

Planning an Elevation

The elevation of a friend, a significant other, or yourself is a special and very busy time. This is a guide to help you have a more smooth and enjoyable process. While it is in no way exhaustive, it will cover most of the common topics and include several cues about the areas that will require individualization.

Pages 21-24 are specific to the standard Northshield ceremony that includes a series of admonitions to the proto-peer. These are often handed out to multiple people, each reader only reading a line or two, which can be hard for people to follow. I've reproduced the admonitions in a format that allows a reader to know when they are coming up but prevents having to print of the entire page for each reader.

This overview also assumes that the candidate will have some time between being placed on vigil and being elevated and that the Crown is relatively receptive to allowing the candidate to design their ceremony. If Their Majesties either plan a "drive by" elevation or insist on using the standard ceremony, some changes may need to be made. Please feel free to contact me with suggestions for additions, deletions, and changes.

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General Notes for the Candidate/Vigilant

Being elevated to the Peerage is a special honor and one that you have worked hard to obtain. While it may be tempting to take ownership of every detail of the vigiling and elevation process, *don't* try to do all the preparation and execution yourself. First of all, it will lead to significant stress and detract from your special day. Possibly more importantly, even if you can do it all by yourself, many of your friends are happy for you and will want to be involved in some part of your big day. Let them express their joy by letting them help. It is often helpful to have your Peer, significant other, and/or close friend assist by being your coordinator(s). They can assist in assigning volunteers to help with projects before the big day and take care of details during your vigil and ceremony while you are otherwise occupied. Focus on the decision-making that only you can make (ceremony details, clothing preferences, etc) and ask for help in all the places where another pair of hands can be useful (making clothing, bringing food, etc.). The ability to delegate is a Peer-Like Quality ("PLQ"), display it proudly!

When delegating tasks or accepting volunteers, think about the tasks that need completing and try to match the volunteers' abilities, personalities, resources, and desires to the jobs asked of them. If you don't want to, or can't, do all of the delegation yourself, pick someone you trust to recruit others for you. Think about who has time, resources, social capital, and good project-completion history. Welcome enthusiastic volunteers, but be able to insist on the candidate/vigilant's preferences as being primary over the assistant's "brilliant plan." And deal as gently and well as you can with anyone who offers to help you; after all, they're offering you a gift.

The other common pitfall of the elevation process occurs when your "vision" for the day is not able to be realized. This may be a consequence of logistics (there just is not time in court for a three hour ceremony), realistic expectations (cloth of gold IS what your persona would have worn, but you just can't afford it), real-world issues (there is not a single event where ALL of your significant friends can attend), or Crown-interface issues (not all Crowns are open to significant alterations to the standard elevation process). The best way to minimize your exposure to these pitfalls is to decide on what parts of the process are most important to you, set realistic expectations, communicate clearly and regularly with everyone involved, and accept that not everything will go off *precisely* as you had hoped or planned. Do your best to plan for the foreseeable, but don't allow minor deviations to ruin your day.

Please also be aware that pretty much everything herein is just a suggestion. If there is something that does not resonate with you or that you do not find to be meaningful, feel free to omit it or revise it to meet your needs. While there are certain aspects of the process that can be dictated by the Crown, this is in essence your day. Enjoy it. Breathe... and congratulations!

Beginning the Process: Putting the Candidate on Vigil

(Note that this section is not for the candidate, but for others involved in the early stages of the elevation process. Responsibilities in this segment will be addressed largely by the Order and the Crown.)

Setting

When the decision to put a gentle on vigil is made, care should be taken to choose an appropriate time and place, if possible. The ideal setting is at an event where many of the candidate's friends will be able to be in attendance and where the event itself is either a general-interest event or reflects the interests of the candidate. It is usually somewhat less than useful to put a candidate on vigil for the Knighthood at a sewing event, for example. Exceptions exist, certainly, but be certain that they apply to the candidate, their new Order, and their interested friends. Also, if the candidate is to be put on vigil at a time other than a court most people are expected to attend, it is wise to make sure that the time and place of the vigiling is discreetly made known, either by announcing a "short court" or whispering it through the grapevine.

