tape and Hunt "dip" nibs are best. For cartridge pens, Rotring and Osmiroids are good. Schaeffers tend to bleed somewhat unless you substitute better ink as mentioned above, and Platignums are only somewhat better. Many scribes start with cartridge pens then move to the dip pen. While in the transition, try using the cartridge pen as a dip pen. This allows you to get the feel of dipping without the problems of getting used to a new pen. Stay away from felt-tip markers, they are a huge NO-NO.

ERASERS:

Use a soft white eraser to get rid of pencil/graphite lines. Some gum erasers have sulfur in them, which can corrode the paper. Also, some gum erasers are kneaded to a soft consistency prior to use. Make sure your hands are very clean and oil free prior to kneading.

OTHER RECOMMENDED EQUIPMENT & supplies:

Scribal box (tool box, fishing tackle box, art box)

Scroll case (for transport)

Long Ruler (quilters rulers are clear grids and can be useful, and a cork-backed metal ruler is a must)

Circle Templates (these come in various sizes, as well as various ovoid shapes)

A fine-point (.02-.05) mechanical pencil

Drafting Tape or draftsman dots

Palette with 8-10 wells (ceramic are best, plastic and metal absorb pigment and leave traces behind)

Ames Lettering Guide

T-square
 Triangle
 Compass
 Protractor
 Magnifying lens (great for looking at detail on your inspiration piece)
 Crowquill, or a technical drawing pen
 X-acto knife
 Burnisher
 A rinse water cup
 Distilled water, for mixing paint
 Pen cleaner fluid
 Drafting Table
 If possible, two bright light sources on opposite sides of your work surfaces
 Paper Towels
 Toothpicks, to stir and blend paint and ink
 Eyedroppers, to add water or other medium to paint or ink or fill pen reservoir
 Ox Gall Liquid, this increases wetting and flow of gouache and improves acceptance of wash on paper.

ALTERNATIVE MATERIAL scrolls

Alternative materials (wood, stone, fabric, metal, or generally anything on a substrate other than paper) may be used for East Kingdom scrolls as long as the essential elements are present:

- Name of Recipient;
- Name(s) of Royalty;
- Name of Award;
- Date and Location Given;
- Registered Arms, Blazon and Emblazon (only required if it is an AoA, GoA, or PoA); and
- Signature Space(s).

If you choose to create a scroll with alternative materials please keep the following in mind:

- **THE ROYALTY MUST SIGN THE SCROLL.** Most of the royalty are not very comfortable with brushes, paint, dip calligraphy pens, carving tools, burning tools, or any other art supplies. They will need extra time and help from you to sign an alternative scroll with anything other than a pen. Provide extra materials for them to practice on. Consider signature methods where they can use a pen. For instance, they can write on a rock with a permanent marker and then you can carve over their signature. NEVER ASSUME THE ROYALTY CAN/WILL SIGN WITH ANYTHING OTHER THAN A PEN.
- **ALWAYS TELL THE ROYALTY, ROYAL HERALD, AND TYGER CLERK THAT YOU HAVE AN ALTERNATIVE SCROLL IN ADVANCE.** The royalty may request that you bring them the alternative scroll up to a week in advance, have someone present to help them sign, or other special requests in how you arrange for their signatures.
- **HOW WILL THE SCROLL BE MOVED, STORED AND DISPLAYED?** If you have created a large or heavy scroll it will be difficult to transport. If you have created a fragile scroll it might break. Not only do you need to transport the scroll to the event, the Royalty will need to transport the scroll to court and the recipient will need to bring it home. Sometimes a site is large (Pennsic being an extreme) making transport at the site difficult. Sometimes the recipient is not at the intended event and someone, usually the Royalty or herald, needs to take the scroll home and bring it to another event. Once at home, the recipient may have trouble storing and displaying the scroll.
- **DO NOT HARM YOURSELF OR OTHERS.** Remember to consider safety in both materials and methods. There may be hazards involved that are not present in creating a traditional scroll. You may need to consider breathing protection, hand protection, eye protection, fire prevention, and wet clean up.

