



An introductory guide to  
Atlantia's College of Heraldry

# ATLANTIAN HERALDS HANDBOOK



Atlantian Herald's Handbook

3<sup>rd</sup> Edition

October 2019

Editor: Master Eldred Ælfwald



## Table of Contents

**INTRODUCTION**..... 4

**WHY AND HOW TO OBTAIN, AND RETAIN A WARRANT** ..... 5

**Minors as heralds** ..... 6

**ORGANIZATION** ..... 7

**SCA College of Arms** ..... 8

**Atlantia College of Herald's**..... 9

**ROLES & RESPONSIBILITIES of a HERALD**..... 11

**Submissions Process** ..... 12

**Voice Heraldry**..... 15

**Precedence & Protocol**..... 16

**HERALDIC RANKS**..... 18

**HERALDIC TITLES** ..... 19

**HERALDIC REGALIA**..... 20

**ADDITIONAL RESOURCES** ..... 21

**APPENDIX A: A Consulting Herald's Toolkit**..... 22

**APPENDIX B: Court Heraldry – Do & Don't**..... 23

**APPENDIX C: Court Heraldry: A One Page Quick Guide** ..... 24

**APPENDIX D: Atlantian Heraldic Titles and Roles**..... 25

**APPENDIX E: A Guide to Heralding the Lists**..... 26

**APPENDIX F: Names and Devices at Moderate Prices**..... 29

**APPENDIX G: Heraldic Display**..... 33

**APPENDIX H: What the Fashionable Herald Wears** ..... 36

**APPENDIX I: Atlantian Order of Precedence** ..... 38



## reetings from the Triton Principal Herald of Atlantia!

Welcome to the Atlantian College of Herald's!

The College of Herald's encompasses all warranted herald's in the Kingdom of Atlantia, and our members strive to bring heraldic excellence to the people of Atlantia. We do this via education, consultation, and the rendering of a variety of heraldic services. Atlantia's herald's are dedicated to promoting the creation and use of heraldry throughout the entire Kingdom.

Heraldry is the one of the most visible aspects of the SCA. Coats of Arms, banners, Court, announcements on the list field, people's names, titles, awards, ranks, and regalia. In short, most of the pageantry we associate with the Middle Ages and Renaissance is supported by the research and work of the herald's.

Herald's assist the populace in the development of armory and encouraging its display. But more than just the visual aspect of our modern Middle Ages, herald's also support our vision by heralding Courts for our Royalty and Baronage, crying the fighters onto the Lists, guiding a person towards their own, unique name and armory, as well as helping a scribe create an amazing piece of art. Nearly everything we do in the Society is touched by heraldry.

This handbook is intended to provide guidelines on how to be an effective herald in Atlantia without having the soporific effect of reading through a dry policy document. We'll introduce you to the structure of the College, who is responsible for what, and where to go for more information on specialized topics. The handbook is not intended to be a universal reference for herald's, but rather a launching point—other authors have devoted time and research to develop educational materials, and this handbook will point the way to them.

In service,

Eldred Ælfwald

Triton Principal Herald, A.S.LIII - LVI



## INTRODUCTION



The heralds within the Society for Creative Anachronism have a lot of different jobs.

Some focus on research—the “book heralds”—who help to research period naming and armorial practices, and who process heraldic submissions. We generally find them at consulting tables at large events, but often, their work is done out of the public view.

Many of us are voice heralds—making public announcements, proclaiming who is fighting upon the field, and acting as the voice of the Crowns in Court.

A few heralds are precedence and protocol heralds, recording awards and honors bestowed, drafting ceremonies, and determining precedence and other period legal niceties in all sorts of situations.

We also work closely with our good friends in the College of Scribes, whose art and artistry with pen and brush make what we do beautiful and provide a written and illuminated record for the individuals who are bestowed awards.

Within Atlantia, the College of Scribes is encompassed within the College of Herald's primarily because of how closely their work is tied to the work of the heralds and how our Kingdom's Court and scrolls are managed. For the most part, they operate autonomously under the auspices of the Clerk of the Signet and the Signet's deputies.





## WHY AND HOW TO OBTAIN, AND RETAIN A WARRANT

All Atlantian heralds are expected to be able to handle submissions for names and armory. This includes managing the fees. To comply with Society Exchequer policy for who handles money, that means you must be an adult paid member of the SCA, and the easiest way for the College of Arms to do that is to only warrant paid adult members.

### Obtaining a Warrant

Review the Policies of the Triton Principal Herald and determine whether you can commit to fulfill the responsibilities.

Fill out a warrant request form

<http://herald.atlantia.sca.org/warranting.htm>

For people requesting a warrant as a branch's primary herald:

If you are going to be a branch herald, a letter/email from the branch seneschal to Triton is required to confirm the group has elected you as their herald.

If you are going to become a Barony's herald, a letter/email is required from the Territorial Baron and Baroness to Triton confirming they accept you as Their herald.

### Maintaining Your Warrant:

- Keep your membership up-to-date
- Attend or teach at least one heraldry class or workshop each year
- Report following the schedule on the College of Herald's webpage

<http://herald.atlantia.sca.org/reporting.php>

- Don't miss two quarter reports in a row—failure to report is construed as resignation.
  - *The reporting requirement for an individual herald may be waived at Triton's discretion based on observed activity.*
- Repeated failure to report on Courts in a timely manner is grounds for being removed from Court herald duties.

*In the interest of understanding the process from the client's viewpoint, heralds are expected to submit their own name and armory within a year of receiving their warrant.*



## Minors as heralds

Minors can be provisionally warranted heralds with the coordination of Youth and Family Activities (YAFA) and the Pages' Academy. Minors may advance to any rank they are able to achieve within the College of Herald's structure.

**Sea Urchin** is charged with managing Youth activities within the College of Herald's.

Minors may participate in any heraldic endeavor with appropriate supervision, and depending on the context, permission of the person running the activity. Herald's who agree to supervise minors must also adhere to the [YAFA](#) and Pages' Academy policies and guidelines.

## List heraldry

Assisting at adult combat lists with announcements will be at the discretion of the marshals, Minister of the List, and under the supervision of a warranted herald. Minors heralding a Youth list or tournament will be under the supervision and discretion of the Youth Marshals and Minister of the List.

## Consulting

Participation at a consultation table will be under the supervision and permission of the herald running the consult table. However, minors will **NOT** be permitted to take payment for submissions per Society Exchequer policy.

## Commenting

On a case-by-case basis, minors who display an appropriate level of maturity and decorum may be permitted to participate in Atlantia's Internal commentary process.

## Court

Opportunities for minors to perform Court duties are likely to be limited, but if the primary herald and Coronets are agreeable, minors may assist with handling scrolls and tokens, or other duties as seem appropriate.

[YAFA Division 1 Heraldry Worksheet](#)

[YAFA Division 2 Heraldry Worksheet](#)

[YAFA Division 3 Heraldry Worksheet](#)





## ORGANIZATION

The Atlantian College of Herald's is a branch of the Society for Creative Anachronism's College of Arms. The College of Arms' mission is to:

*Assist members of the SCA in registering unique names and armory that would plausibly have been used within the scope of the Society – i.e., Pre 17th century western Europe and cultures that would have had regular contact with western Europe.*



