Forward From the Golden Wing Principal Herald
To the members of the Artemisia College of Heralds, and all others who come by this handbook, best wishes and a warm welcome.

While this is listed as the Second edition, the true history of the handbooks of heraldry for the Kingdom of Artemisia has been slightly lost. The only existing copy of the handbook is dated A.S. XXXVII, being 2002 Gregorian. A dozen years have passed since this date, and much has changed in the world, both known and mundane. While I write this, the very methods for which we heralds submit names and arms are being updated, and it is possible by the time this volume is complete, the methods laid out in the submissions chapter will have to be revised to include fully electronic submissions.

My thanks to all the heralds who contributed to this new edition, those who contributed to prior editions, and the proofreaders who made the contributors look good, but most especially to THL Conchobhar mac Michil, current Golden Pillar, for “encouraging” me to update this long forgotten tome. I would also like to thank the Heralds of the Kingdom of the Outlands, whose handbook I have used as an inspiration.

If you have any suggestions for improvements, changes or clarifications, please feel free to send them to myself, or whomever bears the title of Golden Wing as you read these words.

I hope you find this handbook informative and useful.

Dunkr Ormstunga

Foreword from the Golden Pillar Herald
If you are reading this you are either already, or looking to become, one of the “big mean heralds” that tell people that they can’t have the awesome fantasy name or super awesome picture that they have had on their shield for years. I hate to burst your bubble, but you don’t get to be mean very often, most people can have their fantasy ideas steered towards historical accuracy, and you are more likely to get ‘thank you’ than hate mail. While it certainly isn’t all fun and games, heraldry, especially consulting and submissions, is a great way to contribute to the Kingdom and the Society both at and between events.

And, since Dunkr Golden Wing extolled me to write something helpful in this foreword, here it is. Run, flee, head for the hills, there be dragons! You can start off slow as a herald, maybe a tourney here, filling in for a court there… and then before you know it you’re knowledgeable, have a respected opinion, and think that heraldry is fun. It’s madness.

Conchobhar mac Michil
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Introduction
This is the Second Edition of the Herald's Handbook for the Kingdom of Artemisia. It is the culmination of much effort put forth by the heralds of this Kingdom, and the knowledge of the known world.

All information is current as of the date of publication. Some things, such as cost of items, number of copies, specific duties of some deputies, and addresses of individuals are subject to change. Please check the Kingdom website http://artemisia.sca.org/ for the most current information.

I would like to thank some of the individuals who assisted me in assembling this handbook, be they a contributing author or a proofreader (or innocent bystander in my conversations regarding this).

Count Raven MacLeod, Master Karl Braden von Soberheim, Mistress Juliana nic Lachlainn, Mistress Shauna of Carrick Point, Baroness Owna ny Glasnie, Baron Morgan Blaidd Du, Baroness Praxilla Taurina, THL Conchobhar mac Michil, THL Sneferu sa Djedi.

In Service to the Kingdom of Artemisia,

Master Dunkr Ormstunga, OP

Golden Wing Principal Herald for the Kingdom of Artemisia (2013 to 2015, Gregorian)

August A.S. L

Begun in the reign of Timmur and Sorcha,
Completed in the reign of Ronan and Clare

Approved this 3rd day of October, A.S.L., being 2015 Gregorian
in the reign of Ibrahim and Esther, 37th King and Queen of Artemisia

Ibrahim, Sultan

9308

Esther, Valide Sultan
Kingdom and Local Offices and Deputies

Golden Wing Principal Herald – Administrative head of the College of Heralds for the Kingdom of Artemisia. Responsible for encouraging all heraldic activities (Submissions, displays, education) in the Kingdom of Artemisia.

Golden Pillar Herald – Primary submissions herald for the Kingdom of Artemisia.

Sage Herald – Emergency Deputy to the Golden Wing Herald.

Golden Hand Herald – Head of the Silent Heralds (sign heralds) in Artemisia

Wormwood Pursuivant – Precedence Clerk for the Kingdom of Artemisia, responsible for maintaining and updating the Kingdom OP.

Baronial/Shire Herlads – Local resources for heraldry in the Baronies, Provence, and Shires of Artemisia.

- Loch Salann – Crystal Pursuivant
- One Thousand Eyes – Azure Pursuivant
- Sentinels’ Keep – Crane’s Wing Pursuivant
- Arn Hold – Purpure Pursuivant
- Gryphon’s Lair – Spike Pursuivant
- Shire of Bronzehelm – Northclyf Pursuivant
Chapter 1
Welcome to the Heralds Office

Chances are, if you are reading this for the first time, you are a new officer for your local group, and are seeking guidance on the office of which you have just accepted. The office of Herald is one of the five Great Offices of the Kingdom or local group (the others being Seneschal, Exchequer, Marshal, and Minister of Arts and Sciences) as detailed in Corpora. In this chapter, you should fine information on what is required of you as an office, what you will need to perform your duties, and some helpful suggestions on how you can excel as a local Herald.

1) Warrants

Artemisia uses a roster system of warranting. This means you will not receive an individual warrant, but you name will be added to the roster of warrants maintained by Golden Wing, and provided to the Crown or Kingdom Seneschal upon request. When you accept the office of herald, please provide contact information to Golden Wing and your local Seneschal. Terms of office for local heralds in Artemisia are typically two years, and are extendable indefinitely upon approval of Golden Wing and the local Seneschal for your area.

