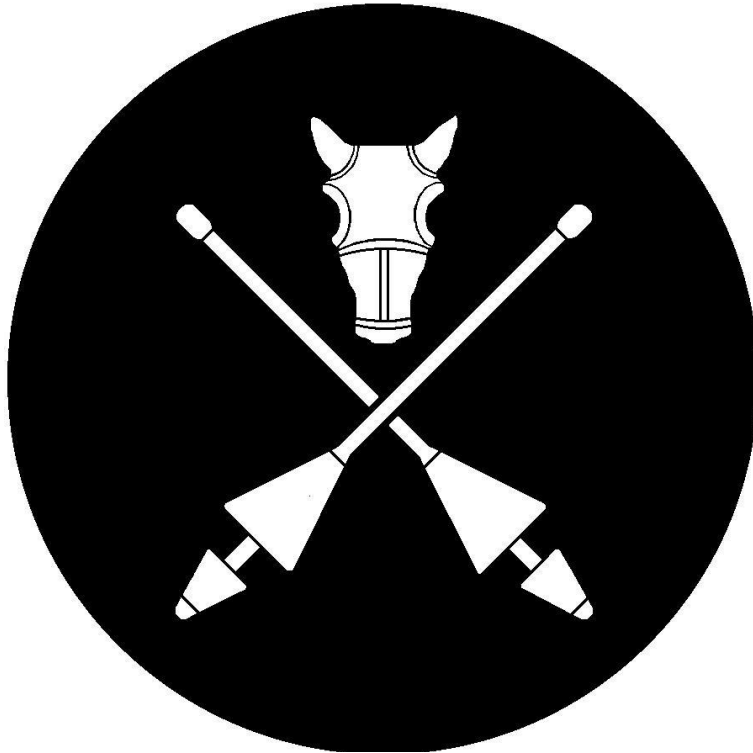




the society for creative anachronism, inc.



Middle Kingdom Equestrian Marshal's Handbook

January 2018

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Preface

This handbook contains the official Middle Kingdom (Midrealm) rules for The Society of Creative Anachronism (SCA) equestrian activities within the Middle Kingdom. The October, 2016 edition of the SCA Equestrian Marshal's Handbook is the basis for this edition. Any additions, restrictions, or clarifications beyond the base SCA rules set are highlighted in **bold** and the line will begin with **(MK)**.

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Acknowledgements

I want to thank all the dedicated marshals and the entire equestrian community for their continued enthusiasm in keeping the equestrian activities in the Middle Kingdom an integral part of the Kingdom and the Society. Without your continued support the vision that began with Mistress Isabeau and Mistress Cassandra would not be where it is today. I also want to say a special thank you to all the horses and ponies that have carried us through the years so that we may all enjoy the recreation of Equestrian Arts of the Middle Ages. May they all continue to enjoy playing the games as much as we as riders do.

Mistress Zuriel Aurelius Nightshade
Interim Kingdom Equestrian Officer

Introduction to the Society Equestrian Handbook

This handbook provides a structure and standards for equestrian activities in the SCA. They are designed to allow use by the Kingdoms as basic rules, to which Kingdom-specific preferences can be added (such as specific authorizations, procedures, and conventions). In keeping with Corpora, Kingdoms retain the right to add rules which establish more restrictive standards. All equestrians and marshals are responsible for knowing these rules, as well as the additional rules of their Kingdom.

Revisions made to this edition include policy and weapon/armor clarifications and changes built upon our experience as activities grew more populous across the Society. These will improve the common structure while giving the individual Kingdoms as much freedom as possible to develop their own structure for the support of these activities.

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I. Equestrian Program

- A. The rules are designed to promote safe equestrian activities in the Society. However, no matter how clear or accurate, rules cannot replace common sense, good judgment, and concern for the participants and equines. If a question arises when applying these standards, choose the answer that promotes the greatest degree of safety for all.
- B. Equestrian Activities and Jurisdiction
1. The Equestrian Marshallate has jurisdiction over all SCA equestrian activities and related activities. A Kingdom may develop Equestrian Mounted Archery (MA), Thrown Weapons (MTW), or Mounted Combat (MC) programs which provide for the safe oversight of MA, MTW, or MC by the Equestrian Marshallate of the Kingdom, but may not require TA, TW, or AC Marshal participation.
 2. SCA equestrian activities include but are not limited to: riding, driving, packing and carting; horse-handling; processions, games, thrown weapons, archery, combat, and use of other period equipment while mounted/driving; jousting; marshaling, authorizing, and ground crewing. SCA Equestrian-related activities include: being present at equestrian activities as an observer; any other activity related, however slight, to equestrian activities at events held by the Society for Creative Anachronism, Incorporated. (Dogs used for packing and carting are not considered an equestrian activity.)
 3. The Equestrian Insurance policy must be activated, and equestrian waivers signed, for events in which SCA equestrian activities occur, or whenever event attendees interact with any large animals under SCA control.
 4. Only equines (i.e. horses, asses, mules, zorses, donkeys) may participate in SCA equestrian activities. Requests to bring non-equine large herbivore herd animals over 300lbs (for example: elephants, camels, llamas) to SCA events for demonstrations of historically relevant activities appropriate to the specific animal must follow the SCA demo policy (<http://socsen.sca.org/kingdoms-and-seneschals/seneschal-resources/>). Non-equine demonstrations fall under the jurisdiction of the seneschal. In addition, these requests must be approved by the Equestrian Marshallate.
- C. Society Equestrian Officer
1. There shall be a Society Equestrian Officer (SEO) to coordinate equestrian activities and maintain a handbook of regulations with agreement of the governing body within the SCA. The SEO is a deputy marshal to the Society Earl Marshal.
 2. The SEO shall oversee the Kingdom Equestrian Officers.
 3. The SEO shall have authority to investigate and address incidents involving equestrian activities within the Society. This authority includes the right to sanction individuals who engage in inappropriate behavior, up to and including the removal of equestrian authorizations.
 4. The SEO shall have the authority to warrant deputies to assist in conducting equestrian activities. Their authority will be as determined by the SEO, and may include serving as equestrian marshals. Upon the appointment of a new SEO all existing deputy warrants will terminate.
- D. Kingdom Equestrian Officers
1. Each Kingdom that intends to conduct equestrian activities shall designate a Kingdom Equestrian Officer (KEO) as the kingdom's Deputy Earl Marshal responsible for equestrian activities within the kingdom. This designation shall be made by the

Kingdom Earl Marshal (KEM) and Crown, and should consider the individual's experience and familiarity with equestrian activities within the Society. Each Kingdom is free to title their KEO as they deem fit.