TIPS and recommendations

PREPARATION

- Make “lots of soup” when painting. The last thing you want is to run out of a color, just because you didn’t mix enough up. If you have some left over don’t worry, it will dry and you can reconstitute it at a later date for a new scroll.
- Write the letters A-Z on an extra piece of paper in the hand that you will be using for the scroll. Tape it above the paper you are writing on so that you only have to look up slightly to get a quick look at a letter as a reminder.

MECHANICS

- Make sure that when writing the calligraphy that you use a board under your paper that is tilted at a 45 degree. Angle to the table. This will give you the correct writing angle needed to achieve great calligraphy.
- Use two light sources over your work. One from the right of you, and one from the left of you. This ensures that there is no shadow cast on your paper.

MATERIALS

- Always use distilled water to clean brushes. Tap water contains chemicals, one of which is usually chlorine (as in bleach). The water will carry the chemicals into your paints. Eventually, the colors will be affected. Remember to keep your water as clean as possible.
- Use a thin, hard lead to draw on your paper or vellum. A .03 HB mechanical pencil is great. It will give you just the faintest line and too much pressure will break the lead before it can leave an impression in the paper.
- Use a soft, white eraser. The pink rubber erasers contain dyes and chemicals which will affect your paper or ink over time, but may not be immediately apparent. White pen erasers are too abrasive, and will pull up paper fibers as well as pencil marks.

TEXT

- Double, even triple check the spelling of the recipient’s name.
- Use a thesaurus when coming up with the verbiage for the scroll

CORRECTIONS

- Never try to erase a paint or ink mistake immediately after you make it. To avoid spreading the offending pigment, make sure it is completely dry (as in overnight) before you attempt a repair.
- You can erase ink and paint off of paper. If it is not a major mistake, try an eraser. If it is a serious mistake, patiently and carefully scrape the ink off of the paper with a sharp edge (razor blade, craft knife, etc.).

BODY OF WORK

- You will improve with practice. Have patience.
- Keep a record of your work. This could mean taking pictures or making photocopies of scrolls you’ve done. A scribal portfolio is an excellent way to keep track of your progress as well as supply yourself with mementos of finished pieces. If you receive a thank you note, you can even place it with the photocopy.
- Share your works with others (only after it has gone out in court). This allows you the opportunity to get feedback on your work. It is highly recommended that you do NOT post your work to a private Website while the scroll is in production and/or if it has not gone out in court yet.

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PUBLIC COLLECTIONS OF ILLUMINATED MANUSCRIPTS IN THE UNITED STATES:

Beinecke Rare Book and Manuscript Library Yale University
c 121 Wall Street, New Haven, Connecticut, 06520 (203) 432-1744 <http://www.library.yale.edu/mssa/general.html>

The Cloisters (a branch of the Metropolitan Museum of Art)
Fort Tryon Park, New York, New York 10040 212-923-3700
http://www.metmuseum.org/htmlfile/calm_a/m_apg27.html

The J. Paul Getty Museum
17985 Pacific Coast Highway, Malibu, California 90265 310-458-2003
<http://www.gettyguide.com/>

Huntington Library, Art Collections and Botanical Gardens
1151 Oxford Road, San Marino, California 91108 626-405-2100
<http://www.huntington.org/LibraryDiv/LibraryHome.html>

The Metropolitan Museum of Art
Fifth Avenue at 82nd St., New York, New York 10028 212-879-5500
<http://www.metmuseum.org/htmlfile/info/info.html>

The Pierpont Morgan Library
29 East 36th St., New York, New York 10016 212-685-0610
<http://www.morganlibrary.org/>

The Walters Art Gallery
600 North Charles Street, Baltimore, Maryland 21201 (410) 547-9000
<http://www.thewalters.org/collectionswag.html>

SOURCES for material and equipment

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Talas
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www.talasonline.com

PERIOD PIGMENTS

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Fine Art Store: <http://fineartstore.com/>

Daniel Smith: www.danielsmith.com

Cheap Joe's Art Stuff: www.cheapjoes.com

GLOSSARY of scribal terms

ARMIGEROUS

An award that comes with the entitlement to bear arms.

BOOK OF HOURS

(Lat. *Horae*; Fr. *Livre d'Heures*) Prayer book modeled on the canonical hours of the breviary. In the 13th c. intended for use by the laity. Contents include 1) calendar; 2) Little Office of the Blessed Virgin; 3) seven Penitential Psalms and litany of saints; 4) suffrages (intercessory prayers addressed to saints); 5) Office of the Dead; and 6) secondary components such as Hours and Office of the Cross, Hours and Office of the Holy Spirit.