Begging the boon: Participants

In many cases, the candidate will have a Laurel, Pelican, Knight or other mentor, (hereafter generically referred to as their Peer,) who is the obvious person to beg the boon. If the candidate has such a relationship with a member of the Order, ideally the Crown will arrange to have that person available at the event where the elevation is announced and this person will beg the boon. If the Peer or mentor cannot be there in person, obtaining a letter, token, or some other communication from them is appropriate. A close friend of the candidate or mentor or some other member of the Order may read the letter as a proxy. However, in some cases, no such Peer or mentor exists for the candidate and it may be unclear who should or will have the honor of begging the boon. In this case, Their Majesties may ask the Order as a whole to beg the boon or may appoint a representative to do so; a close friend of the candidate or someone whose field of interest is substantially similar to the candidate's would be appropriate.

Be aware that in many cases, the mere presence of some people may in itself be a "give-away" to the candidate, especially if those people live far away and/or are not often seen at events like the one in question or events in the area in which the announcement is to be made. This doesn't mean that "give-away" people can't be around for the announcement, but extreme care should be taken. Either a truly convincing cover story should be concocted to explain their presence or they need to remain hidden from the candidate until the announcement is already made. (However, if they are *discovered* staying out of sight, the jig is almost certainly up! Keep them locked away in private rooms, off-site until the last moment, in other parts of the event site if it is big enough, in really good disguises, or similar. If they are going to be at the back of court, put them behind an unobtrusive screen, or at least make sure the vigilant sits way up front, has already had snacks and a potty break, and never looks to the back of court.

Begging the boon: Scenario

Often, some form of court schtick is employed to "get" the candidate. This is likely to be a highly individualized component of the court and while this can be great fun, it is important that it be something that will not offend or upset the candidate. Whenever possible, the scenario

should be discussed with the candidate's Peer/mentor/significant other/close friend to ensure that it will be a meaningful and enjoyable "gotcha" for the candidate.

Additional considerations

While the placement of a candidate on vigil is generally considered a "secret," it is a good policy to ensure that the candidate's significant others, dependants, and close friends are aware of the plan so that they may make the effort to be there.

Also, since the candidate is unlikely to remember anything after the words "I beg a boon," having a camera person designated for video or still photography is a nice touch! The camera person should be discreet until Their Majesties' intent is clear.

A note on "drive-bys"

If it is Their Majesties' intent to put someone on vigil in the morning and elevate them in the evening or (heaven forefend) elevate them immediately, additional sneaky planning is necessary. A good deal of the preparation recommended under "The Vigil" and "The Elevation" will need to occur in advance and in secret. Discreet questions about a candidate's preferences may be asked, but must be done delicately to avoid arousing suspicion. It is an excellent idea to provide for a "vigil" after the fact, especially if this is the first Peerage for a candidate. If possible, some discreet way of making sure the candidate will be wearing acceptable-to-nicer garb is a kindness to them.

The Vigil

(The responsibilities in this section may be divided up in any number of ways. I strongly advocate that a coordinator be assigned who will work closely with the vigilant to determine the needs and wants, but then will manage the details, assign tasks to other volunteers, and track the completion of those tasks. In general, decisions should be made by the vigilant, details arranged by the coordinator, and tasks completed by volunteers. Communication is key!)

Setting

The setting of a vigil is not as critical as begging the boon or the elevation, since there can be multiple vigils over a period of time before, and sometimes even after, the elevation. Particularly if the vigilant has friends from across a large area that may or may not be able to attend the elevation ceremony itself, multiple vigils may be appropriate. The vigil(s) should be held at event(s) that will draw a significant number of the vigilant's friends and fellow activity enthusiasts on a date that will allow sufficient time for preparation, and avoid foreseeable modern schedule conflicts. If the vigil is to be held on the day of the elevation, see the additional considerations listed under that topic.

Contact the site stewards well in advance (if possible) to ask for permission and space to hold the vigil. Let them know your general plan and see whether and how they are able to accommodate you. Ask whether you may be allowed on site to set up early and whether there are any site restrictions (wet/dry site, food, tape on the walls, ability to set up inside tents, etc.). Thank the site stewards for their assistance.

