

Planning and Managing Court

In addition to the aspects of court that are visible to the populace, there is a substantial amount of planning, preparation, and adjustment that goes into making court successful. This work is shared between the Crown, their attendants, and the herald, and also relies on effective liaison with the event team, attending baronages, and anyone else presenting an item of business in court. This guide goes through the different stages of preparing for and managing a court, and the tasks involved in each.

Before the Event

The **Crown** should consider what business they would like to conduct. See *Planning a Court Agenda* for a list of types of business to take into account. It isn't necessary to make a finalised list at this stage, but comparing the recommendations list to the event bookings, and considering how many other items they want to add, will give a sense of approximately how much business they wish to conduct.

The **Crown** should consult with any peers being elevated about their preferences, and get a copy of the ceremony they wish to use. Custom ceremonies are subject to Crown approval; if a draft ceremony is concerning to the Crown, it can be discussed and amended. Be aware that the peers being elevated may have a specific herald in mind who they have already spoken to, or they may be willing to use whichever herald the Crown has selected for that court.

The **Crown**, taking into account the list of business and requests regarding any peerage ceremonies, should decide how many courts they would like to hold. Be mindful that in many cases, 10-12 items of business is a fairly full court; if a peerage ceremony is included, it is a very busy one. Once the Crown has decided what is needed, they should reach out to the event steward to discuss court scheduling, and amend it if necessary.

The **Crown or a representative** should confirm who their court herald/s will be. As some Crowns prefer to bring their own heralds, some local heralds do courts in their area by default, and some stewards recruit an event herald for the courts, it is easy for everyone involved to assume someone else has already made plans. If a

peerage ceremony or other complex ceremony (like Coronation) is taking place, make sure the herald has a copy of the version being used. If the Crown has reign-specific ceremonies, they should send the herald a copy.

The **Crown** should compare their draft list of business to the Book of Ceremonies to check what items will be needed, and what other preparation may be necessary. This information is listed in a box just under the heading on every ceremony script. At this time, it is also helpful to print out or write some notes about why each person is receiving their award, so that you don't have to consult the online recommendations list while at the event.

Both the **herald** and the **Crown** should plan to bring copies of the Book of Ceremonies, CHAFs, and any custom ceremonies to the event. This way, if either one forgets, the necessary documents are still available.

On Arrival at Event

The **herald** should seek out the Crown and their household to introduce themselves.

The **Crown** and **herald** should decide together on a time for the court planning meeting - this should be a period of at least fifteen minutes when the Crown can withdraw from public view and give the majority of their focus to making sure court will go well. If the same herald is doing multiple courts on the same day, you can hold one longer meeting to plan all of them, or schedule multiple meetings so you only have to think about one court at a time.

If the Crown agrees, the **herald** should make a public announcement reminding the populace to bring any court business to them.

*Note: If the herald has not introduced themselves to the Crown by twenty minutes before the first court of the day, **assume there is a problem**. The herald may simply be late, but something else may have gone wrong, and either way, you will be running out of time for the court planning meeting. Send someone to look for them, try to get in contact through online channels, and if you can't find them, appoint a back-up herald.*

Consultation with Local Baronage

If the hosting group of the event is a Barony or sub-group of a Barony, it is likely that the hosting Baronage will have some business in court. The **herald** should check in with them early in the event to get a sense of how much business they have, so that this can be taken into account during the court planning meeting.

Court Planning Meeting

The court planning meeting should take place in a private setting, such as the royal room, with the **herald**, **Crown**, and at least one **attendant**. Ideally, that attendant should be the person who will be the chief attendant during court.

The primary business of the planning meeting is to finalise the list of business and decide on the order. This should be a discussion between the **herald** and the **Crown**, taking into account the Crown's preferences and the herald's experience of what makes court flow well. See also *Planning a Court Agenda* for some of the considerations that affect this.

The **herald** should make note of the agreed-upon list of business, including all names. It can be helpful to write out a reference copy for the Crown and/or their attendants, which can be in short form (just the names of the ceremonies).

The **Crown** should, if needed, transfer their notes on the award recipients to a notebook or index cards that they can consult during court. Referring to a well-bound notebook never seems out of place.

During this discussion of the list of business, the **attendant** should gather or make a list of the tokens and other items that the Crown will need for the ceremonies planned.

The secondary purpose of the planning meeting is to make sure the herald understands the preferences of the Crown.

The **Crown** should inform the herald of their preferences about titles (e.g. use of ‘Rex’ and ‘Regina’ at the end of ceremonies), the general style and tone they are aiming for, and whether they intend to open the court while on the thrones or by processing in.

The **Crown** should inform the herald of their preferences for any ceremonies that have scripted words. The Crown may have memorised their lines, they may prefer to be prompted, or they may choose to copy out their lines into a notebook or onto index cards. It may be helpful for the herald to offer to write out the index cards for them, if they are able. If the Crown prefers to be prompted, discuss how long a prompt they are comfortable with.

The **herald** and the **Crown** should decide what they will do if someone does not come forward when called. If the person is at the event, it is possible to wait for them to be fetched, but it is usually better to move on and return to the item of business once the person arrives.

The **herald** and the **Crown** should discuss whether award recipients will be called before or after the litany, and whether armigerous awards will be accompanied by a proclamation that they are armigerous. See *Using These Ceremony Scripts*.

Sometimes, questions are raised in the court planning meeting that require follow-up, such as ‘what is this person’s preferred title?’ or ‘is this person present today?’. The **herald** should seek out answers to these questions after the meeting, requesting assistance from the royal household as needed.

After the meeting, the **herald** should also notify anyone who has business in the planned court that they will be called forward (e.g. for Baronial Court or presentations).

Shortly Before Court

Around five to ten minutes before court, the **herald** should check in with the Crown and their attendants. They should check whether there have been any last-minute changes of business, and make sure the Crown is ready for the ‘five minutes to court’ call.

The **herald** and/or **attendants** should check that the thrones are set up appropriately, and get help to move them if necessary. The **attendants** should gather the tokens and other items needed for ceremonies, and cups and a jug of water for the Crown.

The **herald** should privately check in with the Baronages and Heirs if any are in attendance and let them know that court is imminent. If any of them need more time, the herald should inform the Crown.

If court is meant to interlink with other parts of the schedule (e.g. between courses of a feast), the **herald** should check with the relevant members of the event team that they are ready for court to happen. If not, the herald should inform the Crown.

Once the Crown is satisfied that everyone will be ready shortly, the **herald** should announce that court will take place in five minutes.

Everyone should make sure that they have used the bathroom, they have any personal items they will need (such as notebooks or water bottles), and they are well-dressed. The **attendants** should check the appearance of the Crown and make sure they look as good as possible.

If there is going to be a procession into court, **everyone** in the procession should gather somewhere outside the court space and line themselves up. The herald may lead the procession, or wait for the procession from behind the thrones.

The **Crown** should give the herald final confirmation when they are ready to begin.

During Court

Everyone should be mindful that they are highly visible, and should cultivate expressions of appropriate solemnity and/or warmth, to match the ceremonies occurring. Keep visible fidgeting to a minimum, hidden behind the thrones or by clothing. For those standing up throughout court, wiggling your toes or flexing your calves are discreet ways to keep blood circulating if you start to feel dizzy.

The **herald** and **attendants** should place themselves so that both can reach the spot behind and between the royal thrones. This often works out as the herald behind one throne, the chief attendant behind the other, and both of them shifting towards the centre when needed.

The **attendants** should track which ceremony is happening so they are ready to hand award tokens and other needed items forward. They should refill the Crown's cups when they are empty, and accept any gifts or items passed back from the Crown. It can be helpful to offer the herald a hand if they are juggling a book of ceremonies and a notebook, or if they need someone to hold a light at an evening court.