To be a warranted member of the College of Heralds, you must fulfill several requirements:

1. **Must be a member**
   You must be a paid member of the SCA to be warranted (rostered). This membership must be maintained throughout your service as a rostered herald.

2. **Send current contact information to Golden Wing and your local Seneschal**
   You must send your SCA name, member number and expiration date, modern name, mailing address, phone number and email address to the Golden Wing Herald in order to be listed on the roster.

3. **Need to report**
   You will not be rostered as a member of the College of Heralds until you have shown yourself able to consistently make regular reports to Golden Wing and your Local Seneschal. This is to insure that you will continue to be a functioning member of the College. In addition, should you miss reports three months in a row, you will be considered for removal from the active roster of the College.

4. **Set a good example**
   Although not a requirement, it is strongly suggested that you set a good example for your people by submitting your name and device as soon as possible.

2) Supplies

To run the office effectively, you will need some supplies. Some of these may be passed down from the previous Herald or you may need to request funds to purchase some from your local group. These include, but are not limited to:

   Heralds Handbook – Hopefully this will provide useful information and can answer many of your questions starting out.
File Folders – Handy for keeping track of submissions. As we move to a more digitalized version of submissions, this may be replaced by a USB thumb drive.

Heraldry Books – Can be used by your clients to research personas and arms.


Markers – Crayola Classic (Not washable) to assist in the coloring of said forms.

Heraldic Files – Should be passed from herald to herald. This should include a copy of all Names/Arms/Badges submitted by members of your group and a list of anything in progress. This should also include a copy of your local group’s OP. If you are concerned the OP is not current, contact the Wormwood Pursuivant (Kingdom OP Clerk).

Heralds Office E-mail Account – If available, this is useful for sending and receiving official correspondence.

Access to the Internet – This is used for many of the functions of the office. First and foremost, you should join the Artemisian Herald List artheralds@lists.gallowglass.org. Communication from the Golden Wing and other heralds is broadcast via this list. It can also be used for “in house” discussions of heraldic activities (such as planning to have a consulting table at events). Next, you should join the Facebook group “SCA Heraldry Chat”. This is used by the heralds of the known world and can be an invaluable resource to a new herald to discuss a client’s submissions. Next, you will want to request an account on OSCAR (Online System for Commentary and Response) OSCAR is where you will be able to track commentary on in progress submissions and provide your own commentary. It is located at http://oscar.sca.org/.

Finally, you can use the online Ordinary and Armorial of the SCA (OANDA). OANDA is a listing of all registered heraldry within the SCA. Entries can be accessed via various search engines or through an alphabetic listing by charge. It is located at http://oanda.sca.org/

3) Reporting

One of your primary duties as a local herald is to file regular reports. Currently reports are due to Golden Wing principal-herald@artemisia.sca.org quarterly (Feb 10th, May 10th, Aug 10th, and Nov 10th). You should also include your local Seneschal and Baronage (if applicable) on these reports. This allows for updated information to be passed to the Society Herald in quarterly reports due in March, June, September, and December. Your local Seneschal may request more frequent reporting, and if so, please include Golden Wing on those reports.

These reports allow the Golden Wing to understand the heraldic needs and developments in various parts of the Kingdom and are vital in encouraging and developing the College of Heralds in Artemisia.

Reports should contain, but are not limited to the following:

- Official information: your names, legal and SCA; your warrant expiration, the group you serve; the month/quarter covered by the report; and the date the report was written, for tracking purposes. Also include names, addresses, and membership information for any deputies you may have.
- A list of submissions in progress (Sent to Golden Pillar but not passed as of the date the report was written) as this helps us better keep track of submissions in the system and prevents loss.
- A list of all awards received by members of your group in the period covered by the report.
• Any heraldic activities in your group during the reporting period.
• See Appendix A for a sample report.

Please remember that if nothing happened, you should still report “Nothing happened” as a way of staying in touch with Golden Wing. When your group changes heralds, it is especially important that you send a final letter that introduces your successor and includes their SCA and modern names, address, phone number and email address. This will enable Golden Wing to update the roster in a timely fashion, and ensure that communication between your group and the kingdom is not interrupted.

4) The Order of Precedence and Court Reports

As local herald, you are responsible to maintain the Order of Precedence (or OP) in your local area, and reporting and changes to the Wormwood Pursuivant precedence-herald@artemisia.sca.org. This is a list of the populace of your area and the awards they hold, used to determine who goes where in an Order of March. Wormwood maintains a master list of the entire Kingdom, and posts it on the Kingdom webpage. http://artemisia.sca.org/new/awards.php, however this is reliant on timely and accurate reporting at all levels.

Baronial heralds should submit a Court Report for any awards given at the local level, and the Golden Crown Herald (Vox to the King and Queen) must submit a Court Report when awards are given by the King and Queen. An example of a court report can be found in Appendix B.

Local heralds should audit their local OP and report any changes (members receiving awards, becoming inactive, moving in or moving away, or passing away) to the Wormwood and Golden Wing annually. A copy of the master OP can be obtained by contacting the Wormwood or Golden Wing.

