



Target Archery Handbook



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Kingdom of Atenveldt Target Archery Handbook

This document is supplementary to the Society of Creative Anachronism Target Archery Handbook, and in no way supersedes or replaces the rules outlined in that document. All members of the Kingdom of Atenveldt who wish to participate in target archery should first familiarize themselves with both the SCA Target Archery Handbook (available for download at www.sca.org) and the Kingdom of Atenveldt Target Archery Handbook before engaging in SCA/Atenveldt archery activities.

I. Rules of the Line

- No target archery activities will take place at an event unless a warranted marshal is present on the range.
- A marshal will meet with new archers and review the basic safety rules of the range.
- All archers and spectators will follow the instructions of the Marshal-in-Charge and any marshals assisting the Marshal-in-Charge.
- Any archer exhibiting unsafe behavior may be removed from the range by the Marshal-in-Charge.
- The marshal's commands are to be followed implicitly while participating in archery activities. Failure to follow the marshal's instructions or exhibiting unsafe behavior may result in removal from the range.
- The marshal will look to see that the range and line are clear and safe.
- Archers shall wait for the marshal to announce that the range is open.
- The marshal will call the archers to the line.
- The marshal will demonstrate how they will call the rounds (range is open, fire at will, countdown if timed, range is closed, etc.).
- If all is clear, then the order "loose", Loose at will", or the equivalent will be given.
- All archers will line up the same way, straddling the shooting line. Archers shooting from kneeling or seated positions shall have the point of their arrow or bolt, at full draw, in the same line as other archers on the line.
- Archers may not nock an arrow/bolt until they have taken the line. Arrows must be pointed down range during and after nocking.
- While the range is open, all spectators must remain outside the 10 foot safety zone. Those teaching may be inside the safety zone, provided they do not interfere with the marshal's ability to see the line and the range.
- Keep distraction of the archers on the shooting line to a minimum. However, the shooting archers should not expect all to be quiet while shooting.
- If an archer drops an arrow/bolt in front of the line while the range is open, they should wait until the marshal has closed the range and given the order to retrieve before picking it up.

- When finished shooting, the archers are to lower their bows, step back from the line and behind the safety zone, and wait until the order is given to retrieve.
- When all archers are done, the marshal will give the command, "Range is closed, retrieve your arrows and score," or the equivalent. Archers may then retrieve their arrows/bolts.
- All archers will leave their bows behind the shooting line when retrieving.
- When retrieving your arrows, first pick up any of your arrows lying short of the target.
- Use caution when retrieving your arrows to avoid stepping on other archers arrows that missed the target. Do not stand in front of the target while others pull their arrows.
- Do not remove other's arrows unless you have asked for and received the owner's permission. Participants should not handle anyone's equipment unless they have asked for and received the owner's permission.
- When the marshal discovers a safety problem they will call "Hold" or Cease Fire". Archers will lower their bows, safely remove arrows/bolts, step back from the line and pay heed to the marshal's instruction.
- If an archer sees an immediate problem, they should call, "Hold!" and inform the Marshal-in Charge. Only a marshal can reopen the line.
- If an archer sees a potential problem, they should report it to a marshal.
- Each archer shall have, at a minimum, 3 feet of space on the line, with 4 feet being preferred.
- All participants should be in a safe physical and mental condition, not intoxicated, impaired by medication, or excessively tired.
- Archers should wear clothing that does not interfere with safe shooting.
- Archers with long hair or jewelry should take appropriate precautions to prevent them from becoming entangled in the bowstring.

Youth Archers

- Youth archers are archers under the age of 16
- Some youth archers may have abilities equivalent to an adult archer and wish to compete as an adult. For a youth to be considered an adult archer, it must be agreed between the youth, the youth's parent/legal guardian, and the Captain. The Captain must keep a written record of the agreement, including names, addresses and phone numbers of the youth and parent/legal guardian.
- If a youth archer does not feel ready to advance to adult status at age 16, they may maintain youth archer status until the age of 18 with the approval and guidance of the Captain or Lieutenant.

II. Equipment

General standards

- All equipment should be consistent with pre-17th century archery in looks and function. The construction, safe use and knowledge of period-style equipment are among the primary goals of SCA archery. However, the use of modern equipment is permitted, provided it meets the standards below.

- Each archer is responsible for the proper care, inspection and safe use of his/her own equipment and for knowing and following SCA and Kingdom Archery Handbooks.
- An archer shall not knowingly use unsafe equipment.
- If an archer is unsure of the safety of their equipment, they shall not use it.
- Any equipment observed by a marshal to be unsafe shall not be used until it is made safe.

