



The Rules

Ontario Guild of Town Criers



Official 2022

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1. Overview of Organization

1-a Official Name:

The organization shall be known as **The Ontario Guild of Town Criers**.

1-b Mission Statement:

The mission of the Ontario Guild of Town Criers is to promote the ancient and honourable craft of Town Crying, ensuring that this most personable and eloquent method of oral communication prevails for all time.

1-c Purpose: (Objectives:)

The Ontario Guild of Town Criers objectives are:

- 1) To preserve the ancient and honourable craft of Town Crier;
- 2) To educate the public by providing a better understanding of the art of Town Crying;
- 3) To promote Town Crying by holding crier competitions throughout Ontario and to ensure that an annual Ontario Guild of Town Criers Provincial Championship is hosted.

1-d Limitations:

The Ontario Guild of Town Criers shall be non-profit, non-partisan, non-sectarian and fully inclusive.

1-e Definitions:

Throughout these Rules:

- 1. "Board of Directors" or the "Board" shall mean the President, Treasurer, Secretary and four Directors chosen from the Guild membership with each having equal voting rights.
- 2. "Chair" is an appointed member to oversee any assigned committee recognized by the Board.
- 3. "Executive" and "Officers" shall mean the members of the Board of Directors.
- 4. "Guild" shall refer to "The Ontario Guild of Town Criers".
- 5. "Guild Operational Year" shall be for the calendar year.

- 6. "Guild Financial Year" shall be for the calendar year.
- 7. "In good standing" shall mean any Member who has met the dues requirement, is conforming to the Ontario Guild of Town Criers Code of Ethics, and who is not under any form of penalty or sanction within the Guild.
- 8. "Regulations" are the governing principles and organization of the Guild.
- 9. "Rules" are agreed conduct and course of action pertaining to both the Criers and the Guild.

2. Membership:

Types of Membership

2-a A "Member" may be a:

i. Regular Member:

Any person, holding an official appointment as Town Crier by a recognized government within Ontario, or by a Ontario historical organization. Age shall not be an impediment to membership.

All Members must be in good standing with the Ontario Guild of Town Criers to represent the Guild or participate in any of its sanctioned events.

ii. Associate Member:

- A) Any person who is an active member in good standing of another town crier guild, but does not meet the requirements as a Regular OGTC member, may apply and be accepted as an Associate membership. As well, where there is no guild available to join, any person who is officially recognized as Town Crier of a community or historical organization may apply for Associate Membership.
- b) Any person, who was previously a Regular Member of the Guild, and who no longer holds an active official appointment, may be eligible to apply for an Associate Membership
- c) Associate members shall have no voting rights.

iii. Executive Member:

An Executive Member is an elected or appointed crier serving on the Board of Directors who has the duty to attend any authorized meeting of the Guild, and voice comments with permission of the Board or Committee leadership.

iv. Retired Member:

A member of the Guild, who has officially withdrawn in good standing, and no longer participates actively as a Town Crier in their appointed position, and has chosen to cease their town crier responsibilities may request status to remain within the guild as a retired member, but shall have no voting rights, nor introduce motions. A Retired Members shall be exempt from payment of dues.

v. Honorary Member:

The Ontario Guild of Town Criers may duly honour and recognize individuals who have exhibited extraordinary actions or words, that bring great assistance or recognition to the Guild. This special distinction for exemplary service and enhancement to the Guild is a true demonstration of thanks from the membership. Honorary members shall be exempt from payment of dues; however, they shall have no privileges as a Member.

vi. Life Member:

A Life Membership may be awarded to highly recognized members of the Guild, who have been distinguihed as leaders, providing outstanding effort on behalf of the Guild, and always acting in the best interests of the Guild with distinction and exemplary service.

Life Membership shall have all of the privileges of Members provided that they have not retired. Life Members shall pay dues only if still active in Town Crying. If retired, a life member ceases to pay any dues.

2-b Application for Guild Membership:

- Applications for membership shall be made in writing_₹ signed by the applicant and submitted to the Guild Secretary.
- A copy of the applicant's official appointment as Town Crier shall accompany his/her application to the Guild Secretary.
- 3. The Secretary and Treasurer shall review all applications, ensuring that the necessary fees have been paid, and that proper appointments have been conferred onto the applicant officially. The application will then be referred to the Board of Directors with their recommendation.
- 4. The Guild Treasurer shall advise the membership of the application, with the Board requesting input for any special consideration in favour or against the application. After a two-week period, the application may be presented to the board with any member's comments, for the board to determine acceptance or rejection of the application.
- 5. The Board, in making decisions on Elections to Membership, may do so at any meeting of the Guild, Board, or by special polling of the Board of Directors by mail, email, phone, fax or other convenient means after a complete review has been completed.

2-c Privileges of Membership:

A Member, in good standing, has the privilege to:

- 1. Be recognized as a member of the Ontario Guild of Town Criers.
- 2. Wear or display the Guild crest on their uniform, dress, letterhead, business cards, web site or other promotional material provided that the material indicates that they are a member.

Note: The Board of Directors, reserve the right to determine the appropriateness for using the Guild's name, crest, or other identifying item related to the Guild.

- 3. Attend meetings of the Guild, submit motions, and vote at the AGM or on a committee if assigned.
- 4. Participate in Guild activities.

2-d Limitation of Authority:

No action shall be taken by any member, or officer to financially bind the Guild, or express interpretation of Guild policy, until the Board of Directors has approved it and/or passed by the general membership.

2-e Duties and Responsibilities:

It shall be the duty of every member to understand and to uphold the Guild's Statement of Ethics and Discipline, including:

- No member may financially encumber the Guild without the specific direction of the Board of Directors;
- 2. No member should encroach into other Crier's official appointed area, unless another government or historical organization wishes to appoint a Town Crier for their own purpose.
- 3. It is deemed a courtesy to ask a fellow crier for permission to fulfill crier activities in another crier's area; however, it is not the position of the Guild membership nor Board of Directors to make any such determination of territorial restrictions.
- 4. No member of the Board of Directors shall hold office with another organization where there is conflict.

