

Frequently Asked Questions (FAQs) on Kingdom Waiver Policies for Seneschals

*New FAQs should be submitted to the Kingdom Waiver Secretary, Lady Alienor de Narbonne
This FAQ was last updated on February of 2004*

Where can I get copies of the waiver forms?

The Consent to Participate and Release Liability (Adult Waiver and Adult Roster Waiver) and Minor's Consent to Participate and Hold Harmless Agreement (Minor Waiver and Family Minor Waiver) forms are available at <http://seneschal.atlantia.sca.org/> under the heading "Waiver Secretary."

If more than one adult is signing a waiver, you can use any form with the full text of the Adult Waiver on it and more than one entry that includes printed name, signed name, and date. The Adult Roster Waiver is a pre-made form for multiple adults only. I recommend using the adult roster waiver at events for general ease of handing and filing.

If a family is signing in more than one minor, the family can use the Family Minor Waiver form, which includes entries for multiple children from a single family. This form may not be used for children from more than one family.

Where can I get copies of the waiver submissions forms?

These forms are available from the Kingdom Seneschal's website, under the heading "Waiver Secretary", at <http://seneschal.atlantia.sca.org>. You can also find these forms in the back of the Seneschal's Handbook, also found on the Kingdom Seneschal's website, under the heading "Atlantian Seneschals' Handbook".

When is the group seneschal responsible for collecting and submitting signed waivers?

When your group sponsors an official event (listed in the Official Event Calendar for the Kingdom of Atlantia in the Acorn), you need to collect all waivers signed during the course of that event. This includes waivers signed at registration (troll), all list tables, and any other activities that require waivers as part of the official event. All of the waivers collected at an official event are referred to as "event waivers."

Can I get someone else to collect and submit waivers for me?

Yes. But you are ultimately responsible if something goes wrong.

How many waivers should I be prepared to collect at an event?

I've received as many as 200 signed event waivers from some of the larger events in this Kingdom. Be prepared!

When do I submit event waivers?

Within fourteen calendar days of the date of the event, I need to have the waiver materials in my mailbox. If I don't receive them by this date, I will notify you, and at your request, may grant you a grace period of fourteen additional calendar days.

How do I submit event waivers?

Separate waivers into two stacks: adult and minor. (If you're really cool, you'll clip the two stacks separately.) Complete an Event Waiver Report form, and put the whole thing in the mail to me. My name and address will change periodically, so look in The Acorn for the current Kingdom Waiver Secretary's contact info.

Do I need to send waiver materials by priority or overnight mail?

No. Regular U.S. Postal Mail will do.

Do I need to have anything notarized or certified?

No. Regular U.S. Postal Mail will do.

Should I make copies for my records?

No. I will always have them if they're needed.

I've got waivers in my files for old events. What should I do with them?

Please send them to me like you would any other event. Many groups have already done so. Feel free to send all old events in one big envelope, or box, or hand them to me at an event, but fill out an Event Waiver Report form for each event, and clip them separately, if possible.

What about waivers signed at fighter practices, demos, or other group fighting activities?

Any fighting that takes place at an official group activity (announced in a meeting or newsletter) is conducted by a Marshal-in-Charge (MiC) of that activity. The group's knight marshal is responsible for collecting waivers from the MiCs, and submitting them on a quarterly basis. These activity waivers are generally referred to as "fighter practice waivers." If there is a problem with the submission of fighter practice waivers, the seneschal of the hosting group will be notified.

What fighting activities require the collection of signed waivers?

At the moment, signed waivers are collected for all forms of heavy fighting, all forms of rapier fighting, equestrian activities, siege weapons, combat archery, and youth combat. Waivers are not collected at target archery and thrown weapons practices.

Our group doesn't have a marshal, so we don't hold any fighting activities. Do we still need to submit something?

No. If your group has no marshal, then your group is sanctioned by the Kingdom Earl Marshal, and can hold no marshal activities. Therefore, your group cannot have any fighter practice waivers generated by activities within your group, and also won't have anything to submit. I make a note of the groups sanctioned by the Kingdom Earl Marshal every quarter, and don't expect any fighter practice waiver submissions from that group.

I can't get the waiver materials to you by the deadline for some reason. What do I do?

Submit a Request for a Grace Period for Waiver Submissions form indicating what happened. It must be signed by you and mailed to me. I will review the information submitted carefully, and grant grace periods for reasonable causes. This process requires just as much effort as actually submitting the waivers, so you will want to do this only for a serious problem. (Note: repeated requests for grace periods will be investigated.)

There's been a tragic loss of waiver materials. What do I do?

Submit a Request for Release from Waiver Submissions Requirements form indicating what happened. It must be signed by you and mailed to me. I will review the information submitted carefully, and based on consultation with the Kingdom Seneschal and/or Kingdom Earl Marshal, I will grant releases for reasonable cases.