5) Event Support and Heraldic Education

One of the most visible things a local herald does is at local events. Working with the Autocrat to determine and advertise a display of heraldic arms helps to bring the dream to even the most mundane of halls. Coordinating with other heralds in the local area to have a consulting table available to the populace helps members to register names, arms, and badges, and helps to spread heraldic knowledge. Even if a table is not planned, having a handful of forms and markers on hand at your local events is always a good idea. While the local Baronage may have a Vox as part of their retinue, visiting Baronages may not have been able to bring one with them, and having knowledge of who locally is adept at voice heraldry (or interested in a crash course depending on the event) is vital. If a tournament is being held, a handful of field heralds calling out the participants adds to the splendor of any list field. All of these are things to keep in mind as you prepare for your local events.

In addition to this, there are other outlets for your heraldic energies. As an officer of your local group, you should consider an entry in your local newsletter on instructional heraldic subjects, the announcement of recently passed names, arms, or badges, and recent awards given to the populace of your local group.
Consider holding training for voice heraldry at your local Fighter Practice. This has the benefit of helping identify individuals with an interest in heralding and giving you an idea for who to tag should a fill in voice herald be needed at a local event and being able to practice tournament heralding.

6) Passing the Trumpets (Office Transition)

The time comes in every herald officer’s life where they are looking to other activities in the SCA. As an officer for your local group, one of the first things you should do is identify and develop a deputy. This allows for the training to happen over a long period of time, rather than generation after generation of “knowledge dumps” from officer to officer. No matter how much training you provide, or how long it lasts, your successor will want to start off on the right foot, and you can assist with that starting for your first day. Keep copies of all official correspondence, reports, the local OP and submissions processed or in process during your time in office, hopefully with the same records given to you by your predecessor.

If it is not already setup, see if your local web minister can provide your office with an e-mail address, which can be used to store any correspondence you have had in the office, and which can be passed from herald to herald, keeping a detailed archive of the activities of the office for years.
Chapter 2
Submissions

The registration and protection of names and armory is one of the primary duties of the Laurel Sovereign of Arms, and the Society College of Arms; as a rostered herald and member of the Artemisian College of Heralds, part of the duty is consulting with clients and assisting them create historical names and unique armory. While local, and at-large, members of the College of Heralds are not expected to be experts in armorial design or naming practices of dozens of cultures, they do need to be familiar with SENA (http://heraldry.sca.org/sena.html) and the submission process. Much of this chapter is intentionally left slightly vague so that it doesn’t have to be completely rewritten every time there is a small change in the overall submission process.

1) Overview of the Submission Process

The first, and most important, part of the submission process is consulting with the client on what they want, and whether the submission meets the basic rules for registration. Some clients will arrive with no idea what they are looking for in a name or armory, some will arrive with paperwork ready to go, and everything in between. Regardless of how prepared a client may be when they arrive, they should at the end of the consultation have a submission that is ready to go. At that time, no matter who the consulting herald was, the submission forms and payment should be given to a local herald (ideally, the submission should be to the client’s local herald, but any branch herald can accept the forms and payment; forms must go through a branch herald, they cannot be submitted directly to any of the kingdom submission heralds).

Once per month, local heralds forward any submissions they have received, along with the relevant documentation, to Black Pillar Herald (the herald responsible for internal submissions) or at times when that position is not filled to Golden Pillar Herald. Near the end of each month Black Pillar will create an Internal Letter for Comment in OSCAR with the submissions received since the last letter. Items on the internal letter are available for commentary by the College for one month; at the end of that time Golden Pillar makes decisions on whether to send each item to Laurel, or return it for further work. For the items that are being returned, the reason will be conveyed to the submitter; the items that are being sent to Laurel will be placed by Golden Pillar on an External Letter of Intent. External letters are open to commentary from the full Society College of Arms for a two month period. At the end of the commentary period Wreath (armory) and Pelican (names) hold decision meetings for all the Kingdoms and draft their initial Letter of Acceptance and Returns. The LoARs then go through a proofreading and double-check process to look for any mistakes or omissions; when that process is finished the final LoAR is published and registered items are entered into the Ordinary and Armorial. When the LoAR is published, Golden Pillar (or an assigned deputy) notifies clients on whether their submissions were registered, returned, or pended to a later meeting.

There is no guaranteed time frame for the submission process, though average time from a client giving forms to the local herald until notification is 7 – 8 months.

2) Names

Name submissions in the SCA fall in to one of two categories, personal names and non-personal names.
Personal names make up the majority of name submissions that heralds will deal with. While there are many rules that govern name registration, there is a single underlying theme to remember while consulting, *they are meant to be at least historically plausible, if not completely authentic*. Invariably, every consulting herald will have a client that wants a name from their favorite fantasy novel, old role-playing character, or has their persona story about why they should be allowed an Irish/Norse/Arabic/Mongolian/Japanese name combination and it is the job of the herald to assist them in finding something registerable. The important things to remember when helping a client with finding an authentic name for registration are consistency (linguistic & temporal) and simplicity. The specifics of linguistic and temporal compatibility can be found in SENA, but can be summarized as ‘keep to the same country, or close neighbors with similar language, and name elements need to be found in close proximity in time’. Simplicity is due to the fact that the majority of period names consisted of only a given name and a single byname, whether descriptive (“the Red”), locative (“of London”), or patronymic (“mac”, “-son”, etc.).