The **herald** is responsible for keeping the Crown and attendants informed about what will happen next. After each item of business (while anyone called up is returning to their place), lean between the thrones and quietly confirm the next item (e.g. "The Golden Tear, your Majesties?"). If the attendants have a question about the order of business, answer quickly and quietly.

When someone called forward isn't present, the **herald** should either proceed as agreed during the court planning meeting, or quickly and quietly check what the Crown would prefer.

Note: The herald is the one with the Book of Ceremonies and the list of business, and they therefore do a lot of the management of a court in progress. Nevertheless, the court belongs to the Crown, and part of the herald's duty of court management is to give the Crown the information and opportunities they need to adjust the flow of court if they so choose.

After Court

The **Crown's attendants** should make a record of any gifts received, and who gave them, and provide this to the Crown.

The **herald** should give the Crown a list of any items of business that were skipped because of absences or time constraints.

The **herald** should fill out a CHAF with the awards given during that court. If there is difficulty working out people's mundane names for the form, the Crown may have this information, or it is sometimes on the sign-in forms at Gate. Only one CHAF is needed per day of the event, so if there will be another court, it can be left unsigned and kept by the herald or the Crown until later. The herald and the Crown should make sure that both are aware of who has responsibility for the CHAFs at any time.

The **Crown** should check the CHAFs at the end of the event and sign them. They may wish to take a photo of the completed form for their own records, and as a back-up in case it is not submitted properly after the event.

After the Event

The **herald** who took home the CHAFs should take photos or scans of them, and email them to Crux (herald@lochac.sca.org), the Kingdom Chronicler (pegasus@lochac.sca.org), Canon Herald (canon@lochac.sca.org), and to the local group herald. These are the people responsible for making sure the awards given are recorded and reported throughout the kingdom.

If the Crown were not able to sign the CHAFs at the event, the herald must cc crown@lochac.sca.org, so that the **Crown** can reply with confirmation that the CHAF is correct. Even if the Crown did sign the CHAF forms at the event, it is never discourteous to include them on the email, as this can be a reassurance that the task has been completed.

Planning a Court Agenda

Part of preparing for any court is taking the list of business to be done and arranging it in a suitable order. Every court is unique, and there is no objective way to decide on the ‘best’ possible court agenda. The agenda should adapt to the awards and other business taking place, the people who will be called up, the style of the Crown, and the needs of the event. This guide does not offer firm rules, or an outline of how court ‘should’ go. Instead, for each general type of court business, it discusses the considerations that may affect its placement in a court agenda.

A Note on Timing

In almost all circumstances, court should take half an hour or less. Different items of business take different amounts of time (with peerage ceremonies often taking more than fifteen minutes each), but this often works out to a maximum of 10-12 items of business.

If you are unsure how long things will take, put some ‘sacrificial’ items in the second half of the agenda that you are willing to move to a later moment, and task a member of the household with letting you know when you are two-thirds of the way through the planned time. If you have not reached the second half of the agenda by that point, you’ll know you need to postpone those sacrificial items for another occasion.

Awards

Awards of Arms

Awards of Arms often happen fairly early in court, to prevent them being overshadowed by ‘bigger’ awards. Because it will be most recipients’ first award, particular care should be taken to make it a special moment. If there are multiple Awards of Arms to give, these should only be given together if they are recognising deeds the recipients have done together. Generally, it is better to space multiple Award of Arms ceremonies out over the length of the court, using non-award items of business (like presentations and appointments) as ‘spacers’ between the Awards of Arms and any ‘bigger’ awards that come before them.

Mouse Guard

The best timing for the Mouse Guard is going to depend on the children involved. It is always a good idea to speak to someone who knows the child about how they are likely to react to being in court. If they are likely to be uncomfortable in front of the full populace, it may be better to do a special mini-court for just the Mouse Guard ceremony wherever the children are gathered at the event.

Unlike other awards, where it is usually better for each recipient to have a separate ceremony, if there are multiple Mouse Guard awards to give in a single court, it is best to group them together. The children can be called up as a group or one at a time, and the Crown can speak to them individually, but the formal litany, summoning of the guard, and proclamation should only happen once.

The placement of this ceremony in court should take into account that the later it is, the longer the recipients have had to be on their best court behaviour before they get called up. However, if it happens early in a longer court, it may be best to give the Mouse Guard permission to depart if they wish at the end of the ceremony, so they don't have to stay on good behaviour up the front for a long period of time.

Other Common Awards

Most of Lochac's armigerous and non-armigerous awards have a similar cultural 'weight' and can be treated similarly in court planning. (For exceptions, see 'Rare Awards' below.) They are a step 'above' an Award of Arms, but a step 'below' a rare award, and usually fit well in between them, as a way of building up from one to the other.

If there are multiple people receiving the same award in a particular court, there are three approaches that can work well. If the recipients are being given the award for something they did together, they can be called up together and spoken to as a group. If the court is pressed for time, the opening litany for the award can be read once, then each person can be called up one at a time to receive words from the Crown and their award token, before the proclamation is read for the whole group. However, the most common approach is simply to do the whole ceremony for each individual, but space the ceremonies out between other items of business, so that the populace never has to listen to the same litany twice in a row.

Rare Awards

The presentation of a Court Barony, an Augmentation of Arms, the Lochac Order of Grace, or one of Lochac's grant-level awards (Red Wyvern, Silver Pegasus, and Cockatrice) is a rare and special occasion. The ceremonies for these awards are emotionally intense, and can easily overshadow items that come after them. It is generally best to build up to these ceremonies with some more common awards first, and to follow them with a 'spacer' item of business (like an appointment or a presentation) to help reset the mood if court is continuing afterwards.

Peerage Invitations

An invitation to the peerage is a very significant emotional moment, and just like the rare awards, it can easily overshadow what comes afterwards. If it isn't the final item in a court, it may need a 'spacer' item after it, such as a presentation or appointment, to help reset the mood. If there is the opportunity to call the recipient forward for something else and then keep them in court for an invitation to the peerage, that can be excellent theatre.

Peerage Ceremonies

Peerage ceremonies should almost always be the last item of business in a court. They are long, they overshadow almost anything else in intensity, and they also usually end with a large group of people taking turns to hug the recipient right in the middle of court. If a court must continue after a peerage ceremony, the herald will need to verbally instruct the recipient and the Order they have joined to move the embraces to one side while court continues.

Non-Award Crown Business

General Addresses

Sometimes the Crown may wish to address the populace with some general words, such as a welcome to the event in Opening Court or a thanks for the event in Closing Court. These words generally work well as the first or last item of business in court, unless there is a particular connection to some other item of business.

Announcements

Formal announcements in court include changes to Kingdom Law, conditions for Crown Tourney, information about Baronial Succession processes, and other similar items. Because of their importance, they may work better near the beginning or end of court rather than sandwiched in the middle.

Appointments

Appointment of a new Kingdom Officer, members of the Royal Household, or other appointments by the Crown (e.g. champions, generals, royal entertainers) can occur at any time during court. If one of the people being called up is also receiving an award, it can be excellent theatre to call them up for their appointment, then stop them from departing and immediately transition to the award ceremony. Otherwise, appointments can act as useful ‘spacer’ items of business after a more intense emotional moment.

Fealty Renewal

At almost every event during the reign, there will be at least some attendees who wish to renew their fealty and haven’t already had an opportunity. The usual custom is to give them the earliest possible opportunity to do so, by placing the Fealty Renewal ceremony as an early item of business in the court agenda for the event.

