

APPENDIX “F”

IMPERIAL COURT OF KENTUCKY, INC.

MONARCH APPLICATION PACKET RULES & REGULATIONS / APPLICATION

1. The Election Oversight Committee (EOC) shall oversee all aspects of the annual elections.
2. Individuals who are interested in applying for a position as Monarch of the Imperial Court of Kentucky shall meet the following qualifications:
 - a. Must be a tenured member of the corporation at least one (1) year prior to the date of the Annual Election.
 - b. The Individual must have reached their twenty-first (21st) birthday on or before the date of the Annual Election.
 - c. Must have been a resident of the Empire for at least one year prior to the date of the Annual Election.
 - d. Must have proof of legal residency that lies within the Empire Proper (as defined in the By-Laws of the Imperial Court of Kentucky) by the date of the transitional meeting.
 - e. Must not be listed on the National Sex Offender Registry (See Paragraph No. 3 below).
 - f. Must have participated in four (4) fundraisers in the twelve (12) months prior to the date the application is made available.
 - g. Must submit a completed application form and non-refundable application fee of sixty dollars (\$60.00) in the form of certified check, money order, cash, or personal check payable to “Imperial Court of Kentucky, Inc.” to any member of the EOC prior to the deadline.
 - h. Must submit a fully completed Monarch Candidacy Acknowledgment and Agreement (See Form on Page No. 5 of this Document).
3. It is the policy of the Imperial Court of Kentucky, that any individual seeking leadership positions with the Imperial Court of Kentucky, including the Board of Directors, Monarch, and any active College members, may not be listed on the National Sex Offender Registry and must never have been convicted or pleaded guilty to any felonies, to include state or federal. It is the responsibility of the applicant to obtain a copy of their COURTNET Criminal History Record from the Kentucky Administrative Office of the Courts at the following address:

Records Unit
100 Millcreek Park
Frankfort, KY 40601
(502) 573-1682

<https://kcoj.kycourts.net/PublicMenu/?redirect=http://kcoj.kycourts.net/RecordRequest/Default.aspx>

A copy of this Criminal History Record dated within 30 calendar days of the Application Deadline must be submitted along with the Application for Monarch.

4. Applications for Monarch shall be reviewed, verified, approved or disapproved by the EOC. Applicants shall be notified by the Chairperson of the EOC of the action taken by the committee subsequent to review and verification of the contents of the application. In instances where an application is not approved, said application is automatically referred to the Board of Directors for review.
5. Applicants for Monarch shall submit to a written examination created and administered by the EOC. The subject of the examination is limited to the history of the Imperial Court of Kentucky, history of the International Court System, the By-Laws of the Imperial Court of Kentucky, the Manual of Order & Operations of the Imperial Court of Kentucky, and the Manual of Protocol of the Imperial Court of Kentucky.
6. Applicants for Monarch shall submit to an oral interview immediately following completion of the written examination. Applicants may be asked any reasonable question during oral interview.
7. The written examination and oral interview shall take place on the date, time and location established by the EOC each year. Applicants who wish to reschedule the written examination and oral interview must contact the Chairperson of the Election Oversight Committee at least two (2) weeks in advance of the scheduled exam.
8. Upon completion of the written examination and oral interview, representatives shall deliberate on the question of approving or disapproving an individual candidacy. Each representative shall consider factors such as the applicant's performance on the written exam, performance during the oral interview, and other factors deemed appropriate by the individual representatives. Approval of candidacy is contingent upon the applicant receiving a simple majority of affirmative votes of representatives present. Applicants will be informed of the decision of the representatives at the conclusion of deliberation.
9. Candidates approved by the EOC, may launch their public campaign for Monarch on the Campaign Launch Date established by the EOC each year.
No form of public campaigning may begin before the Campaign Launch Date!

NOTE: Discussing potential candidate fundraisers with owners of businesses and other establishments, and with individuals closely associated with the execution of candidate fundraiser(s) does not constitute public campaigning. However, if a candidate has any question in his/her mind as to what does and does not constitute public campaigning, the candidate should seek the opinion of the EOC prior to undertaking any questionable activity.