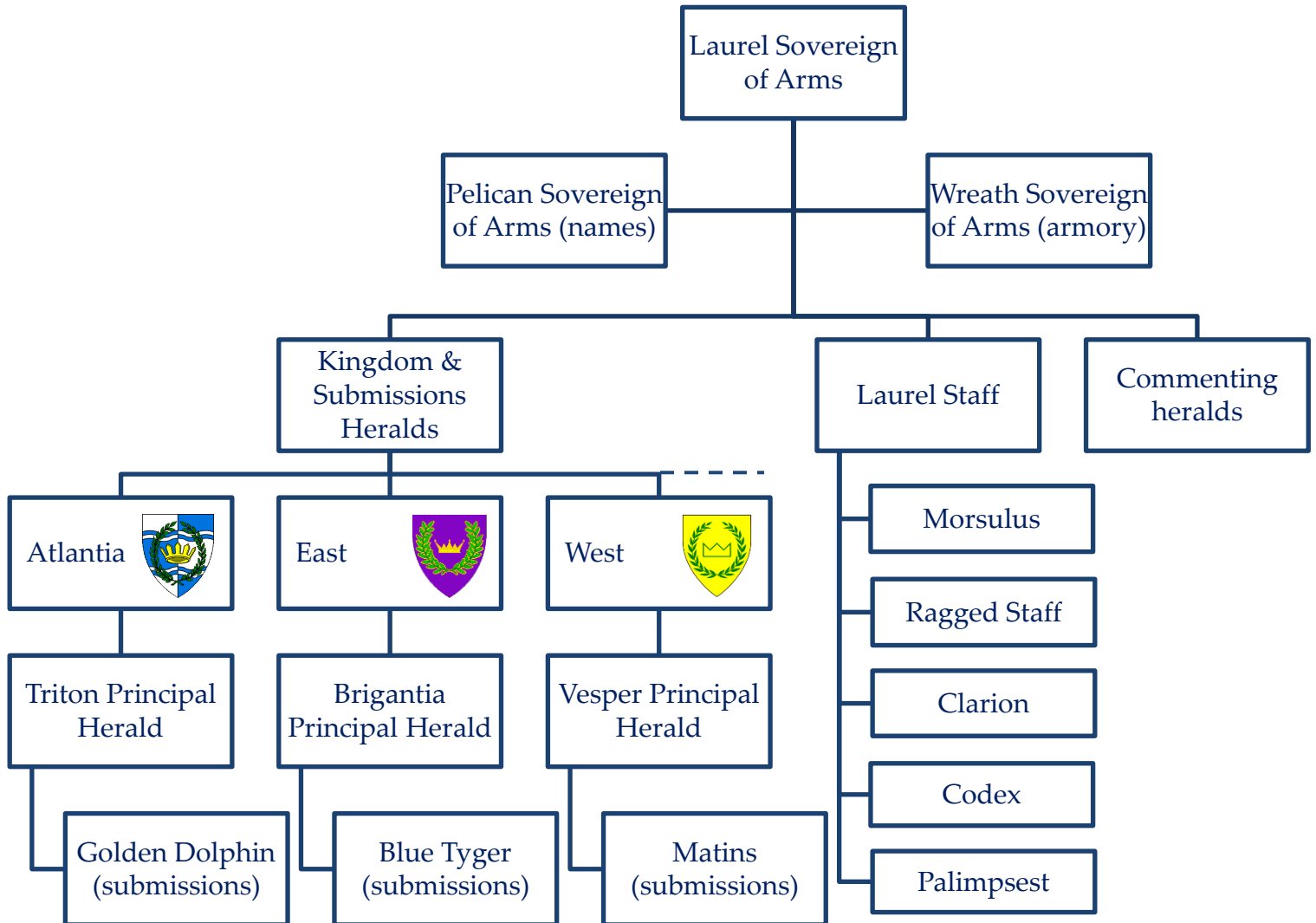
The College of Arms manages the standards for submission, decision making process, and the registration of unique names and armory for the Society. The College of Arms also regulates the titles of nobility used within the SCA as well as the forms and types of regalia that can be used for Society-level accolades—i.e. the Peerages, Royalty, and Territorial Baronies.

The Standards for Evaluating Names and Armory (SENA) can be found at the College of Arms website: <http://heraldry.sca.org/sena.html>





### SCA College of Arms

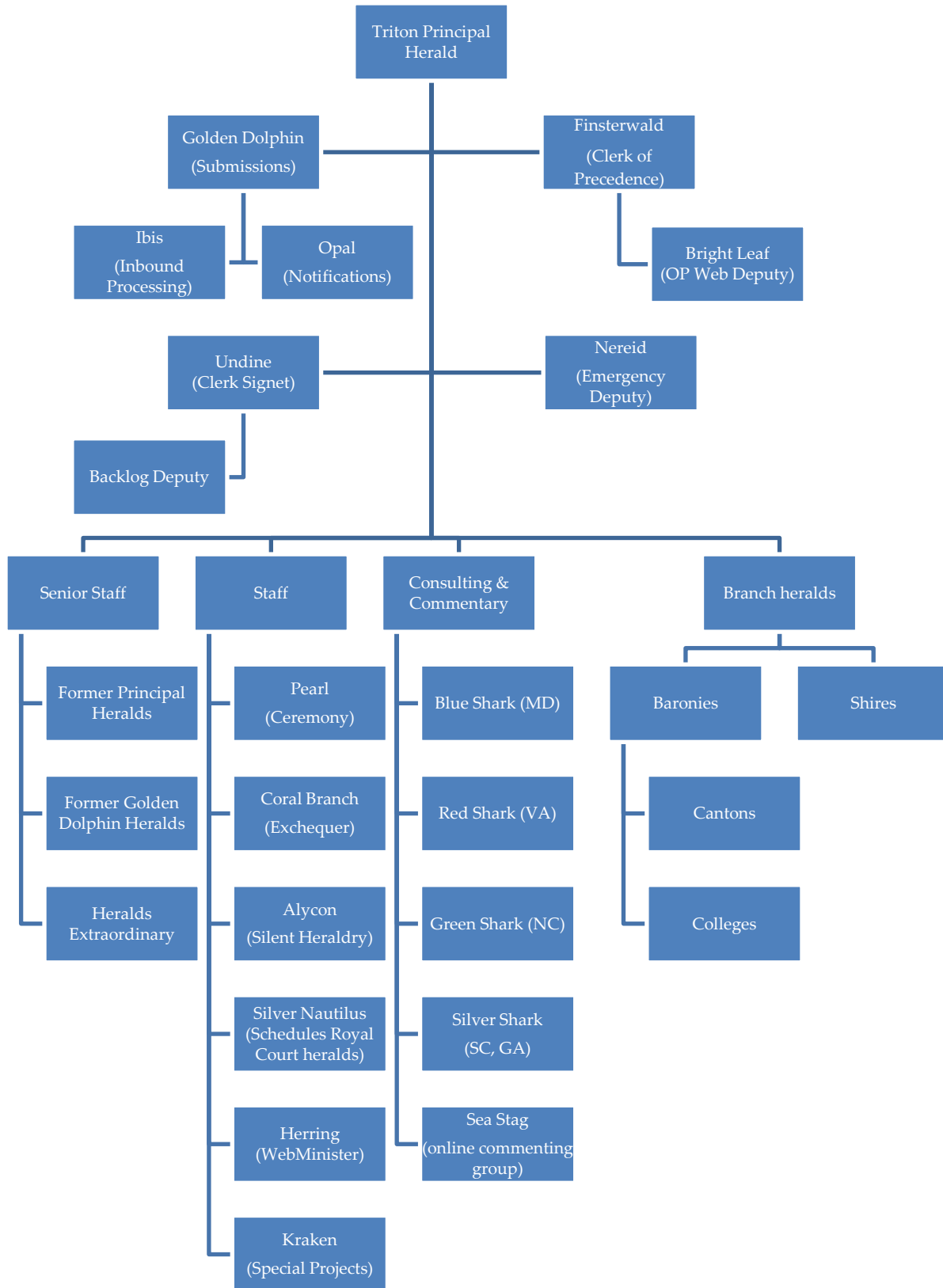


The Laurel Sovereign of Arms is part of the SCA’s Corporation and is responsible for the entire College of Arms which includes all the SCA Kingdoms. Laurel has two deputies, one specializing in names (Pelican) and one in armory (Wreath). To process submissions, manage funds, publish results and precedents, keep the Ordinary and Armorial up to date, educate heralds, and so forth, Laurel has a staff. To help make decisions, intermediate and senior heralds from all around the SCA provide commentary and research on names and armory that have been sent for registration via the Kingdoms’ submissions heralds.

More details about the College of Arms’ organization can be found at <http://heraldry.sca.org/jobs.html>



Atlantia College of Heralds





All warranted heralds in the Atlantian College of Herald's report directly to the Triton Principal Herald so Triton can assess needs and provide proper support. Each Barony in Atlantia is served by a titled herald whose primary responsibility is to perform Court duties for the Baronage in addition to the normal duties expected of all heralds.