If there will be Barons, Baronesses or Greater Kingdom Officers in attendance who have not yet renewed their fealty in person, the order of precedence for fealty renewals is Baronages, then Greater Officers, then all other Peers. At a very large event (especially early in the reign), where there may not be room for all Peers at the front of court, it may be helpful to split them into Royal Peers, Peers of the Martial Orders, and Peers of the Peaceable Orders, as is done in the Coronation ceremony.

Other Business

Acknowledgement of Country

The Kingdom of Lochac exists on the lands of Aboriginal, Torres Strait Islander, and Māori people.

In Australia, it is currently considered respectful practice to recognise this with an Acknowledgement of Country as the first item of business in Opening Court. This should take place before any other addresses or welcomes, and can be conducted by any person who feels comfortable and able to do so. Because this is a floating responsibility, it should be discussed between the Crown, court herald, steward, and any local Baronage before Opening Court, so everyone knows who will be doing it.

Best practice for Acknowledgements of Country has changed over time, and is likely to continue to change. Rather than providing specific advice here, we direct you to <https://www.commonground.org.au/article/acknowledgement-of-country> and <https://www.reconciliation.org.au> as starting places for your research. AIATSIS (<https://aiatsis.gov.au/>) has resources that can help you identify the traditional owners of the area where an event is taking place.

For a virtual event, or an event with attendees from across Lochac, it may be appropriate to follow the acknowledgement of specific local traditional owners by extending respect to all the Aboriginal and Torres Strait Islander peoples of Australia, and the Māori people of Aotearoa/New Zealand.

To the best knowledge of the writers, at the time this guidance was compiled, there was no equivalent custom in Aotearoa/New Zealand of formal acknowledgement of the Māori people.

Heralds and others are advised to watch for changing practices in this space, and adapt to what is currently considered respectful by their local indigenous communities.

Stewarding Team Announcements

In Opening Court, the steward often asks to speak to the populace to welcome them and offer information about the day. In Closing Court, they often wish to speak in court to thank their team. At more complex events, the steward or members of their team may at times ask to speak in court to share information for the populace.

Words from the stewarding team may need to step outside the shared fiction of the game (e.g. to talk about parking), so they generally work best at the beginning or end of court rather than in between other business. The steward's words of welcome in Opening Court should usually be early in that court (typically just after any welcoming address from the Crown or the local Baronage). Other announcements from the stewarding team often work best at the end of court, as that makes it easiest for the populace to remember the details when court is over.

Baronial Court

If the local Baronage has business in court, it should occur as a single section of the court, but that section can be placed at any point in the agenda. If a person is receiving an award in both courts, that may be a useful transition point. If the Baronial Court and Royal Court both include items around the same area of endeavour (e.g. both have archery awards), it may work well to cluster those items near each other.

Presentations

Presentations include any gift being given in court, such as a scroll being presented by the College of Scribes, a gift from a local group to the Crown, or a gift from a guest Baronage to the local Baronage.

These items of business are often late additions to the court agenda, with the givers tracking down the court herald during the event to let them know. In this situation, the court herald should tell the giver they will consult with the Crown, and let the giver know later what has been decided. It is always the Crown's prerogative to refuse to include an item of business if the court is too busy. An alternative for presentations is to make a public moment outside Court for the item to be presented, such as during a feast.

If presentations are included in court, they can occur at almost any point, and can be useful 'spacer' items between ceremonies that are more emotionally intense.

Prizes

Prizes for tourneys and competitions are sometimes given by the local Baronage, sometimes by members of the event team, and sometimes by the Crown, and their placement in royal or baronial court can also float. As such, it is important to clarify exactly who is responsible for this item of business (and who has the prize tokens being given). Prizes are usually considered local business, with the exception of prizes for Kingdom A&S Competitions, which are generally considered to fit better in royal court.

If a member of the event team is giving the prizes themselves rather than providing a list for the Crown, Baronage, or their heralds to use, it can be helpful for the court herald to check in with them and get a sense of how much time they think they will need. This should take into account both the number of prizes and the amount of ceremony attached to each one: calling up a list of ten people for a single cheer, with tokens given out later, can take less time than presenting a single prize with words about the deeds of the recipient and the history of the token they are receiving. If there is a large number of prizes to be given, and it is important to give each one some ceremony, it may be necessary to split up the prizes across multiple courts.

Prizes don't have a fixed position in court, but tend to occur late in the list of business, as they are part of 'wrapping up' the event. However, if there is someone receiving a prize who is also on the list for an award, it can be excellent theatre to move the prizes earlier, then ask the recipient to remain after their prize and launch straight into the award ceremony.

Arranging Thrones

Ensuring the thrones are appropriately set up for court is a task that can shift between the event set-up team, the royal and baronial households, and court heralds. Whoever takes on this task is advised to check on royal and baronial preferences, and may wish to keep the following guidance in mind.

Throne Placement

When setting up thrones, be mindful that there must be room behind them for at least one row of people standing, plus passing room. A minimum of one metre is necessary, and preferably a metre and a half or more. If there are obstructions such as pavilion poles to work around, more space may be needed. Items that could be knocked over should be minimised in this space, and any fire-based lighting should be discussed with the royal and baronial households so that it can be managed safely.

Within the limits of the space, try not to crowd the thrones too close together. Everyone sitting on them will need elbow room, and the Crown and any hosting baronage may need a small table or bench to put down cups, notebooks, and other necessary items. This table or bench is usually supplied by the relevant royal or baronial household, and is generally placed between the pair (e.g. between the King and Queen).

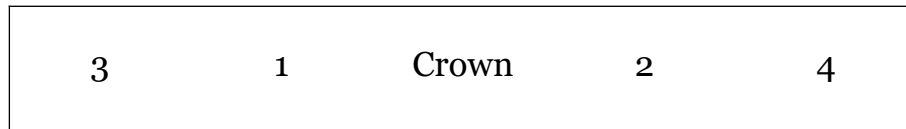
However, remember that people may need to walk around the ends of the row of thrones during court (for example, if an attendant is called forward to receive an award), so make sure there is space at the sides for them to do so.

For outdoor courts, be mindful of the acoustic effects of the roof of a pavilion or canopy. Sound will travel forward and up from the herald at about a thirty degree angle; if it hits an awning, the sound will bounce backwards, rather than continuing out to any of the populace outside the covered area. This may make it preferable to move the thrones forward for court so that they are at the edge of the roofed area.

If most, but not all, of the populace will be under a pavilion, be aware that those outside it will be at a substantial disadvantage.

Throne Order

The thrones should be arranged with the Crown in the centre, then in descending order of precedence, alternating between the Crown's right and left. Facing the Crown, this looks like:



The order of precedence for thrones is:

1. Lochac Crown
2. Visiting Crowns (in order of creation of their kingdoms)
3. Lochac Heirs
4. Hosting Barony
5. Other Lochac Baronies in order of creation:
 - i. Rowany
 - ii. Innilgard
 - iii. River Haven
 - iv. Aneala
 - v. Stormhold
 - vi. Ynys Fawr
 - vii. Politarchopolis
 - viii. Southron Gaard
 - ix. St Florian de la Riviere
 - x. Ildhafn
 - xi. Mordenvale
 - xii. Krae Glas

Mid-Feast Courts

Mid-feast courts can pose a challenge, as the thrones are often used as dining chairs. The options are as follows:

- Move the tables (and everything on them) carefully to the side for court;
- Move all the thrones in front of the tables for court, then back again afterwards;
- Conduct court with the Crown and Baronages standing;
- Use alternative dining chairs and bring the thrones forward from the side of the room for court;
- Use alternative dining chairs and leave the thrones set up somewhere that does not block the Crown's view of the hall.