2. Unless otherwise directed by Kingdom Law, the Crown's representative upon the field and in all matters dealing with equestrian activities is the Earl Marshal, then the Kingdom Equestrian Officer, then, by delegation, members of the Kingdom Equestrian Marshallate.
3. The duties of the KEO include:
 - (a) Managing the kingdom equestrian marshallate and oversight of equestrian activities within the Kingdom. The KEO shall have authority to investigate and address accidents and incidents involving equestrian activities within their Kingdom. This authority includes the right to sanction individuals who engage in inappropriate behavior, up to and including the removal of equestrian authorizations.
 - (b) **(MK) Have good working knowledge of the Equestrian Handbook (both Kingdom and Society) as well as any Kingdom rules or conventions.**
 - (c) Reporting as follows:
 - (1) Quarterly reports- The KEO must generate, at minimum, quarterly reports on equestrian activities to the Kingdom Earl Marshal with a collateral report to the Society Equestrian Officer. Quarterly reports are due to the Society Equestrian Officer on 1 March (1st quarter), 1 June (2nd quarter), 1 September (3rd quarter), and 1 December (4th quarter) of each year.
 - (2) Accident reports- In the event of an injury to a person or animal, requiring medical attention, occurring at a Society-sponsored equestrian activity, the KEO will make an oral report to the Kingdom Earl Marshal, Kingdom Seneschal and the SEO within 24 hours of being notified of the accident, followed by a written report to the same within 72 hours delineating the circumstances of the accident. For reporting purposes, accidents are when medical attention is required (by a person or an animal), and incidents are everything else, such as when riders (or marshals) have to be disciplined (suspension of an authorization or removal from an activity), when a rider comes off unintentionally, or equipment gets damaged by a loose horse.
 - (d) Maintaining a roster that indicates those individuals warranted as equestrian marshals, as well as those authorized to participate in equestrian activities.
 - (1) **(MK) The KEO will oversee the training and warranting of Equestrian marshals as well as maintaining a roster of qualified Equestrian marshals for events.**
 - (2) **(MK) The KEO will be responsible for approving candidates, and administering Equestrian Marshal-in-Training (EMIT) paperwork until such time as the EMIT is ready to be warranted. Upon such time as the EMIT is ready to be warranted, the KEO is responsible for administration of tests and final interview.**
 - (3) **(MK) The KEO shall assist the Kingdom Minister of the List (KMOL), known as Clerk of the Roster, in the regulation and administration of authorization documentation and online electronic database of warranted marshals and authorized riders. This includes the adding of new marshals and authorized riders as well as the removal of marshals and riders that have failed to meet requirements to maintain a warrant and/or authorizations.**
 - (4) **(MK) The URL of the online electronic database containing warranted**

marshal and authorized rider information is:

<http://www.castlewalls.com/auths/authorization.html>

- (e) Monitoring the activation of equestrian insurance when required.
 - (f) Maintaining records relating to equestrian matters, including but not limited to all incident reports, and copies of insurance forms after receipt from the Equestrian Marshal in Charge (EqMIC) of equestrian events. The KEO shall verify that waivers are handled in compliance with Kingdom procedures.
 - (g) Upon assuming the office of KEO, providing the SEO with current contact information.
 - (h) Updating and maintaining their kingdom equestrian rules, and rider (and driver if applicable) authorization procedures, to be compliant with Society Rules within 1 year of changes.
4. The KEO shall have the authority to warrant deputies to assist in conducting equestrian activities. Their authority will be as determined by the KEO, and may include serving as equestrian marshals. Upon the appointment of a new KEO all existing deputy warrants will terminate.

E. Equestrian Marshals.

- 1. An Equestrian Marshal may be authorized after demonstrating the ability to oversee equestrian activities, judge an equestrian's authorization, and inspect weapons and equipment.
- 2. An individual must be authorized, and be warranted or rostered as an equestrian marshal in order to be an Equestrian Marshal in Charge of an event (EqMIC), approve the suitability of weapons or equipment, marshal equestrian activities, or to sign paperwork to authorize equestrians.
 - (a) **(MK) Official practices must be administered by an EqMIC.**
- 3. Only the KEO or a designated Deputy may authorize Equestrian Marshals. They must execute the appropriate paperwork to ensure that the authorization is registered. At a minimum, the authorization shall include the following:
 - (a) The candidate must have a good working knowledge of the Equestrian Handbook and any additional Kingdom rules or conventions.
 - (b) The candidate must be willing to enforce the Equestrian Handbook and any additional Kingdom rules or conventions.
 - (c) The candidate must have a good working knowledge of the Society equestrian equipment standards and any additional Kingdom equestrian equipment standards.
 - (d) The candidate must demonstrate the ability to conduct an inspection of armor, weapons and equipment used in equestrian activities.
 - (e) The candidate must demonstrate the ability to conduct an inspection of an equestrian's compliance with the rider (and driver if applicable) authorization requirements and responsibilities.
 - (f) The candidate must demonstrate an awareness of the risks inherent to equestrian activities.
 - (g) The candidate must demonstrate the ability to safely control SCA equestrian activities to minimize those risks.
 - (h) The candidate must have a working knowledge of the Grievances and Sanctions Procedure, and the Society Sanctions Guide (see Appendix 3).
- 4. Kingdoms may have a variety of equestrian marshals with different authorities, such as authorizing marshals, mounted archery marshals, jousting marshals, etc. Any kingdom with specific marshal types must delineate those in kingdom equestrian policy, along

with the training requirements to become each type of equestrian marshal.

(a) (MK) Regional Equestrian Marshals

(1) (MK) The KEO will warrant a regional marshal for the Constellation (Indiana), Midland (Illinois), Pentamere (Michigan), North Oaken (Northern Ohio), and South Oaken (Southern Ohio and Kentucky) regions of the Midrealm, as needed. These shall be known as Regional Equestrian Marshals (REM).

i. (MK) The Regional Equestrian Marshals will be responsible for coordinating Equestrian activities and events in their region to ensure that each activity and event that include horses are staffed with the necessary marshals and that all regulations are followed.

ii. (MK) The Regional Equestrian Marshals will also be responsible for assigning a mentor for the EMITs in their region. Mentors must be warranted marshals and must agree to mentor the EMIT.

(b) (MK) Marshals may only authorize riders/drivers in activities for which they are authorized.

(c) (MK) Marshals may authorize in Mounted Archery, Crest Combat, Mounted Armored Combat, or Jousting after completing additional training designated by the KEO or given permission by the KEO. See Appendix 4 for details.

5. All warranted or rostered marshals shall be members of the Society for Creative Anachronism Inc.

6. (MK) Marshals must participate at least once a year in each activity they are authorized to marshal or they will be required to go through Marshal training again. Participation is defined as marshaling the specific activity at an event or official practice. Marshalling is defined as helping with mounted activities at an official practice or event. A marshal must assist in each of the specific activities that they are warranted in, including mounted archery, crest combat, mounted combat and jousting. The KEO may extend this time requirement on a case by case basis.