2-f Ethical Conduct:

1) The Guild shall maintain a "Code of Ethics" in order to establish "Rules" that address, such matters as:

Procedures; Policies; Competition Rules; Guidelines, or info as required.

2) Ethical Conduct by Criers - Foreign and Domestic Locations Including All Non-Canadians

Although ethical conduct and customs are interpreted differently in various regions of the world, the Criers must be aware and respectful of all criers.

Exceptions:

Regardless of where a member of the OGTC gives a cry or participates in an event, in or out of Canada, or to any foreign Crier attending from abroad for any crying event hosted by a member of the Ontario Guild of Town Criers; under no circumstances may any action or conduct be permitted that is contrary to the laws of the Ontario and the Canadian Human Rights Act or any other law of Canada prohibiting such actions.

Discriminatory, abusive conduct, malice, prejudice, etc., or conduct that will bring disrepute upon the Guild will not be tolerated. Such actions towards any person, group or organization shall be immediately dealt with by the Host Crier and/or the OGTC Board. Improper conduct by a Crier will result in immediate action that may lead to suspension from the Event by the host crier, and/or other disciplinary action as deemed appropriate by the OGTC Board of Directors.

2-g Conduct of Members:

Conduct of the OGTC members while in the course of their crying duties, and obligations, shall:

- 1. Be of the highest ethical standards upholding the honour, integrity, and best interests of the Guild and fellow members.
- 2. No statement, obligation or commitment, shall be made by any member on behalf of the Guild, directly or indirectly, unless by the authority of their office in the Guild, or, from time to time, by the President, on behalf of the Guild, its Board of Directors, and its membership;
- 3. No member may express opinions or views that differ from the policy of the Guild,
- 4. The conduct of Guild Members, when interacting with the each other, or the general public, shall be governed by principles of common courtesy and applicable laws.

2-h Acceptance or Revocation of Guild Membership:

The Board of Directors may confer or revoke any membership, with cause, by a majority vote.

2-i Cessation of Membership:

Guild membership may be terminated by one of the following:

- 1) A member may resign or retire from the Guild upon written notice to the Board of Director.
- 2) A member, who is in arrears of dues shall be considered, "not in good standing" and may be terminated from the Guild:
- 3) A member may be permanently terminated, or suspended with cause, by the Board of Directors for conduct unbecoming a member or prejudicial to the aims or repute of the Guild, after notice and opportunity for the accused member to appear before a hearing of the board.

Notes:

- 1) A member terminated shall forfeit any remaining portion of their dues.
- 2) A Crier who is retiring or quitting the Guild may apply for a portion of the dues returned subject to approval of the Board.

2-j Membership Dues and Fees:

- 1) The Board of Directors shall annually establish the dues for Guild membership for the next calendar year.
- 2) The Board of Directors may levy any additional fee(s) or assessments that are required for membership or reinstatement to the Guild.
- 3) Annual membership dues are required commencing on January 01, of each calendar year.
- 4) It shall be the duty of each member of the Guild to remain in good standing with respect to the payment of dues and fees.
- 5) If the dues or fees are to be paid by a municipality, group or other agency, it shall be the member's responsibility to forward any requests appropriately, and ensure that the payment as been made.

2-k Arrears of Dues:

After thirty (30) days the member, whose dues have not been paid, shall be considered in arrears and shall be considered to be "not in good standing". Such members shall not be permitted to participate in Guild meetings, sanctioned events or competitions, or otherwise represented by the Guild until they are returned to good standing with the Guild.

If dues remain in arrears after forty-five (45) days the member automatically forfeits their membership in the Guild and will have to re-apply to the Board of Directors as a new member. The Guild may impose an additional Administrative Fee for reinstatement of the member.

The Board, upon a personal appeal by an individual member, may adjust the above timelines for that member.

New members, who have been elected to membership in the latter part of a year, shall be deemed as Members and have their dues applied to the upcoming year.

The Secretary and the Treasurer shall be exempt from payment of annual dues.

3. Board of Directors

3-a Term of Office and Expectation of the Board of Directors:

i) Expectation of Board Members:

It shall be the duty of the president and directors to fulfill their duties and attend meetings regularly. They shall act with proper care, prudence, and diligence as they exercise their duties avoiding any conflicts of interest.

Members of the board shall manage such matters as "The Rules" that govern all aspects of the Guild, Statement of Ethics, Competition Rules and all other matters that may be brought to the attention of the board of Directors

ii) Length of Term

Voting and appointments of the incoming Board of Directors shall take place at the AGM that is held prior to the calendar year, permitting the incoming executive:

- 1. Time for the President to determine goals and aspirations for his/her term of office,
- 2. Time for a new Board of Directors and any Committee Chairs to be considered for the coming year,
- 3. To ensure that an equitable term of office is guaranteed for the incoming Board.

3-b Candidate's Permission to be Nominated:

1. Only Members who have agreed to accept the responsibilities of directorship shall be eligible to be nominated, elected, or appointed to the Board of Directors.

3-c Election Process:

- 1. The Board shall establish the date and time for the opening and closing of the nominations process and the date and time of the election.
- 2. The Secretary shall notify the members of the election format including dates for nominations and election, and which positions of the Board are open.
- 3. A Member in good standing may put their name forward as a candidate to serve by notifying the Secretary of their intent. A seconder is not required.
- 4. The Secretary shall notify the membership of the names of the person(s) who have allowed their names to be put forward by announcing the closing of the nominations as directed by the Board.
- 5. Nominations may be received on the floor at the AGM. No member, however, may be nominated from the floor in absentia unless they have communicated a statement certifying that they have agreed to accept the responsibilities of directorship.
- 6. Upon closure of nominations, a vote shall be held if more candidates are nominated, than positions required.
- 7. Should an election be required, the determination of the President shall occur first, followed by elections for the Directors. Candidates unsuccessful in being elected President may allow, or may withdraw, their names to stand for the Director elections. There shall be one ballot for President and one ballot for each Directors position open.
- 8. When possible, a Past-President shall conduct the vote at the AGM, and declare the winning candidates.
- 9. Each nominee, in alphabetical order, shall be offered the opportunity to speak at the AGM for a maximum of two minutes.