Boreas:  
Windmaster's Hill



Partan:  
Lochmere



Sea Castle:  
Caer Mear



Most:  
Ponte Alto



Drakkar:  
Storvik



Silver Osprey:  
Dun Carrig



Gordian Knot:  
Nottingham Hill Coill



Northern March:  
Bright Hills



Morwich Rudd:  
Tir-y-Don



Steinmauer:  
Stierbach



Dolmen:  
Sacred Stone



Compass Star:  
Highland Foorde



Black Lozenge:  
Black Diamond



Goshawk:  
Hawkwood



Marlow:  
Hidden Mountain



Golden Raven:  
Raven's Cove



Sable Trident:  
Marinus



## ROLES & RESPONSIBILITIES of a HERALD

If you haven't already guessed it, heralds have a lot of different things they are expected to do. Not every herald is called upon to perform all the duties outlined below, but all heralds are encouraged to gain expertise in at least one of these areas (recognizing that some of these do overlap).

### Submissions (Names & Armory):

- Conflict-checking
- Research
- Commentary and processing
- Consultation

### Voice heraldry

- Field
- Tournament/List
- Court

### Precedence & Protocol

- Titles & Ranks
- Awards and Orders
- Ceremony
- Regalia

### Miscellaneous topics

- Forms of heraldic display
- Intended uses of armory

### Administration

- Reporting & "Paperwork"
- Education
- Mentoring

The Heralds' Handbook focuses on the first four of the major topics, as the administrative aspect of the College of Heralds tends to be a more general skill or (forgive the corporate-speak) competency.



## Submissions Process

Most heralds help the populace develop unique names and armory. The **Standards for Evaluation of Names and Armory** (SENA) are used as a guide to develop “plausibly period” names and armory. As a herald, you will be expected to assist people through the registration process.

At minimum, any warranted herald is expected to:

- Verify the client has the right forms
- Verify the forms are filled out correctly
- Collect payment by check (\$10/element submitted), and provide submitter with a receipt
  - Cash payment is not encouraged, but if a submitter pays with cash, give it to your local Exchequer in exchange for a check from your group’s account payable to **Atlantia College of Herald's, SCA, Inc.**

***UNDER NO CIRCUMSTANCES DEPOSIT CASH PAYMENTS IN YOUR PERSONAL OR BUSINESS ACCOUNT AND WRITE A CHECK***

- Forward the forms and payment to **Ibis** or **Golden Dolphin** within a week

Even if you have no interest in “book heraldry”, you are expected to forward submissions and payments that are given to you to Golden Dolphin (or Ibis)

In the spirit of good customer service, keep watch in the **Online System for Commentary and Response** (OSCAR) and report back to the client if changes are needed and the status of the submission regardless of whether it is passed, rejected, or returned. If you can help address problems quickly, we can avoid returning or rejecting the submission!

## Names

There is a plethora of resources online—the <http://heraldry.sca.org> website has numerous links--and both printed and digital resources are available via your local library. A good rule of thumb when helping a submitter create a name is whether the elements of the name are from the same time period (within about 100 years of one another) and are from the same or neighboring cultures. This isn’t totally foolproof, but it is a good starting point.





### Armory

The standards for acceptable (plausibly period) armory is constantly evolving as we learn more about different practices in different parts of the world. The practical upshot of this is that some things that were acceptable to register in the 1970s aren't anymore. Prior registration is no guarantee of future acceptability. SCA armory is loosely based on practices found in Western Europe between 1100 and 1600 plus some sound design principles.

Islamic, Japanese, and other non-European heraldry, or other well-established practices that normally would violate SENA can be used if a pattern of practice can be documented. Such references are known as **Individually Attested Practice** or **IAP**.

As a cautionary note, heralds are not the taste police. If a design or name offends your sense of aesthetics or personal views, it is NOT acceptable to share your view with a submitter. The College of Arms rules on what constitutes *offense* are intended to prevent registering vulgar (and in some countries, illegal) names and armory. There is a list of prohibited charges and examples of what would be considered offensive in SENA.

### Commentary and Consultations:

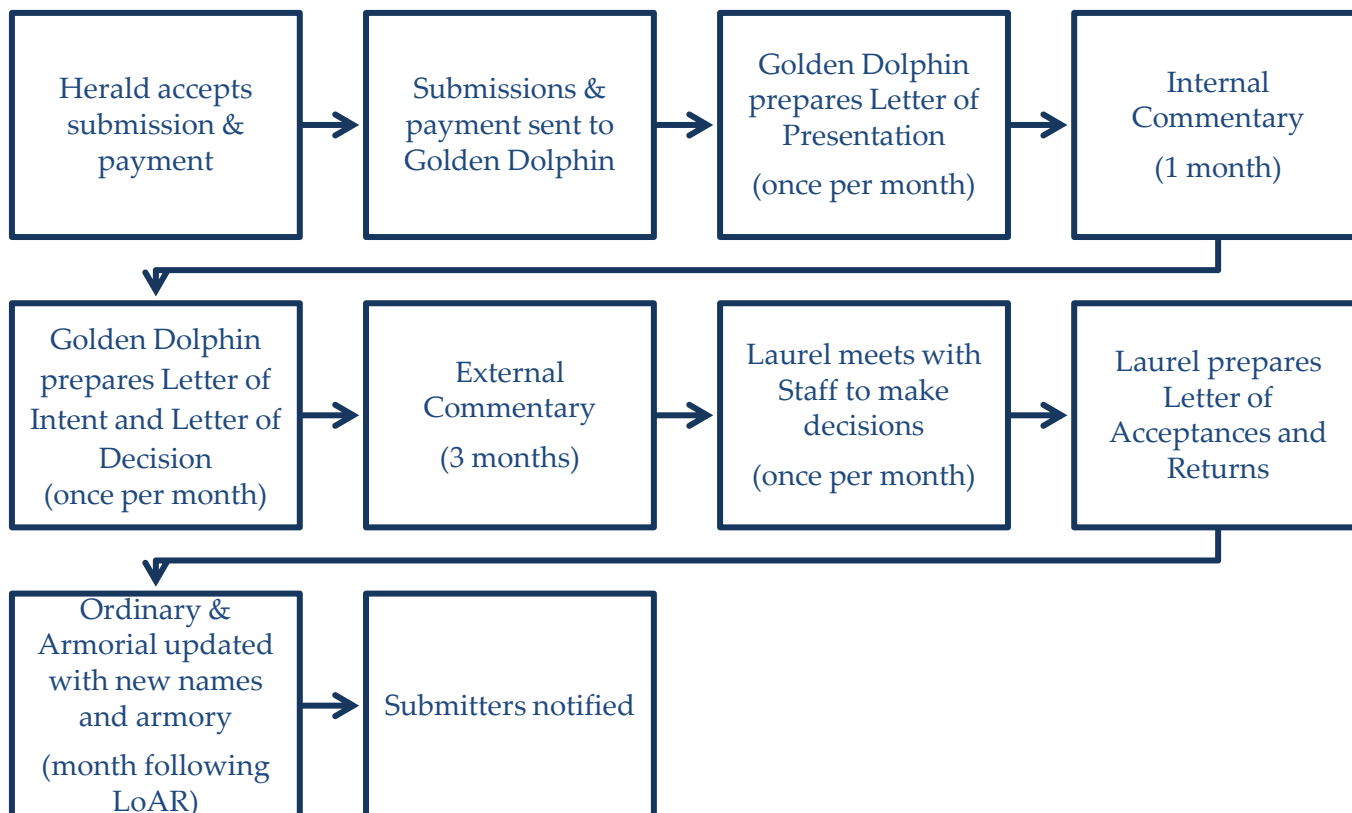
At larger events such as Wars or Kingdom-level events, we often will have a heraldic consultation table where there will be printed forms, markers (standard packs of 8 Crayola-type markers with primary and secondary colors), name resources, and a couple of heralds to help people find information or to fill in forms. If your interest is in helping people with names and/or armory, the consultation tables are a great place to start learning and do exactly that.