BREVIARY

Liturgical book for the Office with recited and sung text. Includes 1) calendar; 2) Proper of Time; 3) Proper of Saints; 4) Common of Saints; 5) Hours of the Virgin, burial services, etc., i.e. small offices.

CATCHWORD

Catchword Word written in the (often) lower margin of a page which duplicates the first word on a new page. Chiefly used to order the leaves within a quire and then the quires for correct binding.

CODICOLOGY

Analysis of a book's properties by examining parchment manufacture, page design, script, artistic styles, sewing practices. Can be used to locate and date the artifact, attribute techniques to particular workshops, and link intellectual intent to physical structure.

COLOPHON

Located at the book's end, which may record pertinent information about patron, date and place of execution, name of the scribe or artist. Sometimes constitutes only a brief sentiment from one of the persons involved in the production.

COMMON OF SAINTS

(Lat. *Commune Sanctorum*) Portion of liturgical book with texts shared by groups of similar feasts, including saints not named in the Proper of Saints.

DRY POINT

Hard stylus used in drawing a frame on parchment or paper for areas of text, music, and decoration. Creates a furrow on one side and raised edge on the other. Sometimes used for directions (e.g., sketches) to other members of the workshop.

FOLIO

Leaf of parchment or other writing material. Called bifolium (pl. bifolia) when folded in half to be nested with others and sewn together into a quire or gathering. Foliation is the practice of assigning a number to each leaf; the front is the recto and the back the verso.

HAGGADAH

Collection of excerpts from the Bible, Mishnah, Midrash, as well as psalms, prayers, legends, and songs recited at the seder ritual on Passover eve. Commemorates exodus from Egypt and, in Temple times, a thanksgiving for the acquisition of the Land of Israel. Frequently illuminated during the 13th and 14th c.

LEAD POINT

Precursor to the graphite pencil, used in drawing a ruling pattern on parchment or paper which defines the areas for text, music, and decoration. Also used for directions (e.g. sketches) to other members of the workshop.

LINE FILLER

(also line ending) Rectangular decorated block added to fill in awkward gaps of empty space left by short text lines. Aids in maintaining a visual unity to the textblock.

GLOSSARY continued

MAJESTIC PLURAL

The majestic plural (*pluralis majestatis* in Latin) is the use of a plural pronoun to refer to a single person holding a high office, such as a monarch. The idea behind the majestic plural is that a monarch or other high official always speaks for his or her people. Also, the common theory of the “divine right of kings,” is that the monarch acts conjointly with the deity – hence, he/she uses “We” as “God and I.”

MISSAL

Liturgical book with recited and sung text at Mass. Includes 1) calendar; 2) Proper of Time; 3) Ordinary of the Mass; 4) Canon; 4) Proper of Saints; 5) Common of Saints; 5) Mass of the Dead and other votive Masses.

PRICKMARKS

Pinhole guides made with a sharp point or knife from which vertical and horizontal lines are drawn to frame the area for writing, for music, for illumination.

PROVENANCE

History of the book after its construction. Concerns the list of owners derived from examination of heraldic signs, signatures, emblems, mottoes, bookplates, obituary notices, supplemented by information from archival documents (wills, inventories, etc.)

PSALTER

Book of Psalms of the Old Testament usually combined with calendar, biblical canticles, litany of saints, and additional prayers. Functioned as prayer book for ecclesiastics and for private devotions of the laity.

RUBRIC

(Lat. *rubrica*) Label or instruction placed before the main text, often written in red ink to declare its function.

RULING

Linear guide system for laying out page design and for establishing writing lines. Lines drawn from pinholes pricked in the writing material along the edges.

SCRIPT

In the medieval West, classifications are related to time period or geography. In Islamic culture, differentiation between scripts is based on geometrical principles. Certain types of scripts sometimes reserved for particular texts.

TEXT BLOCK

(also written space, justification) Portion of the page framed for text, music, and/or illumination. Sometimes additional areas blocked out for commentary (gloss).