Which of these options are used depends on the space available, the preference of the Crown, and the royal household; the royal household should work with whoever is setting up the feast hall to make it happen.

Using These Ceremony Scripts

In all ceremony scripts here included, there are certain elements which are regularly varied at the discretion of the court herald and the Crown.

Summoning the Recipient

The ceremony scripts in this edition mostly do not include a specific cue to summon the recipient. The recipient of an award can be summoned at the very beginning of the ceremony, or after the litany that introduces the award, and which option will be chosen should be discussed in advance by the herald and the Crown.

Summoning the recipient after the litany creates excellent suspense and is good for dramatic effect.

Summoning the recipient at the start can create suspense in a different way, as the populace wonder what they have been summoned for. It's also a practical solution to not knowing whether the person is actually present, as if they are summoned before the litany and don't appear, the surprise of which award is maintained, and court can move on more quickly.

Armigerous Awards

'Armigerous' awards are so called because they also convey an Award of Arms, and their ceremonies have an optional section in the proclamation which can be read to make this explicit. If the recipient already has an Award of Arms, this isn't necessary, and since most people receive an Award of Arms as their first award, many heralds will skip this section of the proclamation by default.

The main situation where that proclamation section is recommended is where, a) the herald and/or Crown is aware that the recipient does not already have an Award of Arms, and b) the Crown wishes to make a point that the Award of Arms is included.

Scripted Crown Words

In some ceremonies, the Crown has scripted ceremonial words. This is marked with a crown symbol at the top right of the ceremony script.

The Crown may choose to memorise these words, to write them out on palm cards or in a small book they can read from, or (most commonly) to be prompted by the herald. When planning such ceremonies, the court herald is advised to discuss with the Crown what their preferences are, and if prompting is preferred, what length of phrase the Crown prefers to have prompted.

Court heralds and the Crown are reminded that the herald is, ceremonially, ‘the voice of the Crown’. Even if certain parts of the script are normally said by the Crown, it is sometimes possible for the herald to speak as the Crown for those sections, if the Crown feels they would not be able to deliver the scripted words successfully.

Preferred Titles and Pronouns

In this edition of the Book of Ceremonies, ceremony scripts have been revised to avoid person-specific pronouns and titles as much as possible, to reduce the potential for error.

If a person's current title is going to be used in a ceremony (such as when summoning them to court), please check what title they prefer to use with a person who knows them, just as you might check the pronunciation of a name. Their title is part of their SCA presentation, and they have no doubt chosen it with care.

If announcing a person's name with their new title is going to be part of a ceremony (such as in the Court Barony ceremony), you should similarly check what their preference is likely to be. You can see some of the range of titles currently used in the SCA at <https://heraldry.sca.org/titles.html>

The SCA Date

Most ceremonies expect the date to be stated as part of the final proclamation, using the SCA year system. To make this easier, conversions for the SCA years 61-65 (mundanely, 2026-2031) have been included as a footer on all ceremonies.

Writing New Ceremonies

At times, a Crown may decide that they would prefer to use some customised ceremonies during their reign, or they may create a new award and a ceremony to go with it, and this is something the Lochac College of Heraldry is happy to support.

We generally recommend consulting someone who has written ceremonies before, or who has significant experience delivering ceremonies, as they may be able to help you choose appropriately impactful language. If you aren't sure who to ask, reach out to Crux Australis (herald@lochac.sca.org) or Bombarde (bombarde@lochac.sca.org) for recommendations. The following advice may also be helpful.

General Advice

The beginning and end of each scripted section are what people will remember most, so make it distinctive. You should also look for opportunities to connect the name of the award, what it is being given for, and some sort of memorable imagery. This is often what sticks in people's minds. See, for example, the Silver Pegasus ceremony, which connects the flying pegasus with service that *“allows others to fly”*.

References to religion, myth, or legend should be framed as stories rather than truth (e.g. *“It is told in legends that the rolling thunder is the sound of Thor's hammer...”*, rather than *“During mighty storms, we hear Thor's hammer...”*).

On a practical note, aim to put the scripted words in the mouth of the herald, who has a Book of Ceremonies to read from, and keep those scripted words appropriately brief, to give plenty of time for the personal words spoken by the Crown. In most cases, the total scripted text should be 150 words or less.

Reign-Specific Custom Ceremonies

The ceremonies it is most meaningful to customise are the Award of Arms, the Royal Cypher, and the ceremony for inducting a new household member. The work of customising other ceremonies, which are given less frequently, tends to have diminishing returns.

Spare copies of any custom ceremonies created should travel with the Crown to ensure local court heralds are equipped.

Ceremonies for New Awards

New awards must have their names and devices registered with the College of Heralds, and the awards must also be added to Kingdom Law. If you are considering creating a new award, please consult Crux Australis early so that we can help this happen.

Some imagery and language will be easier to register than others. Working with Crux Australis to pick something registerable will allow you design an award and award ceremony that you can trust is unlikely to need later redesign.

The ceremony used for the first presentation of a new award does not need to be the one used regularly after that point. It is very appropriate to incorporate a longer announcement or explanation in the first ceremony for a new award, to provide context for the populace; in subsequent ceremonies, it can be assumed some of that is remembered by the populace.

Once a new ceremony is created, please make sure copies of the ceremony script are sent to Crux Australis and Bombarde as soon as possible, so it can be provided to court heralds across the kingdom.

Peerage Ceremonies: Options

No peerage ceremony in Lochac is exactly the same as another, and some are very distinct and individual. To assist candidates for peerage in planning their elevation ceremonies, this guide goes through the different elements that may appear in a Lochac peerage ceremony and what choices are available to the candidates when planning them. Not all of these elements appear in every ceremony, or in the same order when they do. Even if you are planning to have a ‘standard’ ceremony, we recommend reading this guide to help you think about some of the ‘standard’ choices available. If you are planning a custom ceremony, we hope this guide will help you write a ceremony that balances Lochac’s traditions with what is meaningful to you.

As you plan your ceremony, we strongly recommend consulting with a court herald and the Crown who will elevate you. A court herald with experience writing ceremonies will be able to help you design a ceremony that suits you and what you value. If you aren’t sure who to ask, you can reach out to Crux Australis (Lochac’s Kingdom Herald) at herald@lochac.sca.org or Bombarde (Lochac’s ceremonies herald) at bombarde@lochac.sca.org.

You may want to ask someone to be a ceremony coordinator for you, to make sure everyone and everything is organised without you having to stress about it personally. Don’t hesitate to ask the people around you for support: your ceremony is for you, and everyone involved wants to help make it a treasured memory.

Part 1: Litany, Arrival of Order, Consent of the Order, Arrival of Candidate

Part 2: Testimonies, Assent to Peerage, Release from Teacher

Part 3: Peerage Oaths, Fealty

Part 4/5: Buffet, Dubbing, Declaration

Part 4/5: Order Regalia, Fealty Regalia, Sword/Arms, Cloak

Part 6: Crown Proclamation, Herald Proclamation

Part 1: Opening

(Components can be reordered)

Litany – Traditional

In a ‘standard’ ceremony, this is the text read by the herald which begins: “*The strength and stability of the kingdom lie in these virtues of its people...*”. This section is fundamentally a statement to the populace of what award is being given and what it is generally given for, to establish the context for everything that follows.

Because the traditional text is so well known, it is highly resonant for the populace, but this is also a section that could be customised to evoke a particular culture from the past, or could be otherwise altered for effect.

Arrival of Order – Essential

The Order you are joining must be gathered before the Crown to bear witness. This can be the first thing that happens in the ceremony, or can take place after the litany and the arrival of the candidate. Keep in mind the amount of space the Order is likely to take up: at a large event, this can be substantial.