Non-personal names cover all the names that aren’t personal names, including household names, branch names, and order names. Of these, the most common for most heralds to deal with is the household name. Household names can take many forms based off of period examples of groups of people, ships, inn signs, and various other forms. In consulting with clients on household names, the best thing to do is determine whether the client’s idea easily fits an existing pattern or can be modified to fit. Branch names and order name consultations are generally done by Golden Wing and/or Golden Pillar, though individual heralds may want to read the various articles and precedents available.

### 3) Armory

Armory in the SCA usually falls into one of two general categories for most heralds, devices (a person’s “coat of arms”) and badges. Devices and badges with a field follow the same rules (though they do use separate forms), while fieldless badges have a few special rules. There is another category of armory, augmentations of arms, which are additions to already registered devices that have a whole set of rules to how they are dealt with. As augmentations are a bit more involved and complicated to deal with, it is recommended to have the assistance of an experienced herald involved with the client and consulting herald, but they are rare enough that it won’t come up for most local heralds.

The important thing to remember in all armory is, just as with names, that the majority of period arms are simple. Armory was originally designed to be able to identify friend and foe quickly during combat and with limited visibility. When sending a page or squire with a message it was much more likely for them to find “the red and white shield with a vertical zig zag, and color swapped eagle” than “a white field, with a black sword, surrounded by three green bow and arrows, with a red top that has three gold knots and two gold stars, and a bottom that is blue with a white tankard”.

Some clients are going to come with designs in mind, where some will come with nothing. In either case, the best way to start with what tinctures and charges that they really want incorporated into the armory (ideally, at least one metal and one color, and no more than two or three charges). With that, it is usually easy to mock up various designs with the client on which colors go where, arrangement of charges, etc.
These mock ups do not have to be good artwork, just enough to give the client some idea of what the final device would look like. When the client has picked a mock up or two that they like, is a good time to draw (if you are an artist), have drawn (if you can find an artist), trace, or do a clip-art version (if a computer and the internet is available) of the device. And while not necessary, a good time to remind the client of the time it takes for registration, and suggest that before going through the process that they may want to put the proposed device someplace that can see it for a while and ensure that they like it (the “refrigerator test”).

The full rules for fieldless badges can be found in SENA, with the most important summarized here. Since there is no field, charges that are defined by the field cannot be used. Additionally, all charges must be touching in some manner, as if they were cast from a single mold.

For clients that have no ideas at all when they come to consultation, and to show other clients what period arms looked like, it is a good idea to have at least a few period armorials on hand during consultations. Local heralds should also have some sort of access (print or electronic) to the O&A to be able to do at least cursory conflict checks, and should be able to do at least a simple conflict check.

4) Resources for Names and Armory

There are many resources available for the study of names and armory, far too many to list here. All local group heralds should have a library available for the office, as does the Kingdom, containing various books on names and armory. In addition to that resource, the following is a list of easily accessible resources:

http://heraldry.sca.org/articles.html - Articles on names, armory, and all things heraldic.
http://heraldry.sca.org/admin.html#APPENDIXH – The “no-photocopy” list of books; these are generally considered reliable sources and many heralds have access to physical copies.
http://heraldry.sca.org/kwhss/ - Proceedings and articles from various Known World Heraldic and Scribal Symposioms
http://www.s-gabriel.org/ - the Academy of St. Gabriel; multiple articles on names and heraldry
“SCA Heraldry Chat” and “Baby Heralds of the SCA” (for newer heralds) groups on Facebook
SCA-HRLDS mailing list
Helpful hints for submission heralds at any level - 
http://heraldry.sca.org/kwhss/2014/Alys_Mackyntoich/On_Being_A_Submissions_Herald.pdf
The local public, or even better University, library
And above all else, your fellow Heralds

5) Commentary

Commentary on submissions is one of the most important things that heralds can do to both help their fellow heralds and educate themselves, and is frequently one of the most overlooked.

Commentary on internal letters is the best the place to start, as Golden Pillar and Golden Wing are more easily able to give advice and guidance on the internal letters than on external ones. Laurel is also
significantly more lenient on off topic, irrelevant, and sometimes plain incorrect comments when they take place inside the Kingdom letters, than at the Laurel level. Commenting privilege is determined by Golden Wing; all local branch heralds should have commenting ability, and most at-large heralds will be granted the ability, in both cases unless the privilege is abused.

Commentary does not require perfect knowledge of everything heraldic. It does require being able to back up your comments with rules from SENA, Laurel precedent, period practice or other documentation. Whether it is doing a conflict check, confirming quoted documentation, or even providing documentation for names or armory all are useful. Even the most senior of heralds miss something, get something wrong, or aren’t up to date on rules and precedent changes.

Chapter 3
Voice Heralding (Court and Field Heralding)

Be it at a courtly event, Crown tournament, or 8AM at a war, a herald is easy to spot, or rather hear. While most of this handbook has focused on the role of a herald in office or at large, this chapter will focus on the Vox herald, or voice herald. Heralds have been used as the voice of nobility throughout the society since its inception. They are the voice of Kings and Queens as well as source of information on the goings on of larger events. This chapter is designed to give an overview of the dos and don’ts of voice heralding.

1) General

While the roles of a voice herald may vary from location to location and event to event, there are some things that are universal to any heralding opportunity. We will use this section to go over some of the finer points.