7. (MK) Marshals that have a warrant in another Kingdom and wish to become Middle Kingdom marshals must send a letter of intent to the KEO. The KEO will decide if the marshal will need to attend a Middle Kingdom event for further training. All out of kingdom marshals will be required to take and pass the Middle Kingdom equestrian marshal test (written or electronic) to obtain their warrants in the Middle Kingdom.

F. (MK) Equestrian Marshals in Training / Fast Track Marshalling

1. (MK) Those individuals interested in becoming EqMITs need to meet the following requirements:

(a) (MK) Paid members in good standing.

(b) (MK) Authorized in General Riding and Mounted Games.

(1) (MK) It is recommended that a potential marshal be authorized for a period of at least one year unless given special permission from the KEO before applying to become an equestrian marshal.

(2) In certain circumstances, such as an experienced marshal moving in from another kingdom or a mundane equestrian professional deciding to become active in SCA equestrian, the marshal authorization process and requirements may be reduced by the KEO on a case-by-case basis. This reduced process is known as “fast tracking”.

2. **(MK) A letter of intent should be sent to both the applicant's Regional Equestrian Marshal and the KEO. The letter must include the following information:**
 - (a) **SCA NAME**
 - (b) **Modern Name**
 - (c) **Address**
 - (d) **Contact number, preferably mobile**
 - (e) **Email address**
 - (f) **SCA Membership number and expiration date**
 - (g) **List of equestrian activities in and outside of the SCA**
 3. **(MK) An EqMIT will have a maximum of two years to complete training from the date of application or the procedure must be restarted.**
 4. **(MK) URL to tracking form for EqMIT training:
<http://www.midrealm.org/equestrian/forms/EqMITForm.pdf>**
 5. **(MK) EqMITs are required to report quarterly to their Regional Equestrian Marshal.**
 6. **(MK) EqMITs may only get one full set of signatures from an official practice. All remaining signatures must come from official events (Out of Kingdom signatures may count for all activities except authorizations).**
 7. **(MK) Once signatures are completed, the EqMIT will take and pass the equestrian marshal test (written or electronic) to complete training. A Regional Equestrian Marshal or KEO will administer the test.**
- G. (MK) Reporting** (Online reporting is preferred but email or hardcopy is acceptable)
1. **(MK) All EqMITs and Marshals are required to report quarterly to their Regional marshal, regardless of activity for that quarter. The fourth quarter report will be a Domesday report of the EqMIT or Marshal's activity of the full year as well as activity from that quarter. Information MUST include:**
 - (a) **SCA Name**
 - (b) **Modern Name**
 - (c) **Address**
 - (d) **Contact number, preferably mobile**
 - (e) **Email address**
 - (f) **SCA Membership number and expiration date**
 - (g) **All equestrian activity for that quarter and year, including all participants at events and official practices administered as EqMIC.**
 2. **(MK) All Regional marshals are required to compile a quarterly/Domesday report of the marshals and EqMITs in their region and submit a report to the KEO. Regionals should also keep a completed list of riders (including SCA name, Non-SCA name and authorizations) from their Region and include this in their reports.**
 3. **(MK) The KEO will compile a quarterly/Domesday report of all regions to be sent to the Society Equestrian Officer (SEO).**
 4. **(MK) Marshals must report quarterly or their warrant will be removed, unless permission has been granted by the KEO. All reporting must be in accordance with III.4.a below.**

II. Rider/Driver Requirements

A. Authorization Requirements.

1. Authorizations shall take place at a SCA activity such as an event and/or practice.
2. An individual must be an authorized equestrian in order to ride at an event. The only exceptions to this requirement are:
 - (a) An individual in the process of authorizing under the supervision of an Equestrian Marshal.
 - (b) An individual being led by an authorized equestrian.
 - (1) **(MK) This activity will be allowed per the discretion of the EqMIC.**
 - (c) Individual[s] demonstrating an activity with the approval of the Kingdom Equestrian Officer. The Equestrian Marshal in Charge of the event (EqMIC) shall oversee the demonstration subject to the following requirements:
 - (1) Equestrian waiver[s] are executed prior to conducting demonstration
 - (2) The demonstration must be conducted under the supervision of a warranted equestrian marshal.
 - (3) The EqMIC shall provide an event report to the KEO, which includes a description of the demonstration and any comments or concerns.
3. **(MK) The individual must be a current member in good standing in the SCA.**
4. **(MK) Permanent authorizations must be conducted by two Equestrian Marshals. A special “single event authorization”, lasting ONLY for a single event, may be conducted by a single Marshal. Any single event authorization information and forms must be specifically included in event reporting.**

B. Authorization Types. Authorizations shall take place at a SCA activity such as an event and/or practice. See III. Event Requirements. There are four types of authorizations:

- General Riding
 - Mounted Games
 - Driving
 - Special Authorizations
1. General Riding. An individual may be authorized solely for riding. The Authorizing Equestrian Marshal should consider the following:
 - (a) The individual must demonstrate familiarity with the Society Equestrian Handbook, any Kingdom specific equestrian requirements, and the nature of equestrian activities within the Society.
 - (b) The individual must demonstrate an awareness of the risks inherent to equestrian activities, including recognition of how their current skill level relates to the equine they intend to ride.
 - (c) The individual must demonstrate the ability to safely control their equine while engaging in SCA equestrian activities. **(MK) Marshals shall observe the rider demonstrating the ability to safely make changes in gait (including but not limited to: change of directions through turns/circles/diagonals, stopping, rein back and demonstration of gaits higher than walk) while riding at liberty in designated area. Riders are not required to demonstrate a gait higher than walk, but are encouraged to demonstrate higher gaits if able.**
 - (d) **(MK) All riders will be asked:**
 - (1) **What do you do when a marshal calls “Hold” (answer: stop your horse as quickly and safely as possible)**
 - (e)