Bow Standards

- Bows may be made of any material, provided they are safe to shoot.
- No compound bows are allowed in competition.
- Adjustable or fixed sights are not allowed.
- Sighting and/or ranging marks on the limbs or riser are allowed, except in divisions or competitions which exclude their use.
- There are no draw weight limits for target archery bows. However, should a marshal observe an archer using a bow too heavy or overdrawn for him/her to safely shoot, the marshal will require the archer to stop using the bow.
- No modern spring/flipper rests or plunger buttons are allowed, the use of a simple rest is allowed, such as simple one-piece plastic or non-adjustable wire rests, feather, bristle, leather, bone rests, built-out shelves/rests, or the use of a shelf in a cut-out window.
- No stabilizers, clickers, or modern string release devices are allowed.
- Bows with cut-out risers (those that can be seen through from the side, often found in take-down bows with metal risers) must have the openings covered to present a solid surface and an appearance more in keeping with pre-17th century archery equipment.
- String silencers must be made of period materials.
- Period bows are of a pre- 17th Century design, and may not have a cut out in the riser. A shelf may be added by using leather, bone, etc. and attaching it to the riser. They may be used in both the period and open handbow divisions.

Crossbow Standards

- There are no weight restrictions on crossbows. However, the marshal will disallow a crossbow if sufficient backstop material is not available. Crossbow shooters are advised to be prepared to supply a backstop that will stop their bolts. If a marshal observes that an archer is using a crossbow that is too heavy for him/her to draw or use safely, the marshal will require the archer to stop using the crossbow.
- No one under the age of 16 shall shoot a crossbow without a knowledgeable adult at their shoulder to guide them and prevent any misuse, and the marshal's approval.
- No center-shot trackless crossbow styles are allowed.
- No compound prods or break-cocking crossbow styles are allowed in competition.
- Prods of most materials are allowed, provided they are safe to shoot.
- Simple rear sights are allowed, front sights are not allowed.

- Exceptional care must be taken with cocked crossbows as the trigger mechanism can be very sensitive. Trigger safety mechanisms are not to be relied upon to prevent accidental discharge.
- Stocks may be of any material, provided they are safe to shoot.
- Period crossbow refers to a crossbow that emulates pre- 17th Century crossbows in design, function and use. It may be used in the period and open crossbow divisions.
- If a modern stock with openings that can be seen through from the side is used, all such openings must be filled or covered to appear more period. Openings which are intended for gripping the stock need not be covered. Openings may be covered with leather, cloth, etc. It may be used only in the open crossbow division.
- Crossbows with non-period cocking devices allowing rapid fire, (e.g., Barnett “Panzer”) are not allowed.
- Crossbows may be shot from any position but without artificial support.

Strings

- All strings shall be appropriate in length and strength for the bow type and weight.
- Strings must be in good condition and pose no safety hazard. All strings should be checked for excessive wear.
- Serving at the ends of the string and under the nock point is strongly encouraged.
- A nock point may be attached to the string. It may be made of metal or tied on. A single nock point is allowed. Nock points should be snug on the string. The nock should not cut into the string when it is installed or shot.
- Peep sights or kisser buttons mounted on the string are not allowed.

Arrows and Bolts

- All shafts shall be of wood or other pre-17th century materials.
- Check the arrows/bolts for cracks and deep gouges. Paint or varnish on the arrow/bolt may crack, which is acceptable as long as the wood is not cracked.
- All arrow/bolts must have field or target points firmly attached and in good condition.
- No broadheads or tips that cause excessive damage to the targets shall be used.
- Fletched arrows and bolts shall use feathers or other pre-17th century material.
- Fletching should be securely attached and in suitable condition.
- Nocks for arrows and bolts may be of any material.
- Nocks should be free of cracks and securely attached.
- Arrows for use in the period division must be self-nocked, or have nocks made in a pre-17th century style with natural materials.

Miscellaneous Equipment

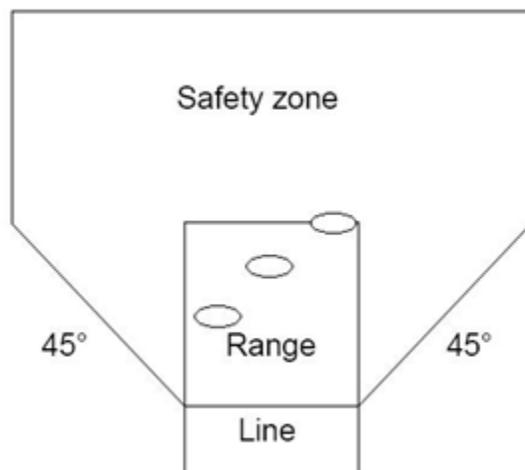
- Any type of quiver may be used, with the exception of one that attaches to the bow.
- It is recommended that arm and/or finger protection be used, but is not required.

Exceptions to the use of restricted equipment may be allowed as follows:

- The Kingdom Royal Archer, or his/her designee, may approve the use of restricted equipment, such as the use of plastic vanes or non-wooden arrows for youth archery.
- The marshal-in-Charge shall make necessary allowances for handicapped archers, provided that range safety is not compromised by these allowances.