Commentary happens outside the public view—primarily via **OSCAR** (*Online System for Commentary and Response*). There is a moderately lengthy process of managing submissions, and most of that time involves heralds reviewing the submissions and providing commentary and research to show whether the submission is plausibly period and adheres to SENA. During this time, the submission is also compared against the SCA **O&A** (*Ordinary and Armorial*) to verify the submission does not conflict with previously registered or protected names and armory.



### Submissions Process in a Nutshell

The minimum amount of time to process a submission is about 6 months, and it assumes no deadlines were missed and no problems with the submission were encountered. The chart below outlines the process





### Voice Heraldry

The most visible heralds are the ones who perform vocal or voice heraldry. There are basically three contexts in which vocal heraldry is used: Field, List, and Court. In all three contexts, your primary job is to be heard and understood.

### Field Heraldry



To be honest, you don't need to be a warranted herald to make a field announcement or to cry the camps to distribute information. However, it is expected that if you are a herald displaying the badge of office on a medallion, favor, or baldric, you are advertising you are available to perform this service.

### Tournament or List Heraldry



At its simplest, Tournament Heraldry is announcing fighters who are coming onto the list field, which fighters should be ready for the next bout, and announcing the winner to the crowd and the Minister of the List. You must sign a waiver/have a blue membership card and sign in with the MoL just like the Marshals and fighters. Keep safe, and remember the marshals are in charge on the list field—follow their directions!

It is useful to be aware of ranks, titles, and in the case of Crown Tournament, the Order of Precedence so that you can properly address combatants. It is advisable to have a phonetic spelling of the fighters' names. Most people get a little grumpy when you mispronounce their name!

### Court Heraldry

This is where most of our ceremonies are on display. Court heralds are the voice of the Crown (or Coronet) and expected to act with decorum. How much work you do prior to and during Court will vary from Monarch to Monarch, and from Barony to Barony. Know the order of business, have the scrolls or gifts ready at hand (or have a "second" to help you). Just like with List Heraldry, make sure you have the people's titles and phonetic spelling of their names. After Court is done, you have a two-week window to make a report of that Court's business to the Clerk of Precedence in the order awards were bestowed.



### Precedence & Protocol

#### Precedence

In Atlantia, the *Clerk of Precedence* (aka: *Finsterwald*) is responsible for recording awards and honors bestowed during Courts, and for ensuring the Order of Precedence is up to date. Whenever a new Atlantian Award or Order is created, or when a Barony creates a new Award or Order, the Clerk of Precedence will add the information and place it in the appropriate order of rank within the Order of Precedence.

As a courtesy to the populace and especially to our scribes, the Order of Precedence includes Atlantians' registered names and arms.

When an Order of March is needed (for example during a Crown Tournament procession, or Great Court) the Order of Precedence contains the information needed to place people in order by rank and seniority for the procession.

Typically, there are only a handful of people in the kingdom who manage precedence at any given time.

#### Protocol

The SCA College of Arms has a listing of the proper forms of address and titles, including for most cultures represented within the SCA. There often isn't much opportunity to develop new titles, but research into existing ones can be helpful to expand the cultures represented by the SCA.

The herald holding the title of *Pearl* is responsible for helping draft ceremonies, document Atlantian heraldic traditions, and help determine appropriate protocol for processions, ceremonies, and other formal occasions.

All heralds are expected to know and demonstrate the proper protocol and behavior expected for someone being called into Court for an award, recognition, presentation, or announcement.

#### Regalia

The College of Arms regulates Society-wide standards for regalia—primarily coronet styles and types, and a handful of accessories, such as white belts and plain chains being reserved for members of the Order of Chivalry, and **caps of maintenance** being reserved for members of the Order of the Pelican. Atlantia has indicated that caps of maintenance given in Atlantia should be blue.

See Table 1 in the College of Arms' glossary <https://heraldry.sca.org/coagloss.html>



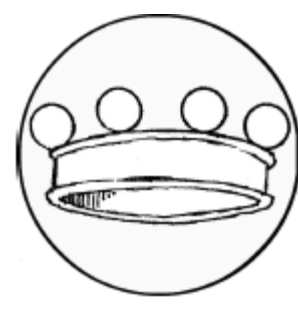
Beyond that, each Kingdom may (or may not) create its own sumptuary laws, such as the dimensions of circlets and coronets, and the use of Collars of State. Atlantia currently has no specific sumptuary laws. We adhere to the Society-level restrictions on coronets and regalia that are followed Society-wide.



Ducal coronet



County coronet



Baronial coronet

**A word of caution:** the white belt (or the white baldric)—one of the symbols of the Order of Chivalry—is the only color belt that is restricted as to who may wear it. By custom, the wearing of a red belt is often associated with squires, but ANYONE may wear a any color belt (other than white), regardless of rank, office, or station. In other kingdoms, there are customs around blue, yellow, and green belts being reserved for Laurels, Pelicans, and apprentices. As you can see, it rapidly becomes very difficult to enforce who wears what color of belt—and it begs the question about what shade of a color qualifies?





## HERALDIC RANKS

Heraldic ranks are a way to identify levels of expertise, seniority, and authority amongst the members of the College of Herald's. Historically, Atlantia has managed promotion in heraldic rank by examination or demonstration of expertise/skill. The following ranks are as prescribed by the College of Arms (although some kingdoms use the term "Macer" in lieu of "Cornet"):

### Cornet

This is the rank new heralds hold during their training period.

### Pursuivant Extraordinary

Intermediate level herald. They should possess the basic skills for the main areas of heraldry we support: names, armory, voice heraldry, precedence. A simple examination or interview is enough to advance to this rank.

### Pursuivant

A herald at this rank has achieved expertise in at least one of their chosen areas of study/focus. A formal exam can be taken, or another demonstration of expertise can be provided (i.e., classes taught, review of commentary provided)

### Herald Extraordinary

A senior herald who has performed long and/or extraordinary service to the College of Arms or the College of Herald's. Typically, former Principal Herald's, submissions heralds are recognized as Herald Extraordinary when they step down from office. Any major contributors to the College of Arms in terms of knowledge, training may be elevated to Herald Extraordinary without having held a branch herald position or a Triton staff position.

### <Titled> Herald

This is the rank reserved to herald who holds a Triton Staff position or other titled herald who shows competence greater than the average Pursuivant. The rank of Herald is provided only during the term of office as a mark of authority. When the herald no longer is in office, their rank reverts to Pursuivant unless otherwise promoted to Herald Extraordinary.



## HERALDIC TITLES

### Office Titles

As previously noted, Baronial heralds are given a heraldic title during their term as the Baronial herald. For instance, *Drakkar* is the title reserved for Storvik's herald. When being announced or in formal communication as an officer, the herald holding that title can style themselves "Drakkar, <name>". You may also choose to include your heraldic rank: "Drakkar <rank>, <name>".

Senior Staff positions within the Atlantian College of Heraldry are also accompanied by a title. Sometimes the responsibility for a given title changes. For instance, Kraken and Pearl's responsibilities have changed over the years. Refer to [APPENDIX D: Atlantian Heraldic Titles and Roles](#)

If a herald is working on a special project or a new staff position is created, Triton may bestow an available heraldic title for that activity.

### Personal Titles

Personal heraldic titles are bestowed to former Principal Herald's, former submissions heralds, and to Herald's Extraordinary for their service to the College of Heraldry or to the College of Arms. (e.g., Argent Snail, Sackbut, Metron Ariston, Gnome, Luddite, Corvus, Gallo Catente)



## HERALDIC REGALIA

Once upon a time, the College of Herald's had its own “sumptuary policy” to identify the rank of a herald. That policy has fallen out of use.

Current policy is that any herald may bear the badge of the College of Arms: *Vert, two trumpets in saltire Or*, in whatever form or style of heraldic garment or accessory they choose in a way that makes it easy to observe the wearer is a herald. Examples include:

- A necklace with a medallion
- A “belt favor”
- A baldric
- A tabard (sleeved or not)

Additional regalia that a herald may wish to have includes:

- White or green decorative baton, with or without green and gold ribbons
- Green and gold staff with some ornamentation and green and gold ribbons

### Court Regalia

Baronial heralds are expected to wear a sleeved tabard depicting the arms of the barony on the front, back, and sleeves of the tabard when performing Court duties for their Baronage, and only when heralding Court for Their Excellencies.