WATERMARK

Result of wire design pressed against cotton or linen rags during paper making; visible by holding sheet of paper against strong light.



EAST KINGDOM LAW

[as established April 2008]

Section IV. Kingdom Officers:

F. Individual Duties of the Kingdom Officers

9. The Tyger Clerk of the Signet:

- a. Coordinates the production of scrolls requested by the Crown.
- b. Promotes the development of calligraphers and illuminators in the East Kingdom and warrants said scribes to perform Signet Office work.
- c. Maintains accurate records of scroll assignments.

Section IX.A.3:

3. All Official Kingdom level award scrolls should be assigned through the Tyger Clerk of the Signet.

- a. The Crown should provide adequate notice to the Tyger Clerk of the Signet of all proposed awards.
 - i. All non-precedence bearing awards and Awards of Arms should be assigned to the Tyger Clerk of the Signet at least two weeks prior to the proposed award date.
 - ii. All Orders of High Merit and Peerages should be assigned to the Tyger Clerk of the Signet at least four weeks prior to the proposed award date.
- b. In the event that a Monarch assigns a scroll outside the Tyger Clerk of the Signet's office, the Tyger Clerk of the Signet should be notified as soon as possible after said assignment.

POLICIES OF THE TYGER CLERK OF THE SIGNET

Authorized scribes are active scribes of the East Kingdom. They create scrolls for the East Kingdom Crown at the request of the Tyger Clerk of the Signet.

A. Becoming an Authorized Scribe

1. Potential scribes are required to send a letter to the Tyger Clerk of the Signet stating that they are interested in becoming an active scribe, authorized to accept and complete scroll assignments.
2. Upon satisfying the Tyger Clerk of the Signet of the potential scribe's readiness, the Tyger Clerk of the Signet will begin the process of authorization.
3. To be authorized, potential scribes are required to provide the Tyger Clerk of the Signet with the following information:
 - a. Society name
 - b. Legal name
 - c. Address
 - d. Telephone number
 - e. Email (if available)
 - f. Availability for assignments
 - g. Any other information that may help the Tyger Clerk of the Signet in making assignments, such as the preference for or inability to create certain style scrolls.
4. To be authorized, potential scribes are required to sign an approval form stating they agree as follows:
 - a. The scribe agrees to allow the Royalty of the East Kingdom at Their discretion to decide if, to whom, in what manner and where the scroll is to be given within the context of the Society for Creative Anachronism, Inc. (SCA).
 - b. The Tyger Clerk of the Signet's Office will obtain permission from the scribe prior to reproducing a scroll. The scribe will indicate on the approval form whether they;
 - (i) give permission for any and all of their scrolls to be posted in their entirety to the East Kingdom Signet official websites, East Kingdom Signet official newsletters, in any East Kingdom Signet official handouts, or in any East Kingdom Signet official special projects; or
 - (ii) will give permission on a case by case basis for their scrolls to be posted in their entirety to the East Kingdom Signet official websites, East Kingdom Signet official newsletters, in the East Kingdom Signet official handouts, or in any East Kingdom Signet official special projects; or
 - (iii) do not give permission for any reproduction of their scrolls by the East Kingdom Tyger Clerk of the Signet's office.
 - c. The scribe agrees to adhere to the guidelines of the East Kingdom Scribe's Official Handbook.
5. Once authorized, the scribe will be added to the Roster of Active Scribes.

B. Responsibilities of Authorized Scribes

1. Scribes are required to notify the Tyger Clerk of the Signet of any changes in status or contact information.

2. Scribes may choose to become temporarily inactive, or ask to be permanently removed from the Roster of Active Scribes. If a scribe remains inactive one year or longer, the scribe must reapply.