III. Range Set UP

- The range must be cordoned off. This may be done by the use of ropes, poles, signs, tapes, etc.
- The shooting line shall be clearly marked. It must not present a tripping hazard.
- There shall be a safety zone behind the shooting line. It shall be of reasonable size (suggested 10 feet) to prevent injury to bystanders. It must be kept free of traffic.
- If there are roads or paths within the range, they shall be blocked off to traffic at both ends while the range is open.
- The following are guidelines for range perimeter dimensions. The actual sized may need to be increased, depending on terrain, number and experience level of archers, and other safety factors. It is better to err on the side of safety with too much space than not enough.
- The length of the range should be to the farthest target plus 50 yards, or one-half the distance from the line to the farthest target, whichever is greater.
- For shoots of 50 yards or less, the range perimeter to the sides should extend outward at a 45 degree angle from the shooting line to points even with the furthest target, and continue straight back to the required distance.
- For shoots of over 50 yards, the range perimeter to the sides should extend outward at a 45-degree angle from the shooting line to points 50 yards away, or one-quarter the distance of the range whichever is greater, and continue straight back to the required distance.



- Conditions around the range may require the use of additional marshals to observe and prevent traffic through the range.
- For clout shoots, the safety zone should extend beyond the target for at least one-half the target distance, and to each side for at least one-fifth the target distance.
- For flight shoots, the safety zone distance should be at least 300 yards.

IV. Common Archery Events

Royal Round

- The target used is the standard 60cm round, five-color target face.
- The target is scored: Gold = 5 points, Red = 4, Blue = 3, Black = 2, and White = 1
- An arrow breaking the black line dividing two colored scoring rings shall, at the archer's discretion, be counted as the higher score.
- The Royal Round consists of a static end of six arrows shot at a 40 yard target, a static end of six arrows shot at a 30 yard target, a static end of six arrows shot at a 20 yard target, and a 30 second timed round shot at a 20 yard target.
- During the timed round, arrows shot before the command to begin, or after the hold is given, each incur a penalty of losing the highest scoring arrow.
- There may be a sighting end of six arrows before each static end at the discretion of the Marshal-in-Charge.

Youth Royal Round

- This variant is used by Youth division archers. The scoring and shooting will be done in the same manner as for the adult archers.
- The round consists of the same ends, but at a distance of 20, 15 and 10 yards. The 30 second timed end will be at the 10 yard target.

Inter-Kingdom Archery Competition (IKAC)

- The IKAC is an SCA-wide competition held each year, with specified starting and ending dates. It is not administered by the SCA.
- The rules for the IKAC are subject to change and are posted at the IKAC website, <http://scores-sca.org/home/index.php?R=10>
- Before attempting this shoot, please obtain the current rules from the IKAC website.
- If your local group has not done an IKAC in the last 12 months, please inform the Kingdom Royal Archer before trying to submit scores.

Kingdom Archery Champion Tournament, Kingdom Crossbow Champion Tournament, and Kingdom Youth Archery Champion Tournament

- For details regarding the Kingdom Champion Tournaments, please see the current Lex Atenveldtus available at www.atenveldt.org/Law/LawTradition.aspx.
- There must be a minimum of two archers competing in any of the divisions to be declared a valid tournament.
- To compete in any of the Kingdom Champion Tournaments, and archer must show proof of and maintain membership in the SCA, agree to promote archery within their local

group and the Kingdom, and must accept any other duties as determined by the Crowns such as standing court and processing.

- The Champions are responsible for hosting the next year's tournament. If they are unable to fulfill this duty, the Kingdom Royal Archer is responsible for making sure the tournament occurs.
- The Champions are requested to hold a prize tournament during Estrella War.

Lady Muirenn's Memorial Gauntlet Shoot

- A gauntlet was thrown by Lady Muirenn ingen Thigernain of the Barony of Twin Moons for a competition between the archers of the Kingdom of Atenveldt.
- The tournament is held annually at or near the first Kingdom War Practice able to provide an archery range.
- All targets must have something to do with a gauntlet or hand.
- After the shooting is completed, all competitors will enter their score in a drawing for their local group.
- One name will be drawn from each local group and the high score among those names will be announced as the annual winner.
- The winner will have possession of a rotating 'gauntlet' trophy and will sponsor the next year's Gauntlet Shoot.
- The winner may add something to the trophy or donate another item of regalia.

V. Kingdom Ranking

The Kingdom of Atenveldt maintains a system of rank for archers. This is determined by the average of an archer's three highest Royal Round scores in any of the recognized divisions during a 12 month period. An archer may achieve separate ranks in more than one of these divisions.