Space

During the vigil, space will be needed for the vigilant, their advisors, the line of people waiting to offer congratulations, and (if desired) refreshments. Some way of demarking this space is desirable – for example: a separate room or corner of a large room if at an indoor event, a pavilion or shade fly at a camping event. At indoor events, a small indoor tent, room divider, or canopy can be very useful to separate the immediate area for the candidate and their current visitors from those folks waiting to offer congratulations and advice and from the general population. People will linger and chat while they wait, so having some privacy for the consultation area is a good idea.

The space itself should ideally be decorated in some manner to make it “special.” This is a major celebration and appropriate surroundings should be provided, based on the candidate's needs and preferences. If a pavilion, shade fly, or indoor tent is used, an effort should be made to hide any modern components. It is often impossible to hide all the modern components in an indoor site, but some camouflage is a nice idea. Consider wall-hangings, carpets, banners, etc. for both indoor and outdoor events. Some of these items may be used later in the ceremony, but can be used during the day to improve the ambiance. Provide a sign for the door or other prominent spot so that gentles passing by are able to find out why there is a special presence.

Lighting should be provided, particularly at outdoor evening vigils. Consider fire pits, candles, or battery-operated candles as needs and site limitations allow. Usually lighting is provided in

indoor sites, but if an indoor canopy or tent of some sort is used, consider that some lighting within the enclosure may be needed.

Furniture

Within the immediate consultation area, there should be at least three nice seats – one for the vigilant and two for the people currently offering congratulations and advice. (Any number of people might go in at once, but two is the most common number bigger than one.) A bench-type seat can be useful for providing seats for multiple people, gentles in armor, or the heroically scaled gentles. A table to be placed next to the vigilant's seat (and possibly a second between the visitors' seats) is a good idea for placing beverages, lighting sources, and other small items. A medium sized basket or other container for collecting cards, tokens, and small gifts is likewise a good idea.

Additional seating in the area outside the consultation area is a good idea, but not strictly necessary, nor need it be more fancy than the chairs generally available throughout the site. If nicer seating is able to be provided, that is excellent, of course. A large table for food and beverages is a good idea, as is a small one for displaying the vigil book and the wait list or other visitor management system.

Food and beverages

First, determine what will be allowed on the site – some sites do not allow outside food at all and many sites ban alcoholic drinks. Next, determine the preferences of the candidate - refreshments can range from purchased party snacks to well-researched persona-appropriate dishes. Also decide how much food you wish to provide each visitor, from a very light snack to simple refreshments to a real meal. Then, plan your food accordingly. Finger foods and bite-sized pieces are a good plan. Include a balanced selection of options, if possible – fruits, vegetables, cheeses, meats, desserts, etc. It is often a good idea to plan so that food and drink portions on a serving table are limited but can be replenished as they run low. Consider the conditions when choosing dishes. If this will be an outdoor event in midsummer, limit the number of foods that will spoil or melt and provide ice to cool any items that may need it. If it is a midwinter event, even if it is indoors, warm beverages may be welcome. Consider food preparation, storage and disposal needs and plan appropriately. For outdoor events in particular, how will you protect the food from insects and other creatures? Consider the realities of safe food storage and transport. Will you need coolers or other containers to transport and store the food at an appropriate temperature? How often will you need to get ice during transport and serving? Will you need to heat or cool the food before serving? Will any on-site preparation (chopping, icing, brewing, or other assembly) be necessary? Make sure you pack all the components and utensils you will need for every dish. *(If you do not have a coordinator for any other aspect of your vigil and elevation, get a coordinator for your vigil refreshments! They will require time and effort to prepare, they will need to be replenished or cared for while you visiting with advisors, and will need to be cleaned up at the end of the day when you are tired. Have a food coordinator if you will have food. Do it.)*

Consider questions regarding food and drink for the vigil separately. Unless they are choosing to fast during the period of their vigil – an authentic practice that some vigilants choose – and especially if the vigil will be a long one or last through meal-time(s), it is a good idea to have a system arranged to make sure they have food and drink when they want or need it. It may be as simple as the vigil getting themselves more when they want it, calling for it, asking a departing visitor to let someone know to send it up, or staging some food and drink reserves within the consultation area. If the vigil has any special dietary needs or habits, know these in advance. Things like hypoglycemia, diabetes, allergies, (lax or strict) dietary concerns, and so forth, are things to know about and plan for. Taking their taste and desires into consideration is also nice. And if the vigil chooses to fast, and especially if they are not used to it or are fasting a longer time than they are used to, make sure they prepare appropriately for before and after their fast and. Accidentally fasting eighteen hours when a six-hour fast was planned might be unpleasant for everyone. Adequate water should be provided for all vigilants, fasting or not.