- 10. The names of all nominees shall be arranged on a ballot in alphabetical order. Alternatively, a blank ballot may be utilized to have the name of a member's choice to be written on a blank piece of paper.
- 11. A ballot shall be distributed to each member eligible to vote, either in person or by proxy.
- 12. The Past President shall provide instructions on the method of voting, on an agreed format determined by the Board.
- 13. The membership present at the AGM shall appoint a crier not running for office, to act as witness of the vote count.
- 14. The Past President shall announce the newly elected officers, withholding the vote count. All ballots shall be destroyed at the conclusion of the election.
- 15. In the event of a tied vote(s), the tied names shall be randomly drawn and a the winner declared.

3-d Vacancies:

If at any time a vacancy should occur on the Board of Directors, the remaining Board of Directors shall appoint a Member to fill the vacant position for the remainder of the term.

Should the President be unable to serve, the remaining Directors shall appoint a Director to assume the position of President.

A replacement director shall be appointed to fill the position vacated for that crier to become President

3-e Term of Office:

The President and Board of Directors may be elected to consecutive terms.

3-f Voting:

- 1) A Member shall be entitled to cast one vote, when requested for Guild decisions.
- 2) A member shall be permitted to cast a proxy vote at the Annual General Meeting on behalf of another member who is not in attendance. Authorization to vote on behalf of another member must be in writing, and signed by the non-attending member, designating a specific crier to vote on his/her behalf.
- 3) Only members of the Board of Directors are eligible to vote at a board meeting.

3-g Composition of the Board of Directors:

- 1) The Guild shall be governed by a Board of Directors, who shall be responsible for Guild policy-making, property, finances, and directing general affairs.
- 2) The "Board of Directors" shall consist of the President, treasurer, secretary and four directors elected or appointed from the Guild membership with each position having equal voting rights.

3-h Appointment and Duties of the Secretary:

At the commencement of the new Board of Directors, the Board officers shall appoint a Secretary.

The Secretary shall be responsible for and address the following:

- Preparation and distribution of notices and minutes of the AGM, Board meetings and committee information, as required.
- 2. Gathering, creatin and disseminating Guild information, data, newsletters, and special reports as directed by the Board.
- 3. Polling membership and/or the Directors regarding Guild business at any time, without notice.

3-i Appointment and Duties of the Treasurer:

At the first meeting of the new Board of Directors, the Board officers shall appoint a Treasurer. The Treasurer shall be responsible for, and address, the following:

- 1. Properly processing all guild financial matters in a legal and accepted manner to the Board of Directors.
- 2. Keeping funds on deposit in financial institutions approved by the Board, subject to cheques signed by the Treasurer, or in the Treasurer's absence, by one of the Officers.
- 3. Regularly preparing financial reports for presentation to the Board of Directors and be responsible for all expenditures of the Guild.
- 4. Preparing a budget each year, presenting it to the Board of Directors for approval, and submitting it as information to the Annual General Meeting.
- 5. Presenting a current financial report at the Annual General Meeting or, upon request of the Board, at any other meeting of the membership.
- 6. Communicating directly with the members concerning their dues status, maintaining a list of paid or delinquent members.

3-j Annual Review (Audit):

The Treasurer shall submit a financial statement to the Board reflecting the Guild's finances as of the close of business on December 31st each year for scrutiny and approval. Once approved by the Board, this report shall be made available to members of the Guild.

3-k Canvassing Membership for Vacant Position

If no director wishes to assume the role of either position of the secretary or treasurer, the general membership shall be canvassed for a volunteer to fulfill the vacancy.

3-1 Term of Office for Members of the Board of Directors:

- 1) The term of office for the President, Secretary and Treasurer shall be limited to one year.
- The term of office for the four Directors shall be two-year terms with two directors alternating annually.
- 3) Members appointed to fill a vacancy on the Board shall serve out the balance of the remaining term.
- 4) The President and Directors shall serve until their successors assume the duties of office.
- 5) There shall be no limitation for the number of terms an officer may serve on the Board.
- 6) The newly elected Board of Directors shall commence their term of office on the first day of calendar year. If a member is appointed to the Board during the year for any reason, their term shall commence as deemed appropriate to the Board. The appointment shall only be until the end of the term for which the newly appointed Director is a replacement.

3-m Removal from Board of Directors for Cause:

Should a member of the Board of Directors fail to fulfill their obligations of their office or habitually is absent from meetings without cause, the member shall be in breach of their duties and may be cautioned, reprimanded, or dismissed by the Board, but shall retain membership within the Guild. The Board member must be given seven clear days to respond to any complaint laid by the Board of Directors. Failure to respond or after a vote by the Board rejecting any submissions, the Board has the authority to remove the Director from the Board, forthwith. The Board member shall be notified

in writing of any decision of the Board.

It shall be the duty of all Officers and Committee Members:

- 1. To act in good faith, with due diligence, avoiding conflicts.
- 2. To ensure the preservation, reputation and financial well being of the Guild.

4. Board of Directors' Meetings:

4-a Frequency of Board Meetings

- 1) The Board of Directors shall meet at least once in each quarter within the calendar year.
- 2) Additional Board of Director meetings may be held at the call of the President, with notice conveyed to each Officer at least three (3) days prior to the meeting.

4-b Agenda for Directors' Meeting:

- 1) The Board of Directors agenda shall include:
 - 1) Call to Order,
 - 2) Approval of Minutes of the previous Board Meeting,
 - 3) Reports of Standing and Ad Hoc Committees
 - 4) Unfinished Business
 - 5) New Business
 - 6) Announcement of Crier Events
 - 7) Decide upon the place, time and date of the next Board Meeting
 - 8) Move to Adjourn

4-c Addressing the Board of Directors:

Anyone who wishes to address the Board may do so, upon written notice, but may be limited to an allotted time period as determined by the presiding chair.

4-d Board Quorum:

- 1) A quorum for a meeting of the Board of Directors to proceed officially with Guild business shall be fifty percent of the total Board membership.
- 2) If, there are insufficient Board members due to vacancies, the Board may act at its discretion in this event.

