

## Local Arts and Sciences Report

This report is for (check one):

_____ January – April	Due: May 1	(May 15 for baronies)
_____ May – July	Due: August 1	(August 15 for baronies)
_____ August – October	Due: November 1	(November 15 for baronies)
_____ November – December	Due: January 1	(January 15 rot baronies)

Name of Region:

Name of Group:

Your SCA Name:

Your membership number:

Date of last warrant (If any):

How long you have been an officer:

Your Legal Name:

Address:

Telephone Number:

Have you moved since your last report?

Events held by your group in this reporting period:

Demonstrations held by your group during this period:

Guilds and/or Special Interest Groups:

Personal Projects:

People you feel bear watching and why:

Praises/Problems:

Questions or new information about your office:

Goals you have established for the office and progress on them:

What events do you think you will be attending in the next quarter?

Send your reports to:

Local seneschal  
Baronial MoAS (If you are part of a Barony)  
Regional MoAS

Regional MoAS:

Report to Kingdom MoAS

***Be sure to keep a copy of your report in your file!***

**Remember:**

1. Do NOT use SCA names on the envelopes; use only mundane names. Print or write **clearly** - no calligraphy!
2. Regional officers are listed in *The Pale*, the newsletter of the Middle Kingdom.
3. Use standard size envelopes whenever possible (#10 long is convenient). Don't incur the extra expense of mailing a 5x7 or 9x12 envelope unless you absolutely have to.
4. Mail your reports so they will be received on or close to the due date. This will mean planning ahead: gathering information, writing the report, and allowing time for delivery. (This is especially true if your mail must cross the U.S./Canada border.)
5. **Do not send a report by Express Mail, Federal Express, etc. This is expensive!** If your report will be more than a few days late, telephone (or e-mail) the RMOAS and let them know.