Tablewear

Even if refreshments are not being served to the vigil attendees, some items should be provided for the use of the vigil, namely, a pitcher for water or other hydrating beverage, a nice cup or goblet, and a period-appropriate plate and utensils. Even if the vigil is eating the lunch served to all of site, it is nice to avoid serving it on a Styrofoam plate.

If a buffet table of snacks is provided, make sure to bring a tablecloth to cover the table – proper linens are ideal, but unless you are bringing or have access to a particularly decorative table, a simple covering of any sort goes a long way toward dressing up a plastic table. For serving the snacks, bring nicer-looking plates, bowls, pitchers, and serving utensils. Consider each dish that will be served and make sure it has the appropriate serving dishes and utensils. Additional plates, bowls, cups, and utensils for the visitors to use may be of the disposable variety. Consider clean up, and provide a trash can and liners (either from the site or from home). If dishwashing facilities are not available on site (or if you simply want to be realistic about having time to deal with them), bring a plastic bin or disposable box for taking home dirty dishes.

Clothing

Some vigilants choose to have a special suit of clothing made for their vigil, often a pure white outfit. Others wear the clothing they intend to wear for the elevation and others simply wear something nice, meaningful, or comfortable. This is an individual choice that should be discussed with the vigil, if possible.

Vigil Book

In many places, it is traditional for the vigil to have a book in which well-wishers can write, or multiple books if they might expect a long line, or if they wish for any reason to let more than one person write at a time. This can be helpful for those who are unable to wait in the vigil line or to record the sentiments for a time when the vigil is less bombarded with advice. It also serves as a nice keepsake of the day. The vigil may also want another notebook to keep notes in as they receive visitors. Suggest to them that if a visitor says anything that they particularly

want to remember, then they should make a point of asking their visitor to record it in the vigil book. Ideally, this is a nice blank book – handmade is not necessary, but it should be nicer than a spiral notebook and not be obviously modern. Most booksellers will have at least one or two options that are reasonable options.

Visitor Management System

Most vigils will see a significant amount of traffic over the day and there should be a plan as to how to manage the flow of people. This can be one of the most important considerations, since it will affect every visitor! Most vigils maintain a “waiting list” that is kept near the vigil tent and monitored by a helper, but feel free to come up with some other system, as long as the system is clear to the gentles waiting.

Maintaining a strict time limit per visitor is difficult and often undesirable, but it is wise not to dally too long with each visitor lest the waiting list become unmanageable. If there is someone who is known to be particularly long-winded, consider limiting them to a brief period and then asking them to schedule a private discussion at a later time. If the vigilant thinks they may have difficulty with limiting talkers, arrange a “help!” signal with the coordinator and have them assist in moving the line along. That said, the vigil time is the vigilant’s to do with as they wish, and if there is someone with whom they want to have an extended conversation, that is their right and privilege.

Certain people will expect “line-jump” so don’t be surprised if a system is temporarily derailed by the sudden appearance of Their Majesties or similar dignitaries. Traditions about who may readily line-jump exist, and may vary from locale to locale, but the King and Queen almost always get to visit as They will. Beyond that, it is up to the vigilant and their helpers to decide who may line-jump, for what reasons, and how it will be handled when it happens. The vigilant and helpers should also realize that while some people are philosophical or not terribly concerned if they do not get to speak with the vigilant, other gentles may be gravely disappointed or agitated if things conspire to prevent or significantly delay their visit. Managing the wait list and prioritizing visitors can be a delicate task and ideally should be delegated to someone with the ability to be fair, firm, and calm (see “Staff” below).