Royal Round Divisions

Open Hand Bow
Open Crossbow
Period Hand Bow
Period Crossbow
Youth

Ranks and Scores Required

Score	Rank
0 – 24	Novice/Youth Novice
25 – 44	Bowman/Youth Bowman
45 – 64	Yeoman/Youth Yeoman
65 – 84	Forester/Youth Forester
85 – 100	Bowmaster/Youth Bowmaster
100 – 114	Bowmaster Elite/Youth Bowmaster Elite
115 and above	Bowmaster Par Excellence/Youth Bowmaster Par Excellence

A rank once achieved is never lost, with the exception of Bowmaster Elite, Youth Bowmaster Elite, Bowmaster Par Excellence, and Youth Bowmaster Par Excellence. These four rankings are determined by the average of an archer’s three highest Royal Round scores during the calendar year, January 1 to December 31. However, these rankings expire at the end of the calendar year and new scores must be obtained during the following calendar year to maintain rank.

When an archer obtains the ranking of Bowman, they will be presented with a Bowman Badge indicating his/her rank. The Bowman Badge is blazoned as: Fieldless, an archer facing to sinister proper, garbed in azure and or, drawing a bow and arrow sable. Youth archers will have the letter “Y” added to their badges to indicate a Youth Badge. Optional tassels may be added to the bottom of the badges to signify higher rankings as follows:

Rank	Badge/Tassel
Novice	White Tassel to be worn as the archer desires
Bowman	Bowman Badge with Black tassel
Yeoman	Blue Tassel
Forester	Red Tassel
Bowmaster	Gold Tassel
Bowmaster Elite	Gold and Blue Tassel
Bowmaster Par Excellence	Gold and Red Tassel

Bowman badges and tassels will be provided by the Kingdom Royal Archer to local group leaders. More than one tassel earned may be worn on the badge at the archer’s discretion.

VI. Archery Awards

Awards are given at the discretion of the King and Queen and are based on recommendations. If you feel that an archer is deserving of one of these awards, please send a letter of recommendation to Their Majesties. Please see the Atenveldt web site at www.atenveldt.org for additional information on these awards and making recommendations.

A. Sable Pheon

This award is given by the Crown to those persons who have demonstrated skill in archery.

Or, three pheons in pall points outward sable, within a bordure indented azure.



B. Azure Archers of Atenveldt

This award is given by the Crown to individuals who show excellence in the teaching and skills of archery.

Azure, a sun in his splendor Or within seven pheons in annulo, points outward, argent and a bordure Or.



C. Commander of the Azure Archers

This award is given by the Crown to individuals who are already Companions of the Order from a previous reign and continue to show excellence in the teaching and skills of archery. Only one person may be admitted to the Order each Reign.

Azure, a sun in his splendor Or within seven pheons in annulo, points outward, argent and a bordure Or. This award is suspended from a gold ribbon and Companionship in this order carries a Grant of Arms.



VII. Officers and Their Duties

Warranted officials are expected to submit their reports in a timely manner. If this cannot be done, the person to receive the report must be notified so the tardy submission can be accommodated. Tardiness or absence of reports may result in revocation of a warrant.

Range Marshal

- All Target Archery Marshals must be at least 18 years of age and are lesser officers of the SCA. **They shall maintain membership** as required by SCA bylaws, and shall be warranted by the Kingdom as required by corpora.
- Marshals are the local authority on range safety and target archery.
- Marshals will be familiar with SCA and Kingdom of Atenveldt Archery Handbooks, and assist all archers in complying with these handbooks.
- No target archery activities will take place at an event unless a marshal is present on the range.
- A marshal shall not allow more archers on a line than can be safely supervised.
- Marshals are encouraged to assist marshals-in-training in becoming a warranted target archery range marshal.
- Marshals will assist the marshal-in-charge or their local Captain of Archery as requested.
- **Marshals are allowed to hold warranted offices in addition to their marshal warrant.**

- All range marshals shall submit a report to the Captain of their local group, or the KRA if not affiliated with a group, once a year by December 1st. This report should include any significant marshal activities they had in the previous year, their current SCA and legal name, address, phone number, e-mail address and a statement that they wish to continue being a warranted Range Marshal for another year. Marshals who do not comply with this requirement may be taken off the warrant list.

Range Marshal- in -Training

- Persons desiring to become a target archery range marshal must approach their local group Captain or Lieutenant and request to become a marshal-in-training.
- Marshals-in-training will assist in the running and safety of the archery range under direction of a warranted marshal.
- To become a warranted marshal, the marshal-in-training must help set up and marshal under the marshal-in-charge's supervision, a minimum of 5 archery practices/events. One of the five must be a major published event.
- The marshal-in-training shall complete and pass the Range Marshal Authorization Test.
- The local group Captain will complete the marshal-in-training form and send it to the Kingdom Royal Archer for official signatures and entry into the Kingdom target archery range marshal database. To be official the warrant is to include the signatures of the Crowns and the Kingdom Earl Marshal and may be a roster or individual warrant.
- The Kingdom Royal Archer will send the marshal-in-training a Target Archery Range Marshal card once the warrant has been signed.
- This card should be presented to the Marshal-in-Charge at an event when offering to assist on the range.