2. Mounted Games. An individual may be authorized for participation in mounted games. The Authorizing Equestrian Marshal should consider the following:
 - (a) The individual meets the General Riding requirements.
 - (b) The individual must demonstrate familiarity with, and the ability to safely handle and use, the equipment used in SCA mounted games.
 - (c) The individual must demonstrate the ability to safely control their equine while engaging in SCA equestrian activities while encumbered by the appropriate equipment.
 - (d) **(MK) All individuals will also be asked the following questions.**
 - (1) What do you do when a marshal calls "Hold"? (answer: stop your horse as quickly and safely as possible)**
 - (2) How do you safely disarm a weapon or hand off to ground crew? (answer: hold weapon parallel to the ground and drop, pushing slightly away from horse, or when handing a weapon to ground crew the weapon must be vertical to ground, point up if live steel- javelin, spear, pig sticker, etc))**
3. Driving. An individual may be authorized for driving. The Authorizing Equestrian Marshal should consider the following:
 - (a) The individual must demonstrate familiarity with the Society Equestrian Handbook, any Kingdom specific equestrian requirements, and the nature of equestrian activities within the Society.
 - (b) The individual must demonstrate an awareness of the risks inherent to equestrian activities, including recognition of how their current skill level relates to equines and equipment they intend to drive, and how their equipment may affect other non-driving equines.
 - (c) The individual must demonstrate the ability to safely control their equine and driving equipment while engaging in SCA equestrian activities and (as applicable) encumbered by passengers and/or games equipment. **(MK) Marshals shall observe driver demonstrating the ability to safely make changes in gait (including but not limited to: change of directions through turns/circles/diagonals, stopping, rein back and demonstration of gaits higher than walk) while driving at liberty in designated area. Riders are not required to demonstrate a gait higher than walk, but are encouraged to demonstrate higher gaits if able.**
 - (d) **(MK) Riders that will be yielding weapons must show they can safely handle each weapon type (both yielding and disarming)**
4. Special authorizations. Kingdoms may establish special authorizations for certain activities. Special authorizations are required for mounted archery, mounted combat, crest combat, and jousting.
 - (a) **(MK) Individuals that plan to authorize in Mounted Archery, Mounted Combat, or Jousting should contact the EqMiC prior to the authorization so time is allotted for those specialized authorizations.**
 - (b) **(MK) Mounted Archery, Mounted Combat (Crest/Armored), Jousting authorizations may only be conducted by Equestrian Marshals who have completed additional training for the respective activity. See Appendix 4.**
5. Youths may be authorized as equestrians subject to the following limitations:
 - (a) Youths must be at least five (5) years of age in order to participate in equestrian activities, and be able to demonstrate the ability to control the equine, unassisted, at the gaits and in the activities covered by the authorization sought. Age restrictions required by individual site owners must be observed.
 - (b) Youths are prohibited from participating in activities requiring a helm, namely

- jousting, crest combat, and mounted combat.
- (c) A parent or legal guardian must be immediately available to the Equestrian Marshal in Charge when a youth is engaged in equestrian activities, including serving as ground crew.
 - (d) A parent or legal guardian must attend the authorization process and execute a waiver authorizing a youth to participate in equestrian activities. The parent or legal guardian must also sign the authorization form.
 - (e) Youths must wear appropriate footwear (closed toed, and heeled if using stirrups) and approved equestrian riding helmets fitted according to the manufacturer's directions while mounted or driving.
6. Authorizations shall not be issued to persons residing in other kingdoms unless such persons are defined as subjects of the issuing kingdom by specific royal treaty or by exceptions below:
- (a) Individuals residing in a Kingdom without an EQ program may be authorized in ONE other Kingdom, providing the KEM of the Kingdom the individual resides in approves, and both the KEO and KEM of the sponsoring Kingdom are willing to sponsor said individual.
 - (b) Individuals residing in a Kingdom that has an EQ program, but does not have specialty activities in their program can authorize for these specialty activities in ONE other Kingdom, providing both the KEO and KEM of the Kingdom the individual resides in approves, and both the KEO and KEM of the sponsoring Kingdom are willing to sponsor said individual.
 - (c) For authorizations done under the above exceptions, the sponsoring Kingdom Equestrian Officer shall maintain a record of all such authorizations and administer them in the same manner as resident authorizations
7. An equestrian marshal from any kingdom may suspend the authorization of an equestrian from any other kingdom for the duration of an event for just and stated cause. The EQMiC of the event should be notified immediately and the Earl Marshal and KEO of the equestrian's kingdom of residence should receive a detailed report of the incident within 5 business days.

C. Waiver requirement.

1. The "Waiver and Informed Consent to Participate in SCA Inc. Equestrian Activities" shall be signed during authorization with only one signature per form, and attached to the authorization form. If a State specific "Waiver" is available it should be used. If there is no "Waiver" for your State, then use the "Society Standard Equine Activity Liability Form". This requirement does not apply to areas and countries that are covered by affiliate corporations.
2. Any minor participating in Equestrian Activities must have their parent or legal guardian sign for the minor on the adult Equestrian waiver (general or State specific, whichever is used by adults at the event/practice). Where the waiver says "Legal name", write "<parent's name> as parent/legal guardian on behalf of <minor's name>", and then have the parent sign.

D. Maximum term. No authorization may be for a period greater than 4 years.

1. **(MK) To maintain authorizations, the individual must participate in the respective authorized activity once every 2 calendar years unless granted an exemption for that calendar year by the KEO. A record of the individual participating must be recorded in the EqMIC event report in order to fulfill this requirement. Failure to**

participate without exemption will result in removal from the database system and the rider/driver will have to authorize again in all activities previously held.

- E. Out of Kingdom Authorizations. Valid authorization cards shall be accepted outside the issuing kingdom as proof of authorizations. Visitors with a valid authorization card from another kingdom must abide by the equestrian regulations of the kingdom they are visiting. Kingdoms may define additional requirements before renewing an authorization card for a person who has moved into that kingdom from another kingdom.
- F. Rider/Driver responsibility.
1. In order to participate in equestrian activities, each equestrian must accept responsibility for the following:
 - (a) Taking reasonable and prudent steps to ensure the well being of any equines over which they have control.
 - (b) Determining if a mount is suitable for their intended activities and riding/driving ability. They should consult the owner of, or person familiar with, any equine that they are not already familiar with prior to mounting/driving.
 - (c) Determining if tack or equipment is suitable for their intended activities and riding/driving ability.
 - (d) Limiting their participation to those activities in which they can maintain control of their equine.
 - (e) Exercising discretion when engaging in equestrian activities, recognizing a need to avoid situations that create dangerous conditions. This includes maintaining an appropriate safety zone around the equine.
 - (f) Following the instructions of any equestrian marshals, in particular the instructions of the EqMIC.
 2. Failure to fulfill the above responsibilities may result in suspension of the rider's or driver's privilege to participate in equestrian activities for the duration of the event, or suspension or removal of their authorization.
 3. Special attention should be paid to appearance and the atmosphere of a medieval event should be maintained. Authorized riders and marshals should disguise or cover modern gear as much as feasible and safety allows. Riders are expected to follow Society policy of wearing at least an attempt at pre-17th century clothing. An attempt at pre-17th century horse trappings or barding is expected (example: A simple squared cloth of period appearance covering the saddle pad).
 4. **(MK) Equine owners are responsible to ensure their equine is supervised at all times.**
 - (a) **(MK) Equine owners are responsible for the removal of manure and used bedding generated by equines under their supervision.**
 - (b) **(MK) Equine owners may allow/disallow the use of any equines for which they are responsible.**
 - (c) **(MK) Equine owners may ask for compensation for use of any equines for which they are responsible.**