4-e Committees of the Board & Annual General Meeting:

- 1) The President, Board of Directors and/or the membership attending the Annual General Meeting may appoint volunteer members to join either an established committee (Standing) or a special short-term committee (Ad Hoc) that is developed for a specific purpose, as required for Guild business.
 - 2) Only Members assigned to a committee are eligible to vote on that committee.

5. Dispute Resolution Procedures/Disciplinary Decisions:

5-a Dispute Resolution/Disciplinary Procedures

- Dispute Resolution and Disciplinary action are designed to mediate/assess internal concerns of the Guild in a timely, yet economical manner that resulted from complaints of ethical or legal misconduct of a Guild member.
- 2) This process shall commence upon receipt of a written complaint from a member of the public or fellow Guild members and shall be sent to the Guild President, or Board Member.
- 3) Upon written receipt, the President in conjunction with the Board, shall appoint a member of the Guild to investigate all allegations of the complainant, requesting written responses from all parties involved, ensuring a complete examination of all facts.

- 4) The President or Board may first waive the above full investigation, and initiate an immediate enquiry to determine if the complaint may first be resolved amicably in a more expedient fashion, eliminating the initiation of a formal dispute resolution.
- 5) The President shall record, and file the complaint with the Board, but any complaint involving personal matters must remain confidential to the Board at all times.
- 6) If the complaint/dispute cannot be settled, a mediation or a discipline hearing shall be convened, in a timely and economical manner, with the affected member provided reasonable opportunity to present their viewpoints to an appointed Mediation/Disciplinary Hearing.
- 7) A Board member shall act as mediator/judge, with two fellow Guild members acting in conjunction with the assigned mediator/judge to form a Hearing Committee to assess the issue(s).
- 8) Any person assigned to the Hearing Committee must ensure they have no conflict of interest in the matter.
- 9) Notification of the time and place of either an in-person or electronic meeting shall be conveyed to all parties with reasonable notice,
- 10) The parties involved (complainant & accused) shall be permitted to provide evidence as deemed appropriate by the assigned mediator; this includes either direct evidence or by witnesses.
- 11) The Board of Directors must review any disputed mediation/disciplinary ruling for approval of the Committee's final decision, and ratification. All decisions of the Board of Directors, once approved, are final.
- 12) Decisions, including recommendations shall be presented in writing report, to the Board of Directors for approval and ratification of any further action, if required.
- 14) Should the Hearing Committee recommend an avenue of correction to the complaint, or decide that disciplinary action is required, this may include:
 - A request for the crier, found at fault, to be re-educated in a specific field of concern,
 - 2. Be provided a written warning for the aggrieved conduct;
 - 3. Other appropriate action to correct future conduct;
 - 4. Termination of their Guild membership.
 - a. Note: If terminated from the Guild, the involved Crier's municipality or organization shall be notified in writing of the decision.
 - 15) The Ontario Guild of Town Criers shall retain its right of recourse, and any other rights or privileges, pertaining to any legal action(s) against a member who has violated any rules of the Guild.

5-b Use of Guild Materials

- The Insignia/Logo/ crest/ et al, prepared for, adopted by or distributed by the Guild, shall remain the property of the Ontario Guild of Town Criers.
- 2. Guidelines for the use of items listed above, shall be governed by:
 - a. Normal use of "Guild Materials", which is sanctioned by the Guild,
 - b. Any other use of "Guild Materials" shall be at the sole discretion of the Board

6. Communications

6-a Electronic Meetings:

- 1) The Annual General Meeting, Board of Directors, and members of a committee may conduct business by electronic means, utilizing the most appropriate method of communications.
- 2) Whenever possible, the Annual General Meeting, shall be conducted in person.
- 3) E-meeting participants should be able to access to the meeting documents, enter into deliberation, and cast a vote.
- 4) Electronic meetings may require adjustment of the voting process, particularly should elections have to take place.

6-b Methods of Communication:

Guild members may communicate in person, by email, messaging or other forms of written or visual communication in carrying out the work of the Guild.

7. Amendments to Rules:

With prior notification to the Executive, the Rules and Regulations of the Guild may be amended or deleted by the Board of Directors to accommodate proper business for the membership.

Unless there is urgency to any amendment, the Board shall await ratification of the proposed amendment by a majority vote by the membership at the Annual General Meeting after notification of the amendment has been circulated to the membership.

In the event of a critical matter, the membership may be canvassed to vote electronically.

8. Dissolution of the Guild

Should the Guild cease operating as an organization for any reason, it shall be dissolved. Any remaining funds shall be distributed to one or more charitable organizations selected by the Board of Directors.

9. Annual General Meetings

9-a Annual General Meetings:

The membership attending the Annual General Meeting, is the supreme legislative body, and shall have the authority to:

- i) Determine policies,
- ii) Transact business in the name of the Guild,
- iii) To exercise all the powers of the Guild as permitted by the Rules and Regulations, including the power to ratify action taken by the Board of Directors.

The Annual General Meeting of the Guild shall normally be held each year during the Ontario Guild of Town Criers Provincial Championship. The specific time, place, and means for this meeting shall be fixed by the Board of Directors and communicated to the membership by the secretary prior to the meeting.

9-b A.G.M. Quorum shall consist of all Guild members present.

9- c A.G.M. Agenda:

The Annual General Meeting agenda shall include:

- 1) Call to Order,
- 2) Approval of Minutes of the previous AGM,
- 3) Reports of Standing and Ad Hoc Committees
- 4) Unfinished Business
- 5) New Business
- 6) Announcement of Crier Events
- 7) A decision on the place, time, and date of the next AGM
- 8) Motion to Adjourn

9-d A.G.M. Reports:

For the A.G.M., reports shall be provided to the Members. They shall:

- Include current Guild financial statement(s)
- 2. Provide direction on the following year's annual budget;
- 3. Include reports from members of the Board of Directors and/or committees;
- 3. Include amendments to the Rules & Regulations as required;
- 4. Include amendments to alter or ratify changes to Guild policy, procedures, ethics statement or guidelines;
- 5. Conduct other business of the Guild.
- Acknowledge any Guild member, civilian personnel, or any organization that is deserving of special honours, thanks or recognition for contributions or support to the Guild.
- 7. Conduct an election of members to the Board of Directors for the next calendar year;

10. Special Meetings:

A "Special Meeting" of the Guild membership may be called by:

- 1) The President;
- 2) At the request of a majority of Board Officers, or;
- 3) Upon petition by ten members of the Guild.