The primary herald presiding over Court for Royalty is expected to wear a sleeved tabard depicting the arms of the Kingdom on the front, back, and sleeves—but ONLY when heralding Court for Their Majesties. A tabard of this type is supposed to be a part of the gear that travels with the monarchs.

#### A Point of Protocol

If you are heralding a Court and are a member of an Order that is called before the thrones, if you wish to join the Order, first remove your tabard before going before the thrones—at that point it is clear you are representing yourself as a member of the Order, and not acting as the Voice of the Crown/Coronet. Likewise, if you are called before the thrones (it happens), remove your tabard before going out, and put it back on when you return to continue Court.



## ADDITIONAL RESOURCES

<http://heraldry.sca.org>

SCA College of Arms

You can find the Standards for Evaluating Names & Armory (SENA) here

<http://oanda.sca.org>

SCA online Ordinary & Armorial

This is the searchable database of all the registered names and armory within the SCA.

<http://herald.atlantia.sca.org>

Atlantian College of Heraldry

Resources, links to resources, reporting forms, and the roster of warranted Atlantian heralds

<http://op.atlantia.sca.org>

Atlantian Order of Precedence

<http://scribe.atlantia.sca.org/scriptorium>

Atlantian College of Scribes

Resources and contact information for Atlantia's scribes

<https://heraldry.sca.org/admin.html#APPENDIXH>

Appendix H of the SCA College of Arms Administrative Handbook. *Sources That Do Not Require Photocopies to Laurel*



## APPENDIX A: A Consulting Herald's Toolkit

Running a consult table? Here's a basic outline of what you'll need.

- Herald's medallion, favor, or baldric to show when you are "on duty"
- Banner or sign to show where the Consulting table is.
- A receipt book for handling payments for submissions
- One or more packs of Crayola-type colored markers (basic 8 colors)
- Pens & pencils
- Printouts of the current submission forms
- Blank paper
- Folders to store submissions in
- Laptop computer:
  - Internet access (either via site or via a wireless hotspot)
  - Links to
    - <http://oand.sca.org>
    - <http://mishholme.org>
    - <http://heraldry.sca.org/sena.html>
    - <http://www.panix.com/~mittle/names/>
    - <http://www.s-gabriel.org>

Some supplemental materials that would be an excellent idea:

- Lockable or cashier's box
- Water
- Breath mints
- A copy of the Pennsic Heraldic Traceable Art project
- Books (see below)

If you want to purchase books, there is an appendix to the Administrative Handbook of the College of Arms that is a good starting shopping list:

*Appendix H - Sources That Do Not Require Photocopies to Laurel*

<https://heraldry.sca.org/admin.html#APPENDIXH>





## APPENDIX B: Court Heraldry – Do & Don't

Each Court reflects the personalities of the people who occupy the thrones. Know what their preferences are in terms of processions, whether they want scroll texts read out loud, and how entertaining they want the Court to be. Your job as Court herald is to keep things moving smoothly, maintain the appropriate level of decorum, and make sure the awards bestowed get reported to the Clerk of Precedence, Clerk Signet (for Royal Courts), and to the Crowns<sup>1</sup>.

Some Crowns are very “hands-on” with Their Court agenda. Others have a Secretary to handle details for them. Be flexible, but it is always a good idea to at least have a discussion with the Crowns to understand Their expectations and preferences.

Some points to remember:

- You are the Voice of the Crown. Your behavior and demeanor reflect on Them.
- If the Crowns are going to do something that would embarrass the dignity of Their role or the Kingdom, discreetly advise them against it, but in the end, it is Their prerogative, and Their will that must be done.
- Don't upstage the Crowns or Coronets. Court is *Their* show.
- Avoid long periods of silence. The populace gets bored quickly and will start chatting if they wait too long
- Discretion is extremely important. Do not reveal Court details ahead of time or discussions the Royals may have had in your presence to *anyone* unless specifically directed to by the Crowns.

Now that you have an idea of the “don'ts” of Court heraldry, the following tool kit and Appendix will provide a simple guide for preparing for, holding, and wrapping up Court. Master Hagar the Black has written a more comprehensive guide which is available on both the College of Arms and College of Heraldry's websites

### Court Herald's Basic Tool Kit:

- |  |  |
|--|--|
| <input type="checkbox"/> Water             | <input type="checkbox"/> Printout of ceremonies  |
| <input type="checkbox"/> Breath mints      | <input type="checkbox"/> Printout of standard scroll texts                                       |
| <input type="checkbox"/> Facial tissue     | <input type="checkbox"/> Order of Precedence & names of Territorial Baronage (for a Great Court) |
| <input type="checkbox"/> Notepad & pen     |  |
| <input type="checkbox"/> Tabard or baldric |  |

---

<sup>1</sup> “Crowns” refers to Royalty or Territorial Baronage



## APPENDIX C: Court Heraldry: A One Page Quick Guide

### Before the Event (if possible):

- Get the court docket.
- Know what time and where Court is to be held. Verify its suitability and acoustics.

### Before Court (1 – 1 ½ hour):

- Meet with the Crowns to finalize the agenda and order (BOTH Crowns)
- Get the phonetic spellings of names of the people being summoned
- Make sure scrolls, tokens, etc. are in hand, signatures in place
- Organize scrolls in the order they will be given
- Make sure you are presentable and have your tabard/baldric
- Know whether there is a procession or not (and communicate that to the Territorial Baronage)

### Before Court (½ hour):

- Make sure the thrones and Crown paraphernalia are in place
- For Great Court, make sure Thrones/Chairs of State are in Precedence order

### Opening Court:

- Assuming there is a procession, announce the arrival of the Coronets and bid the populace rise to acknowledge and pay respects.
- Announce any guests of the Court (Prince & Princess, Foreign Royalty, Territorial Baronage) if no other herald has been assigned the duty.
- Open Court. Simple openings might be: "Now pay heed to this, the court of \_\_\_\_\_ and \_\_\_\_\_, King and Queen of Atlantia", or "Here begins the court of \_\_\_\_\_ and \_\_\_\_\_ Baron and Baroness of \_\_\_\_\_"
- Quietly ask the Crowns if you should bid the populace be seated/take their ease

### During Court:

- Proceed through the agenda but realize the Crowns may change the agenda on the fly—add something, move something, remove something. Take note of any changes and keep moving
- Announce each person or group clearly and loudly—look up at the populace when doing so.
- Following a presentation or award, announce what was presented.
- FOR EACH AWARD, announce the award, and a snippet of why it was awarded. When someone is elevated, announce their new title
- Once the award has been bestowed and after the Crowns have stopped speaking, you lead the cheers. The Atlantian tradition is three *Vivat!* (*Vivant!* for multiple people)
- Once the agenda has been completed, ask the Crowns if They have any further business. They may wish to address the populace, make final remarks, or have a last-minute item.
- Close Court with "There being no further business, here closes the Court of \_\_\_\_ and \_\_\_\_".
- Once the Crowns have recessed out, or if they so indicate, give the populace leave to depart.

### Following Court:

- Check with the Crowns that Court was satisfactory.
- Within two weeks of the Court, complete your Court Report (preferably using the online form) and send it in so that it is received by the presiding Crowns, Triton, the Clerk of Precedence, and for Royal Courts, the Clerk Signet.  
[http://herald.atlantia.sca.org/court\\_report.php](http://herald.atlantia.sca.org/court_report.php)
- As a service to the populace, write a recap of Court and send it to the relevant newsletter (Acorn, or baronial newsletter), to the Announcements Facebook page, and to the Atlantian e-list.