10. Subsequent to the launch of a campaign, candidates are encouraged to campaign vigorously using signs, posters, flyers, and other means of campaigning. Candidates must first obtain the permission of owners/managers of any establishment before campaigning within said establishment or before distributing/displaying any campaign materials within said establishment.
11. Candidates are responsible for the actions of agents of their campaign. Where agents of the campaign are found to be in violation of these Rules and Regulations, the EOC may hold the individual candidate responsible for any such violations, or it may require the candidate to instruct the agents to cease and desist the committing of violations before further action is taken by the EOC against the individual candidate.

12. All campaigning shall be conducted in a positive manner. Negative campaigning, either by candidates or on their behalf, is strictly forbidden.
13. Candidates shall be required to execute at least one (1) fundraiser within the timeframe established by the EOC each year. Candidates may execute more than one (1) fundraiser, except that the EOC reserves the right to limit the overall number of fundraisers so long as such limitation is applied to all candidates.
14. Prior to advertising any candidate fundraiser, the candidate must receive the approval of the concept, time, date, location and budget of the event and any event promotional materials. Any budget, which contemplates reimbursement to the candidate of expenses from the net proceeds of the event, shall automatically be referred by the EOC to the Board of Directors for consideration. Candidates shall submit the fundraising proposal as hereinabove required to the EOC subsequent to candidacy approval and prior to the public promotion of any such event. Approval, rejection or suggested modifications to the proposed fundraiser will be relayed to the applicant by the Chairperson of the EOC. Net proceeds of candidate fundraisers shall be donated to the general fund of the Imperial Court of Kentucky and advertising promoting such event shall state:

"NET PROCEEDS TO BENEFIT THE CHARITIES OF THE IMPERIAL COURT OF KENTUCKY".
15. Candidates for Monarch shall be provided access to the membership list and the listing of eligible voters, and/or labels for mailings to eligible members in support of their campaigns.
16. Candidates for Monarch shall execute a Candidate Entrance at the Annual Election. The entrance is limited to seven (7) minutes.
17. Candidates for Monarch may not campaign jointly but shall campaign individually and shall not endorse in any manner any other candidate for Monarch, nor any candidate for the Board of Directors.
18. The term of the Monarch-Elect position (Imperial Crown Prince, Imperial Crown Princess, or Imperial Crown Princet) is approximately 3 months: from the annual election to the Crowning Ceremony at following Coronation.
19. The term of office of Monarch is approximately one year following the Coronation at which the individual is crowned.
20. All grievances are initially filed with the EOC. Grievances must be submitted in writing and state clearly the grounds for the grievance and the requested action taken on the grievance. The EOC will respond within forty-eight (48) hours to any grievance filed by a candidate.
21. Any candidate may appeal any decision of the EOC to the full Board of Directors by notifying the current President of the Board of Directors, in writing of the intent to appeal. The Board may affirm, remand with instructions, or reverse any decision of the EOC.

22. If the EOC determines that a candidate has violated the rules of candidacy, the EOC shall automatically refer the violation to the full Board of Directors, with or without recommendation. Upon such referral, the Board may take any action it deems fit including the cancellation of a campaign and withdrawal of a candidate's name from the ballot upon a finding that a violation of rule(s) has occurred. The order of the ballot shall be determined by random drawing at the conclusion of oral interview. The legal name of the candidate shall first appear, with any pseudonym following in parenthesis.
23. The members of the Election Oversight Committee with contact information will be provided to each potential applicant as an attachment to this Monarch Application Packet along with the Election Timeline for the current year.
24. For the purposes of the next Annual Elections, qualified members who may cast a vote in said elections shall have obtained membership on or before August 31 of the year prior to the next Annual Election and must have maintained active standing to avoid loss of tenure and loss of voting privileges.
25. Candidates for Monarch who run without opposition must receive an affirmative vote of at least fifty-one (51) percent to assume office.
26. These Rules and Regulations are derived from the Manual of Orders and Operations of the Board of Directors and are supplemented by order of the EOC to implement certain provisions. These Rules and Regulations and the provisions of the Manual of Orders and Operations of the Board of Directors shall control all aspects of the election. Candidates who do not understand any aspect of the Rules and Regulations should seek clarification from the EOC.

