

SITH DYNASTY™

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This is the Official Charter for the Star Wars Costume Club

THE SITH DYNASTY

PROFESSIONAL COSTUMING GROUP

Founding Date: December 29, 2016

Lucasfilm Limited approved the use of their disclaimer
by the Sith Dynasty on February 6, 2017

Disclaimer is as follows:

The Sith Dynasty is an international Star Wars costuming organization by Star Wars fans. While Lucas film Ltd. does not sponsor it, it is a Lucas film-recognized group.

Charter Amendment Date: February, 2017

Charter Amendment Date: April, 2018

Charter Amendment Date: May, 2022

Charter Amendment Date: November, 2023

Website: www.sithdynasty.org

Facebook: <https://www.facebook.com/groups/sithdynasty>

I. Mission Statement

Although the Sith Dynasty was the first LFL Acknowledged Star Wars costume club to initiate a role-playing game during the Old Republic era, the Sith Dynasty is 'not' a cosplay or role-playing group.

We focus on community outreach while promoting the Star Wars universe.
The Sith Dynasty is a Lucasfilm acknowledged, non-profit professional Star Wars costuming organization.

II. Non-Profit Organization

- The Sith Dynasty is a not-for-profit organization
- The Sith Dynasty does not require yearly dues
- The Sith Dynasty's focus is on collections for charity's around the world
- The Sith Dynasty's focus is on bringing smiles to children of all ages

III. Representation

The Sith Dynasty comprises Sith Lords, dignitaries from the dark side, bounty hunters, scoundrels, fallen jedi and dark jedi, and others from all forms of media to include: books, movies, cartoons, games and animation from the Star Wars universe.

IV. Membership

Once membership has been granted to the Sith Dynasty, new members will be assigned a unique "SD number". Sith Dynasty members will always retain their SD number. However to be considered an active member it is required that members attend one "Troop" event per year.

ie: Attend, plan, promote, assist, and/or wrangle at any local Star Wars outing or large-scale event

The LFL Star Wars Fandom Blast email invite is also considered trooping on behalf of the Sith Dynasty.

What verification do I need to provide of attendance?

We trust every one of my members. We firmly believe in the Honor System; however, if you wish to provide photos of your participation, that is entirely welcome and allowed.

What happens if I do not perform in my Sith Dynasty capacity?

You will maintain your SD#, but you will be considered an inactive member until you do meet the trooping requirements.

Exceptions to the Trooping Requirements are as follows:

- Unable to troop due to no events within 20 miles of my home.
- Caretaker Duties of a family member.
- Military and or First Responder Services

V. Organization

1. The Sith Dynasty recognizes that most activities will be on the local level. For this reason, the club is organized Temples based on geographical boundaries.

2. The Sith Dynasty is a body comprised of the Sith Dynasty Officers and representatives from the current Temples.

A. The Sith Dynasty Officers moderate the High Council.

B. The Sith Dynasty High Council membership may bring issues of contention or concern before the Council through their Temples representatives or, in cases where their issues are with their Council representatives, through any other member of the Council (which includes High Council Officers).

How to create a Temple in your area:

The Chief Operation Officer oversees the creation and list of Temples and their boundaries.

Once two members express the desire and interest from the Same Locations, the process and planning can start regarding creating a Temple. Both of those Sith Dynasty Designated Members must agree to hold one of the following three Dynasty Dark Lord positions:

- Temple Regent or Commanding Officer
- Temple Regents Right Hand or Executive Officer
- Costume Relations Officer

Temples are smaller regions located within each Sith Dynasty System. Temple will have their borders, Temple names, Crest, Banner, and Officers.

Temples will follow the same protocol and guidelines within the Sith Dynasty Charter. Temples may not establish their own rules of operation.

Position One:

The Temple Regent /Temple Commanding Officer or CO:

- First in command of the Temple
- Represents the Temple on The Galactic Regents Council

Position Two:

The Temple Regents Right Hand /Executive Officer or XO:

- Second in Command of the Temple
- Represents the Temple on The Galactic Regents Council

Position Three:

Temple Intel Inquisitor/Public Relations Officer:

- Third in Command of the Temple

Birth names, designation numbers, and character names of all Temple Officers are required by The Sith Dynasty. We will need the Officer seat each member will fill. Temple Officers are in Dark Lord positions. All Temple Officer positions will reflect the duty descriptions of the Sith Dynasty.