## APPENDIX D: Atlantian Heraldic Titles and Roles

Title	Role	Title	Role
<b>Triton</b>	Chief heraldic officer <b>Great Officer of State</b>	<b>Nereid</b>	Emergency deputy for Triton
<b>Golden Dolphin</b>	Manages heraldic submissions, <b>Officer of State</b>	<b>Ibis</b>	Scans in and prepares submissions for Golden Dolphin
<b>Finsterwald</b>	Clerk of Precedence, <b>Officer of State</b>	<b>Opal</b>	Sends notifications to submitters
<b>Undine</b>	Clerk Signet, <b>Officer of State</b>	<b>Bright Leaf</b>	Webminister for the Order of Precedence
<b>Coral Branch</b>	College of Heraldry's Exchequer	<b>Herring</b>	Webminister for the College of Heraldry
<b>Blue Shark</b>	Manages consult tables for Maryland	<b>Red Shark</b>	Manages consult tables for Virginia
<b>Green Shark</b>	Manages consult tables for North Carolina	<b>White Shark</b>	Manages consult tables for South Carolina & Georgia
<b>Pearl</b>	Documents and drafts Ceremony and Traditions	<b>Alycon</b>	Silent Heraldry
<b>Silver Nautilus</b>	Manages schedule of Royal Court heralds	<b>Sea Stag</b>	Manages online commentary channel
<b>Sea Urchin</b>	YAFA / Pages Academy liason	<b>Kraken</b>	Special project: warranting database
<b>Crane</b>	Orientation of new heralds	<b>Sea Tyger</b>	Coordination of heraldic classes for University, Collegia, etc.
<b>Sea Dragon</b>		<b>Conch</b>	
<b>Blue Crab</b>		<b>Narwhal</b>	
<b>Shark's Tooth</b>		<b>Manticore</b>	
<b>Manatee</b>		<b>Hippocampus</b>	
<b>Quintain</b>		<b>Albatross</b>	
<b>Yew Bow</b>		<b>Vexillum</b>	



## APPENDIX E: A Guide to Heralding the Lists

You will want to go ahead and make sure you have signed the waiver and sign in with the Minister of the List to participate as a herald for the list fields. Generally, there are four main groups of people that you are serving when you herald the lists:

### Combatants

They need to know when they are supposed to be on the field, and in the case of multiple lists, *which* list to be in. Announce when the individuals need to “Make ready” (so they can fasten their armor and get their weapons) and announce when the individuals need to come to the list.

For more formal tournaments, you will be expected to manage the “litany” of respects the fighters should pay, pausing for each honor:

“My Lords/Ladies, pay honor to the Crowns of Atlantia/*Barony*”

“Now pay honor to the one whose favor you bear/who inspires you today”

“Pay honor to your most worthy opponent”

“Pay honor to the crowd here assembled”

“My Lords/Ladies, pay heed to the words of the marshals”

When you are done with the litany, get off of the field as quickly as possible!

### Marshals

They need to know who is coming onto their field. The Marshals should signal you when the bout is over and who won. Marshals are in charge of the action in the lists, so pay attention to their instructions—it is for your safety.

### Minister(s) of the List

They will provide you with the names of in each pairing being called and you will need to announce who the victor of the bout is so they can properly record it.

### The Populace

You are not a ring announcer, providing color commentary or a blow-by-blow account of the bout. However, the crowd around the list field needs to know who is coming on the field and who has won the fight.

### Heralding the Lists

Depending on the type of list, whether there will be a ceremonial procession, and how big the tournament is, there will be several heralds working to support the tournament. On occasion, there might be an impromptu Field Court. Be prepared to run it, note the time, the awards and who they were given to, and send in a report afterwards!



### Before the Tournament

If there is a procession, it will usually be in an Order of March that is based on precedence. Work with the Minister of the List and a herald versed in the Order of Precedence to help understand the order fighters (and consorts) are to be presented. Make sure you have phonetic spellings of the names so you can pronounce them correctly and have the individuals' blazons to describe to the crowd. Atlantian custom is the March starts with the lowest ranked fighter and proceeds to the highest ranked fighter.

For Crown tournaments and some Pas d'Arms-style events, there is often a "List Tree" that displays the arms of the fighters. These are normally pre-planned, so there is some work involved getting the shields made in time.

Check with the Crowns and Marshals if there are any rules or announcements they would like made with respect to the tournament.

### At the Beginning of the Tournament

If there is to be a procession, line the fighters up in the order they will process. When the Marshals/Crowns are ready for the procession, start by announcing the fighter (and consort, if appropriate) and what arms the fighter is displaying: The announcement can be as simple as "Now comes <title><name>, bearing <blazon>". If the fighter has "hired" a herald to announce them, let that herald do the announcement.

If the Crowns or Marshals had any special announcements, go ahead and make them if appropriate.

### During the Tournament

If there will be a List Tree, a couple of volunteers are needed to manage displaying the fighter pairings. Usually the MoL recruits them, but it is useful to have heralds helping, too. List Trees are often bulky and heavy, so a bit of muscle will be needed to manage it unless a ladder is provided.

It is handy to have "card runners" to assist with taking the pairings to be announced from the MoL to the List herald(s). Card runners will also take the cards back to the MoL and should be able to tell the MoL who won the bout (just in case someone distracted the MoL during the announcement)

To keep things running smoothly, announce who is to take the field, and in the case of multiple lists, which list they are to report to. Also announce who should be making ready to come to the list next.



Once you have announced fighter pairings for a given bout, step to the side and out of the way of the MoLs and the spectators (under the MoL tent is a good choice).

### After the Tournament

Typically, there isn't much the heralds have left to do at the end of a tournament other than perhaps lead the crowd in cheers for the victor.

I strongly suggest aiding the Marshals and the MoL in clearing up and packing up. Not only would it be greatly appreciated, it does wonders to help your working relationship with them.

### List Herald's Basic Toolkit:

- |  |   |
|--|---|
| <input type="checkbox"/> Water             | <input type="checkbox"/> Notecard with "List litany"  |
| <input type="checkbox"/> Breath mints      | <input type="checkbox"/> Hat/veil to protect from sun |
| <input type="checkbox"/> Sunscreen         | <input type="checkbox"/> Comfortable shoes            |
| <input type="checkbox"/> Notepad & pen     | <input type="checkbox"/> Throat lozenges              |
| <input type="checkbox"/> Tabard or baldric |   |



## APPENDIX F: Names and Devices at Moderate Prices

The College of Arms and the Kingdom Colleges of Heraldry are essentially a means to facilitate research into “Period” style names and armory. Many heralds like to do a bit of research and looking things up, and you are certainly encouraged to do that in the name of good customer service and for your own education and edification.

Ultimately, the submitter's responsibility to demonstrate that a submission meets the standards. It is not the responsibility of the Laurel office to demonstrate that a submission does not meet these standards.

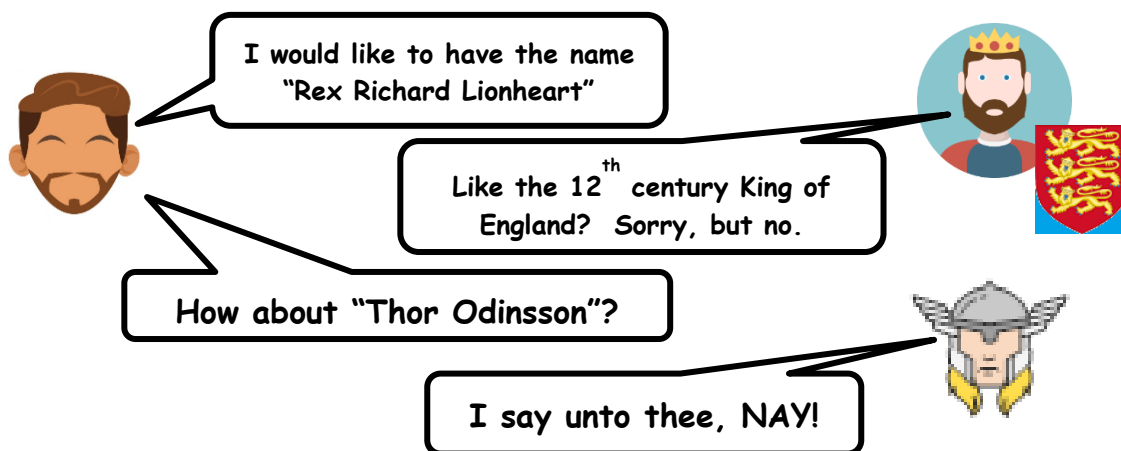
**In short, our job isn't to say “no”, it is to help submitters find a way to “YES”.**

What follows is not a comprehensive guide to names and armory, but some simple guidelines that will help you understand some of the how and why so we can provide good service to our submitters.