Staff

While the vigilant may be interested in being part of the planning and preparation for the vigil, they should not be solely responsible for the running of the vigil. They can not relax and talk with visitors at the same time as “fighting fires,” managing the wait list, refilling food stores, etc. It is wise to have one or two coordinators who are aware of the plan and can direct volunteers, as well as a handful of helpful folks who can assist with setting up, maintaining the refreshments, monitoring the visitors list, running errands, taking a few photos, and cleaning up. If things are well planned out, these need not be onerous jobs, but will become unnecessary distractions if the vigilant attempts to do them alone. Even vigilants for the Order of the Pelican need assistance. There will be lots of friends eager to help. Let them.

Other

These are just the broad strokes of the vigil, the details can vary significantly. Some vigilants have tokens to distribute to visitors, others choose to stay awake all night, others choose to have a religious ceremony to mark the occasion, and others choose to forgo a vigil altogether. If the vigilante knows about the vigil in advance, find out what will make the day most meaningful for them.

The Elevation

(As with the vigil, the responsibilities in this section may be divided up in any number of ways and a coordinator is strongly recommended. The vigilant should determine their desires and then discuss them with the Crown. The coordinator should focus on managing the volunteers who have offered to help make garb, banners, etc and organizing the people involved with the ceremony. Again, communication is key!)

Setting

As with begging the boon, care should be taken to choose an event and time that is appropriate to the vigilant, if that option is offered by the Crown. Things to consider are events the vigilant can attend, events Their Majesties are attending, events that the vigilant's Peer/mentor/dependents/significant other can attend, events that will draw a significant number of the vigilant's friends and fellow activity enthusiasts, a date that will allow sufficient time for preparation, and foreseeable modern schedule conflicts.

Once an event is chosen, contact the event stewards to inform them. Usually, this will have little impact on the event unless space is needed for a vigil at the event (see above), however, an elevation can sometimes radically change some event variables. The elevation of a particularly popular person can significantly swell the attendance of a small event, necessitating a larger lunch or feast, or a lengthy elevation ceremony may extend the length of court enough that pushing feast back is prudent (and much easier to plan for in advance than half-way through the day). Be kind to your host and provide them with as much warning and as much information as possible and be sure to thank them for their assistance.

Planning the Ceremony

Most, if not all, Kingdoms have a standard elevation ceremony but there may be the option to create a customized ceremony. The Northshield Book of Ceremonies, including the standard ceremony, is available at:

<http://northshield.org/Resources/PDF/NorthshieldBokeOfCeremonies.pdf>

If the vigilant knows about the elevation in advance, they should confer with Their Majesties to determine whether a customized ceremony is desired and whether it will be permitted. The proposed ceremony should be written, discussed and approved in advance of the day of elevation to allow for appropriate planning. This is one of the key areas for the vigilant to be involved and to include those things which will be most meaningful to them. However, if you are designing a custom ceremony, please remember to be kind to your friends – try to make sure that it is not excessively long, since peerages often come at the end of already-long courts, and provide translations if portions are presented in a foreign language so your friends can understand what is going on.

If you plan to have a procession into court, think about all the components you will need. You should arrange for a herald or music, if desired, and agree on a text or piece of music far enough in advance for the performer(s) to have it well practiced. Consider the length of the hall and the procession when choosing a text or musical piece – you don't want something remarkably too long nor too short. If you want banners or other heraldic displays in your procession, consider

how they will be made, what materials you want them to be made from, their design *including* the stands/poles/etc for carrying them in, and the persons who will actually carry them in the procession. Think about how you want the procession to look and who you want to be in it. If you want the gentles involved to be thematic, they will need clear instructions on what you expect for clothing and sufficient time to make or procure such clothing. Draw up a processional order as a list or a diagram so there is no last minute scrambling in the back of court. Make sure every member of the procession knows their role, including where and when to meet, where they fit in the procession, what to carry, where to walk, how fast to walk, where to go once the procession has reached the front of court, and where to place the items they carried, if applicable.

Generally, the ceremony involves multiple people speaking for the Peer Like Qualities of the vigilant, including one from each of Peerages (Knighthood, Laurel, Pelican, Royal), except for the order into which the vigilant is being inducted, since it is assumed that the vigilant meets those criteria. Generally, a representative of the populace is also asked to speak and other gentles may be asked to speak if the vigilant requests. The Northshield standard ceremony also includes a series of admonitions on being a Peer and these may be read by the herald, one member of the populace, multiple members of the populace, or some other arrangement if they are retained in the ceremony. This is a great opportunity to allow close friends and supporters to have a role in the ceremony if they are not to be one of your primary speakers. If the admonitions are used, have a copy of the full text, including the preceding sentence or two of the ceremony for each speaker – if they each only have their part, it is easy for lines to get omitted or read in the wrong order. If you know in advance who will read which line, including the names of the speakers in the text distributed to the readers is useful as well.