Target Archery Range Marshal-in-Charge

- The target archery range Marshal-in-Charge is responsible for taking all reasonable steps to enforce the rules and safety standards, and supervises the conduct of all archery activities at an event/practice.
- Marshals-in-Charge must be warranted marshals.
- The Marshal-in-Charge may request the assistance of other marshal in the performance of his/her duties.
- The marshal-in-Charge and assisting marshals have the authority to inspect equipment for safety and compliance with the Kingdom rules. Equipment that does not meet the standards in the rules or is deemed unsafe shall not be used.
- In the event of any disagreement, the Marshal-in-Charge shall have control in resolving the dispute, subject to appeal to the Kingdom Royal Archer, Kingdom Earl Marshal or the Crown. Appeals may be made as specified in Kingdom and SCA law.
- The Marshal-in-Charge is responsible for filing an injury report whenever an archery-related injury occurs at an event. An incident report is to be included.
- This report must be sent to the Kingdom Royal Archer and the Kingdom Earl Marshal by e-mail and a phone call within 24 hours, and a hard copy mailed within 5 days of the incident.

List Person

- There must be an appropriate waiver signed for everyone at the range for each event. Adults sign the adult roster waiver, and parents must sign a minor waiver for each child.
- A list person is responsible for ensuring the waivers are filled out and delivered to the local Waiver Secretary for every archery activity.
- Not all activities will have a list person. For activities that do not have one, the Marshal-in-Charge will assume the same duties.

Captain of Archery

- The Captain of Archery is a territorial office and is responsible for the operation and reporting of the local archery group. This includes all archery activities within a given geopolitical subdivision of the Kingdom (i.e., Barony, Shire, College, etc.), and any other duties as required by the Coronet and/or Seneschal and/or the Kingdom Royal Archer.
- The Captain is responsible for the safe conduct of archery in his/her local group.
- He/she will maintain accurate records of all archers within the local group, including SCA name, legal name, address, telephone number, style of bow, rank, scores, etc.
- The Captain will recommend and train warranted Lieutenants to aid in the performance of his/her office.
- The Captain will work with the Kingdom Royal Archer to warrant target archery and thrown weapons range marshals, and will maintain a list of authorized marshals in their group.
- The Captain will compile and submit reports to the KRA on a monthly basis, due by the first of each month. The report must include: dates and number of archers attending a shoot/practice, number of warranted marshals, a brief statement on the status of archery in the group, any injuries, and any other pertinent information. If thrown weapons activity is also occurring in their local group, a separate report for thrown weapons should also be included.
- A yearly report is to be filed by all group Captains, or Lieutenants on behalf of the Captain, to the KRA by the fifth day of December. The report is a summary of all activity in the local archery group, including any thrown weapons activity, from December of the previous year through November of the current year. The Captain will submit a supplemental report regarding warranted marshals and marshals-in-training, including SCA name, legal name, address, phone number, and e-mail address for each marshal. This supplement should include an indication of whether or not each marshal wishes to continue as a warranted target archery range marshal for the next year.
- **The Captain must maintain membership in the SCA, and must be a warranted target archery range marshal.**
- This office is appointed by the local Coronet and/or Seneschal as the officer in charge of archery.
- When the office is vacant, interested parties should submit a letter of intent to the local group Coronet and/or Seneschal stating that they are requesting this appointment.
- This is a warranted office for 2 years and may be renewed as often as all parties choose.

- The Captain of Archery may not hold other warranted offices.
- The Captain may be a non-warranted Deputy to the KRA.

Lieutenant of Archery

- The Lieutenant of archery is appointed by the local group Captain of archery and reports directly to him/her and the Kingdom Royal Archer.
- The Lieutenant is responsible for the archery or thrown weapons activities assigned to him/her by the local group Captain.
- In the event that the Captain is unable to fulfill his/her duties, the Lieutenant will temporarily assume the duties until the Captain is able to resume or until the Coronet and /or Seneschal determines who will assume the position of Captain.
- The Lieutenant may assist in the warranting of marshals at the discretion of the Captain.
- **The Lieutenant must maintain membership in the SCA, and must be a warranted target archery range marshal, or marshal-in-training.**
- This is a warranted office for 2 years, and may be renewed as often as all parties choose.
- The Lieutenant of Archery may not hold other warranted offices.

