



## Kingdom of Calontir - Kingdom Event Bid Form

This worksheet is a bid for the following Kingdom Level Event:

Date of Event \_\_\_\_\_

Type of Event:

_____	Winter Crown	_____	Queen's Prize Tourney
_____	Spring	_____	King's Companie of
_____	Coronation	_____	Archers
_____	Summer Crown	_____	Kingdom A&S
_____	Fall Coronation	_____	Competition
		_____	Other _____

### General Information

Group placing Bid: \_\_\_\_\_

Seneschal's SCA name: \_\_\_\_\_

Seneschal's modern name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

### Site Information

In order to make the best possible choice for the event, we would like as much information as possible about your proposed site and any existing plans for the event. Please answer all questions with as much detail as possible, and please feel free to add pages as necessary.

Name of Site: \_\_\_\_\_

The site is a: \_\_\_\_\_ Indoor Site \_\_\_\_\_ Outdoor Site

If outdoor, name alternate site for inclement weather: \_\_\_\_\_

Address of Site: \_\_\_\_\_

Clear Directions to Site: \_\_\_\_\_

Opening/Closing Times of Site: \_\_\_\_\_

Number of rooms at Site: \_\_\_\_\_

Will a Privy Chamber be available? If so, how many? \_\_\_\_\_

Describe available privy chamber space: \_\_\_\_\_

Will rooms for order meetings be available? If so, how many? \_\_\_\_\_

Describe available meeting space: \_\_\_\_\_

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Alcohol allowed on site? \_\_\_\_\_

Alcohol restrictions (e.g. only alcohol allowed is that sold on site): \_\_\_\_\_

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Will you be serving a feast? \_\_\_\_\_

Feast Hall  
Capacity: \_\_\_\_\_

Describe the Feast Hall: \_\_\_\_\_

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Is there camping at the site? \_\_\_\_\_

Number of  
Spaces? \_\_\_\_\_

Describe the camping facilities: \_\_\_\_\_

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Will there be fighting at the event? \_\_\_\_\_

If yes, is the space indoor or outdoor? \_\_\_\_\_

Describe the available fighting space: \_\_\_\_\_

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Describe the space where court will be held: \_\_\_\_\_

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Is court space indoor or outdoor? \_\_\_\_\_

If outdoor, please describe alternate venue in  
case of inclement weather: \_\_\_\_\_

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Is there a designated parking lot for the site? \_\_\_\_\_

Number of  
Spaces? \_\_\_\_\_

Describe the available parking: \_\_\_\_\_

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Are there hotels near the site? \_\_\_\_\_

Estimated  
number: \_\_\_\_\_

Describe available hotels: \_\_\_\_\_

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Is space available for youth activities at the site? \_\_\_\_\_

Describe the available space: \_\_\_\_\_

Are pets allowed on site? \_\_\_\_\_

Any regulations or restrictions on pets at site? \_\_\_\_\_

How many toilets at site? \_\_\_\_\_ How many port-a-johns at site? \_\_\_\_\_

Are there showers available? \_\_\_\_\_

Describe other amenities or restrictions on the site: \_\_\_\_\_

**Event Staff**

Event Steward

SCA Name: \_\_\_\_\_

Modern Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Membership Number: \_\_\_\_\_

Feast Steward

SCA Name: \_\_\_\_\_

Modern Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Membership Number: \_\_\_\_\_

Other (please specify staff position): \_\_\_\_\_

SCA Name: \_\_\_\_\_





We understand that all scheduling during the event, including Court times, must be approved by the Crown or Crown designee. We will schedule Order meetings, Kingdom Officer meetings, etc. as requested by the Crown and/or Kingdom Seneschal. Unless otherwise informed, we understand that the Crown or Heirs will require a private area to hold meetings or to relax. We understand that Kingdom Law requires youth activities to be sponsored at this event. If we need assistance complying with this requirement, or with the Society rules for such activities, we will contact the Kingdom Minister of Youth (Moy@Calontir.info).

Signature of Seneschal

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Signature of Baron/Baroness (if applicable)

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Date

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Once completed, please submit this form to the Kingdom Reeve (Reeve@calontir.info). Electronic submission is preferred. Courtesy copies should also be sent to the Crown, the Kingdom Seneschal, and the Kingdom Exchequer.

In cases of electronic form submission, an email stating both SCA and modern name, position, and approval of the bid submission is acceptable as an electronic "signature".