- Make your intentions known. Talk to your local herald or volunteer at heralds point (and let them know you are new at this). With a bit of practice and exposure, almost anyone with a desire to become a voice herald can find themselves in demand.
- Project, don’t shout. While it is difficult to describe the difference, a herald’s voice comes from their belly (diaphragm), not their throat. When done correctly, a herald’s voice can last for hours of continuous court or days of war.
- Enunciate. Your voice is traveling over a large distance. Go slowly and take time to make sure each syllable rings clear and is given its proper due. A rushed herald is not understood.
- Know your area; know how big of a space you are trying to cover and how far you can project. Don’t try to cover too much by turning mid heralding, or one area will get the first half of the message and the other will get the second, and neither will get the full story.
- Lozenges, they’re not just for devices anymore. If you expect you will be heralding over a long period of time or over several days, bring some throat lozenges to help. Even when projecting from the diaphragm, your vocal cords get a workout, and a little cough drop can go a long way to keeping you in the game.

2) Court Heralding

Be it the voice of the Crown or the local Baronage, when it comes to court, the Vox runs the show. Ideally, you know who you are heralding for well in advance, and can prepare. In these cases, here are some things to remember:

- Dress the part. Your King/Queen/Baron/Baroness (heretofore referred to as “Principal”) are going to look good, and you should want to look good as well. Wear your best court garb (or highest quality garb if camping). Comb your hair and look well groomed.
- Planning is everything. Take time to sit with the principal and plan out court (award, announcement, award if possible). Try not to put two people with the same award back to back. It is a special moment for them; it should not be a “cookie cutter” situation if it can be avoided. “winging it” is a bad idea.
More often than not, the herald has an understanding of how things are supposed to look for court (order of setup for thrones). The King/Queen are always the center of attention. If there are Heirs, they are at the right hand of the King (Facing out) and from there you leapfrog back and forth starting with the Hosting Barony and then in OP. If someone is missing, the next in line takes their spot. Examples and Artemisian OP can be found in Appendix D.

The Gatekeeper: Either the herald knows what will happen and the Principal is surprised, or (more rarely) the Principal knows what’s going to happen and the herald gets surprised. If someone wants to do/present something in court, one of the two parties has to know. “I want it to be a surprise to everyone” is NOT acceptable. It may end badly.

Work with the other members of the retinue to make sure scrolls/tokens/coronets (in the case of a court baronage) or whatever doodads are needed are there.

If you are Royal Vox, know if you are processing or not and when court is planned to be.

Read the scrolls beforehand if possible. If you do not know how to say a name, try to find out discreetly.

Remember who you are heralding for. There is almost nothing more embarrassing than being mid-way through an epic intro and forgetting who is behind you. There is nothing worse than calling out the name of the last King/Queen you heralded for.

Smile and Relax. If the herald is grumpy, it can impact the entire court. Leave your bad day at the back of court when you start to process in.

It’s not over until the paperwork is in. Document what awards are given to whom (and if possible, who did the scrolls) so that you have that for your Court report. All awards must be documented on a court report. Follow the instructions on the report to submit it. See Appendix B for a sample report.

If you fumble/stumble over words/mispronounce a name/catch heralds tongue (it’s a real thing) take a deep breath, relax and try again.

3) Field/Tournament Heralding

Nothing lends to the pageantry of a noble tournament like a herald announcing the combatants and victors. Nothing lends to the atmosphere of a war like a herald crying the events of the upcoming day or mustering the armies to the field. Heralding is vital to the SCA’s outdoor activities and lend to the color of the dream. When participating as a field (wandering) herald or a tournament herald, here are some things to keep in mind:

- Carry some 3X5 note cards with you just in case. This helps you and the list minister for tournaments.
- Use the cards. Just because you are introducing your Knight and Squire Brother, doesn’t mean you won’t suddenly have a case of herald’s brain mid intro.
- If you have multiple messages to deliver via field heraldry, write them on the 3X5 cards so that you do not miss one.
- When field heralding, Herald your message, walk about 15 yards, and do it again. If there are encampments on both sides of the road herald it twice, once in each direction.
Chapter 4
Order of Precedence and Artemisia Awards

The Kingdom of Artemisia currently or has in the recent past used the following awards to recognize members of the populace for various achievements in various activities. This list is subject to change, and it is recommended you visit the http://artemisia.sca.org/new/awards.php (Show List by Award) for a current list of awards.

**Peerages (which carry a Patent of Arms).**
Order of the Chivalry (Armored Combat) May place KSCA after their name.
Order of the Laurel (Arts and Sciences) May place OL after their name
Order of the Pelican (Service) May place OP after their name
Master of Defense (Rapier/Cut and Thrust)
Royal Peers (Former Royalty)

**Grant of Arms**
Defender of the White Scarf (Rapier) (Closed. 3/7/2015) May place DWS after their name
Défenseurs de l'Ordre du Papillon (Rapier)
Defenders of the Citadel (Armored Combat)
Order of the Key Cross (Arts and Sciences)
Golden Sun in Splendour (Service)
Strongbow's Yeoman (Archery) (Not Registered) May place OSY after their name
Bellerophon’s Golden Bridle (Equestrian) (Not Registered)
Gryphon of Artemisia, Defender of the Dream (constant and unwavering service, chivalry, and honor of a truly exceptional nature) May place GA after their name.
Court Barony