Kingdom Royal Archer

- The Kingdom Royal Archer (KRA) is the head of the Atenveldt Archery Office. This is a lesser Kingdom office reporting to the Kingdom Earl Marshal, as well as the Crown. On appointment, the KRA must be a warranted target archery range marshal in good standing in the Kingdom of Atenveldt.
- **The KRA must maintain membership in the SCA.**
- The KRA shall ensure that the Kingdom target archery and thrown weapons rules include, at a minimum, basic range safety standards, equipment standards, and procedures for warranting, and reporting. He/she will maintain and enforce the rules for safety and promoting archery and thrown weapons in the Kingdom of Atenveldt.
- He/she shall report quarterly to the Society Archery Marshal, the Crowns of Atenveldt, the Kingdom Earl Marshal, and the Kingdom Seneschal. This report will include a summation of all archery/TW activities in the Kingdom. The KRA will report to the Society Archery Marshal and the Kingdom Earl Marshal any archery/TW related injuries which required professional medical treatment as well as any potentially dangerous circumstances or incidents involving archery or thrown weapons in the Kingdom and their outcome.
- The KRA is responsible for the warranting of all Captains of Archery, Lieutenants of Archery and Range Marshals.
- The KRA must maintain a list of territorial officer and range marshal warrants.
- The KRA will act as archery autocrat (event steward) for Estrella War to include overseeing the set-up and day-to-day running of the archery and thrown weapons ranges. (He/she will oversee the Estrella War Treaty Negotiations with other principle kingdoms if applicable.)
- The KRA will provide local group archery leaders with archery badges and rank tassels.

- The warrant for this office will be valid for 3 years and renewable in 1 or 2 year increments to be extended at the discretion of the Crowns of Atenveldt and the Kingdom Earl Marshal.
- The KRA may not hold other warranted offices.
- If the office is vacant or has been advertised, interested parties will send a letter of intent relating their background in archery and why they would be the best candidate for the position to the Crowns of Atenveldt, the Kingdom Earl Marshal, the Kingdom Seneschal, and the current KRA if any.
- The current KRA will relay any historical information to the Crowns and the Kingdom Earl Marshal regarding the applicant(s) to the office.
- The decision as to who will be appointed as KRA will be made by the Kingdom Earl Marshal and the Crowns of Atenveldt.
- The badge for the KRA is blazoned: Or, a sheaf of arrows inverted sable within a bordure indented azure.



- The KRA is allowed to wear a tabard and fly a banner with the badge of office emblazoned.
- Former KRA's are allowed to fly a banner with the badge, but they are not allowed the tabard.

Deputy Kingdom Royal Archer

- There must be one warranted Emergency Deputy Kingdom Royal Archer. There may be other warranted or non-warranted deputies appointed by the Kingdom Royal Archer as needed.
- The Emergency Deputy KRA will be prepared to assume the full duties of the KRA if necessary. There is no limit on the number of non-emergency Deputy KRA's.
- The Deputy reports to the KRA as required and assists with special projects, training, etc.
- The Deputy may be required to act for the KRA in specified matters at the discretion of the KRA. If he/she is required to act on behalf of the KRA, the duties, responsibilities and authority of the Deputy shall be the same as the KRA.
- **The Deputy must maintain membership in the SCA, and be a warranted target archery range marshal.**
- The Deputy is designated by the KRA, may be warranted by the Crowns of Atenveldt and Kingdom Earl Marshal, and serves at the discretion of the KRA.

VIII. Grievance Procedure

In the case of a grievance, please refer to the current Lex Atenveldtus, available at www.atenveldt.org/Law/LawTradition.aspx.

Glossary

ARCHERY SHOOT:	An archery shoot is defined as any event at which official scores are shot, including but not limited to regularly scheduled practices and official events.
ARROW:	The projectile shot from a bow.
ARROW REST:	A projection or shelf on the bow that provides a contact and resting place for the arrow to be shot from.
BOLT:	Also known as quarrels. These are specially constructed, shortened arrows that are used in crossbows.
BOW:	A device made of flexible material, with a bowstring connecting the working ends of the material, to propel an arrow.
BOW ARM:	The aim in which the bow is held during shooting.
BOW LIMB:	The upper and lower thirds of a bow. The limbs are responsible for the spring action of the bow.
BOW SIGHT:	External devices that are attached to the bow to aid in aiming.
BOW STRING:	The string or cord used to brace a bow.
BROADHEAD:	A sharpened point commonly used for bow hunting.
CLICKERS:	A mechanical device that clicks when the bow is drawn to the proper length.
COMPOUND BOW:	A bow that uses cams and pulleys to aid in the performance of the bow.
CREST:	A series of colored bands around the arrow used to indicate ownership of the arrows. Colors and patterns are determined by the individual archer.
CROSSBOW STOCK:	The shaped body of the crossbow that holds the bow and houses the trigger mechanism.
DIVISION:	Refers to the subdivision of the two archery forms, Handbow and Crossbow. Currently there are two divisions in the Crossbow Form, Open and Period, and three divisions in the Handbow Form Open, Period, and Youth.
DRAW:	The process of pulling the bowstring into a firing position.
DRAW	For a bow, the amount of force built up when the bow is drawn to its

WEIGHT: specified draw length. This is typically measured in pounds at 28 inches.