VI Officers and The High Council

High Command Officers

All positions under "High Command Officers" retain a seat on the High Council.

*These positions also retain the title: **High Dark Lord**.*

Title: **High Dark Lord Sith Emperor/ess**

Position: Chairman of the Board / Chief Executive Officer

Duties:

- First to preside over High Council meetings
- Last to cast a vote concerning any High Council business matters
- Make every attempt possible, to include as many High Command Officers as possible within meetings of the High Council
- In the case of indecisions or tied and stale mate votes, this officer's decision will break the stale mate and be the deciding vote
- Oversee and insure the smooth running of the club
- Ensure they are kept aware of club business
- Ensure that the COO/Master Regent is informed of all club business by maintaining regular and consistent communications between themselves and the COO/Master Regent

Title: **High Dark Lord Galactic Master Regent**

Position: Chief Operating Officer

Duties:

- Act as the Emperor/ess right hand, and in the absence of the CEO, to act as the voice of the Emperor/ess

- If the CEO is not present to preside over Dynasty Council meetings, this officer is to preside
- Oversee and insure the smooth running of the club
- Ensure they are kept aware of club business
- Maintain regular and consistent communications between themselves and the CEO/Emperor.
- Make every attempt possible, to include as many Secondary Command Officers as possible within meetings of the Master Regents Council.

Title: High Dark Lord Chamberlain

Position: Chief Financial Officer/Treasurer

Duties:

- Oversee the Sith Dynasty's Financial Administration to include all temple treasurers
- Review and Enforce Financial Policies and Procedures within the organization and individual Temples
- Generate Quarterly & Yearly Financial Reports When Required
- Create a Yearly Budget for the Organization
- Advise the High Council on Financial Strategy and Fundraising

Title: High Dark Lord Galactic Intel Inquisitor

Position: Public Relations Officer/Lucasfilm Liaison

Duties:

- Handle communications between Lucasfilm and the club, within a club wide format
- Ensure that all pertinent information from Lucasfilm is handed down to club membership. This will be accomplished via Bi-Monthly news bulletins posted within The Forum/Facebook Group
- Handle in-club communications, meaning answering questions posed by club members. **
- Responsible for helping our members feel at home within the club.

***Questions from club members can encompass anything from finding general information on which forum discusses certain subject matter, to pointing members to the correct Officer to answer specific subject matter questions like: How do I submit a costume, how do I go about organizing an event, or how do I set up for an event.*

Title: High Dark Lord Senior Membership Inquisitor

Position: Chief Costume Judge / Costume Regulations / CRLs

Duties:

- Oversees and regulates all Costume Judges/Membership Inquisitors under their watch
- Has final say on costume approvals
- Ensure that the High Council is informed of any new costume submission which we require CRL's for
- Ensure that clear communications are maintained with members submitting costumes to the club
- Insure that costumes are approved according to the regulations for approvals in the CRL's
- Researching, building, and maintenance of the Costume Regulations CRL's of the Sith Dynasty
- Archiving CRL's within an Online Library available to all members & Potential Members to view
- Informing the Master Regent of new costumes archived within the Library
- Ensure that other Membership Inquisitors are educated and confident within the execution of the costume approval process

Title: High Dark Lord Sith Vanguard

Position: Forum And Social Media Content Moderator

Duties:

- Presides over trials within the group
- Maintain contact with all other Vanguard for both the clubs forums and social media sites
- Ensure that the Vanguard are keeping them informed about inappropriate Temple and club social media content
- Relay said offensive material to the High Council for review, where upon it will be decided how to proceed***
- Heads the process where members are brought up on charges or reprimands
- Presides over inquisitions, trials, tribunals, or anything to do with inappropriate Official Membership conduct upon the website and or social media sites
- Presides over inquisitions, trials, tribunals concerning charges levied against any of our clubs Official Membership

****If inappropriate content is delivered, this Officer will insure that before any such content is deleted, that it is screen capped or other wise photo captured before deletion.*

Title: High Dark Lord Sith Sorcerer

Position: Art Director/ Chief Branding Officer

Duties:

Ensure that Brand standards, such as logo use and Imagery are kept to the standards set forth by the club