Notice of a special meeting shall include the reason for the special meeting, time, date, and joining instructions, and be conveyed to the membership at least fifteen (15) days prior to the meeting.

11. Competition Rules

a. Competition Rules for the Ontario Guild of Town Criers

Contents:

- 1. Entrance & Exit Judges Score Sheet
- 2. Clarity & Projection Judges Score Sheet
- 3. Call Content Judge Score Sheet
- 4. Penalty Judge Score Sheet
- 5. Judge's Reminder Sheet
- 6. Scorer's Tally Sheet
- 7. Competition Standings

b. Preface:

The Competition Rules were developed in 1993 to provide guidelines to successfully host competitions on behalf of the Ontario Guild of Town Criers. Further revisions were passed in 2004, 2005 and 2021.

To maintain standards, these rules are developed for the OGTC Provincial Championship and

other Guild sanctioned competitions to provide a standard framework for the competitors, judges, scorers and organizers.

c. Order of Criers Competing:

The order of Criers shall be determined by a draw using one of the following methods:

- Names of the competing Criers are printed on separate sheets and drawn by a neutral party.
- 2) Names of the competing Criers are printed on separate pieces of paper. Numbers corresponding to the number of Criers, are printed on separate pieces of paper. One name and one number are randomly drawn one or two neutral parties, and matched. This procedure is repeated until all the names and all the numbers have been selected to determine the Criers' positions.
 - 3) Separate draws shall be made for each cry within the competition.
 - 4) Each winner must have competed in all cries within the competition.
 - 5) Each Competitor must be prepared to cry when they are called. After three requests at ten second intervals, with no response, the Crier is disqualified. A penalty of two marks shall be deducted after each announcement of the Crier.
 - 6) The deduction of these points shall be the responsibility of the Penalty Judge.

d. Officiating

- 1) Any dispute while interpreting the rules shall be adjudicated by the Host Crier as final.
- 2) The Host Crier shall ensure adequate training and instructions are provided to the Judges verifying their knowledge of the Rules.
- 3) There shall be one Judges for each score sheet.

4) A scorer shall be appointed to tabulate all Judges marks in an appropriate method.

e. Judging

- 1) Judges shall not confer with one another while marking.
- 2) The Scorer shall sit apart and not communicate with the Judges, except for the purpose of clarification, or in the event of discussing a tie score. Only winners will be divulged to the Host Crier for awards.
- 3) If there is a tie score, the Host Crier shall make a decision to either ask the judges to adjust their scores or present double winners as required.
- 4) All ties shall be kept confidential.
- 5) All winners' marks must be verified by the Scorer prior to awards.
- 6) Judges shall be advised in advance, of the subject or theme of each cry.
- 7) Judges should be selected on the basis of their ability to perform their duties and learn the skills required for each section assigned to be judged and they should be proficient, enthusiastic volunteers.
- 8) A non-competing Crier shall be appointed to present a bench mark cry to commence each of the cry topics, thus permitting the judges to set a standard mark for themselves.
- 9) Judges shall be instructed to leave leeway above and below the Bench-mark scores to permit reasonable adjustments of marks for the various criers' abilities.
- 10) Each Judge shall have one score sheet per Crier per cry. Upon judges' completion of marking, a runner shall collect the score sheets and bring them to the Scorer.
- 11) A bell, or article left on stage by a Crier, shall be removed immediately upon completion of the cry and the erring Crier shall be penalized two marks by the Penalty Judge.
- 12) One mark, to a maximum of ten, shall be deducted by the Penalty Judge for each time the Crier's voices cracks.
- 13) Awards are generally presented to the three top scoring criers, but awards may be given also for themed ideas such as:
 - a) Most Humorous Cry
 - b) Best dressed Crier/Escort/Couple
 - c) Best Ambassador
- 14) Any appeals by a Crier shall be directed to the Host Crier, who, in consultation with the Judges, shall make a final decision.

f. Marks Assigned for Judging Criteria

The four areas of Judging with the total marks are as follows:

Topic	Total Marks	
1) Entrance & Exit	20	
2) Clarity and Projection	25	
3) Call Content	35	
4) Penalties	20	

g. Particulars of Each Cry

- 1) The length of a cry shall be from one-hundred words minimum to one-hundred and twenty-five words maximum.
- 2) The number of words shall be counted from the first oral sound to the last oral sound.
- 3) For the purpose of Word Counts, the year shall be counted as one word as listed below:

e.g.	1993	- Nineteen Ninety Three	1 word			
	1,993	- One Thousand Nine Hundred And Ninety Three	1 word			
	\$700,000	- Seven hundred thousand dollars.	2 words			
	George III	- George the Third - Roman numerals count as one	2 words			
	Municipality or historic group the crier represents					
	The Town of Happy Valley					
	The Town of The Blue Waves					
	The Village of Green Hills and Golden Vales					
	Proper names count as individual words.					
e.g.	His Worship Mayor Bill Green					
	Mayor Helen I	Brown	3 words			
	Arthur Reden	bacher	2 words			
	Hyphenated w	vords (six-pack or)	1 word			
	Any individua	l oral sound or grunt, etc.	1 word			
	Abbreviated w	vords "CTV" or "PEI"	1 word			

h. Submission of Cries

- 1) All cries shall be submitted on time in a manner determined by the Host Crier.
- 2) One mark, to a maximum of ten, shall be deducted for each word that violates the word limits.
- 3) One mark to a maximum of ten, shall be deducted for each word deviating from provided cry.

