

## BACKGROUND CHECK INFORMATION

**REQUEST BACKGROUND CHECK FORMS:** Send requests for background check forms to the Kingdom Seneschal at: [seneschal@midrealm.org](mailto:seneschal@midrealm.org)

**Required Information:**

SCA Name:

Modern Name:

Mailing Address:

Email Address:

Membership Number:

Membership Expiration Date:

*(You MUST have an active SCA membership to obtain a background check)*

Reason for Request: Youth Officer, Youth Marshal, Youth Activities Coordinator, Youth Instructor, Youth Point Volunteer, Parent, etc.

Once your information has been received, and you have been approved to obtain a SCA background check, you will be sent the application forms. Please allow up to 30 days for delivery.

**Send completed forms to:**

SCA Corporate office  
c/o Renee Signorotti  
The Society for Creative Anachronism, Inc.  
P.O. Box 360789  
Milpitas, CA 95036-0789

**Or fax completed forms to:**

ATTENTION: Renee Signorotti  
SUBJECT: BACKGROUND CHECK - MIDREALM  
FAX: 408-263-0641

*The FAX number is available 24 hours/day, except after 12:00pm on the last working day of the month, for the month-end close. Call to confirm that your fax has been received. 800-789-7486 or 408-263-9305 (Monday - Thursday 9:30 am - 4:00 pm PT)*

**COMPANY PERFORMING BACKGROUND CHECKS:** The current company is IntelliCorp Records Inc. Do NOT send your applications directly to IntelliCorp Records Inc. The vendor's name is not on the forms as the SCA reserves the right to dismiss any given vendor if their services are not meeting our needs. This change would require new forms.

**SUBJECT OF INVESTIGATION:** The vendor will verify any reported crimes against youth under 18. There will be no financial history checks, vehicle history checks, employment history checks, etc. Only the vendor will have the information from your background check. The SCA will **NOT** have access to information from your background checks.

**COST:** The SCA and the Midrealm will share the cost. There will be no costs to the individual applying for the background check.

**WHO IS REQUIRED TO HAVE A BACKGROUND CHECK?:** If you work with a minor\* in an official capacity such as a warranted Minister of Youth or warranted Youth Marshal then you are required to undergo a background check (regardless of any background checks you might have undergone outside the SCA).

*\*Minor - Defined as anyone who has not reached the age of legal majority. In the Middle Kingdom, a minor is anyone under the age of 18.*

**OFFICIAL YOUTH ACTIVITY REQUIREMENTS:** An official SCA youth activity requires at least two legal adults, non-related by blood or relationship. It is not mandatory that the adults required to meet the Two-Deep rule have SCA background checks. In addition to meeting the Two-Deep rule, a warranted Youth Marshal (who must have a background check in order to be warranted) is required to attend throughout the duration of the youth combat activities. The warranted Youth Marshal can be considered as one of the adults required to meet the Two-Deep rule. (Please see Corpora, Midrealm Kingdom Law, and the SCA Seneschal's Handbook for more information on official youth activities).

Previously, the Midrealm required a background check for whoever ran youth activities at any official SCA activity. However, according to SCA Corporate policies, we are not required to have a member with a background check present to hold youth activities (other than youth combat which requires a Youth Marshal) at SCA events. If an incident occurs, it will be the responsibility of the local warranted Minister of Youth. If there is no local Minister of Youth then it will be the responsibility of the regional Minister of Youth. If there is no regional Minister of Youth then it will be the responsibility of the Kingdom Minister of Youth whether or not they are in attendance at the event. Now, with that being said – I still highly encourage requiring someone with a background check to attend all youth activities.

**WHO IS REQUIRED TO OBTAIN A BACKGROUND CHECK?:** The background checks only apply to American citizens\*. Currently, no one in Canada, Europe, or the UK is required to have a background check to run official SCA youth activities. Until this changes, non-US citizens are exempt from the background checks. US citizens are required to obtain a background check regardless of their location.

If you work with anyone under the age of 18 in a warranted position such as a Minister of Youth or Youth Marshal then you are required to undergo a background check (regardless of any background checks you might have undergone outside the SCA). All warranted youth officers **MUST** have a SCA background check. Parents, instructors, marshals that do not hold an official youth office but work in conjunction with warranted officials such as a Minister of Youth or a Youth Marshals at SCA events are not required to obtain a background check.

*\*The Background Checks are tied to Warrants. American SCA members are warranted in America. Warranted Americans that organize/run official SCA youth activities in the USA or Canada ARE required to have a background check. Canadian SCA members are warranted in Canada. Warranted Canadians organize/run official SCA youth activities in the USA or Canada are NOT required to have background checks. If the person is NOT officially running the youth activities but is a volunteer, teacher, parent, etc. they do NOT have to have a background check regardless of their citizenship.*

**For more information, please contact me at [seneschal@midrealm.org](mailto:seneschal@midrealm.org)**