- In charge of creating/overseeing the designs used on all club merchandise****
- Ensure that any designs submitted for approval by themselves, their team, or by any club members, are passed forward to the clubs LFL P.R. Officer /Master Intel Inquisitor to send for approval, before print or manufacturing proceeds
- Maintenance and Design of the website and forums; additions and deletions of forums, adding images to the website & forums
- Adding troop reports, news, or anything pertaining to the club deemed worthy of showcasing on the website & forums
- Takes care of general club wide merchandising ensuring that it remains on-brand and is provided to all eligible members for purchase

***** Designs are to include (but are not limited to) Membership Cards, Challenge Coins, Membership Badges, Patches, Honorary Membership Plaques, Certificates, Banners, Clothing and all club promotional materials.*

Command Officers

All positions under "Command Officers" do not retain a seat on the High Council. These positions report to their respective High Dark Lords.

*These positions retain the title: **Dark Lord.***

Title: Dark Lord Membership Inquisitor

Position: Costume Judge

Number of Positions: 4

Report to: High Dark Lord Senior Membership Inquisitor

Duties:

- Ensure communications are open and clear with potential membership
- Help with the Membership's costume approvals via suggestions and ideas, knowledge, and anywhere else it is pertinent
- Ensure all members submitting costumes are acknowledged and processed within a reasonable amount of time
- Inform the Senior Membership Inquisitor of any new costumes that may need CRL's

Title: Dark Lord Vanguard

Position: The Forum And Social Media Content Moderators

Number of Positions: 3

Report to: High Dark Lord Sith Vanguard

Duties:

- Intercept and respond to inbox messages on the social media page
If necessary, contact the High Dark Lord Sith Vanguard concerning inbox content
- Approve new members onto the social media page
- Monitor the forums and social media site for inappropriate content

Each forum "Main Temple Vanguard" will be assigned certain forums to monitor. In the case of our clubs social media sight, each Vanguard will be assigned certain days for monitoring duty. If any given Vanguard is not available for duty times, they will correlate those times with another Vanguard.

Each Vanguard will be required to:

In the case of the forums:

Lock the content, screen capture or other wise photo image any offensive materials. They will then relay the screen caps images and their location to the High Dark Lord Vanguard.

In the case of our social media site:

Make the content invisible to viewing, screen capture or otherwise photo image the material, and relay those materials and their location to the High Dark Lord Vanguard.

Title: **Dark Lord Sorcerer**

Position: Graphic Designer/Web Designer

Number of Positions: 2

Report to: High Dark Lord Sith Sorcerer

Duties:

- Work with the High Dark Lord Sith Sorcerer to create designs used on club merchandise****
- Maintenance of the website and forums
- Adding troop reports, news, or anything pertaining to the club deemed worthy of showcasing on the website & forums

**** Designs are to include (*but are not limited to*) Membership Cards, Challenge Coins, Membership Badges, Patches, Honorary Membership Plaques, Certificates, Banners, Clothing and all club promotional materials.

High Council of the Sith Dynasty

The following is a description of the governing body of the Sith Dynasty, its membership and its duties.

Title: **Emperor's High Council**

Council: Board of Directors

Membership:

- All High Command Officers
- All Temple Regents

Duties:

- High-level strategy, oversight, and accountability of the organization
- Oversee the day-to-day operations of the organization
- Ensure prudent use of assets, including facility, people, and good will

- Ensure that the nonprofit's activities and transactions are, first and foremost, advancing its mission
- Recognize and disclose conflicts of interest
- Make decisions that are in the best interest of the nonprofit organization; not in the best interest of any individual board member (or any other individual or for-profit entity)
- Ensure that the nonprofit obeys applicable laws and regulations; follows its own bylaws; and that the organization adheres to its stated purposes/mission

Standard Operating Procedure:

- Discussion of any and all club business will take place either via a council call, Web Meeting, or within the High Council Social Media Group.
- There should be someone responsible for taking minutes concerning any official High Council business.
- After Council discussions, if a consensus was not met, a vote will be held. The highest number of votes for or against any given club business subject will be the deciding factor.
- The Emperor will be the last one to vote.
- If there is a tie vote, the Dynasty Emperor/ess has the last say on any issue.

Temple Leadership

- The Temple Regent
- Temple Regents Right Hand
- Temple Costume Inquisitor

The Temple Leadership Team reports directly to the Chief Operating Officer.