i. General Rules

- 1) Competing Criers must have current dues paid prior to the OGTC Provincial Competition.
- 2) Introduction of Criers must include names and town/organization they represent.
- A host crier may provide additional information but must not mention of previous crying awards.
- 4) Assistants to the Crier (Escort, Page, Apprentice, bird, animal, etc.) may be limited to a specific area to stand while the Crier performs.
- 5) Any assistance may be provided as permitted by Human Rights for special needs, including Federal and/or Provincial laws and guidelines and for safety reasons are permitted. E.g., Service dogs, wheelchairs, etc.
- 6) No marks will be deducted by the Judge for Entrance & Exit, if a Crier has special needs.
- 7) A stand shall be on stage for the convenience of both left and right-handed Criers if required.
- 8) The Judges shall be located at a suitable distance from the criers to permit proper vision and hearing.
- 9) Criers shall be in the assigned position by the start of the preceding crier's cry.
- 10) Criers shall not wear paraphernalia that may be inappropriate or influence judging.
- 11) In the case of a disruption during the cry, the crier may choose to do one of the following without penalty:
 - 1. Continue crying.
 - 2. Stop and wait until the disruption ceases and then resume.
 - 3. Commence the cry again without leaving the stage for re-entry.
- 12) Competition for Loudest Cry should be judged by the use of an electronic decibel level device.

13)Any attempt to encourage/or use audience participation will result in a disqualified cry, unless specifically permitted by the host crier.

j. Additional Comments for Judging & Competitions

1) Each crier will have his/her own unique way of approaching and exiting the stage; use of their attention getting device, whether they ring it a lot or a little, on their way to the stage or from the stage; or in the delivery of their cry, whether they say Oyez or not, or God save the Queen.

There is no "correct" or "wrong" way left for Judges to determine its appropriateness for marks.

- 2) The judge should interpret how effective the crier is, while getting the attention of the audience.
- 3) Criers are always trying to improve themselves. Therefore, it is appreciated and expected Judges make helpful comments on the score sheets.
- 4) The host crier shall allow Judges sufficient time to complete each score sheet.
- 5)) Although Judges vary in their scoring techniques, it is important to be consistent in scoring.
- 6) The Crier's escort is not to be judged as part of the crier's performance.

k. Judging Guidelines

i. Entrance & Exit

Attention Getting Device:

The Attention Getting Device, whether a bell, drum, horn, gong or any other device, is the first notification to the audience that a Crier has a message.

Marks should be assigned according to the following criteria:

- 1. Effectiveness of attention getting device to attract attention.
- 2. Suitability for the occasion e.g. A small dinner bell may not be appropriate out-doors.
- 3. Originality of style and/or device A bell handled in an unusual manner, or an unusual device.
- 4. Appropriateness of the device to Crier Is the device unwieldy, awkward or inappropriate.
- 5. The ability to use the device Is bell rung effectively, or can the Crier blow a horn properly.

Deportment:

The judging of deportment begins when the Crier is introduced and ends when the Crier has left the stage.

The following criteria should be considered when marking:

- 1. Confidence Is the Crier's presence positive and self-assured.
- 2. Appearance Is Crier wearing an ill-fitting uniform or ill-suited clothing.
- 3. Appropriate movement Appropriate to Crier's uniform move in a military manner, etc.
- 4. Overall image Even when using the above criteria, deportment is largely subjective and judgmental. The feeling that the Judge senses from the beginning to the end of the cry should weigh heavily.

ii. Clarity & Projection

Clarity:

To have the Cry understood, the content must be heard clearly. The following criteria should be taken into account:

- 1. Enunciation Is Crier slurring words, or excessive voice affectations, is it difficult to understand.
- 2. Diction and Phrasing Are pauses or breaths helping to provide a flow of the cry.
- 3. Loss of Voice or Hoarseness A Crier must sustain clarity without signs of strain.
- 4. One mark, to a max. of ten, shall be deducted by the Penalty Judge each time the Crier's voice cracks.

Sustained Volume:

Although the "Oyez's" may be louder than the body of the cry, the Crier must be heard throughout the cry. Consistency of a sustained volume must be maintained, except where fluctuations have been purposely used for emphasis or style.

iii Call Content:

The message is the most important part of the cry. The following criteria should be helpful:

- 1. Adherence to required subject The Crier should not digress from the assigned theme of the cry.
- 2. Effective use of appropriate language Unless otherwise justified by the content, the language should remain consistent and appropriate to the historical period depicted.
- 3. Continuity and flow The cry should flow smoothly and logically.
- 4. Overall literary effectiveness The Crier may be given marks for effectively using literary and oratorical devices to arouse the listener's interest in the message.
- 5. Comprehension The meaning of a cry that is disjointed or is grammatically incorrect, may be lost. The point of the message must be understood and should be marked accordingly.

iv. Penalties - Summarized and Other items not mentioned previously:

Note: Full Marks (20) Will Be Scored For The Cry Unless Any of the Following Occur:

1. Voice crack - 1 mark for each crack.

One mark, to a maximum of ten, shall be deducted for each time the Crier's voice cracks.

The deduction of these marks shall be the responsibility of the Penalty Judge.

2. Deviation from script of cry – 1 mark for each offence.

One mark to a maximum of ten, shall be deducted for each word that deviates from the submitted script. The deduction of these marks shall be the responsibility of the Penalty Judge

- 3. Deviation of set word limit 1 mark per word to a maximum of 10. The deduction of these marks shall be the responsibility of the Penalty Judge/Cry Auditor.
- 4. Failure to be at designated starting point when name called 10 marks. The deduction of these marks shall be the responsibility of the Penalty Judge.
- 5. Articles Left on Stage Area 2 marks

A bell, or any other article left on stage by a Crier, shall be removed immediately upon completion of the cry. The erring Crier shall be penalised two marks for that cry. The deduction of these marks shall be the responsibility of the Penalty Judge.