Consent of the Order – Essential

The Crown must in some way state that the Order is in agreement with their decision to elevate the candidate. This can be framed as a need for the Order to grow, or that the candidate in particular is worthy of elevation. It can be a simple statement that the Crown has consulted and the Order agrees, or the Order can be asked in the ceremony.

Arrival of Candidate – Essential

This element is extremely flexible, and is a good moment to customise. You may or may not choose to be accompanied in a procession by people who are close to you, and they might carry banners, play or sing music, form an honour guard, or otherwise create a sense of ceremony.

Be aware that the members of the procession will need to get out of the way of the rest of the ceremony, and plan where they will stand once you reach the front. If your partner is accompanying you, and will be involved in later parts of the ceremony (see Regalia), they should remain somewhat behind you when you reach the front.

If you plan for the Order to be summoned before you are, they will need to make room for you to reach the Crown. If you are being summoned before the Order, any procession members will need to make room for the Order to gather.

Part 2: Testimonies

(Components can be reordered)

Testimonies – Traditional to have at least one

The testimonies tell the populace some of the reasons why the candidate is being elevated, and it would be extremely unusual not to have at least one testimony, from a peer of the Order the candidate is joining.

Some candidates choose to have testimonies from representatives of multiple peerage Orders, from a royal peer, and/or a representative of the populace. Be mindful of time: the more speakers you invite, the shorter their speeches should be, as a courtesy to the populace. If you want multiple speakers, and are looking for an organising structure other than ‘members of each Order’, you can consider whether they might speak to different aspects of your SCA life, such as ‘prowess, teaching, virtues’, or ‘learning, mastery, service’, or even different periods in your life.

When inviting people to give testimonies, consider discussing anything you particularly want them to cover, the general tone you are hoping for, and how many speakers you are having so that they can make a speech of appropriate length. Though their words are generally a surprise to the candidate, they will want to speak in a way that suits you and your ceremony.

Assent to Peerage – Essential

At some point in the ceremony, the candidate must verbally agree to the offer of elevation. In the standard ceremony, this is the part where the Crown says “*Mindful of your [prowess/mastery/deeds], and responsive to the wishes of your peers, We are minded to admit you to the [relevant Order]. Will you accept from Us this honour?*”

This might take place after the testimonies, so that it appears to respond to them, but it can be moved if desired.

Release from Teacher – Recommended, where applicable

If you have a formal student relationship with a peer, especially with a peer of the Order you are being elevated to, it is traditional for that relationship to be acknowledged as part of the peerage ceremony. This may be framed as a release from fealty or service to that teacher, or simply as a release from the student relationship. If you have a physical token of the relationship, such as a belt, this is often worn or brought to the ceremony so that it can be formally returned.

While this section is traditional, it is also flexible. If you feel that the nature of your relationship with your teacher does not need this particular acknowledgement, you don't need to include it. It might take place after the Assent to Peerage (above), as a final step before your oaths, or it might be incorporated into one of your testimonies. It could even be the only testimony, if you're aiming to keep things simple and your teacher's words are the ones you most want to include.

Part 3: Oaths

Peerage Oaths – Traditional

This is the component where the candidate agrees to act as befits a peer. This section is usually left to the traditional words, but could be customised to suit a particular historical culture if that was your preference.

Fealty – Optional

Fealty is not a requirement for elevation to the peerage. Even when joining the Order of Chivalry, candidates have the option to join as a Master/Mistress of Arms rather than as a Knight. Consider this decision carefully.

If swearing fealty, you can choose the wording of your oath, and you can also choose what to swear it on. The oath can be sworn over clasped hands, on the Sword of State, or on another sword if that would be more meaningful to you. Some people prefer to swear their oath while holding their fealty chain. If swearing on the chain, it may need to be presented early in the ceremony. If swearing on a sword, you will need to make sure the relevant person knows to bring it.

The traditional oath begins “*Here do I swear, by mouth and hand...*”. Some people choose to write other oaths to specifically represent their personal values, or to more closely fit a particular historical culture. Some people swear their oath in the language of their persona, with the Herald reading a translation in between each line. Whatever wording of oath you choose, it should in some way promise loyalty and service to the Crown and Kingdom, and it must be acceptable to the Crown. (Note: If you are customising your fealty oath, think carefully before customising the Crown’s reply. They will be practiced with delivering the standard return of fealty oath, and it generally goes more smoothly.)

Keep in mind that this is the main part of the ceremony where you will have scripted words. Do you intend to memorise them? To bring a discreet script to read from? To ask the Herald to prompt you? This may affect some of the ‘stage directions’ of the ceremony.

Part 4/5: Elevation

(May be before or after Regalia)

This section is what formally makes the candidate a peer. It can take place before the regalia, so that the regalia is given as a sign of what has already happened, or after the regalia, so that it is the grand finale of the ceremony.

Buffet – Optional, restricted to Martial Orders

The ‘buffet’ – a symbolic blow given to the candidate by the Sovereign – is a historically-inspired tradition used by the Order of Chivalry, which can also be included in ceremonies for the other Martial Orders. Historically, the buffet was an earlier version of dubbing: in both cases, they represent the last blow that should be accepted rather than responding in knightly fashion. It is somewhat controversial, and members of the populace may find it confronting.

If you wish to include a buffet, the ceremony should state that you have requested it, and it is courteous to warn the populace that it will be included before the ceremony begins. Speak to the Crown about what you want the buffet to be like. The buffet may occur before or after dubbing.

Dubbing – Traditional alternative to Declaration, restricted to Martial Orders

It is traditional in the Martial Orders for the candidate to be ‘made’ a knight/master/mistress by being dubbed with a sword. This may be the Sword of State, or another sword with meaning to you. This is typically concluded with some instruction from the Crown as to future actions, such as “*We command you to succour the defenceless...*”.

Declaration – Essential (if there is no dubbing), traditional for Peaceable Orders

This is where the Crown declares that they make you a Master/Mistress/Companion of the Order you are joining. It is typically followed with some instruction such as “*From this day forward, always stand with honour, courage and nobility...*”.

Part 4/5: Regalia

(May be before or after Elevation)

Order Regalia – Essential

In this section, the Herald announces the regalia for the relevant Order, and whoever is gifting that regalia brings it forward and may give its history. Giving the history is common, but optional. These items of regalia can be bestowed by the Crown alone, or a person close to the candidate can help the Crown put them on.

The regalia of the different Orders are:

- Chivalry: White belt and spurs
- Laurel: Medallion with laurel wreath
- Pelican: Medallion with Pelican in her Piety, cap of maintenance (red with ermine trim)
- Defence: White livery collar, medallion with three swords touching at their tips (may be attached to collar)
- Mark: White bracers or vambraces, medallion with nested scale weights in a masle fleury at the top point

Note: The cap of maintenance for the Pelican is optional; and the Laurel sometimes also use a physical laurel wreath.

Fealty Chain – Essential if fealty has been sworn

In this section, the chain is brought forward and its history may be given, and the Crown bestows it with some words from the Herald about its meaning. Again, giving the history is common, but optional. Sometimes, there are multiple chains to bestow. Sometimes, for non-Chivalry, the fealty chain and medallion are given together.

Sword/Arms – Traditional, restricted to Martial Orders

The Crown traditionally gives peers of the Martial Orders permission to be armed in their presence, and a sword or other weapon may be presented during the ceremony as a symbol of this. The history of the sword may be given if there is one, and it is often buckled on by members of the candidate's household.