### Uniqueness

Even though we know people in history sometimes had the same name and sometimes even had the same or nearly the same heraldry (even near neighbors!), the College of Arms mission statement requires us to register things that are unique within the SCA. Here is a simplified interpretation of our Standards for Evaluation of Names and Armory (SENA), sections GP1, GP2, and GP3:

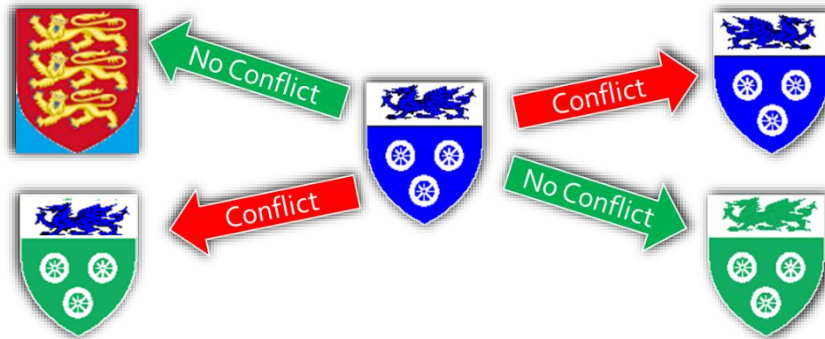
Names and armory must avoid the appearance of unearned honors or false claims, and be different from those of historical or fictional persons. The goal is to prevent obvious usurpation of identity, and to prevent offense that could occur from that usurpation.







Registration does two things. First, it verifies that a submission meets the standards laid out by Corpora and the Standards for Evaluation of Names and Armory. Second, it prevents others from registering anything that conflicts with or presumes upon the registered item without the explicit permission of the owner.



### Terminology

Heralds often refer to *armory*, *devices*, *arms*, and *badges* when talking about heraldic designs. This is sometimes confusing to people. Armory is the general term.

#### Armory

Any heraldic design that is used for the purposes of identification. The College of Arms registers these items for people who participate in the SCA so that each person’s heraldic design is unique and is unlikely to be confused with another person’s design.

#### Device

A heraldic design that is intended to identify an individual person.

#### Arms

When a person is elevated to the nobility (usually via an Award of Arms), their “device” becomes their Arms. It is usually just a technicality.

#### Badge

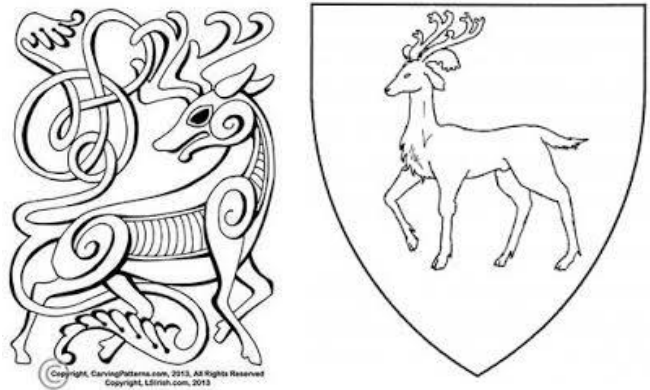
A heraldic design that is used to identify a possession or an association.

ARMORY	
Device / Arms	Badge



Two other terms to know are *blazon* and *emblazon*. The language of armory we use is a combination of French terms using English syntax. The verbal description of armory is *blazon*. The actual image of the armory is known as the *emblazon*. Taking an example from the previous page, can you tell which emblazon matches the following blazon: *Argent, a Tau cross and on a chief indented azure, three mullets argent*. (It's the middle one on the left.)

However, we have some constraints. One of the chronic issues we have with armory submissions is people wanting to register something very artistic instead of something heraldic. For example, someone with an early Norse or Celtic persona might like to have a stag as their primary charge. The stag on the left is very stylized and would be in keeping with the artistic styles of those two cultures, unfortunately, it is not easily identified. What is acceptable for registration is the stag on the right—which is a standard heraldic depiction that is quickly and easily recognized, even at a distance.



Some good design principles should be applied when helping a client design armory, but there are plenty of designs that violate these guidelines. The client is the one who decides what they want on their arms, even if it is not tasteful or aesthetically pleasing.

1. **Good contrast.** Think of a shield in layers. First the field, then the primary and secondary charges, and then the “tertiary charges” which lay on top of the charges. They should alternate between “light” (Argent, Or) and “dark” (Azure, Gules, Sable, Vert, Purple).
2. **Big and Bold.** The elements of armory should be clearly identifiable at a distance. Lots of tiny details are hard to see and might not even be visible until the armory is up close.
3. **Balanced.** Ideally, if the elements of the armory had weight, would the shield they are on topple to one side or the other? Is everything clustered at the top or bottom?
4. **Draw in a period style.** This one is less negotiable. In order to satisfy SENA, the design elements must be period style, and known in period.



### Names

Honestly, there are a lot of resources that are available for names research, and naming patterns. Rather than creating a pale imitation of those principles and guidelines within this Handbook, please refer to the following collection of online resources that will be useful to you (culled from SENA Appendix H):

All resources found at <http://heraldry.sca.org>.

All reports found in the Academy of Saint Gabriel Report Archive, <http://www.panix.com/~gabriel/public-bin/archive.cgi>.

Records from the [FamilySearch Historical Records](#) that are from the following Batches: B, C, J, K, M (except M17 and M18), or P.

Articles found at Effric Neyn Ken3ocht Mcherrald's website, <http://medievalscotland.org/scotnames/>

Articles by Dame Juliana de Luna at <https://www.s-gabriel.org/names/juliana/>

Articles by Mari ingen Briain meic Donnchada at <http://medievalscotland.org/kmo/>

Articles by Aryanhwych merch Catmael at <http://www.ellipsis.cx/~liana/names/names.html>

Articles by Ursula Georges at <http://www.yarntheory.net/ursulageorges/>

Entries from *The Dictionary of Medieval Names from European Sources* (<http://dmnes.org/names>), as long as the date the page was accessed is noted.



## APPENDIX G: Heraldic Display

Deciding on a heraldic display depends on what time period & culture you want to evoke, and whether you are trying to identify yourself, your “stuff”, or your affiliation.

As previously noted, a coat of arms identifies an individual, or (in the case of SCA groups) the titled head of the branch (Barony, Principality, Kingdom). When you wear the coat of arms, you are claiming to be that person or speaking for/representing them directly. For fighters, the most straightforward way to do this is paint your armory on your shield!



We tend to use the term “banner” loosely to describe flag-like armorial displays, generally made of cloth (silk being preferred if you like it to flutter in the breeze).



### Oriflamme

Square or oblong rectangle decorated at one end with pointed streamers. Usually of red silk, peppered with gold spots or other motifs to represent flames. Sometimes seen charged in the middle with a coat of arms.



### Pennon

A small flag that is either pointed or swallow-tailed. In the 11<sup>th</sup> century, it was generally square with one or more streamers (examples abound in the Bayeux Tapestry. A typical display would have been from a lance so that when “at charge” the armory could be easily identified. The entire coat of arms or motifs from the person’s armory would be displayed.



### Guidon/Guydon

Is similar to the pennon, yet has a rounded, rather than a pointed end. A medieval text indicates that the guidon should display the individual’s crest and elements from his armory, but not the actual coat of arms.



## Standard

This is generally the most imposing sort of heraldic flag. During the reign of Edward III, it had a pennon shape, usually terminating in two rounded ends, and sometimes swallow-tailed. It varied in size (up to eight feet in length) according to the rank of the owner.

Next to the staff (known as the hoist) comes the ensign/badge of the Kingdom to which you owe allegiance. The rest of the surface is usually divided, *per fess* or *per bend* or *bendy*, into the two principal tinctures of the owner's coat of arms, or livery colors, with the badge, and sometimes also the motto, blazoned in the center. The whole standard is surrounded by a fringe of gold, or of color, or what is called compony -- a single row of small alternating squares of two tinctures of the shield.