III. Event Requirements

- A. Equestrian events. An autocrat or event steward wishing to include equestrian activities at an event shall arrange for a warranted equestrian marshal to serve as the Equestrian Marshal in Charge (EqMIC).
1. Any event at which equestrian activities occur is considered an equestrian event. This includes parades and demos where equines and riders are representing the SCA.
 - (a) **(MK) This includes official practices (which by definition must have equestrian insurance activated).**
 2. **(MK) The event steward must contact the Regional Equestrian Marshal at least 90 days prior to proposed event date. The REqM shall arrange for an appropriate warranted Equestrian Marshal to serve as Equestrian Marshal in Charge prior to insurance request for the event. The REqM will contact the KEO and confirm there are no conflicts on the calendar with other events in the Kingdom.**
- B. Equestrian Marshal in Charge (EqMiC). An Equestrian Marshal in Charge shall be responsible for the following:
1. At least 45 days in advance:
 - (a) Determine the suitability of the site for conducting equestrian activities.
 - (b) Notify the KEO of the intention to conduct equestrian activities at the event.
 - (c) Ensure that equestrian insurance coverage is activated. Equestrian insurance may be requested by the event steward or by the EqMIC with the event steward's approval. Instructions are contained in Appendix 1.
 2. Prior to the event:
 - (a) Confirm that insurance has been activated.
 - (b) Perform a site assessment to determine if there is a need for site-specific requirements.
 - (c) Create a veterinarian contact list to be posted.
 3. Day of the event:
 - (a) Verify all required signage has been posted in view at the event. There is a guide to the waivers and signage that may be found at: <http://www.sca.org/officers/equestrian/docs.html>. Signage does not apply to areas and countries that are covered by affiliate corporations. Please note these links are subject to change and the EqMIC must use the most current forms.
 - (b) Verify that all required waivers, health, safety and transportation documentation (if applicable) has been collected from those participating in equestrian activities.
 - (1) This includes collecting signatures on the appropriate waivers from those who have a high probability of coming into contact with equines. **For any event where equidae are to be allowed outside of a designated equestrian area (i.e., allowed to ridden around the site where general activities and attendees are present), an equestrian waiver must be signed in addition to any other required waivers by ALL event attendees (presumably at the gate as they arrive).**
 - (2) Coggins, interstate health certificates, and/or vaccination documentation are only required to be verified (and/or collected) if there is a *site-specific* or State requirement for such verification/ collection. While the verification of these documents is NOT a general requirement of the SCA, the EqMIC may require verification if they choose, regardless of whether or not there is a site-specific requirements, if they deem it prudent due to having horses from different states,

- recent outbreaks, prevalence of a disease in the area, or other factors.
- (c) Overseeing the equestrian activities, including issues of equestrian participation and conduct. A marshal must supervise all equestrian activities involving the use of weapons, activities with a high likelihood of horse-to-horse contact, and where large numbers of individuals who are not authorized equestrians will be in contact with equines (such as Meet-&-Greets or Processions). The EqMiC may require (or not) the supervision of a marshal for any other equestrian activity.
 - (d) Remain on site throughout the duration of an event, practice or demo where equines (or other animals under the jurisdiction of the EqMIC) are present for SCA activities. An EqMIC's duties may be reassigned to a deputy. This includes re-assigning duties to allow the EqMIC to leave site.
 - (e) Post and/or distribute the veterinarian contact list.
 - (f) **(MK) Barbed wire is not allowed to be used as temporary fencing for all equine types. All other enclosures types, such as electric tape fence, may be used at the discretion of the EqMIC.**
4. Reporting the event:
- (a) The EqMIC must send a written report of each equestrian event to the KEO. A kingdom may align the EqMIC report timeframe with its other marshallate reporting timeframes, but no more than 30 days after the event. This report shall include the number of equines, number of riders, type(s) of equestrian activities performed, and any concerns or incidents arising from the event.
 - (1) (MK) Include participant information for any equestrian activities from appropriate forms.**
 - (b) In the event of an injury to a person or animal, requiring medical attention, occurring at a Society-sponsored equestrian activity, the EqMIC will make an oral report to the Event Autocrat and the KEO within 24 hours of being notified of the accident, followed by a written report to the same within 72 hours delineating the circumstances of the accident. If the injury is to a person, then a copy of the report should also go to Kingdom Seneschal.
 - (c) In the event of a suspension of an individual's right to participate in equestrian activities, the EqMIC should include in their report a description of the circumstance that led to the suspension. The report should also include the names and contact information of parties or witnesses to the incident, as well as any statements relating to the incident.
5. The EqMIC may designate other warranted Equestrian Marshals to assist them in fulfilling their responsibilities. In the event of an infraction or incident, an Equestrian Marshal must report to the EqMIC, who shall undertake to resolve the issue as set out in section 3 (c) above.

IV. Equipment Standards

- A. Armor and Weapon Inspections: All armor and weapons equipment must be inspected for use prior to engaging in equestrian activities.
1. Weapons constructed other than as set out below may be approved on a kingdom level basis for use in Crest Combat or Mounted Combat. Construction methods for these weapons vary; therefore only weapons equivalent to the weapons described below shall be used. If there is a question regarding equivalency, the KEO shall make the determination.
 2. Mounted Games. Riders may use hand held weapons made of non-brittle materials.
- B. Armor requirements:
1. Helm. *Required for Mounted Combat, Crest Combat, Foam Jousting.*
 - (a) Helms must be of rigid materials (18-gauge mild steel or equivalent). Fencing masks (12kg) are acceptable for mounted crest combat use only.
 - (b) Face guards shall prevent a 1-inch (25.4mm) diameter dowel from entering into any of the face guard openings.
 - (c) The face guard shall extend at least 1-inch (25.4mm) below the bottom of the chin and jaw line when the head is held erect.
 - (d) All movable visors shall be attached and secured in such a way that there is minimal chance that they will become detached or come open in normal mounted combat or jousting use.
 - (e) There shall be NO major internal projections; minor projections of necessary structural components shall be padded. All metal shall be free of sharp edges. Face guard bars or mesh should not attach to the interior of the helm, unless of structurally superior design and workmanship.
 - (f) All parts of the helm that might come into injurious contact with the wearer's head shall be padded with a minimum of ½-inch (12.7mm) of closed-cell foam or equivalent padding, or shall be suspended in such a way as to prevent injurious contact with the wearer during combat. Additional padding is not required for fencing masks that are used for crest combat only.
 - (g) All helms shall be equipped with a chinstrap or equivalent means to prevent the helm from being dislodged or metal contacting the wearer's face during combat. An equivalent might be, for example, a bevor or a chin-cup suspension system. A "snug fit" is NOT an equivalent. The chinstrap shall be at a minimum a ½-inch (12.7mm) in width and shall not be placed in the helm in a manner that could strangle the wearer.
 2. Crests for crest combat.
 - (a) Crests shall be at least 5-inches in height.
 - (b) The crest must be constructed so as not to present an undue hazard if a rider should land on it, or a horse step on it.
 - (c) The crest must be attached in such a way so as to be easily dislodged by a minimal force blow. Velcro or similar methods are recommended.
 3. Neck Armor. *Required for Mounted Combat, Crest Combat, Foam Jousting.*
 - (a) The neck, including the larynx, cervical vertebrae, and first thoracic vertebra must be covered by one or a combination of the following and must stay covered during typical combat situations, including turning the head, lifting the chin, etc.
 - (1) The helm.
 - (2) A gorget of rigid material or heavy leather, lined with ¼-inch (6mm) of closed cell foam or equivalent padding.