Cloak – Traditional for Orders other than Chivalry

A member of the Order is generally the person to bring forward the Cloak of the Order and explain its significance. That member of the Order is the person to put it on the candidate, potentially with the assistance of a member of the candidate's household.

The Order of the Laurel also have an apron given to people being elevated for 'dirty' crafts (e.g. pottery). It is generally the decision of the Order whether this is given.

Part 6: Closing

Crown Proclamation – Essential

The final words from the Crown in the ceremony are a proclamation that the candidate is now a member of their new Order, and an instruction to "*Arise and greet your peers*". If the elevation section took place after the regalia, this can be integrated into the Dubbing/Declaration. The essential difference between the two is that Dubbing/Declaration makes someone a peer, while this section proclaims that to the populace.

If it was not mentioned in the Dubbing/Declaration, this is likely when the title you have chosen will first be announced. You might decide to use a common title like Master, Mistress, or Sir, or you may decide to choose another title that is a better fit for you and the historical culture you like to portray. The current list of titles approved by the SCA College of Heraldry for various ranks is available online at <https://heraldry.sca.org/titles.html>. This list continues to grow as people research new options, so if you think a historical title that isn't listed would be appropriate for you, get a second opinion from a book herald, then go ahead!

Herald Proclamation – Essential

While you hug everyone, the Herald will formally proclaim your elevation and call for cheers. This is a standard formula, and the only decision you need to make is what title you wish to use – see above.

Coronation Event Overview

The courts at Coronation event involve more different groups than any other event, and accordingly, even more communication is necessary to make sure everyone is able to balance their goals. This communication starts before the event, as broad plans and shared ceremonies are agreed on, but everyone should also make time during the event to check in with each other.

Before each court, there should be a private meeting between the Crown/s, the court herald, and a representative of the relevant royal household/s to make sure everyone is on the same page and any questions have been answered.

Some multitasking is generally possible during this meeting (e.g. the Crown may be eating a meal, or royal household members may be helping them dress), but such meetings get less efficient the more trains of thought people are trying to juggle, and this should be taken into account when planning them.

The Incoming Crown in particular will be in high demand throughout the event, but it is entirely appropriate for them to reserve time they are not available to the populace, so that they can prepare themselves for later parts of the event.

Pre-Event Preparation

The **Outgoing Crown** should develop a list of business for their Final Court, and should consider their preferences for any County, Duchy, and/or Rose ceremonies.

The **Incoming Crown** should develop a list of business for their First Court, and should consider their preferences for the Coronation ceremony. (See *Coronation Ceremony: Options*.)

The **Outgoing Crown** and **Incoming Crown** should discuss their preferences and come to an agreement on the Coronation ceremony and any Royal Peerage ceremonies. They should also speak to any local baronage to determine how much baronial business there is, and decide which courts this business should take place in. They should confirm with the steward of the event that enough time has been allocated for court, and appoint a court herald or court heralds if they haven't done so earlier in the process.

The **court herald** should print copies of the agreed-on Coronation ceremony, and make note of any customisation for any County, Duchy, and/or Rose ceremonies. They should also reach out to the Greater Officers to make sure they are prepared for their roles in the coronation ceremony, and make sure someone has contacted the incoming Champion of Lochac to find out whether they will be attending or sending a letter.

Final Court of Outgoing Crown

The Final Court of the Outgoing Crown may include the following:

- Any Kingdom awards that the Crown wishes to give before stepping down (either because they wish to give them personally, or because they are timely to give at this event);
- Local baronial business (if time allows);
- Presentation of personal gifts to the Outgoing Crown (for example, from an attending baronage);
- Royal cyphers and thanks to members of the Royal Household;
- Release of the Royal Household;
- Final personal words from the Outgoing Crown reflecting on their reign.

If the Outgoing Crown has a long list of people to thank at this event, the court herald can help plan the most effective and impactful way to do so, without taking so much time the populace loses focus.

Coronation Court

This court should generally consist only of the Coronation ceremony, or of the Coronation ceremony plus the Royal Peerage ceremonies of the Outgoing Crown.

First Court of Incoming Crown

If the Royal Peerage ceremonies did not take place in Coronation Court, they should be the first item of business in this court. If the Outgoing Consort is becoming a member of the Order of the Rose, that should also be included.

The Champion and Lord/Lady of Lochac should also be announced in this court, whether or not they are present at the event.

Other items of business which may occur in this court include:

- Appointment of Royal Household members;
- Baronial business (if time allows);
- Non-award court business, such as presentations or Kingdom Officer changeovers.

It is uncommon for an Incoming Crown to give awards at their first event, as the assumption is that they will want some time to observe the populace from the perspective of the Crown before making such decisions.

Public Business Outside Court

There are generally a surprising number of unexpected items of non-award court business, requested via the court herald over the course of the event. The Incoming Crown should be aware that they may always courteously refuse a request for time in court. Presentations in particular are something which can be moved out of court if necessary, and simply occur in an appropriately public moment.

A herald can easily call the attention of the populace without formally opening a court. If the populace are already gathered in hearing range (such as during a feast), they could, for example, loudly declare: *“Your Majesties, I understand that [Name] wishes to make a presentation. May they come forward?”*

If a more substantial call is needed, the herald could begin with: *“Oyez, Oyez, my lords, my ladies, good gentles all: pay heed to the Crown!”*

After the item of business, once the herald has called for cheers, if the Crown, herald, and other people involved return to their usual places, this will generally cue the populace that they too may return to other things.

Coronation Ceremony: Options

The traditional Lochac coronation ceremony is rarely substantially altered, but there are still a number of choices to make between common variations. These should be discussed between the Incoming and Outgoing Crowns in advance, and the Court Herald informed before the event of what decisions were made.

If larger changes to the Coronation ceremony are desired, the Incoming and Outgoing Crowns should discuss this with Crux and/or Bombarde, so that they can help make sure all requirements are still met.

Crowns

The traditional silver crowns of Lochac are usual for coronation, but if there is a strong preference for the early-period-style alternate crowns, and the Incoming and Outgoing Crowns are in agreement, these can be used instead.

Robes of State

The Robes of State are an optional item of regalia, and may be omitted if preferred (e.g. due to weather considerations). If they are present, either the Incoming or Outgoing Crown can choose to have them held by attendants rather than worn.

Fealty to the Kingdom

When the Incoming Crown swear fealty to the Kingdom, they generally each place their hands over the hands of the person in front of them (sovereign to sovereign, consort to consort). If they prefer to emphasise that they, as a pair, are accepting a duty passed on from the previous Crown, as a pair, they may each place one hand over the hands of the Outgoing Sovereign, and one hand over the hands of the Outgoing Consort.

The Incoming Crown may choose to swear their fealty to the Kingdom in unison, or one at a time. Note that if they are being prompted by the herald, it is generally in the interests of time for them to recite the oath in unison, though they may still say the final “So say I, [Name]” one at a time.

Crowning of the Incoming Consort

The Incoming Consort may be crowned by the Outgoing Consort, or the Outgoing Consort may give the crown to the Incoming Sovereign.

The former emphasises the Crown as an equal pair. The latter emphasises that the Consort has gained the throne through the Sovereign, which may be a reminder of our chivalric traditions, or simply personally meaningful.

As the main place where the words of the ceremony may be different, this decision is especially important to communicate to all involved.

Optional Inclusions

At times in the past, coronation ceremonies have sometimes included a Cupbearer offering a form of toast after the departure of the Outgoing Crowns, and/or members of the general populace being invited to do homage to the new Crown after all fealties have been sworn.

These are now unusual, but scripts for them are included below.

End of Ceremony

As the coronation ceremony is very long, it is generally a court to itself.