6. Use of, or encouragement of, audience participation will result in a disqualified cry.

v. Suggestions and Recommendations:

- 1) Escorts should be recognized/acknowledged, especially in major competitions, for their contributions, such as dress, participation and public relations. Another option is to present a gift to all participating escorts.
- 2) Organizers should attempt to eliminate stairs, or if stairs are necessary, to provide handrails. Ramps, low stages, graduated risers and curtained waiting areas are other possible solutions to the stair problem.
- 3) Organizers should attempt to eliminate obstacles above Criers' heads.
- 4) Water and cups should be available to Criers prior to each cry.
- 5) The order of Criers competing for each cry should be posted and distributed to each crier.
- 6) Host Crier should provide the names and titles of dignitaries who are anticipated to be present.
- 7) Tables, chairs, clipboards, water, pens, etc. should be provided for Judges and Scorers in a shaded area.
- 8) An Assistant is useful to the Host Crier for such items as retrieving articles left on stage, stage set-up, adequate water facilities, posting of lists, etc.
- 9) Where possible, sufficient time and distance should be given to the Crier, so that the Judge may better judge deportment.

vi. List of Judging Sheets:

1. Judge's Score Sheet for Entrance and Exit

To be used by Judge to record scores given to each competitor, transported to Scorers for recording.

2. Judge's Score Sheet for Clarity and Projection

To be used by Judge to record scores given to each competitor, transported to Scorers for recording.

3. Judge's Score Sheet for Call Content

To be used by Judge to record scores given to each competitor, transported to Scorers for recording.

- 4. Judge's Score Sheet for Penalties To be used by Judge to record scores given to each competitor, transported to Scorers for recording.
- 5. Judges' Reminder Sheet

For use by Judge to keep track of marks given to each competitor.

6. Scorer's Tally Sheet

Scorer to keep track of competitors' marks and totals for each Cry.

vii. Use of Props: Guidelines for Sanctioned Events

Table of Contents

- 1. Preamble
- 2. Attention Seeking Devices
- 3. Items Not Considered Attention Seeking Devices
- 4. Definition of Prop
- 5. What Are Considered Props
- 6. Exceptions
- 7. Penalties
- 8. Exemptions

1. Preamble

The use of props in an Ontario Guild of Town Crier sanctioned competition is generally discouraged and in most cases is prohibited, unless otherwise directed by the Host Crier, and announced to all Criers prior to the competition.

2. Attention Seeking Devices

An attention-seeking device shall be considered to include, but not be limited to, the following:

- a. Bell
- b. Horn
- c. Gun
- d. Drum
- e. Cymbal or Gong
- f. Chimes
- g. Triangle and Striking Instrument
- h. Pot or Pan and Striking Instrument
- i. Any portable device that produces sound and/or the audience attention

3. Other Devices Permitted (Other Than Props)

Non attention seeking devices when an accessory and adoring to the Crier's uniform shall include, but are not limited to, the following:

- i. Swords
- ii. Hat Feathers
- iii. Scrolls, Pamphlets or Books from which the text is read
- iv. Memorandum books, Paper, Note Pads
- v. Electronic devices from which the text is read
- vi. Gloves
- vii. Monocles
- viii. Eyeglasses as required by prescription or for reading
- ix. Pouches
- x. Sheaths
- xi. Other utility holders or belts

The purpose of this rule is to allow Criers who, by nature of their uniform, are required to replace items on their person or need to be able to read their scroll.

Since scrolls are not necessarily or always time appropriate, other items from which to read should be accepted.

4. Definition of a Prop

A prop, theatrically, is defined as stage, theatre or tangible object that is touched or referred to by a performer. This may also be smaller portable or rigid objects as opposed to larger "set designs. Anything that is not considered an attention seeking device, used over and above that which is considered part of a Crier's uniform, should be considered a prop.

5. What Constitutes a Prop

A prop shall be considered anything not outlined in section three and four above and shall also include the following:

- i. Electronic devices (from which the cry is not read)
- ii. Published books (from which the cry is not read)
- iii. Magazines, newspapers, or pamphlets (from which the cry is not read)
- iv. Packages, parcels or bags
- v. Vendor products
- vi. Live animals
- vii. Puppets, Mannequins or marionettes
- viii. Other battery or electrically run items (which are not part of the uniform)
 - ix. Jars, bottles, plastic containers or ceramics
 - x. Caricatures, time inappropriate crests, cartoons or logos
 - xi. Hidden items that could be used during cries
- xii. Chairs, benches, stools or similar item
- xiii. Any magnifying device
- xiv. Tinted or clear eyewear except as required
- xv. Propellers
- xvi. Extraordinarily long scrolls

The purpose of this rule is to not allow phones, computers, breakable items, fans, lights, magnifying glasses or anything that will detract from the Crier or uniform.

6. Exceptions

Notwithstanding the above, the following exceptions should be allowed.

- 1. Wheelchairs or similar item for the chronically disabled Crier
- 2. Large print scrolls for the visually challenged
- 3. Seeing eye dogs for the visually impaired
- Cochlear implants and/or hearing aids or speech altering devices to assist the speech impaired
- 5. Criers
- 6. Medical items designed to assist with a Crier's diagnosed disability
- 7. Other eyewear not listed above
- 8. Cries written in Braille

These exceptions enable any Town Crier in good standing to participate as an equal.

7. Penalties

As a penalty for violating these rules, the Crier should have a deduction of two points per violation from their score to a maximum of six points.

In case a dispute should arise, the decision of the hosting Crier shall be final.

8. Exemptions

The hosting Crier may request from permission from the Guild's Board of Directors to be exempt from this policy. Exemption will be granted only if all Criers attending the event are aware of the exemption being granted and the purpose for which it has been granted. A suitable exemption would be for the purposes of a "promotional cry" in which an item from a business or group being promoted could be incorporated into the cry at the Crier's discretion.

If a Crier is in doubt as to what may or may not be a prop, it is suggested that the Crier speak to the host

Crier who shall make the final decision. The host Crier may consult with the judges but may not consult with other competing Criers.

The Crier would be told as soon as that decision has been made.



#1. "Entrance and Exit"

(Judge's Score Sheet)

		Cry #:	
Competition Name:			
Date:	,, 202		
Competitor's Name:			
Jı	udging Criteria: - Entrance	and Exit	
1) Attention Getting Device	ce: (Bell, drum, talking stick, etc.)		
 Effective use Suitability of device Originality of use. Appropriateness of Ability to use device 	device to crier.		
2) Confidence of crier:3) Appearance: (neat /unken4) Appropriate movemen5) Image of presentation:			
Maximum Score: 20		Judge's Score:	
Judge's Comments: (Congr	rats/suggestions/concerns)		
Judge's Signature:		_	
Notes:			

- 1) Judge to sign sheet & give to scorer prior to next competitor's introduction.
- 2) Set marks adjusted up or down from the "Benchmark Cry"



Cry #:

"Clarity & Projection" (Judge's Score Sheet) #2.

