

APPENDIX A

RULES FOR THE FORMATION OF A COURT

Overview - There have been numerous inquiries about how one goes about the formation of a court. To answer these questions and to provide uniformity between courts, the following are some basic requirements for both new and current courts. It is not the intention to interfere with the internal operations of a particular court, however, there are courts today that fall short of these guidelines and we, as an organization, need to work to bring about needed changes.

Purpose - The purpose of the court system is to act as a fund raising organization to service the community's needs. In doing so, it helps to unite the gay/lesbian/trans-gender/bisexual communities of which the court is a part. Courts are uniquely poised to be a watchdog for the social rights of the community they serve. Acknowledgement of the serious aspects of this (the court's) institution, frivolity and merriment are also key ingredients that help to make a court and its functions successful.

- 1. Petition** - The community in question must have demonstrated a desire and need for a court. This is accomplished upon presentment to the founder, via the International Court Council, with a petition signed by the interested members of the community. No more than one court should represent a community. The founder or titular head will consider all petitions and make the final decision as to whether or not the petition should be pursued. The petition should include items #2, #3 and #4 as accompaniment documentation that prove their non-profit organizational status.
- 2. Articles of Incorporation** - Articles of Incorporation should be filed with either the state, provincial or political entity that has jurisdiction over the grant process of non-profit (charitable) status as applicable by law. This document states the purpose and intent of the organization and once filed cannot be changed.
- 3. By-Laws** - By-Laws of the proposed organization are also submitted along with the Articles of Incorporation. These explain how the corporation will be managed and its operating procedures. These cannot be changed without assent by the state, provincial or national office which has jurisdiction over charitable organizations.
- 4. Charter** - Once the application for non-profit status has been granted, a charter is issued by either the state, provincial or national government based upon the intent of the organization.
- 5. Postal Box** - A post office box must be set up within the community that the proposed court will serve. It must be in the same name of the court and for use by present and future monarchs and court to receive important national or international mail from other member affiliates of the International Court Council.
- 6. Probation** - After the petition process is complete, the proposed court is placed on probation for up to three years. The purpose of this probation is to demonstrate stability and financial responsibility inherent with the foundation of a non-profit organization. During this time, the court has a choice of being called a Duchy, Principality, or Barony. The International Court Council will assign any number of Heirs-Apparent to the probationary court to assist and guide them during their probation. The founder or titular head will consult with the Heirs-Apparent from time to time to assess the progress of the probationary court. If after three years the probation is unsatisfactory, the petition will be revoked and the aspirant court will not be recognized by the International Court Council.

- 7. Recognition** - Should the proposed court successfully complete their probation and their Heirs-Apparent and/or observer court recommends it, recognition will be granted with full court status upon compliance of their legal duties, as defined by their state, province or country's charter and are current with their dues with the International Court Council.

- 8. Selection of Candidates for Election of Monarchs** - Candidates for both of the offices of Emperor and Empress that are to be duly elected by the populace should be selected based upon criteria that is both fair and in the best interest of the corporation:
 - a.) Minimum residency requirement
 - b.) Job or financial independence (demonstration thereof)
 - c.) Previous malfeasance of office

- 9. Election of Monarchs** - As determined by the court, Emperor and Empress positions shall be determined by an open and public vote of members of the gay/lesbian/trans-gender/bisexual communities. Heterosexual members of the same community may vote and participate in the court system.
 - a.) The positions of Emperor and Empress are not to be appointed nor is it to be conducted as a dictatorship. In the event of non-receipt of applicants for either office, abandonment, removal for cause or death of either or both monarchs, an empire may appoint regents to fulfill the unexpired term(s) of office.
 - b.) The procedure on how the election is to be conducted should be stated in the By-Laws.
 - c.) The monarchs will have a council of advisors to provide checks and balances to the power of the monarch(s).

- 10. Board of Directors** - A Board of Directors should be elected annually by either the public and/or from the council of monarchs, Privy Council, or the like.
 - a.) Council membership can include members of the community that the court or kingdom serves.
 - b.) The responsibility of the Board of Directors should be described within the By-Laws and that they ensure the court is operated within the state, provincial or national laws that govern non-profit charitable organizations.

- 11. Membership** - Membership in the court should be open to all individuals that are resident within a given community and where that court will serve as defined by their land grant. Dues may be assessed to enable the court to function financially; however, this is optional and based upon the willingness of the potential court participants to determine.

RESPONSIBILITIES OF A COURT

- 1.** Each court should be responsive to their community's needs.

- 2.** Each court is responsible that they maintain their affairs in accordance with the laws that govern the incorporation of non-profit status organizations within their state, province or country.

- 3.** Names and addresses of the (principal) members of the court should be forwarded to the Founding Court, the International Court Council and the International Court Calendar/Roster.

- 4.** San Francisco must be recognized as the Founding Court of all courts worldwide.

5. The principle of *non-interference* in the affairs of other courts must be adhered to in order to remain in good standing. Each court is likewise an autonomous organization within the greater community of courts.