However, it is sometimes followed directly by the County/Duchy ceremonies of the Outgoing Crown before the court ends. This can emphasise that the Royal Peerage is part of the end of their reign, and it fully releases the Outgoing Crown from court duties for the remainder of the event.

Having the Royal Peerage ceremonies in the next court allows the Outgoing Crown to get changed if they prefer, and gives them their moment in focus when the populace is fresh and better able to appreciate it.

The Cupbearer

Immediately after the departure of the Outgoing Crown, the Cupbearer comes forward holding cup/s and offers them to the new Crown.

Cupbearer: Your Majesties, accept these cups in token of the hopes of your Kingdom, that you will drink deep of happiness in your reign.

The Crown should accept with thanks and drink from the cup(s), then hand them back to the Cupbearer, who then departs.

Homage

After all Peers have sworn fealty:

Herald: Would all those subjects of the Kingdom of Lochac who wish to do homage to their Majesties come forward and kneel before them.

Subjects come forward and kneel before the Crown.

Herald: Do you now promise to honour [Name] and [Name], your undoubted [Title] and [Title], to support them in any way that is within your power, and to obey such lawful commands as they shall give?

Subjects agree.

Crown: We do hear and accept the homage of these our subjects, and We affirm what We have sworn before, that We will protect and defend them with all Our power, for as long as We may reign.

So say We, Lochac.

Subjects depart.

Coronation Ceremony: Participants

Lochac's traditional Coronation Ceremony involves many participants, and many significant items. This document provides a guide to the people who have a role to play, and what they may need to do to make sure they are prepared.

Court Herald

The Court Herald for Coronation should ensure that they know what variations within the ceremony are being used, and that all people listed below are aware of and prepared for their roles. They should also discuss preferences for prompting with the Outgoing and Incoming Crowns.

As the most senior herald of Lochac, Crux Australis Herald is traditionally considered the most appropriate person to conduct the ceremony if they are available and willing. However, not all those who serve as Crux Australis specialise in court heraldry, and it is not remarkable for another herald to be asked instead.

Crux Australis

Crux Australis will be called forward to present the Book of Ceremonies as a symbol of their office. While doing so, they say the scripted line: *"Your Majesties, I deliver into Your hands the Book of Ceremonies of the Kingdom, symbol of the word and majesty of the Crown."* Note that the Book of Ceremonies is often represented by an ornate leather slipcover with the arms of Lochac on the front, and this slipcover may or may not contain an actual ceremony book. If Crux Australis is unable to attend the event, they should send a deputy officer to speak on their behalf.

They will also need to swear fealty with the other Greater Officers of State, or send a letter of fealty (see below).

If Crux Australis is serving as the court herald for the ceremony, they will need to make sure there is an alternate court herald for these two sections.

Outgoing Crown and their Attendants

The Outgoing Crown are, of course, completely essential to the ceremony, but they are only involved until the Heirs are crowned. The key things they do are:

- Summon the Earl Marshal and agree to honour the Heirs' claim to the throne;
- Make one longer speech each asking the Heirs individually if they are willing to take up their new station;
- Hold the Sword of State while the Heirs swear fealty to the Kingdom;
- Remove the Robes of State (if worn) so the Heirs can put them on after being crowned, and hand them to a pair of attendants;
- Crown the Heirs while saying scripted words;
- Bow and kneel to acknowledge the new Crown;
- Process out with any retinue once they are dismissed.

To prepare for their scripted words, the Outgoing Crown should consult with the Court Herald about their preferences for prompting. The Outgoing Crown should discuss with the Incoming Crown whether the Robes of State will be worn, held by attendants, or absent. If the Incoming Crown strongly prefers to be crowned with the early-period-style alternative crowns, this should be discussed with the Outgoing Crown so they can be worn during the ceremony.

The Outgoing Crown should also plan with their retinue how they will depart court once they are dismissed. If they wish, they can display personal banners at any point from the moment their successors are crowned, as in this moment they give up the arms of Lochac and resume their personal arms.

Incoming Crown

The Incoming Crown are responsible for deciding which variations within the coronation ceremony are being used (in consultation with the Outgoing Crown and their court herald), and are of course the focus of the ceremony itself. (See *Coronation Ceremony: Options*.)

The key things they do in the ceremony are:

- Process into court with any attendants, wearing the Principality Coronets;
- Agree to become Crown and remove their coronets, passing them to attendants;
- Swear fealty to the Kingdom on the Sword of State;
- The Heir by Right of Arms may crown the Heir by Inspiration, if preferred;
- Rise when crowned and don the Robes of State (if being used);
- Thank and dismiss the Outgoing Crown with scripted words;
- Accept their symbols of office with scripted words of thanks;
- Accept and return the fealty of Landed Baronages, Greater Officers of State, and Peers of Lochac.

To prepare for their scripted words, the Incoming Crown should consult with the Court Herald about their preferences for prompting.

Incoming Crown's Attendants

The Incoming Crown will need one or two attendants each during the ceremony, but are often accompanied by a larger retinue when they process into court. This retinue must be prepared to peel off and move to the edges of the room or court space once they reach the Royal Presence, so that space is clear for the populace to witness and for groups that are called forward to swear fealty. If any of the retinue are carrying personal banners of the Incoming Crown, these should be furled or lowered at the moment they are crowned, as a sign that they have set aside their personal arms to take up the arms of Lochac.

The attendants who remain with the Incoming Crown have two duties. One attendant each should accept the Principality Coronets when they are removed, and should hold those coronets respectfully (flat on their hands) until the Incoming Crown take their throne. The other attendants should assist the Incoming Crown with putting on the Robes of State, or should accept the Robes of State and hold them on the Incoming Crown's behalf, if those Robes of State are being used. When the Incoming Crown take the throne, all attendants should move behind the thrones, and can discreetly put down the coronets and robes.

Earl Marshal

The Earl Marshal is involved at several moments in the coronation ceremony. If they are unable to attend the event, they should give careful thought to who will represent them. This representative should ideally have personally witnessed Crown Tourney, and may be a deputy Marshal, the marshal of Crown Tourney, a Royal Peer who has been Sovereign, or a senior member of the Order of Chivalry.

The Earl Marshal (or representative) is first summoned to confirm that the Crown Tournament was conducted appropriately. They should carry the Sword of State when they come forward, and say "*Yes, Your Majesties*" when the Crown asks them about the tourney. When they are dismissed, they should then go to stand behind the thrones, rather than returning to the populace.

The second duty of the Earl Marshal in the ceremony is to present the Sword of State to the Crown when it is needed for fealty oaths, and accept it back when the oaths are complete. There are no spoken words from the Earl Marshal in this section.

The third duty of the Earl Marshal in the ceremony is to present the new Crown with the Sword of State. They will be called forward to do so, and then say the scripted line: "*Your Majesties, I deliver into Your hands the Great Sword of State, symbol of Your power of arms.*" When dismissed, they can return to the populace, or to stand behind the thrones again.

The final duty of the Earl Marshal in the ceremony is to swear fealty along with the other Greater Officers of State. If the Earl Marshal is not personally in attendance, they should send a letter of fealty in their stead. (See *Other Greater Officers of State* below.)

Kingdom Seneschal

The Kingdom Seneschal will be called forward to present the Great Book of Law as a symbol of their office. While doing so, they say the scripted line: *“Your Majesties, I deliver into Your hands the Great Book of Law of the Kingdom, symbol of Your power of justice and law.”* If they are unable to attend the event, they should send a deputy officer to speak on their behalf.

They will also need to swear fealty with the other Greater Officers of State, or send a letter of fealty (see below).