END: A designated number of arrows shot by an archer during their turn.
Refers to a set of six arrows, unless otherwise stated.

FIELD OF FIRE: The area in front of the archers that arrows fly through or land in.

FIRING LINE: The designated line that participants use to fire from. It must be straddled when shooting.

FLETCH: The feathers at the rear of the arrow, used to stabilize the arrow during flight.

FORM: The major divisions of bow types recognized by this kingdom. Currently they are the Crossbow Form and the Handbow Form. These forms may be subdivided into Divisions.

HOLD: A safety command that is called to bring an immediate stop to shooting. When a HOLD is called, all archers are to stop shooting and step back from the firing line immediately. If an archer has an arrow drawn when the HOLD is called, that archer must carefully back down the arrow, and return it to the quiver.

KISSERS: A disk placed on the string that is used to determine if the bow is drawn correctly. It is so named because it usually touches the corner of the mouth when the bow is drawn.

NOCK: The groove on the end of the arrow to keep it on the string when shooting.

NOCK POINT: A plastic or brass ring placed on the string that is used to indicate the correct placement of the arrow.

NOCK AN ARROW: The process of putting an arrow on the bowstring in order to draw and fire.

POINT: The metal tip on the front of the arrow. Points come in different styles: target points, field points and broadheads (razor-sharp hunting points). For SCA purposes, only target and field points are allowed. Period style field points may be allowed with approval of the Range Marshall in Charge. Broadheads are never permitted under any circumstances.

PROD: The bowlike device at the front of the crossbow.

RISER: The part of the bow that is used as the handle. In more modern bows, it can be very large and elaborate to minimize hand shock when the arrow is released.

ROUND: A designated number of ends shot in a competition.

SCOREKEEPER: A person who records an archer's score. Individual archers may not act as a scorekeeper for themselves.

SERVING: An over-wrap of string to protect the bow string at the ends and in the middle.

SHELF: The lower part of the cutout portion of the bow. Arrows are shot off this

	shelf if the bow is not equipped with an arrow rest.
SHOOTING AREA:	The area around the range that includes the field of fire and the area behind and around the firing line.
SLING:	A loop of cord around the wrist and bow to keep the bow in the hand while shooting.
SLOW ROUND Or UNTIMED ROUND:	An SCA term for an end during which a fixed number of arrows, usually six, are shot. There may have a time limit to prevent the round from lasting too long.
TIMED ROUND:	An SCA term for an end which is timed, during which an unlimited number of arrows may be fired.
SPINE WEIGHT:	The stiffness of the arrow. A heavier bow uses a more rigid arrow that will flex less than one spined at a lighter weight.
STABILIZER:	Weights or rods placed on the bow that is designed to reduce the recoil and twist of the bow when firing.
STRING WALKING:	The practice of changing where on the string an arrow is nocked, to adjust for distance.
TARGET BUTT:	The backstop that the target face is placed upon.
TARGET FACE:	The scoring area of the target.
WORRY:	To wiggle or twist an arrow when removing it from a target butt.

Appendix A



The Society for Creative Anachronism, Inc.

INJURY REPORT

Modern Name of person injured: _____

SCA Name: _____

Home Address: _____

Phone Number: () _____ DOB: _____ Age: _____ Male/Female: _____

Date of Injury: _____ Date of Report: _____

If above dates are different, explain why: _____

Location Injury Occurred (Site/Address): _____

City: _____ State: _____ ZIP Code: _____

Description of Injury: _____

Description of how the injury occurred: _____

Where was injury treated: _____

Range Marshal in Charge (Modern Name Printed): _____

Signature: _____ Date: _____

Range Marshal in Charge address: _____ Phone: _____

1. If injured is under 18, include copy of the signed Minor's Consent to Participate and Hold Harmless Agreement.
2. If injured is over 18, and does not have a blue membership card, include copy of signed Consent to Participate and Release Liability form.

Appendix B

Monthly Archery Report



MONTHLY ARCHERY REPORT

DATE:

GROUP:

DATE	TOTAL NUMBER OF ADULTS	TOTAL NUMBER OF YOUTHS	TOTAL NUMBER OF ARCHERS	EVENT NAME // PRACTICE

Number of warranted marshals:

NEW RANKINGS					
N – Novice, B – Bowman, Y – Yeoman, F – Forester, BM – Bowmaster, BME – Bowmaster Elite, BMPE – Bowmaster Par Excellence					
Ranking	SCA Name	Mundane Name	Member #	Home Barony	Adult / Child

REMARKS / COMMENTS:

EQUIPMENT FAILURES and INJUIRES: Please fill out the correct form(s) and attach to this report.