- (3) A camail or aventail of mail or heavy leather, lined with ¼-inch (6mm) of closed cell foam or equivalent padding.
- (b) The first thoracic vertebra need not be covered for foam jousting.
- 4. **Body.** *Required for Foam Jousting. Recommended for Mounted Combat.* Rigid material covering chest and torso. Standard equestrian riding vests and chain mail over a padded gambeson are deemed equivalent.
- 5. **Groin.** *Required for Foam Jousting.* Groin area must be protected by sufficient means including saddle or armor.
- 6. **Hands.** *Required for Mounted Combat, Crest Combat, Foam Jousting*
 - (a) Leather gloves.
 - (b) Recommended for Foam Jousting – demi or full gauntlets, vamplate, recessed grip on lance base, padding, or other combination to minimize possible strike to the hand and reduce impact to jouster’s hand.
- 7. **Leg, arm, and shoulder protection -** *Armor recommended for Mounted Combat, Crest Combat, and Foam Jousting, but not required.*
- 8. **Shields:** *Recommended for Foam Jousting, but not required.*
 - (a) Shields must be constructed of rigid, non-brittle, materials. Recommended is ½-inch plywood. The edges should be blunt and corners rounded.
 - (b) For jousting, shield sizes vary but generally an area of at least 168 sq-inches (~12”x14”) is recommended.
- 9. **Equine Eye Protection.** *Required for Mounted Combat and Foam Jousting*
 - (a) Mounted Combat – shall protect the eyes from a sword or spear strike. Acceptable eye protection should cover the entire eye, stand clear from the eye in all directions by a minimum of ¾ of an inch, prevent a 1” round dowel from penetrating, and does not collapse upon typical strikes. Take care to make opening large enough, pad well, and secure to minimize movement when struck. Examples include:
 - (1) A chamfron or other approved eye protection which incorporates pierced metal cups, heavy wire mesh or grillwork.
 - (2) Blinker style. The heavy wire mesh/lexan/acrylic eye protection used by jockeys and trainers at the racetrack. (Example: a Pelling pacifier) Eye protection of this sort may be incorporated into a period horse garment providing the garment ensures proper placement of the eyecups at all times.
 - (b) Foam Jousting – should deflect and protect the eye from a lance strike, and be secured to minimize movement when struck. Examples include:
 - (1) a. Eye protection meeting the Mounted Combat Standard
 - (2) b. A chamfron with reinforcing ridges around the eye

C. **Weapon requirements.**

- 1. **Single Handed weapons.**
 - (a) Crest Combat. "Boffer" weapons are to be used in this activity.
 - (1) Base material shall be schedule 40 ½-inch PEX (cross-linked HDPE (high density polyethylene)) pipe, ¾-inch PEX pipe, or 1” rattan. When using PEX pipe as the core, both ends must be capped.
 - (2) Minimum ½-inch closed cell foam padding over all striking surfaces.
 - (3) Minimum diameter of 1 ¼-inch.
 - (4) If quillons are used they should not extend more than 1 inch beyond the hand when held.
 - (5) Thrusting tips are not allowed in crest combat.
 - (b) Mounted Combat.

- (1) Sturdier 'Boffer' style weapons are used in this activity.
 - a. Boffer. Same as Crest Combat, but base material may be 1 inch diameter rattan or schedule 40 ¾-inch PEX pipe.
 - b. Tourney baton (behourd) - 1" rattan core covered with 17lb-density urethane foam.
 - (2) Swords shall have a hand guard, such as a basket hilt, quillions, or equivalent.
 - (3) Maximum weight should not exceed 4-pounds.
 - (4) Thrusting is not allowed in mounted combat.
2. Lances, spears and javelins.
- (a) Foam Jousting Lances.
 - (1) Shall be 8-10ft as measured from the top (forward edge) of the rider's hand to the tip of the foam.
 - (2) The lance shall be constructed in three sections including the tip, middle, and base. The tip and the base will socket into the middle section.
 - (3) Lances must use a foam tip, 2-4 ft in length, extending at least 22-inches beyond the middle section. Approved foams are expanded polystyrene foam (Styrofoam) or Extruded Insulation Foam, of 2-inch diameter and approximately 2-lb./ft³ density.
 - (4) The middle section consists of a cardboard tube with a 2-inch interior diameter and a maximum of a 1/8-inch side wall, and a minimum length of 4 ft.
 - (5) The base section may be made of any non-brittle material with a maximum of 2.5 ft forward of the hand (as measured from the top of the hand to the forward end that is inside the cardboard tube). It is recommended the base section be carved from wood, and that at least 6 inches extends into the middle section.
 - (6) A recommended lance construction would be a base with 1.5 ft in front of the hand, of which 6 inches is the 2" diameter extension into the tube, a 5ft or 6ft tube, and 24" foam.
 - (b) Spears and javelins
 - (1) Spears and javelins may be equipped with metal tips. Wood shafts at least 1 inch in diameter, metal or plastic for tips. Shafts should be 5-9 feet long; no tape may cover shafts. Tips can be constructed of metal or plastic and cut into spear tip shapes.
 - (c) Quintain Lances
 - (1) Materials – Lances should be solid hardwood, rattan or hollow fiberglass shaft 9 to 12 feet long and at least one-inch diameter.
 - (2) Tips – Ends of hollow shaft should be plugged with wood dowel and covered with half-inch foam insulation and leather and attach it securely to the shaft or use a PVC end cap, securely attached. Rubber fire hydrant dog chew toys slid onto the lance shaft work well as striking tips.
 - (d) Ring Lance and Pig-sticking Lance
 - (1) Materials – Lances can be made of any hardwood or fiberglass. Pine, PVC piping and other soft woods that splinter easily should be avoided.
 - (2) Dimensions– Lances should be no less than one inch diameter. Lances can be from 9 to 12 feet long.

(3) Tips – May be just carved to a point, or insert a spiral wood nail in the end and saw off the head, metal lance or spear heads can be mounted onto the carved point.

(f) Sword/Mace

(1) Materials- Swords and maces may be made out of any material such as wood, siloflex, PEX, etc. Live steel is prohibited.

(2) Construction- swords and maces lengths should be comfortable for the rider.

3. Archery

(a) All archery equipment should be consistent with pre-17th century archery in looks and function. Modifications for safety are excepted.

(b) Fiberglass bows and Armored Combat arrows meeting Society standards and construction are allowed.