VII Elections

A. Requirements For Holding An Office Of Service Within The Sith Dynasty:

You must be an Official Member in good standing within the club, which means being an active Designated Member with no current charges levied against you.

B. Mandatory Requirements of Officers within The Sith Dynasty:

After accepting an officer position, you must log in at least one Official Club Troop a year. High Command Service: Must be at least 21 years of age. Command Service: Must be at least 18 years of age. Must have one Sith Dynasty designated costume in good repair and trooping condition.

C. To ensure the integrity of the club, if an Officer is minus a costume after a 6-month grace period, they will be removed from Office. As the Charter states, we will fill that vacant seat according to the protocol for replacing Officers. Please refer to Officer protocol within the Dynasty Charter for mandates concerning this Addendum.

- Applicants may only run for one Officer position at a time.
- Applicants desiring to run for Office must submit their intention to run for a position the month before the election process begins to the Master Intel Officer.

Election Protocol

Elections will be officially announced one month before the election begins. In the case of High Dark Lord Positions, this announcement will be placed on the club's social media site.

This thread will present each applicant's statement for the question and answering period of the election process. This will be a statement made by each applicant about why they desire the Office and why they feel they would be the best person to serve in the position.

The time allotted for perspective Officers to send a statement will be one week.

Applicants will send their statements to the appropriate Officer designated to receive them.

Each applicant will have a one-week question and answer period

During this time, Official Members may ask questions of the applicants. In the case of High Dark Lords, all Officially Designated Sith Dynasty Members may ask questions. In the case of Temple Positions, only the Temple Official Members may ask questions.

Voting will begin at the end of the one-week question and answer period.

Voting time will last one week. Votes will be cast and tallied via a poll containing the Officers running for office. For fairness and transparency, vote counts will become visible as soon as you cast your vote. Members who attain the highest number of votes will earn the Offices.

Official Announcements of new Officers will be announced once Voting Has Ended.

Temple Elections

The Temple Intel Inquisitor is to report the names of all newly elected Officers to the Club's Intel Inquisitor. Officers serving a Temple must be visibly archived to the Members upon a thread within each Temple Forum.

Elections will be officially announced one month before the election begins. In the case of High Dark Lord Positions, this announcement will be placed on the main forum boards and our club's social media site. Only members of any of the five specific temples will be allowed for their upcoming leadership.

VIII Policies and Amendments

This Charter will be amended when necessary by the Sith Dynasty High Council. Discussions for club-related business will be discussed and voted upon by the High Council.

The high vote will deem any amendments, deletions, or changes to the Charter. Any Charter amendment will be posted in a public forum for review. As amended, this Charter will be sent to LFL for archiving.

IX Merchandise and Branding

All Ideas and possible merchandise are welcome and appreciated.

The Process is as follows:

- Sith Dynasty Members or Temples will Submit their ideas to the Brand Officer.
- The Brand Officer will review to ensure all LFL and Disney requirements are met.
- The Brand Officer will submit the possible merchandise to LFL for approval.
- Once the item has been approved- The Brand officer will search out appropriate vendors. While this is taking place, the understanding is that a minimum may need to be ordered with the additional five additional items to be sent to LFL.

After all of these steps have been met, we can move forward with the sale to the membership.

X Disciplinary Actions

It is important to remember that our primary focus for public appearance attendance is at venues where children will be present.

This includes Conventions. Therefore, this club has A Zero-Tolerance Policy for accepting Anyone With A Sex Crime Conviction. The situation involving the sex crime conviction will 'NOT' be considered for a continued Membership or club participation waiver. The law is the law, and LFL /Disney nor the justice system will excuse any action this club takes to forgive someone based upon their personal story of injustice.

Being discovered to have a Sex Crime Conviction will result in an immediate removal from the club. The removal will be permanent and include all Official, Forum, and Social Media Capacities. You will not be allowed to be in or around club events, and if discovered there, it will be reported to the authorities.

Your Designation number will be retained, however, within a retired status. You will no longer be able to participate or associate with our club in any way. Not under any circumstances.

If later you are relieved of said conviction and desire reinstatement to the Dynasty, you must first supply legal documentation of innocence. If said documentation is presented, your website forum and social media privileges will be reinstated as a forum member.

If said documentation is submitted, and if a year has elapsed since your removal, you will be required to re-submit your costume for approval. At that time, you will be reinstated as an Official Member with full rights and privileges.