Competition Name:		
Date:	,, 202	
Competitor's Name:		
Ju	dging Criteria: - Clarity & Projection	
3) Loss of Voice / Hoa	ng: (vocabulary, phraseology) rseness: (maintains volume from start to finish unless for special effects)	
Maximum Score: 25	Judge's Score:	
Judge's Comments: (Congr	rats/suggestions/concerns)	
Judge's Signature:		
Notes:		

- Judge to sign sheet & give to scorer prior to next competitor's introduction.
 Set marks adjusted up or down from the "Benchmark Cry"

#3).. "Cry Content" (Judge's Score Sheet)



		CI y #	
Competition Name:			
Date:	, 202_		
Competitor's Name:			
 Adherence to the as Effective use of appropriate app	ropriate language: bject and flow of cry: ctiveness	ent	
Maximum Score: 35	J	udge's Score:	-
Judge's Comments: (Congre	ats/suggestions/concerns)		
Judge's Signature:			
Notes: 1) Judge to sign shee	et & give to scorer prior to next comp	oetitor's introduc	tion.

2) Set marks adjusted up or down from the "Benchmark Cry"



#4. "Penalties"

(Judge's Score Sheet)

	сгу #:	
Competition Name:		
Date:,, 202_		
in		
Maximum Penalties: 20	Judge's Score:	
Judge's Comments: (Congrats/suggestions/concerns)		
Judge's Signature:		
Notes:		

Judge to sign sheet & give to scorer prior to next competitor's introduction.
 Set marks adjusted up or down from the "Benchmark Cry"



#5. "Most Humorous"

(Judge's Score Sheet)

Compet	ition Name:				
Date:		,, 202			
Please	Judging nis is strictly the judge's provide the host crier w ore sheet is for judge's c	ith the name of <u>one</u>	ng his/her own f winner only.	unny bone as a gui	
	Crier	Score	Score	Score	
		Cry #1	Cry #2	Cry #3	
1)					
2)					
3)					
4)					
5)					
6)					
7)					
8)					
9)					
10)					
11)					
12)					
13)					
14)					
15)					
	VINNER IS:				

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#6. "Best Ambassador/Escort/Couple" (Judge's Score Sheet)

Comp	etition Name:			
Date:	_	,, 202		
Judg	ing Criteria: - Best A	Ambassador or Esc	ort or Couple	(As announced by host)
1.	Dress 2. Demean	our 3. Support to t	he Crier 4. In	teraction with audience
	1) This is strictly the	judge's sole decision	using his/her	own opinion!
	e provide the host crie score sheet is for judge			abulated nor distributed
	Crier	Escort	Score	
1)				
2)				
3)				
4)				
5)				
6)				
7)				
8)				
9)				
10)				
11)				
12)				
	L WINNER for Best		_ is:	_



7. List of Attendees Cries & Bio Received

Com	petition Name:						
Date	e:		, 202_				
	Crier	Escort	Town/City	Received Cry #1	Received Cry #2	Received Cry #3	Received BIO
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							

19. 20.



Judges' Assignments

Com	petition Name:			-
Date	:	, 202_		
	Judges	Cry #1	Cry #2	Cry #3
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.		Best Ambassador	Best Escort	Best Couple
10.		Score	Score	Score

Awards:

- 1) 1st Place
- 2) 2nd Place
- 3) 3rd Place
- 4) Best Ambassador or Best Escort or Best Couple
- 5) Most Humorous

Direction to Judges



Competition Name:

To ensure fair, consistent and organized judging for this Town Crier competition, please read the following directions for judges.

- 1. Each Crier's name has been drawn prior to the competition for order of cries.
- 2. A "Benchmark Cry" shall be given as an example to set your scoring. Leave sufficient room to adjust marks above or below your benchmark score.
- 3. The example of the Benchmark Crier for "Entering and Existing" must be adhered to by all competitors.
- 4. Each judge shall complete one judging sheet per crier.
- 5. Assign a mark as determined by the criteria for your judging category.
- 6. Sign as the officiating judge
- 7. Once sheet is completed with mark and any comment(s) turn in immediately.
- 8. Do not:
 - a. Deduct points unless there is a specific section for doing so.
- 9. Ask if any concerns interpreting rules/ marking sheets prior to commencement.
- 10. The host crier may add or ignore certain criteria for a competition. It will be announced if any changes from the regular rules will be permitted.
- 11. All cries must be between 100 words minimum & 125 words maximum.
- 12. Combination of words that are counted as one word only are:
 - a. Numbers e.g. (2019) Two Thousand and Twenty-One (one word)
 - b. Official names of communities e.g., "District of Muskoka" (one word)
 - Unofficial names of communities "Magnificent Muskoka" (two words)
 - d. Proper names or titles Queen Elizabeth II or Mr. Bo Beep (one word)
- 13. "Attention Getting Device" does not necessarily have to make noise but must properly gain attention of the crowd.
- 14. Encouraging audience participation is not allowed unless permitted by the host crier.
- 15. Judges may not deduct or add any points, if not specifically permitted in rules.

Order of Cries



Name of Competition			TOWERS
As drawn by:	&	on	, 202_

	Crier	Cry #1	Cry #2	Cry #3	Humour	Best Escort
1)						
2)						
3)						
4)						
5)						
6)						
7)						
8)						
9)						
10)						
11)						
12)						
13)						
14)						
15)						
16)						
17)						
18)						
19)						
20)						



Format for Cry Submission

Date:, 202_	
Crier's Name:	
Representing:	
Cry Topic:	Cry #
Cry:	
Word Count:	



Crier's Bio

Competition Name:	
Date:	
Crier's Name:	*
Representing / Town Crier of:	*
Escort's Name:	*
Address:	*
Telephone:	*
Email:	*
Bio: (100 words)	*