(c) All arrows should be inspected by the user prior to each use.

(1) **(MK) All non-Armored Combat arrows shall be constructed of wooden shafts.**

(2) **(MK) All archery equipment shall be inspected by a Mounted Archery Marshal.**

(d) The use, carry or handling of crossbows while mounted is prohibited.

(e) Range

(1) There shall be a clearly defined marked safety zone behind and to the sides of the shooting lane and targets. It shall be of reasonable size to prevent injury to bystanders, and be free of traffic, campsites, list fields, parking areas or other hazards. The distance behind the targets may be reduced if there is a hill, permanent backstop, archery netting, etc., that will stop stray arrows.

(2) Suggested size: Behind: 40 yards from the farthest target, or for half the distance from the line to the farthest target, whichever is greater. Sides: extend outward at a 30- to 45-degree angle from both ends of the shooting lane to a line even with the furthest target, and continue straight back from there to the required distance.

4. Thrown Weapons

(a) Knives, axes, and spears that meet the specific weapon standards in the Society's Thrown Weapons Marshal's handbook may be used in a mounted thrown weapons program. The only exception is axes having a head that slides up a tapered handle and pressure-fits on. These axes with sliding heads are not allowed from horseback.

(b) Mounted thrown weapons are not required to be blunted.

D. Tack. Riders are required to use tack sufficient to allow them to maintain control of their equine. Such tack traditionally includes use of a bridle and saddle, however other combinations of tack may be allowed upon demonstration of control of the equine to the satisfaction of the EqMIC. The marshallate is not responsible for the inspection of tack.

E. Glossary.

1. Rigid material:

(a) Steel of no less than 18 gauge, or aluminum of no less than 1/8-inch (3mm).

(b) Other metals of sufficient thickness to give similar rigidity to those listed above to include treated steel or aluminum.

(c) High impact resistant plastics such as ABS or polyethylene of

- sufficient thickness to give similar rigidity to those listed above.
- (d) Heavy leather (as defined above) that has been hardened in hot wax, soaked in polyester resin (properly catalyzed), or treated in such a manner as to permanently harden the leather.
 - (e) Two layers of untreated heavy leather.
 - (f) Other materials equivalent to those items listed above (Any armor of unusual construction or material must meet the approval of the Kingdom or Principality Earl Marshal or their designated deputy.)
2. Non-brittle: Shall refer to material that will not break or shatter upon being subjected to a stiff strike.

Appendix 1- Insurance Ordering Instructions

The Equestrian Marshal in Charge is responsible for ensuring that the SCA equestrian insurance policy has been activated whenever an equine attends an SCA event.

Ordering an Equestrian Insurance Certificate is mandatory for parades and demos where horses and riders are representing the SCA. When ordering the Insurance Certificate, use the name and address of the sponsor of the parade or demo.

Definitions

Additional insured: An additional party (other than the SCA, Inc.) to whom some of the protection of the insurance policy is extended for the duration of the event, and who is as a result named in the certificate as being covered by the insurance policy. Normally a site owner will require “additional insured” language as part of the site contract if this is necessary.

Certificate: A document provided by the insurance company certifying that the insurance policy has been activated for the event.

Certificate holder: The site owner or their agent to whom the certificate is intended to communicate the existence and validity of the insurance policy.

Event coordinator: The person requesting the certificate, usually either the Autocrat, Equestrian Liaison, or the EqMIC.

Insurance Fees

Current ordering instructions and fee schedules can be found at www.sca.org/docs. Scroll halfway down the page and find it under the *Insurance* heading. Read both documents and follow the directions. <http://www.sca.org/docs/pdf/insurancecert.pdf>

Insurance Timeline

(MK) Event planning should begin at least 90 days prior to event date.

45 days before the event. The EqMIC should verify that the event coordinator has ordered the equestrian insurance.

30 days before the event: Both the request to activate the insurance and the payment must have reached the SCA corporate office 30 days before the event in order to avoid the **substantial** late fee.

Less than 30 days before the event: It is recommended the EqMIC should send the KEO a copy of the insurance certificate prior to the event.

Insurance for Practices

Multiple regularly scheduled practices may rely on a single equestrian insurance certificate (and a single activation fee) for an entire calendar year. The following restrictions apply in this case, and must be specified when the certificate is ordered:

1. The location of all practices must be the same.
2. The dates for all practices must be specified in advance.
3. The times must be single contiguous time spans of not more than 12 hours occurring on non-consecutive days.

Any variations from the pre-determined practice schedule would constitute a unique event and would require an independent activation of the equestrian insurance policy. For more information:

<http://www.sca.org/docs/pdf/eq-insurance.pdf>. For ordering instructions:

<http://sca.org/docs/pdf/insurancecert.pdf>.

Appendix 2- Experimental Weapons and Activities Procedures

A. Society Approval:

1. Current Society Experimental Equestrian Activities are listed on the Society Equestrian Officer's webpage at www.sca.org/officers/equestrian.
2. Before any substantially new weapon or activity can be used in Society Equestrian Activities, a test plan must be submitted to and approved by the Society Marshal.
3. Plans may be submitted by a kingdom (preferred), or by individual(s)
4. The plan shall describe:
 - a. The new weapon or activity
 - b. A detailed outline of the test and its scope, and reporting data
 - c. How it will be administered (at the Kingdom or Society level)
 - d. Weapon: Specifics of materials used and construction, and provide samples
 - e. Activity: Required armor or other equipment, and rules of engagement
 - f. All restrictions that will be imposed during the experimental period

B. Kingdom Approval

1. Kingdoms may choose to participate in approved programs (or not). Participation requires the approval of both the KEO and the KEM.
 - a. For Kingdom administered programs, each Kingdom can determine which marshals will oversee participation and how riders are identified to participate.
 - b. For Society administered programs, the SEO will identify the marshals who will oversee participation, and which marshals can authorize participants.

C. Participation:

1. Participation may be open to all authorized riders/drivers, or limited to specific people based on experience or other criteria as determined by Kingdom or Society
2. The weapon/activity may be used at SCA equestrian practice or tourneys, but only after all riders/drivers and equestrian marshals have been informed that the weapon/activity is experimental and that it is not approved for general SCA use.
 - a. All riders/drivers who may be affected by the new weapon must consent to the use of the weapon. It may not be used during interactions with any rider/driver who objects to its use, but can be used with those who consent.
 - b. All riders/drivers who participate in a new activity must consent to participate. No rider/driver may be compelled to participate in an experimental activity.

D. Reporting and Conclusion:

1. The Kingdom Equestrian Officer shall report quarterly to their Kingdom Earl Marshal and the SEO (or the designated deputy) on the progress and results of the experiment.
2. Periodically the SEO, after consultation with the KEOs, shall determine if the weapon or activity seems suitable for general SCA Equestrian activities, or if the program needs to be extended or terminated.
 - a. Suitable: SEO shall submit a test summary with recommendations to the Society Marshal for final adjudication. The test summary shall include the approved plan, a summary of the data and conclusions, a list of any injuries, and any concerns from riders/drivers and marshals arising from the testing.
 - b. Extended: SEO shall submit a report to the Society Marshal on the progress and need for extension.
 - c. Terminated: SEO shall submit a report to the Society Marshal on the reasons why.