**Armigerous Award Orders (AoA Level)**
Golden Gryphon’s Talon (Armored Combat) May place CGT after their name
Golden Maple Leaf (Arts and Sciences) May place CML after their name
Golden Pillar of Artemisia (Service) May place CPA after their name
Golden Scarf (Rapier) May place CGS after their name
Gryphon and Pheon (Archery) May place CGP after their name
Cheval d’Or (Equestrian) May place CdO after their name
Gryphon’s Eye (Research)
Gryphon and Francesca (Thrown Weapons)

**Armigerous Baronial Orders**
Crystal of the Salt Wastes Barony of Loch Salann
Order of the Peacock's Pride Barony of One Thousand Eyes
Order of the Mountain Pearl Barony of Sentinels' Keep
Non-Armigerous Awards
Lady or Lord of the Rose – Given to those who have served as Consort to the Kingdom
Gryphon’s Pride – Given to youth who demonstrate excellence in chivalry, courtesy, service, and an art, all within the traditional SCA style. May place GPA after their name
Gryphon’s Heart of Artemisia – Service to the Crown. May place GHA after their name
Gratia et Comitas – Grace and Courtesy
King’s Council – Those individuals whose service, advice, and trust have been of great assistance to his reign
Queen’s Confidence - Those individuals whose service, advice, and trust have been of great assistance to her reign
Quodlibet – Given to former champion in recognition of their service
Golden Badger – given for tenacious ferocity on the battlefield or in tournament. May place CBA after their name
Artemisian TANK Corps – Given to those heavy fighters who formed a very large part of the Artemisian Army. May place TANK after their name
Claves Artemisiae – Long lasting service
Trefoil and Mace – Formerly given to the Runner up in Crown. Closed
Lady of the Papillion – Formerly given to those who served as Consort to the Principality. Closed

Former Principality Awards (Closed)

Armigerous Award Orders
Maple Leaf of Artemisia (Arts and Sciences) May place CML after their name
Pillar of Artemisia (Service) May place CPA after their name
Gryphon's Pheon (Archery) May place CGPh after their name.
Golden Feather of Artemisia – Given by the Prince, only once per reign, to an individual who showed consistent and unwavering service, chivalry, honor, and conduct within the principality. May place CGF after their name

Non-Armigerous Awards
Order of the Papillion – Given to those who served as Princesses of Artemisia.
Artemisian Order of Grace – Given to those who conducted themselves with honor and chivalry. May place AOG after their names.
Prince’s Council – Those individuals whose service, advice, and trust have been of great assistance to his reign. May place PCA after their name
Royal Commendation – Given to those whose dedication and constant efforts enhanced the dream and served the principality.
Honors, rankings, and appointments

**Artemisian Shield of Chivalry:** given to the most chivalrous fighter at the Artemisian Crown Tourney. The queen, in consultation with the ladies (or lords) present at the tourney, selects the recipient. The recipient receives the ceremonial Shield of Chivalry, which is emblazoned with the arms of the kingdom, and holds it until the next Crown Tourney.

**Bard of Artemisia:** chosen by artistic competition. The current Bard, together with the reigning Crown, makes the selection. The winner receives a cloak bearing a gryphon playing a harp, surrounded by Celtic knotwork. The names of the past Bards are embroidered on the cloak lining, and each new Bard also adds something personal to the cloak. The Bard holds the title until the next competition.

**King’s Champion:** Title awarded to the victor of the King’s Champion Tournament, held at Coronation. Regalia includes a chain of A’s similar to the ones worn by TRM and bearer of a champion’s Sword.

**Queen’s Champion:** Title awarded to the victor of the Queen’s Champion (unbelted) Tournament, held at Coronation. Regalia includes a cloak and the shield of the Queen’s Champion.

**Defender of the Sable Rose:** Title awarded to the victor of the Defender of the Sable Rose Tournament, held at Coronation. Regalia includes a buckler, a courtly rapier and a combat rapier.

**Artemisian Arts & Sciences Champion:** Title awarded to the Champion of the Kingdom Arts and Sciences competition. Regalia includes a chain of A’s similar to the ones worn by TRM, but with a medallion signifying the arts attached.

**Artemisian Archery Warden:** Title awarded to the Champion of the Kingdom Archery competition. Regalia includes a leather vambrace with the Kingdom Arms.

**Artemisian Thrown Weapons Champion:** Title awarded to the Champion of the Kingdom Thrown Weapons competition. Regalia includes an axe.
The Artemisian Order of March (Precedence) is as follows:
(Sorted by oldest to newest date unless otherwise stated)

- The King and Queen of Artemisia
- The Crown Prince and Princess of Artemisia
- The Dukes and Duchesses
- The Counts and Countesses
- The Viscounts and Viscountesses
- Territorial Baronage (By age of the Barony)
- Peers of the Realm
- Founding Territorial Baronage (By date of investiture)
- Former Territorial Baronage (By date of divestiture)
- Court Baronage
- Gryphons of Artemisia
- Defenders of the White Scarf (Retired 3/7/2015, however members retain rank and regalia)
- Grant Bearing Kingdom Awards (Artemisia)
- Grant Bearing Kingdom Awards (Foreign Kingdoms)
- Grants of Arms
- Kingdom Awards that are Precedence Bearing
- Foreign Kingdom Awards that are Precedence Bearing
- Principality Awards that are Precedence Bearing
- Foreign Principality Awards that are Precedence Bearing
- Baronial Awards that are Precedence Bearing
- Foreign Baronial Awards that are Precedence Bearing
- Augmentations of Arms
- Awards of Arms
- Kingdom Awards that are NON-Precedence Bearing
- Foreign Kingdom Awards that are NON-Precedence Bearing
- Principality Awards that are NON-Precedence Bearing
- Foreign Principality Awards that are NON-Precedence Bearing
- Baronial Awards that are NON-Precedence Bearing
- Foreign Baronial Awards that are NON-Precedence Bearing
Chapter 5
Additional Information