3. Upon accepting an assignment from the Tyger Clerk of the Signet, the scribe agrees to adhere to the guidelines of the East Kingdom Scribe's Official Handbook. In particular:

- a. The Signet's Office Scroll Number (SOSN) given at the time of the assignment to the lead scribe must be written on the back of the scroll or noted as appropriate for the medium used.
- b. If a scroll is created by more than one scribe, the scribe who received the original assignment from the Tyger Clerk of the Signet (the lead scribe) agrees to notify the Tyger Clerk of the Signet of all persons involved in the creation of the scroll. The lead scribe is responsible for the delivery and completion of the scroll.
- c. The scribe agrees to ensure that the scroll will be delivered to the event at which the scroll is scheduled in sufficient time for it to be presented at court.
- d. Should something happen that will or may result in the scroll not being delivered on time, the scribe is required to notify the Tyger Clerk of the Signet as soon as it is known or suspected that there may be a problem.
- e. When accepting a backlog assignment the scribe agrees to have the scroll delivered to any Royal Progress court within 12 weeks of accepting the assignment.
- f. The scribe is required to complete the scroll to the best of their ability. The scribe is required to notify the Tyger Clerk of the Signet if there is a problem.
- g. If the scribe has a question regarding the assignment, the scribe is required to speak with the Tyger Clerk of the Signet

C. Responsibilities of the Tyger Clerk of the Signet

1. The Tyger Clerk of the Signet coordinates the production of scrolls requested by the Crown. The Tyger Clerk of the Signet is not responsible for any scrolls assigned outside of the Signet's Office; nevertheless the Tyger Clerk of the Signet will endeavor to maintain records in accordance with C.2. below.

2. The Tyger Clerk of the Signet maintains records of scrolls assigned, produced, and delivered through the Signet's Office. Information tracked for each scroll will or may include:

- a. Signet Office Scroll Number (SOSN)
- b. Name of the Crown requesting the scroll
- c. Name of the scroll recipient
- d. Background information on the scroll recipient
- e. Date of the event at which the scroll is scheduled
- f. Location of the event at which the scroll is scheduled
- g. Award or reason for the creation of the scroll
- h. Names of all scribes who created the scroll
- i. Delivery status of the scroll
- j. Other information as needed.

3. The Tyger Clerk of the Signet may remove a scribe from the Roster of Active Scribes for violations of the Tyger Clerk of the Signet's policies, violations of East Kingdom law or policy, or violations of SCA, Inc.'s, governing documents or corporate policies. In such a case, the Tyger Clerk of the Signet will notify said scribe in writing. Any scribe removed from the Roster of Active Scribes in this manner may appeal said removal to the current reigning Majesties of the East Kingdom.

4. The Tyger Clerk of the Signet promotes and provides education in the development of calligraphy, illumination, and related scribal arts.

5. The Tyger Clerk of the Signet may appoint deputies as needed.

EAST KINGDOM SCRIBES APPROVAL FORM (SAF)

Scribes are Required to read, select their option and sign the East Kingdom Scribe's Approval Form:

I have read the East Kingdom Scribes Official Handbook and the Policies of the Tyger Clerk of the Signet. I fully understand the requirements of being a Scribe in the East Kingdom.

I understand and agree to allow the Royalty of the East Kingdom at Their discretion to decide if, to whom, in what manner and where the scroll is to be given within the context of the Society for Creative Anachronism, Inc.

I agree to adhere to the guidelines of the East Kingdom Scribe's Official Handbook.

I wish to be added to the Roster of Active Scribes.

(Please indicate your choice)

I give permission for any and all of the scrolls I create to be posted in their entirety to the East Kingdom Signet's official websites, in any East Kingdom Signet's official newsletters, in any East Kingdom Signet's official handouts, or in any East Kingdom Signet's official special projects; **or**

I will give permission on a case by case basis for the scrolls I create to be posted in their entirety to the East Kingdom Signet's official websites, in any East Kingdom Signet's official newsletters, in any East Kingdom Signet's official handouts, or in any East Kingdom Signet's official special project; **or**

I do not give permission for any reproduction of the scrolls I create by the East Kingdom Tyger Clerk of the Signet's office.

Please provide the following information:

Society name: _____

Legal name: _____

Address: _____

Phone: _____

Email: _____

Availability for assignments: _____

Any other information that may help the Tyger Clerk in making assignments:

DATE: _____ SIGNATURE _____

PLEASE GIVE THIS FORM TO THE CURRENT TYGER CLERK OF THE SIGNET.

For contact information, please refer to the current issue of Pikestaff

or visit <http://signet.eastkingdom.org/staff.php> or <http://www.eastkingdom.org/officers.html>

(Since this form requires your legal signature, you may send this form electronically ONLY IF you sign it and then scan the completed document as a JPEG.)