Suppose said documentation is presented, and it has been less than a year since your dismissal. In that case, you will immediately be re-instated as an Official Member with full rights and privileges.

If you are charged with a sex crime, regardless of its severity, you will be considered an inactive member until your trial has been completed. You will not be allowed to troop until a verdict has been rendered. We apologize for this strict rule. It must be upheld.

Behavior Requirements

Lucas film acknowledges the Sith Dynasty.

We portray and represent Star Wars characters to the public, with Star Wars being the acknowledged and legal sole property of Disney and LFL, the proprietor of all things Star Wars. Professionalism by our members will be paramount. The professional conduct of our members is nonnegotiable and is expected.

See the Sith Dynasty Code of Conduct for more information on this subject.

XI Donations

Receiving Donations, Turning In Donations, And Financial Reports

The Sith Dynasty and our Designated Membership only accepts donations on behalf of a charity, with 100% of the profit from those donations being turned over to the recipient.

The Sith Dynasty does not collect monies for us to procure props, costumes, or swag, nor for any other monetary reason.

Our Members are never to accept money on behalf of the Sith Dynasty. This protocol covers individual members or members who always show up in groups.

When becoming an Official Member of the Sith Dynasty, you agree that when portraying a Star Wars character outside of our Officially sanctioned events, you acknowledge that the Sith Dynasty holds no accountability nor responsibility for what you do on your private time in your costumes. The Sith Dynasty does not babysit our Official Members in any capacity.

The Sith Dynasty does not accept responsibility for any of our Designated Members conducting charity drives on behalf of themselves or other organizations.

The Sith Dynasty does not accept responsibility for any of our Designated Members making private appearances in any format. TSD does not make official appearances at certain events unless there is a substantial donation to a local charity of \$300 or more.

Charity appearances must not benefit the club members or the Sith Dynasty.

All Charity proceeds must be counted by at least three Designated Official club members. Those three witnessing Official Members must then sign off on the count, and then the Official Member responsible for turning the donation in must provide proof of the signing in the form of an image to the TSD Chief Financial Officer.

The Official Member in charge of the Donation must ensure the donation makes it to the receiving Charity. As with all Charity appearances, there must be proof of the donation from the recipient of the charity in the form of a receipt. Recipient means The charity receiving the gift.

Receipts should be screen-capped or otherwise imaged and sent to the CFO or other appropriate Officer. That Officer must ensure that all proofs of collections and donations are sent to the Senior Intel Inquisitor for archiving.

Never conduct charity collections at any venue or function, no matter where it is, without first speaking with the TSD Chief Financial Officer.

There can never be charity collections unless you have permission from a Sith Dynasty High Ranking Officer. At least two Official Members must be present. Charity collections must be approved via channels by first The Venue and second Club Senior Officers.

We must have proof of any Character request on behalf of the charity. The Venue must send our club a character request via the Contact Us button on our website.

Found Here:

[www.sithdynasty.org/contact us](http://www.sithdynasty.org/contact-us)

Not following this protocol can end in disciplinary action for the offender. This is considered a severe breach of protocol, which can land someone in personal Federal legal liability. The Sith Dynasty claims no legal nor moral responsibility on behalf of the actions of its members. Liabilities are the sole responsibility of the individual member.

After Fund-Raising Report for Appearances

A fun-raising report must be turned in to the TSD Chief Financial Officer.

The person responsible for the troop will post the Charity report onto our social media site. Donations collected for charities at events will be directly presented to the charity officials by the approved Sith Dynasty Official member assigned responsibility for that task. All charity donations received by Sith Dynasty Official Members must include the following information:

- The name of your Sector and Temple.
- Your SD# and name:
ie: *SD-001 Darth John Boy*
- The legal name of your Temple Regent.
- Your Temple Regents character name.
- The name of the charity event and location:
ie: *Cardinals vs. Reds game, Cincinnati, Ohio*
- The name of the recipient Charity:
ie: *Make-a-Wish Foundation received by John Doe*

This report must include the totals of actual money collected during the event and the venue's ending 'grand totals, (Efforts as a whole) The venue may have had its donations drive for the charity.

Where our name was utilized during the event, that is also considered part of our collections as the encompassing event totals. The grand totals may take some time to receive as donations come into the venue over a few days. The responsible Sith Dynasty Senior Officer will archive the collections totals to the Dynasty's Social Media Site as they are received.