Appendix 3- Procedures for Grievances and Sanctions

(adapted from the Marshals Handbook Section XXVIII)

A. Grievances and Disputes

Usually equestrians are more than willing to correct any problems or breaches of the rules pointed out by a marshal. This is the desired solution: get the problem fixed. However, occasionally a marshal must take action. In order of preference:

1. Point out the violation (missing armor, weapon failure, not taking blows, violation of the rider/driver responsibilities, loss of temper, etc.) and ask the equestrian to correct it. Do not allow the equestrian to proceed until the issue has been corrected.
2. If you need support, call on (in order):
 - a. Any other marshals who are present (especially the equestrian marshal-in-charge).
 - b. A regional, deputy, or principality Equestrian Marshal.
 - c. The Kingdom Equestrian Officer
 - d. The kingdom Earl Marshal
 - e. The local Seneschal
 - f. The principality or kingdom seneschal
 - g. The Crown
3. If the violation cannot be stopped, convince the equestrian marshal-in-charge, the marshal-in-charge, and the local seneschal to end the event.
4. In any case where voluntary correction is not made after the problem has been pointed out, a detailed written report shall be made to the KEM and KEO as soon as possible after the event. In cases where the equestrian has made corrections voluntarily, a report should be sent to the KEM and KEO to determine if a pattern of problems, even minor ones, from the same equestrian is occurring.

B. Sanctions

1. A marshal can revoke an individual's authorization for the event due to just and stated cause.
2. In addition to removing an unsafe individual from activities at that event, long-term sanctions are available. These will normally be applied by the kingdom level marshallate rather than by a local marshal. Procedures outlined in kingdom law or kingdom marshal policies, and the Society Sanctions Guidelines, shall be adhered to when sanctioning any person. www.sca.org/docs/pdf/SanctionGuide.pdf
3. Possible sanctions include:
 - a. Revoking the special authorization of the individual. (This sanction may be applied whether or not your kingdom does specialized authorizations.)
 - b. Revoking the equestrian authorization(s) of the individual.
 - c. Recommendation to the Crown to banish the individual from participation in events.
 - d. Recommendation to the Board to banish the individual from the Society and its activities.
4. If any of these long-term sanctions are in progress, the Society Marshal shall be informed.
5. If authorization has been revoked, it is acceptable to inform the Earls Marshal and KEOs of any neighboring kingdoms to which the currently unauthorized equestrian might travel. Once long-term sanctions have been applied, a report shall be made to the Marshal of the Society and the Society Equestrian Officer.
6. Furthermore, if the equestrian is subsequently re-authorized, the neighboring Earls Marshal and KEOs shall again be notified.

(MK) Appendix 4-Special Authorization Training for Equestrian Marshals

- A. (MK) The KEO shall maintain a list of Equestrian Marshals that may authorize individuals in:**
 - 1. Mounted Archery (Mounted Archery Marshal)**
 - 2. Mounted Combat (Mounted Combat Marshal)**
 - 3. Jousting (Jousting Marshal)**
- B. (MK) Equestrian Marshals may authorize individuals in Mounted Archery after meeting the following requirements:**
 - 1. Authorize in Mounted Archery.**
 - 2. Meet training requirements (para E below) for administering Mounted Archery OR the prospective Equestrian Marshal is already a Marshal in Target Archery.**
 - 3. Approval by the KEO.**
- C. (MK) Equestrian Marshals may authorize individuals in Mounted Combat (and Crest Combat) after meeting the following requirements:**
 - 1. Authorize in Mounted Combat or Crest Combat.**
 - 2. Meet training requirements (para E below) for administering Mounted Combat.**
 - 3. Approval by the KEO.**
- D. (MK) Equestrian Marshals may authorize individual in Jousting (Foam tip) after meeting the following requirements:**
 - 1. Authorize in Jousting (Foam tip).**
 - 2. Meet training requirements (para E below) for administering Jousting (Foam tip) OR the prospective Equestrian Marshal already has experience administering Jousting activities.**
 - 3. Approval by the KEO.**
- E. (MK) Training requirements for each special activity consists of the following:**
 - 1. Receive training from Equestrian Marshals approved to administer training in the respective special activities. A MiT must complete three sets of signatures in the following areas:**
 - a. Equipment inspection (horse and armor)**
 - b. Activity administration (authorizations, running list, coordinate ground crew for tip clean up, lance prep and replacement and line marshaling/scoring)**
 - 2. Submit to the KEO a completed Equestrian Marshal Special Authorization Training form. (Use the Middle Kingdom Marshal in training Appointment form)**

(MK) Appendix 5-Middle Kingdom Reporting Dates

- A. (MK) Equestrian Marshals/Equestrian Marshals in Training to Regional Marshal**
 - 1. Quarter 1-February 14
 - 2. Quarter 2-May 14
 - 3. Quarter 3-August 14
 - 4. Quarter 4/Year End Report-November 14
- B. (MK) Regional Marshals to Kingdom Equestrian Officer**
 - 1. Quarter 1-February 21
 - 2. Quarter 2-May 21
 - 3. Quarter 3-August 21
 - 4. Quarter 4/Year End Report-November 21
- C. (MK) Kingdom Equestrian Officer to Society Equestrian Officer**
 - 1. Quarter 1-March 1
 - 2. Quarter 2-June 1
 - 3. Quarter 3-September 1
 - 4. Quarter 4-Year End Report-December 1

(MK) Appendix 6-Form URL and Websites

- 1. (MK) Middle Kingdom primary page
 - a. <http://www.midrealm.org/>
- 2. (MK) Middle Kingdom Authorization Database
 - a. <http://www.castlewalls.com/auths/authorization.html>
- 3. (MK) Middle Kingdom Equestrian primary page and KEO email address
 - a. <http://www.midrealm.org/equestrian/>
 - b. equestrian@midrealm.org
- 4. (MK) Middle Kingdom forms and URL from Middle Kingdom resource page
 - a. <http://www.midrealm.org/equestrian/resources.html>
- 5. (MK) SCA Equestrian primary page and SCA Equestrian Marshal Handbook
 - a. <http://www.sca.org/officers/equestrian/>
 - b. http://www.sca.org/officers/equestrian/pdf/equestrian_handbook.pdf
- 6. (MK) Insurance URL and insurance instruction URL, SCA insurance email
 - a. <http://www.sca.org/docs/pdf/eq-insurance.pdf>
 - b. <http://sca.org/docs/pdf/insurancercert.pdf>.
 - c. insurance@sca.org