While this document is not intended to be the be-all and end-all of heralding in Artemisia, it should give you a good understanding of how to be an office or whet your appetite for more heraldic information. Your next step should be to pay a visit to the SCA College of Arms website http://heraldry.sca.org/. There you will find the society Standards for Evaluation of Names and Armory (SENA) http://heraldry.sca.org/sena.html, The Administrative Handbook for Heralds http://heraldry.sca.org/admin.html, as well as other useful resources.

Additionally, you may find the following websites of use:


http://www.s-gabriel.org/ – Academy of St. Gabriel. The Academy was a group of around 50 volunteers who researched medieval names and armory. Though the group no longer takes research requests, the group’s articles and reports are still hosted. Former members of the group continue to serve as individual heralds and are happy to assist in research.


Appendix A – Sample Monthly/Quarterly Report

From Lord Harold the Herald, unto THL Muckity Much, Golden Wing Herald,

Herein is the report for the Barony of Miskatonia, for the second quarter, 2015, written May 9th, 2015. The last quarter was eventful as we held a consulting table at Crown. We took four new submissions and provided feedback on half a dozen more submissions. I have a new deputy who has some great ideas for bringing more life into the heralds office.

New Submissions
John Newbie: New name and new device. Or, a thingamajig, sable
Jill Newbie: New name and new device. Sable, a thingamajig, Or

Submissions in process
Edward oldplayer: Resubmit device. On 3/15 LOI. Vert, a thingamabob Or
Hans the not as old: New name and new device. Submitted to Kingdom March 15th. Sable, two thingies, counterchanged, Or

All funds for new submissions passed to Exchequer at forum April 21st, 2015.

Awards
Crown, 4/4/14
John Justjohn, AoA
Johan the Overachieving, Order of the Pelican

Upcoming Heraldic Activities
Herbert noticed a lack of Pomp at Crown. We are working with the MoAS on a silk banner making class to show people how to make heraldic banners that can be hung at events. It should look wonderful blowing in the breeze. We are also planning another consulting table at the Sentinel Hill camping event, and I will be teaching a class on persona research.

YIS,
Harold the Herald,
MKA Harry Phillips
Warrant Exp June 6th, 2016
Membership Number 3456789, Exp May 30th, 2017
454 Angell Street, Providence UT
801-234-5678

Deputy: Herbert West
MKA Dan Cain
Membership Number 4780943, Exp Mar 31st, 2017
Appendix B – Sample Court Report

ARTEMISIAN COLLEGE OF HERALDS
COURT REPORTING FORM

DATE: 04/04/2015

INSTRUCTIONS: Please send a copy of this form to precedence-herald@artemisia.sca.org with the word "court" somewhere in the subject line (For example "Spring Coronation Court 2014"). This will forward a copy of the court report to the Wormwood Pursuivant, Sable Plume Pursuivant, Kingdom Chronicler, and the local heralds, and/or local Web Ministers (as requested). Please include the Royalty presenting the award so that they can review, approve, and keep for their own records. Retain one copy for your local files.

EVENT NAME: Crown Tournament

PRESIDING ROYALTY: Ronan and Clare

COURT HERald: Don Gomez

E-Mail/Phone #: Itsafake@nosuchaddress.com

SCA LOCATION: Barony of Loch Salann

SITE LOCATION: 1402 Columbus St, Salt Lake City UT

<table>
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<th>Award Received</th>
<th>Token (Y/N)</th>
<th>Scroll (Y/N)</th>
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<td>AoA</td>
<td>Y</td>
<td>Y</td>
<td>Bronwyn</td>
<td>Ronan and Clare</td>
</tr>
<tr>
<td>Johan the Overachieving</td>
<td>BLS</td>
<td>Order of the Pelican</td>
<td>Y</td>
<td>Y</td>
<td>Braden</td>
<td>Ronan and Clare</td>
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<tr>
<td>Marcos of Arrows Flight</td>
<td>PAF</td>
<td>Gryphon’s Pride</td>
<td>Y</td>
<td>Y</td>
<td>Jinnur</td>
<td>Ronan and Clare</td>
</tr>
</tbody>
</table>

Reporting Herald: Don Gomez

E-Mail/Phone #: Itsafake@nosuchaddress.com

Royal verification signatures (Can be approved digitally via e-mail) - obtain as many as required:

King

Queen

Baron

Baroness
Appendix C – Sample Name and Device Submissions

Artemisia
College of Heralds

Society Name: Harvey Annice Le Day

Name being submitted
(if different from above)

Legal name: Bob Oldplayer

Address: 123 Eldenberry Ln

Branch Name: Loch Sabre

Phone Number: 601-256-6679

E-mail Address: bob098@gmail.com

Consulting Herald: Dunk

Date Submitted: 10/02/2014

Date of Birth: 12/25/2014

Gender of Submitter: M F

Name type (pick one): Primary

Action Type: New

Alternate +

Household +

Other (specify) +

Change of Holding Name +

Appeal (attach justification)

Other (specify)

Kingdom

Submit form:

Date returned:

Name processing notes: Read these carefully. Laurel may need to make changes in order to register the name.

