

Flyer Submission Worksheet

Please Print Clearly. No calligraphy.

Your SCA Name _____

Modern Name _____

Address _____

Phone Number _____ Email _____

Event Name _____

Sponsoring Group _____

Hosting Group (if different than sponsor) _____

How many pages is the flyer? _____

In what monthly issue(s) do you want the flyer published? _____

Fee Calculation

- How many pages in the flyer? _____
- How many months published? _____
- Total page count ($a \times b = c$) _____
- Payment due: $\$10.00 \times c =$ _____
- Late Fee. Add \$100.00 if this will arrive after submission deadline**
- Total Payment ($d + e = f$) _____

Total Payment Submitted _____

Make checks payable to "SCA Inc., The Mews" (**NOT** "Kingdom of Calontir")

Required information checklist

- ☐ Date and Time event opens/closes
- ☐ Name of sponsoring and/or hosting group(s)
- ☐ Name and Address of site
- ☐ Autocrat's legal and SCA names
- ☐ Autocrat's complete contact information
- ☐ "Make Checks Payable to 'SCA, Inc., (group name)'"

I hereby certify that all required information is included in the flyer and all information is up to date and correct.

Signature of autocrat _____

Signature of Approval (Seneschal or Baronage) _____

(form is not complete without the approval signature)