## Banner

A banner bears the complete coat of arms of the owner. The charges are arranged that the *dexter* (what would be on the wearer's right) side was always next to the staff (or hoist), no matter which way the banner flies.

Banners were sometimes tongued, resembling its ancestor, the *oriflamme*. Banners were generally made up on a stiff or rigid foundation to prevent flapping. This had the advantage of displaying the coat of arms more effectively. They were frequently decorated with gold or colored fringe all around the edge, except at the staff.



## Gonfalon/Gonfanon

A long flag or banner suspended from a crossbar, often pointed, swallow-tailed, or with several streamers. It was used for various purposes, chiefly decoration. It could be either charged with a badge, coat of arms, or ornamented with a fancy design. The gonfalon was (and still is) used for ecclesiastical ceremonies and processions.



## References:

- Brooke-Little, J.P. An Heraldic Alphabet. Guernsey, Channel Islands: The Guernsey Press Company Limited. 1996.
- Fox-Davies, A.C. The Complete Guide to Heraldry. London: Bonanza Books. 1985. ISBN 0 517-46893X
- Friar, Stephen and John Ferguson. Basic Heraldry. New York: W.W. Norton & Company. 1993. ISBN 0-393-03463-1
- Gayre and Nigg, Lt. Col. Robert Gayre of. Heraldic Standards and Other Ensigns Edinburgh: Oliver and Boyd. 1959.
- Grant, Francis J., ed. A Manual of Heraldry. Edinburgh: John Grant Booksellers, Ltd. 1948. (Note: Francis Grant was Albany Herald at the time of publication)
- Hulme, F. Edward, F.L.S, F.S.A. The Flags of the World: Their History, Blazonry, and Associations. London: Frederick Warne & Co.  
<https://www.gutenberg.org/files/40113/40113.txt>
- Norris, Herbert. Costume & Fashion, Volume Two - Senlac to Bosworth, 1066-1485, London: J.M. Dent and Sons Ltd. 1940.
- Neubecker, Ottfried. Heraldry: Sources, Symbols, and Meaning. London: Tiger Books International. 1997. ISBN 1-85501-908-6



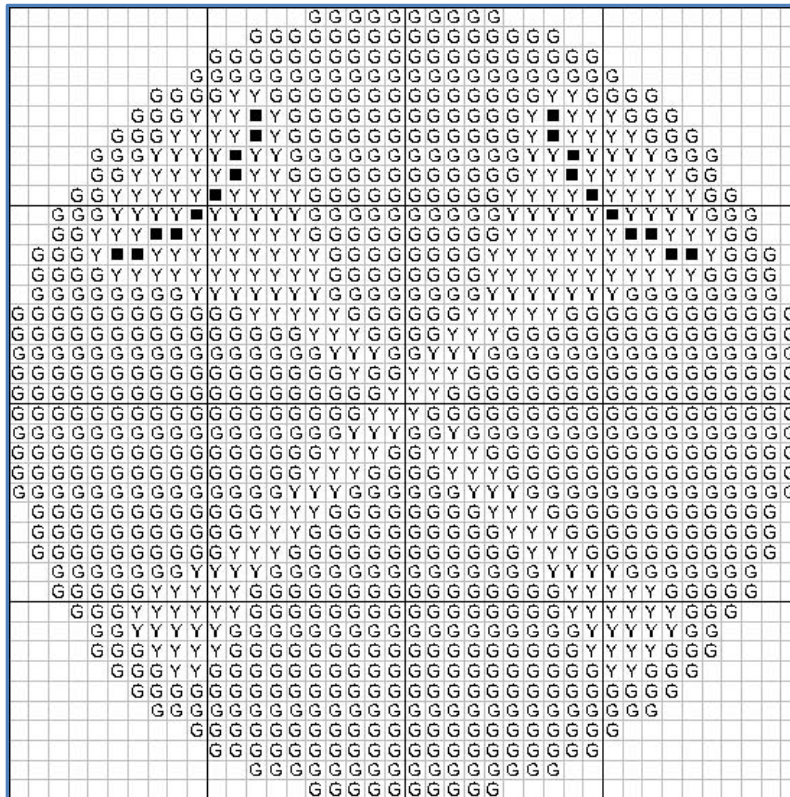


## APPENDIX H: What the Fashionable Herald Wears

Proud to be a herald? Want to display the badge of office, or wear a tabard that is in keeping with medieval practice?

### Cross-stitch pattern for badge.

The following pattern was provided by Mistress Karen Larsdatter and is available from <http://aeg.atlantia.sca.org/projects/officers/herald.jpg> You can sew this onto a garment, baldric, or strip of cloth that hangs over your belt.







## Sleeved tabard

The basic sleeved tabard depicts the arms of the Crown the herald represents. This is appropriate, as the herald is acting as the Voice or emissary of the Crown, acting and speaking on Their behalf. When creating a tabard for a Court herald, the arms of the Crown or Barony they represent should appear on the front, back, and sleeves of the tabard.



*Pompes funèbres de l'archiduc Albert d'Autriche à Bruxelles / Série de 65 gravures d'un recueil relatant les funérailles d'Albert d'Autriche à Bruxelles le 11 mars 1622*

The first two heralds depicted from the slightly post-period illustrations above bear the arms of who they represent. The herald at the right is an itinerant herald, wearing a “resume” tabard that depicts the arms of each person he has represented. In each case they also carry a baton or ceremonial mace of office.



## APPENDIX I: Atlantian Order of Precedence

### Order of Precedence

Several years ago, during one of Michael and Seonaid's reigns, the Atlantian Order of Precedence was greatly simplified:

- Their Majesties of Atlantia
- Their Highnesses of Atlantia
- Royal Peers
  - Dukes/Duchesses
  - Counts/Countesses
  - Viscounts/Viscountesses
- Bestowed Peers (all bestowed Peers are of equal rank)
  - Order of the Chivalry
  - Order of the Laurel
  - Order of the Pelican
  - Order of the Defense
- Territorial Barons/Baronesses
- Grant of Arms Level (all GoA level awards/orders are of equal rank)
  - Orders of High Merit (GoA)
  - Court Barons/Baronesses (GoA)
  - Grants of Arms
- Award of Arms Level (all AoA level awards/orders are of equal rank)
  - Kingdom Orders of Merit (AoA)
  - Court Barons/Baronesses (AoA)
  - Principality Orders of Merit (AoA)
  - Baronial Orders of Merit (AoA)
  - Awards of Arms

Non-armigerous Awards and Orders, and Baronial Awards and Orders do not convey rank nor precedence. However, they are still recorded in the Order of Precedence as a courtesy.

A list of Atlantia's awards and what they are bestowed for can be found at:

<http://op.atlantia.sca.org/awards.php>



### Order of March

The Order of March is related to the Order of Precedence. However, it is situational and has a few nuances that can be confusing at first. Some Kingdoms include Great Officers and Officers of State in the Order of March, but Atlantia does not.

In general, an Order of March is an individual ordering of procession that is a combination of what rank an individual has and when they attained it.

The King and Queen, of course, are first.

The Prince and Princess are second.

The Territorial Baron and Baroness of the group hosting the site are next. If the hosting group is a Shire, this does not apply.

Royal Peers are next in the order they received their rank:

- Dukes and Duchesses
- Counts and Countesses
- Viscounts and Viscountesses

Current Territorial Barons and Baronesses *in the order the Baronies were founded*. As a side note, the reason for this is that the Baron and Baroness temporarily personify the Barony and when the Barony was created determines the place of its current titular heads in the Order of March.

Next comes anyone that holds a Grant of Arms or is in an Order of High Merit that conveys a Grant of Arms in the order they received their rank.

Following them comes anyone holding an Award of Arms or who belongs to an Order of Merit that conveys an Award of Arms in the order they received their rank.

There is no strict Order of March of the populace below Armigers.

For processing into Court, the Order of March is from highest rank to lowest. When being presented at Crown Tournament, the fighters and their consorts are usually presented starting with the lowest ranking fighter first and ending with the highest rank in the Order of March.