Other Greater Officers of State

Minister of Arts and Sciences, Chancellor of the Exchequer,
Chronicler, Chirurgeon, and Constable

The Greater Officers of State are required to swear their fealty at Coronation. If in attendance, they simply come forward when called, and say *“I do so swear”* when appropriately prompted. If they are unable to attend the event, they should make sure a physical letter of fealty from them is presented by another Greater Officer or a representative. (If the representative is not a Greater Officer, they simply present the letter and step back; they do not swear fealty.)

The wording of this letter is not formally determined, but a written form of the oath sworn in the ceremony is:

To [Name] and [Name], undoubted [Title] and [Title], I hereby swear fealty to the Crown and Kingdom of Lochac.

I swear that I will uphold their Majesties’ honour, obey their lawful commands in all matters that concern the Kingdom, faithfully discharge my Office, and mindful that the harmony of the Kingdom springs from my deeds, treat all persons with courtesy, whatever their degree or station, until the Crown depart their Throne, death take me, or the world end.

So say I, [Name], [Office].

Landed Baronages

The Landed Baronages are required to swear their fealty at Coronation, if present, or to send a physical letter or scroll of fealty to be presented by a representative if they will be absent. (If the representative is not another Landed Baron or Baroness, they simply present the letter and step back; they do not swear fealty.)

The wording of the letter is not formally determined, but a written form of the oath sworn in the ceremony is:

To [Name] and [Name], undoubted [Title] and [Title], we hereby swear fealty to the Crown and Kingdom of Lochac.

We swear that we will uphold their Majesties' honour, obey their lawful commands, hold and administer their Barony, support all our people in their various endeavours, bring all good works to the notice of their Majesties, and, mindful that the harmony of our Barony springs from our deeds, treat all persons with courtesy, whatever their degree or station, until the Crown depart their Throne, or death takes us, or the world end.

So say we, [Name] and [Name], [Title] and [Title] of [Barony].

Crown Tourney: Event Overview

Compared to Coronation, Crown Tourney is ceremonially quite a simple event, but there are still multiple components to juggle. Here is the essential sequence:

Invocation of Crown Lists

This formally begins Crown Tourney itself. It may occur in a court of its own, or after some other items of court business. The herald will need the full Crown List in Order of Precedence; the Crown will need to be prepared to invite the entrants to join the Sovereign's side or Consort's side; and the entrants will need to be prepared to present themselves with ceremony.

Note that court does not end after the Invocation of the Lists: the tourney is considered to occur within the court.

Crown Tourney (Before Finals)

The tournament itself will be conducted by its marshals, lists, and heralds, according to the planned format, until the semifinals. If the format of the semifinals is not immediately obvious (e.g. if there are three remaining combatants), Lists will generally consult with the Crown and the remaining combatants to decide on something appropriate and fair.

Final Round of Crown Tourney

Before the finals of the tournament, there is some additional ceremony. The Crown takes the field, and the final pairs are summoned before them. The Crown Consort invites the consorts of both combatants to stand with them during the finals, and the Crown invites Martial Peers who are in attendance to gather and bear witness to the finals. The Crown may choose at this time for one or both of them to take the field as marshals for the finals.

Once again, court does not end after this ceremony: non-combatants retire from the field, but the finals are considered to occur within the court.

Investiture of Heirs

The Heirs may be invested on the field after the tournament, on the field after a short break to compose themselves, or later in the event when they have had a chance to change.

It has become customary to do a field Investiture with rosemary wreaths, and to also bestow the Principality coronets in a later court, as a compromise between these options. There are variations of both these ceremonies for circumstances where the winner's consort is not present.

Bestowal of Principality Coronets

While the Investiture itself is what makes the winning pair the Heirs, the Principality Coronets are an important piece of regalia with significant history, and a formal bestowal of them gives the Heirs an opportunity to be celebrated as the Heirs while looking their best. It should generally occur as the first item of business in the first proper court after the Heirs are invested.

The Crown should discuss with the Heirs before this ceremony whether they want to have both coronets bestowed by the Crown, or whether they prefer the Heir by Inspiration to receive their coronet from the Heir by Right of Arms.

There is a variation of this ceremony which can take place at a later event if the Heir by Inspiration is not present at Crown Tourney.

Wreaths of Chivalry and Valour

This ceremony can occur in any court after Crown Tourney.

Crown Tourney: Preparing the Lists

Calling for Letters of Intent

When calling for Letters of Intent, the Crown generally announce any conditions for entrants (e.g. that they must have participated in an archery competition in the past year), any requirements for the tournament (e.g. to have covered all mundane elements of their combat equipment), and/or to announce the format of the tournament. It is also good practice to include a list of the requirements for entrants under Lochac Law (e.g. being over 18, being current members).

The most common tournament formats for Crown Tourney are a round robin (if there a smaller number of entrants), and a single kill, double or triple elimination tourney (if there are a large number). It is common for these both to be presented as options, to be decided once Letters of Intent are received.

Preparing and Announcing the Crown Lists

Once the Letters of Intent have been received, and the Crown has decided which entrants are acceptable to them, they are expected to prepare and announce the Crown List for the tournament. Each pair should be listed in the format “[Preferred Title] [Full Name], fighting for [Preferred Title] [Full Name]”, and the list should be in Order of Precedence.

Order of Precedence is established by Kingdom Law; when considering the precedence of an entrant pair, the pair has the precedence of its higher member. The Order (after the Crown and their Heirs) is as follows:

1. **Landed Baronages** in order of baronial creation (Rowany, Innilgard, River Haven, Aneala, Stormhold, Ynys Fawr, Politarchopolis, Southron Gaard, Saint-Florian-de-la-rivière, Ildhafn, Mordenvale, Krae Glas);
2. **Greater Officers of State** in the following order: Seneschal, Crux Australis Herald, Earl Marshal, Minister of Arts and Sciences, Chancellor of the Exchequer, Chronicler, Chirurgeon, Constable;
3. In order by highest award received, as listed in Canon Lore.

Entries for individuals in Canon Lore (<https://canon.lochac.sca.org>) list their number in the Order of Precedence just below their home group. This number will not take into account whether they are a territorial Baron or Baroness, or whether they are a Greater Officer of State. It also will only take into account awards that have been added to Canon Lore, so if the individual has received an award at a very recent event, this may need to be taken into account.

If you aren't sure about someone's precedence, Crux Australis Herald or another herald should be able to assist you.

Please note that even though the Crown Lists are prepared in advance, the combatants will still need to see the event Lists team on the day, before the tourney begins, to confirm they have been inspected.

Planning the First Round Challenges

It is customary for the Crown to split the entrants into a Sovereign's side and a Consort's side as they present themselves in Invocation Court, and for the Consort's side entrants to each challenge someone on the Sovereign's side, to face in the first round. These challenges typically take place in ascending Order of Precedence, so that the last person to join the Consort's side is the first person to make a challenge. The split between Sovereign's side and Consort's side should be planned by the Crown in advance.

Traditionally, all members of the Order of Chivalry are invited to the Sovereign's side. If less than half of the combatants are members of the Chivalry (which is common), the Crown will need to decide in advance who else to invite to that side. This should take into account the practical considerations of balancing the lists (so people of high prowess should be considered) and the symbolic considerations of asking someone to stand as an honorary knight (so character and membership of other Peerages, especially Martial Orders, should be considered).

If more than half of the combatants are members of the Chivalry (which is very uncommon), the Crown will need to decide who among the Chivalry will be asked to join the Consort's side for the day. While this should not be considered a dishonour, those asked should be approached in advance to be advised of the Crown's wishes, and it is recommended that the Consort make a point in court of asking those members of the Chivalry to join their side to do honour to them personally.