MAJOR changes include: adding, dropping a name element, changing an element's language, changing the order of elements.

MINOR changes include: accents, punctuation, hyphenation, addition or deletion of a letter, upper-lower case changes, etc.

I will NOT accept MAJOR changes to my name, even if the name cannot be registered without such changes.

I will NOT accept MAJOR or MINOR changes to my name, even if the name cannot be registered without such changes.

Note: Leaving both boxes blank indicates that you will accept both major and minor changes in order to register your name.

If my name must be changed, I care most about:

- meaning
- sound
- spelling
- language and/or culture

The desired gender of my name is:

[ ] male
[ ] female
[ ] don't care

[OPTIONAL] Please CHANGE my name to be authentic for:

[ ] English

Please be specific, e.g. ‘12th-14th century’ or ‘Irish’ or ‘Welsh’, rather than saying ‘early’ or ‘late’ or ‘Celtic’. Please do not select this option if you do not wish changes to your name.

[ ] language and/or culture

If you are, or will soon be submitting another item (such as a device, badge, or household name):

If the Laurel Sovereign of Arms finds that your name cannot be registered for any reason, and you do not already have a name previously registered, Laurel may create a "holding name" for you so that your other item can be registered. This holding name will be treated as your registered name until you register an acceptable name. There is no fee for changing a holding name.

[ ] I will NOT allow the creation of a holding name. I understand that if my name submission is returned, then my other submission(s) will be returned as well.

Name Documentation and Consultation Notes (attach additional sheets and documentation as needed)

Harvey is an English male given name found in the 13th Parish Records Extracts:

Harvey Christin, Male, Christening; 27 Aug 1558, ST MARY IN THE FIELDS, WESTMINSTER, LONDON, ENGLAND, Batch: P00145-1

Harvey Moore; Male; Christening; 30 Jan 1569, BIGGS TAWTON, DEVON, ENGLAND, Batch: 00534 1

Annice Erbou was christened on 17 August, 1561, at London (Batch #: 004250).

Annice Blake was christened on 1 December, 1560, at Appleford in Berkshire (Batch #: 000471).

Annice Pootinge was christened on 25 July, 1563, at Hexton in Sussex (Batch #: CO7061).

Le Daye: Rearney & Wilson, pg. 126

Headwords: Daye, Daye, Daye, D'Eye, Deyes

Example – Thomas le Daye, 1377. Walter le Daye, 1369

Instructions: Send 1 copy to Golden Pillar (name and address in the Sage Advice). Make checks payable to "Kingdom of Artemisia".

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</tr>
<tr>
<td>Laurel</td>
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</tr>
</tbody>
</table>

Laurel X 3.0, Artemisia v.3.0 (Laurel Approved 13 Nov 2014)
Sable, a Sun in splendour.

Instructions: Send 1 colored copy and 1 line drawing to Golden Pillar (name and address in the Saige Advice). Make checks payable to “Kingdom of Artemisia”.

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<td></td>
</tr>
<tr>
<td>Laurel</td>
<td></td>
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</tbody>
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Laurel v. 3.0; Artemisia v1.0 (Laurel Approved 12 Nov 2014)
Appendix D – Group Order of Precedence and throne setup examples.

Artemisia OP (with Visiting Royalty) and A few examples of Court seating arrangements

- King and Queen (King sits to the Right of the Queen)
- Royal Heirs
- Visiting Royalty (Crown, Crown Heirs Coronet, Coronet Heirs)
- Loch Salann
- 1000 Eyes
- Sentinel’s Keep
- Arn Hold
- Gryphon’s Lair

King and Queen, Royal Heirs, Visiting Royalty, Loch Salann Hosting, all Baronies in attendance

King and Queen, Royal Heirs, Hosted by Arn Hold, all Baronies in attendance

King and Queen (No Heirs), Hosted by Gryphon’s Lair, Loch Salann, 1000 Eyes, and Arn Hold in attendance

Royal Heirs, Hosted by Sentinel’s Keep, Loch Salann, 1000 Eyes, and Gryphon’s Lair in attendance

Hosted by 1000 Eyes, Sentinel’s Keep and Arn Hold in attendance

A numeric representation of how the thrones are setup based on OP, starting at 1 (highest OP) and leapfrogging left to right (when looking from the perspective of the audience)
Appendix E – Common Terms and Definitions

Here you will find common terms used in this handbook and their definitions

Corpora -

The Governing documents of the Society for Creative Anachronism.

College of Arms -

Members of the College of Arms support Laurel and Laurel's deputies in their duties. This support consists of providing reports on the state of heraldry in each kingdom, forwarding kingdom submissions, and providing commentary about submissions to Laurel, Pelican, and Wreath so that appropriate decisions can be made. Members of the College of Arms include the principal heralds of each kingdom, the submissions herald of each kingdom, and commenting heralds nominated by the principal heralds.

College of Heralds -

Members of the Artemisian College of Heralds support Golden Wing and Golden Wing's deputies in their duties. This support consists of providing reports on the state of heraldry in each local group, forwarding group submissions, and providing commentary about submissions to Golden Pillar so that appropriate decisions can be made. Members of the College of Heralds include the heralds of each group and commenting heralds nominated by Golden Wing and Golden Pillar.