Many vigilants want to memorize their ceremony. You should at least make an effort to memorize your Oath. However, make sure you have a copy of the entire ceremony on hand so that the herald may prompt you if you become stuck. Even if you are not prone to stage fright, a back-up plan in place will protect you from unforeseen jitters and awkward mid-court silences. If your lines are in a language the herald is unlikely to be able to prompt you, consider having them also written on notecards that you can keep on your person or that can be held by a member of your new Order and be provided if needed.

Clothing

The clothing chosen for the elevation, if the vigilant knows about the ceremony in advance, is a very personal choice. Many people will choose to make clothing that is specific to their persona's time and place and often that reflect the status that the Peerage confers. Whenever possible, this should be carefully considered and planned. You likely will have some friends who are willing to sew for the ceremony or at least who would be willing to lend some appropriate pieces. This is an occasion where a lot of photographs will be taken – make choices that are pleasing and meaningful to you, but don't be that guy who gets his white belt while wearing white tennis shoes. When packing for the event, carefully check that all the pieces are with you – consider putting on the entire outfit to ensure that it all works together – undergarments, garb, and all accessories – and then strip down, packing each piece immediately into your luggage.

Special clothing for the ceremony may extend to people other than the vigilant. Immediate family members, household members, dependants, and other gentles with a role in the ceremony may want to dress appropriately to their role. Be prepared to answer questions about the time period and culture of the ceremony and to assist gentles in finding good information about clothing of the period, if this is important to the vigilant. Again, this is a very personal preference and most auxiliary persons usually dress in their own clothing unless expressly asked to do otherwise.

The Day of the Ceremony

The day of the ceremony is often a hectic one. Try to get a good night's sleep the night before. If you live more than an hour from the location of the event, seriously consider getting a hotel room or crash space near the event the night before to prevent travel-related disasters.

Before Court, have one of your coordinators make sure that each of your speakers is on site and knows their role. If they have a scripted part, that script should be provided to them, including the surrounding text, and their part should be highlighted or indicated in some way. A copy of the ceremony text, if different from the standard ceremony, should be provided to the herald. Agree on a "help me" signal for the herald to begin prompting your lines so they know whether you are in trouble – this will prevent them from breaking in while you are gathering your thoughts or intentionally pausing. If you have notecards for your lines, they should be located and placed where they can be promptly referenced.

Get dressed in your elevation outfit at least an hour before the ceremony – this allows you time enough not to feel rushed, to fuss with accessories, make up, and hair, and allows for some time in case some sartorial detail has gone awry. Right before court begins, have a detail-oriented friend fuss with you and make certain you are just so.

During Court, do your best to speak up. It can be scary to be so publically on display, but this is a room full of people who are happy for you and here to see your special day. Help them to enjoy it by making it easier to hear and by providing translations of any foreign language components. If you have memorized your lines but they suddenly escape you, take a deep breath, try to find them, and if they do not appear, calmly roll on to Plan B and refer to your notecards or signal the herald for assistance. It is far better to ask for a prompt than to allow yourself to panic!

Regalia

In many cases, regalia for the new Peer will be provided by friends, family, or members of the Order. The italicized items below are the “critical” pieces that are likely to be provided. Often, the other pieces are made as a special surprise for the new Peer but may or may not be provided. If it will make the new Peer sad if one of these items is omitted for whatever reason, it may be prudent for the vigilant or their coordinator to check with a member of the Order to ensure that they are being covered or if they will need to be commissioned.