REPORT PREPARED BY:
 S.C.A. NAME:
 MUNDANE NAME:
 ADDRESS:
 Address 2:
 CITY:
 STATE: ZIP CODE:
 PHONE E-MAIL:

Revised Form – January 2009

APPENDIX C

Optional Archer Verbal Safety Test

This test may be given verbally to a new archer to ensure they know how to have a safe range.

1. Who can call "Hold" on the line?
2. What do you do if you are on the line and "Hold" is called?
3. Why would you call "Hold" on the line?
4. When is it safe to knock an arrow?
5. What direction should an arrow be pointing when being nocked?
6. What direction should an arrow be pointing when being fired?
7. Where should you stand on the line?
8. What do you do if you drop your arrow in front of the line during a shoot?
9. When do you go forward to retrieve your arrows?
10. What should you do if you are on the line and have finished shooting?
11. You wish to shoot and see that no marshal is in charge of the line, is it okay to shoot?
12. Once a "Hold" is called, who can open the range for shooting to resume?
13. Describe the steps to remove an arrow or bolt from a target butt.
14. When should an archer carry his/her bow across the line?

Appendix D

Kingdom of Atenveldt Range Marshal Authorization Test

Name _____

1. A Range Marshal's Warranting needs to be renewed each December by sending a note to the Captain or KRA stating that you wish to continue as a Range Marshal?

YES

NO

2. What should a Range Marshal do if they notice some equipment that appears to be unsafe?

3. Special consideration for archers with disabilities and for nonstandard equipment may be given by the Range Marshal-in-Charge?

YES

NO

4. What is the overall element that a Range Marshal is constantly evaluating during an archery activity?

5. What should a Range Marshal do before giving permission for the archers to shoot?

6. What should archers do after they have finished shooting?

7. Who can remove an archer exhibiting unsafe behavior from the range?

8. Who can call a Hold?

9. If an archer is seated or kneeling while shooting, where should their drawn arrow tip be compared to the other archers straddling the line?

10. When and where can an arrow or bolt be nocked?

11. A Range Marshal is considered a lesser officer of the Kingdom?

YES

NO

12. When can someone not shooting be inside the 10 foot safety zone?
13. When can an archer pick up a dropped arrow/bolt that is over the line?
14. Who can open the range for shooting?
15. What should the Marshal-in-Charge do after there has been an injury requiring professional help?
16. Can a Marshal hold a warranted office?
17. Who is ultimately responsible for the safety of an archer's equipment?
18. Name at least 3 conditions when a crossbow should not be used?
19. When considering a field as an archery range, what things should you look for?
20. What should archers do when they hear a Hold on the line?

I, SCA name _____, have read and understand the Kingdom of Atenveldt and the Society Archery Handbooks, and will assist all archers in complying with these handbooks.

Legal Signature

Date

Captain's Legal Signature

Captains, please retain this sheet for your records.

Appendix E

Kingdom of Atenveldt Range Marshal in Training Qualification Sheet

SCA Name: _____ SCA number _____

Legal Name: _____

Address: _____

Phone: _____ E-mail: _____

Marshaled at these Archery/TW Events: one must be a major published event

Date	Event	Range Marshal's Signature
1)	_____	_____
2)	_____	_____
3)	_____	_____
4)	_____	_____
5)	_____	_____

Passed the Range Marshal Authorization Test: date _____

Range Marshal's Signature: _____ SCA # _____

Recommendation for Marshal Warrant: date _____

Range Marshal's Signature: _____ SCA # _____

Captain's Signature: _____ SCA # _____

Please send a copy of this completed form, and the Range Marshal Archery or Thrown Weapons Warrant request form, to the Kingdom Royal Archer to finish the warranting procedure.

Appendix F

Kingdom of Atenveldt Range Marshal- Archery or Thrown Weapons Warrant Request

Legal Name: _____

Address: _____

Telephone (Home): _____ (Other): _____

E-mail Address: _____ Member Number/ expiration: _____

SCA Name: _____

Let it be known that the above-referenced person is requesting a Range Marshal Warrant in the following area:

_____ Target Archery _____ Thrown Weapons

For Branch: _____

Captain of Archery Name

Printed: _____

Signed: _____

Date: _____

Kingdom Royal Archer Name

Printed: _____

Signed: _____

Warrant added date: _____ expires _____

Card sent/ given date: _____

Handbook Approved by:

This Archery Handbook replaces all prior Atenveldt Archery Rules and are confirmed by Our Hands on this, the 14th Day of October, Being the Year 2012 in the Common Reckoning.

Thomas
Rex Atenveldtus

Flora
Regina Atenveldtus

N400
Atenveldt Earl Marshal

Catylr O'Sullivan
Atenveldt KRA