IMPERIAL COURT OF KENTUCKY

MONARCH CANDIDACY ACKNOWLEDGMENT AND AGREEMENT

I, _____, candidate for the position of _____ of Kentucky, do hereby acknowledge and agree to the following:

- a. I have read and understand the Rules and Regulations of Candidacy, and I agree to abide by same;
- b. I have read and understand the By-Laws and the Manual of Orders and Operations of the Imperial Court of Kentucky, and I agree to abide by same;
- c. I understand and I agree that I am solely responsible for the actions of agents of my campaign and that it is my duty to ensure that any agent or other representative of my campaign understands and abides by the Rules and Regulations of Candidacy, the By-Laws, and the Manual of Orders and Operations of the Imperial Court of Kentucky;
- d. I understand and I agree that if I am not certain whether or not a particular activity or undertaking on behalf of my campaign is prohibited or otherwise disallowed, that I will first consult the Election Oversight Committee before any questionable activity is undertaken, and that failure to do so could result in the finding of a campaign rules violation;
- e. I understand and I agree that should it be found that I, or my campaign, is in violation of the Rules and Regulations of Candidacy, of the By-Laws, and/or of the Manual of Orders and Operations of the Imperial Court of Kentucky, the Election Oversight Committee and the Board of Directors may take action against me and/or my campaign, including withdrawal of my name from the ballot and cancellation of my campaign.

WITNESS MY HAND this _____ of _____, 20_____.

PRINTED LEGAL NAME

LEGAL SIGNATURE

IMPERIAL COURT OF KENTUCKY, INC.
APPLICATION FOR MONARCH

TITLE SOUGHT (EMPEROR, EMPRESS, OR EMPREX) _____

LEGAL NAME: _____

PSEUDONYM (If Applicable): _____

CURRENT MAILING ADDRESS: _____

HAVE YOU BEEN A MEMBER OF ICK FOR AT LEAST 12 MONTHS? _____

HAS MEMBERSHIP LAPSED IN THE LAST 12 MONTHS? _____

DATE OF BIRTH (Month/Date/Year): _____

VALID PHONE NUMBER: _____

VALID EMAIL ADDRESS: _____

**NO APPLICATION ACCEPTED WITHOUT \$60.00 APPLICATION FEE FOR
OFFICIAL COMMITTEE USE ONLY**

APPLICATION RECEIVED BY: _____

MEMBERSHIP VERIFIED BY: _____

DATE OF BIRTH VERIFIED BY: _____

CURRENT ADDRESS VERIFIED BY: _____

CRIMINAL HISTORY RECORD VERIFIED BY: _____

MONARCH CANDIDACY AGREEMENT VERIFIED BY: _____

ACTION TAKEN ON APPLICATION: ____APPROVED ____DISAPPROVED

REASON(S) FOR DISAPPROVAL IF ANY: _____

SIGNATURE OF EOC CHAIRPERSON: _____

REQUEST FOR STATEMENT FROM APPLICANT

Please write a brief statement addressing the following questions and attach with your application:

1. Explain your history with the Imperial Court of Kentucky. What experiences do you have? What titles have you held? What events have you worked or been involved with?
2. What experience do you have fundraising? Have you held your own fundraiser? If so, describe your experience with that event and the results.
3. What other organizations are you involved within the LGBTQ+ community? Do you actively participate in other organizations' events? Have you any experience with pageants?
4. Have you visited other Empires within the Imperial Court System? If so, where and what was your experience?
5. Briefly explain your reasons for running for Monarch and what your goals would be for the organization.