Knights

Belt, Chain, Spurs, Sword

Laurels

Medallion, Cloak, Wreath

Pelicans

Medallion, Cloak, Cap

Masters of Defense

Livery Collar, Cloak, Belt, Sword

Scroll

Whether a scroll will be provided or whether it will need to be commissioned often depends on whether the vigilant has advance warning of the elevation or not and the conventions of the Kingdom. If it is a drive-by elevation, the scroll is often commissioned in advance by the Crown. If the vigilant has knowledge of the elevation in advance or if a new Peer did not receive a scroll at the time of elevation, they often contact a scribe or the Signet and commission one. It is wise to contact the Kingdom Signet regarding the scroll well before the day of elevation, if possible. They will be able to tell you whether a scroll has been commissioned, let you know if anyone has requested the honor of doing the scroll, or provide assistance finding an appropriate scribe if you need to commission a scroll. Many scribes appreciate some direction, so be prepared to answer questions about your preferred style, time period, culture, and content.

Additional considerations

As with being placed on vigil, the new Peer is unlikely to remember the details of the day, so having a designated camera person for video and/or still photography is a good idea.

The Reception

Particularly if the new Peer did not have a vigil, it may be prudent to have an area to serve as a reception area where they may be greeted and congratulated by their friends. Often, this defaults to the back of court, but if it is known in advance, having a special place set aside as a presence is a nice touch. At the very least, have plans for the new Peer and their friends to sit feast or go out to dinner afterward to celebrate together.

The Follow-Up

Many, many people will have touched the planning and execution of the elevation, from planning to begging the boon to sewing the garb to setting up the hall, to helping the new Peer pack out after the event is through. Be sure to thank key people personally and send a general thank you email to as many people as you can recall and/or as a general note on relevant email lists.

The new Peer should contact the Order's secretary about inclusion on pertinent email lists. Contact information on Kingdom websites (persona profiles, officer pages, etc), websites for other Orders, and newsletters should be updated by contacting the relevant gentles responsible for that content.

Checklist: Begging the Boon:

People:

- Their Royal Majesties
- The Candidate
- The Peer/Mentor/Friend begging the boon
- A representative population of the Order
- The candidate's close friends/dependants/significant other
- A camera person

To Do:

- Choose an appropriate event to put the candidate on vigil
- Decide on court schtick and verify that it will be acceptable

Things:

- Letter or token from Peer or mentor if that gentle is not able to attend
- Props for court schtick, if needed
- Camera and film/memory

Checklist: Vigil:

People:

- Vigilant
- Well-wishers
- Vigil coordinator(s)
- Staff

To Do:

- Appoint and train a coordinator
- Decide on division of tasks and communicate this clearly
- Contact Event Steward at proposed Vigil event(s)
- Plan on décor and furniture – make or borrow as necessary
- Plan menu and tablewear
- Plan and construct vigil clothing, if desired
- Obtain vigil book and pens
- Decide on visitor management system
- Recruit staff for set up, clean up, and other tasks

Décor:

- Tent/space dividers
- Wall-coverings
- Banners
- Carpets
- Lighting
- Pieces of cloth to cover modern things
- Sign identifying the purpose of the space
- Discreet clock that vigilant can reference

Furniture:

- Three nice seats (or more, if possible)
- Buffet table(s)
- Small table for vigilant
- Small table for vigil book/schedule
- Medium sized basket
- Additional seating

Food & Beverages:

- Menu to be individualized
- Method of food transport and storage
- Method of heating and/or cooling dishes
- Optional: signs for food items identifying item and ingredients
- Water or hydrating beverage for the vigilant

Tablewear:

- Tablecloth for each table
- Serving dish and utensil for each dish
- Nice cup/goblet, plate, utensils and pitcher for Vigilant
- Plates, cups, bowls, utensils, etc for use by visitors
- Plastic tub or paper box to transport dirty dishes
- Dish soap
- Scrubbing pad or dish rag
- Dish towel

Other:

- Vigil book
- Notebook
- Visitor management system
- Pens - several
- Sharpie
- Masking Tape
- Camera and film/memory
- Special vigil clothing (optional)

Checklist: Elevation

People:

- Their Majesties
- The vigilant
- The Order the vigilant is being inducted into
- Representatives from the other Peerages
- Representative(s) from the Populace
- Populace members to read Admonitions
- Other speakers as is meaningful to the vigilant

To Do in Advance:

