[INSERT NAME OF YOUR SCA GROUP]

Seneschal Report for: [INSERT MONTH/YEAR OF REPORT]
Report Submitted: [INSERT DATE REPORT COMPLETED]

Local Seneschal: [INSERT YOUR SCA & MODERN NAME]

ZIP CODES ASSIGNED TO OUR GROUP: This section does not change from month to month, but defines the geographic confines for your group. See the "Official Kingdom Zip Code List" on the LAW & TRADITION page of the Kingdom Website at http://www.atenveldt.org/Law/LawTradition/tabid/114/ltemld/154/Default.aspx to get the zip code list for your group. [INSERT LIST OF YOUR GROUPS CODES]

ROYALTY/GREAT OFFICERS IN THE GROUP: Complete the below information for each Great Office in your group.

Enter "In transition" where officer is changing, and "N/A" if position does not apply in your group.

Office	SCA Name	Modern Name	Member Number	Warrant Expires
Baron				
Baroness				
Seneschal				
Exchequer				
Chronicler				
Marshal				
Minister A&S				
Herald				
Chirurgeon				

BANK BALANCE AND SPECIFIC OFFICER NOTES: Document the group's bank balance and any important information in Officer reports.

 Exchequer reported Bank Deposits, Expenditures and Balance for: [INSERT MONTH AND AMOUNTS]

2.

APPROXIMATE NUMBER ACTIVE MEMBERS PLAYING THIS MONTH: Provide your best guess of the number of these playing in the last month.

Type of Participation	Estimated Number
General Populace	
Heavy Combat Fighters	
Rapier Fighters	
Target Archers	
Youth Fighters	
Artisans	

LIST EVENTS HELD BY THE GROUP THIS MONTH: This section should include a short list of the number of each type of event held by your group in the last month, along with a description of the general attendance, activities problems and highlights. If you did not hold any of a specific type, enter "NONE".

1.

2.

Locally Publicized Populace Events (No article in Southwind, but Site Fees Collected):

1.

2

Populace Meetings (Fighter Practices, Officer Meetings, Guild Meetings, etc.):

1.

2.

Demos (List date, organization & best guess as to number attending, etc.):

1.

2.

Summary (to help you compile your Domesday report at the end of the year)

Type of Event	Quantity this month
Kingdom Calendar	
Locally Publicized	
Populace Meetings	
Fighter Practices	
Demos	

COMMENTS ON OVERALL STATE OF THE GROUP AND/OR CURRENT PROBLEMS: Give a brief (one or two sentence overview of how you think the group is doing, and explain any current problems or issues.)

Send a monthly version of this Report to the Kingdom Seneschal, to be received by 10th of each Month. Baronial Seneschals must also copy their Baron and Baroness

This is a sample of a completed report for a fictitious group! HIGHLIGHTED ITEMS ARE WHAT YOU WOULD FILL IN...

SHIRE OF ABC LAND

Seneschal Report for: April, 2007 Report Submitted: May 5, 2007

Seneschal: Lord Bob, m/k/a Robert Smith

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85235 85273 85501 85532 85545 85552 85554 85237 85292 85502 85539 85550 85553

ROYALTY/GREAT OFFICERS IN THE GROUP: Enter "In transition" where officer is changing, and "N/A" if position is

not filled in your group.

Office	SCA Name	Modern Name	Member Number	Warrant Expires
		Modern Name	Nullibei	Expires
Baron	N/A			
Baroness	N/A			
Seneschal	Lord Bob	Robert Smith	999920	May 2007
Exchequer	Rebecca	Becky Jones	999288	April 2008
Chronicler	Lord Johan	John O'Hara	<mark>666940</mark>	Getting Warrant
Marshal	Lord Mikael	Michael Miller	972891	Dec 2007
Minister	IN TRANSITION			
A&S				
Herald	Lord Yellit	Bubba O'Malley	878199	<mark>Jan 2008</mark>
Chirurgeon	N/A			

BANK BALANCE AND SPECIFIC OFFICER NOTES: Document the group's bank balance and any important information in Officer reports.

- Exchequer reported Bank Deposits, Expenditures and Balance for: April are Deposits \$200, Expenditures: NONE, Balance: \$712.00
- Herald report not received.
- Chronicler reports 6 new subscriptions.

APPROXIMATE NUMBER ACTIVE MEMBERS PLAYING THIS MONTH: Provide your best guess of these.

Type of Participation	Estimated Number	
General Populace	<mark>24</mark>	
Heavy Combat Fighters	<mark>3</mark>	
Rapier Fighters	0	
Target Archers	<mark>5</mark>	
Youth Fighters	0	
Artisans	6	

LIST EVENTS HELD BY THE GROUP THIS MONTH: This section should include a short list of the number of each type of event held by your group in the last month, along with a description of the general attendance, activities problems and highlights. If you did not hold any of a specific type, enter "NONE".

Kingdom Calendar Events (with articles in Southwind):

1. NONE.

Locally Publicized Populace Events (No article in Southwind, but Site Fees Collected):

1. We held ABC Shire Roundup on April 7th, and 30 people attended, including several from the Baronies down south. We held a hard suit tourney with six members, and had a potluck feast. Everyone thought it went off well.

Populace Meetings (Fighter Practices, Officer Meetings, Guild Meetings, etc.):

- 1. Weekly Fighter Practices were held, and we generally had 3 fighters out.
- 2. Lady Jeanna held a class in Cotehardie Construction. It was attended by 4 people and seemed to be well received.

Demos (List date, organization, & best guess as to number attending, etc.):

- 1. April 22, 2007, Jane Doe Elementary School, 12 SCA members and 60 children attending
- 2.

Summary (to help you compile your Domesday report at the end of the year)

Type of Event	Quantity this month	
Kingdom Calendar	0	
Locally Publicized	1	
Populace Meetings	1	
Fighter Practices	<mark>4</mark>	
Demos	1	

COMMENTS ON OVERALL STATE OF THE GROUP AND/OR CURRENT PROBLEMS: Give a brief (one or two sentence overview of how you think the group is doing, and explain any current problems or issues.)

The group seems to be happy and excited about playing. We are still searching for an A&S Officer, and Lady Jeanna may be interested. A number of people are planning to attend Coronation in May, and we are organizing crash space and transportation to go together.

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