- Appoint and train a coordinator
- Decide on division of tasks and communicate this clearly
- Select the day of elevation (if offered)
- Communicate with the event steward about the elevation occurring
- Plan the Ceremony Text and approve it with Their Majesties
- Prepare copies of Ceremony text and Admonitions
- Memorize ceremony lines (optional)
- Plan processional
- Create processional diagram/list
- Discuss processional plan with participants and herald or musicians
- Ask other Peerage members to speak (Knight, Laurel, Pelican, Royal)
- Ask Populace member(s) to speak
- Ask other representatives to speak (optional)
- Assign Admonitions
- Memorize Oath
- Inquire about regalia, if desired
- Plan and produce clothing
- Plan and produce banners and heraldic displays
- Plan and produce regalia, if not being provided
- Commission scroll, if necessary
- Pack clothing, including all undergarments and accessories

To Do the Day of the Ceremony:

- Provide copy of ceremony text to herald
- Find out where the ceremony will fall in the order of business
- Agree on "help me" signal with herald
- Provide copy of Admonitions to the speakers
- Verify processional members know when and where to meet
- Review Oath and Ceremony text
- Place ceremony text cards in prearranged place

Other:

- Any other props for ceremony
- Camera and film/memory

Checklist: Follow-up:

- Thank yous expressed – in person or cards sent
- Thank you email(s) sent
- Order secretary contacted
- Website webministers contacted
- Newsletters contacted

Eithni's Event Crash Kit

This is an entirely optional list of items that Eithni has found to be useful to carry when autocrafting or otherwise being responsible for a Major Life Event (weddings, reunions, holiday gatherings). I can't tell you exactly what you'll use them for and you probably won't use everything in the kit, but chances are you'll use a few and be glad you had them handy:

- First aid kit – at minimum:
 - bandaids
 - alcohol wipes
 - gauze
 - tape
 - pain reliever of choice
 - antacid tablets
 - tweezers
 - fingernail snips
 - emery board
 - baby powder
 - feminine hygiene products
 - lotion
- Sewing kit
 - thread (white, black, color used in garb)
 - needles
 - safety pins
 - roll of ribbon (black or white)
 - Supermodel tape (super-strong double sided tape for all sorts of fashion emergencies)
- Tape – masking, clear, duct, (electrical is useful but optional)
- Tools - Scissors, utility knife, flashlight and multitool
- Writing utensils
 - several pens & at least one pencil
 - sharpie marker
 - small notebook
 - about 20 sheets of paper
- String (medium ball)
- Rope (25' or so)
- Roll of paper towel
- Small packs of Kleenex
- \$3-\$5 in quarters
- Dish soap & scrubbing pad or dishrag
- Magic eraser
- Small towel
- Plastic bags – trash size, grocery size and Ziplock baggies (snack, sandwich, gallon)
- Twist ties and/or wire
- A few disposable tupperware containers
- A piece of white muslin (1-3 yards)
- A pillowcase

Pack all of the above into a medium Rubbermaid bin (the bin is an asset too!)

Northshield Admonitions

This form can be used to provide a section to each reader when each line is assigned to a different gentle. Fill in the gentles' names in the table before copying it and handing it out to each reader. Knowing not only the order of the phrases but who to watch helps keep the readers in order and avoid awkward silences. The whole text version can be copied for each reader or, if you do not want each to have a full sheet of paper, the segments below provide each reader with their phrase as well as the two preceding and one following phrase and the reader's phrase is bolded.

Whole Text:

Crown: ...Know that to be a Peer is to hold a sacred trust;
That the obligations will demand your efforts every moment of your life.

1.	A Peer must seek excellence in all endeavors, not for their own good, but for the good of others.
2.	A Peer must always seek Justice, truth tempered with mercy.
3.	A Peer must remain Loyal to the people and the ideals he/she chooses to live by.
4.	A Peer must always defend their Kingdom, their family and those who depend upon them.
5.	A Peer must have the courage to sacrifice for the precepts and people they value.
6.	A Peer must have faith in their beliefs.
7.	A Peer values the contributions of others and does not boast of their own accomplishments.
8.	A Peer must be generous as far as their resources allow.
9.	A Peer recognizes that true nobility arises from the journey, not the destination.

Crown: Seek to emulate all of this as sincerely as possible,
Not for personal gain but because it is right.

Segments

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