



TIFFIN-SENECA HERITAGE FESTIVAL

ROYALTY COURT HANDBOOK

2024-2025



2023-2024 Royalty Court

Alyssa Jameson
Queen



Nova Houle
Junior Princess



Kara Grace Rowlett
Petite Princess



Bentley Fitch
Junior Prince



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Handbook Notice

The *Tiffin-Seneca Heritage Festival* and *Royalty Court Committee* reserves the right to update this handbook at any time. Updates to the handbook will be sent to all *Royalty Court* members via the email provided by the parent/guardian. All updates made to the handbook must be followed accordingly.

The purpose of the *Tiffin-Seneca Heritage Festival Royalty Court Handbook* is meant for guiding the *Royalty Court* members through the reigning year (pageant on the third week in September of the current year to the pageant on the third week of September of the following year) of when the title is held. This handbook must not be distributed for any other purpose. All contact information contained within this handbook must be kept confidential and not be used for any purpose other than for communication use as a member of the *Tiffin-Seneca Heritage Festival Royalty Court*. Failure to comply with these requirements may result in disqualification as a title holder on the *Royalty Court*.

Contact Information

Committee

Position	Name	Contact Information
Committee Chairperson	Holly Nielsen-Rowlett	pageant@tiffinfestival.com
Event Ambassador	Abby McDole	TBD
Fundraiser Setup Support	TBD	TBD
Community Service Support	TBD	TBD
Event Scheduling Support	TBD	TBD
Festival Information Support	Chad Kaiser	webmaster@tiffinfestival.com

Additional contact information will be provided via email and will include cell phone numbers and any other means of communication to be used by all *Tiffin-Seneca Heritage Festival Royalty Court* members.

Royalty Court

Contact information for the *Tiffin-Seneca Heritage Festival Royalty Court* will be provided via email within the first week after the *Royalty Court* Pageant. Contact information that will be distributed to the *Royalty Court* will include email addresses and cell phone numbers of at minimum one (1) parent/guardian and any of the *Royalty Court* members who opt to have their individual email address and cell phone number utilized for *Royalty Court* communication (with parent/guardian permission).

In addition, a group text message will be started by the *Royalty Court Committee Chairperson* with all *Royalty Court* members and parents/guardians for purposes

communication for and about festivals, parades, luncheons, county fairs, and other events and activities. No topics outside of the *Tiffin-Seneca Heritage Festival Royalty Court* events and activities should be communicated using the group text messaging.

Events and Activities

It is especially important that the *Tiffin-Seneca Heritage Festival Royalty Court Committee* be provided with all information about all events and activities to assist the *Royalty Court* with making the best decisions about the event or activity. Websites, documents, printed materials, and any other information must be sent to the *Royalty Court Committee* via email at pageant@tiffinfestival.com or provided to the *Royalty Court Committee* in person.

About the Festival

This year, the *Tiffin-Seneca Heritage Festival* is celebrating its 44th year! The festival will take place in Tiffin, Ohio, from September 20th through the 22nd.

At the "Living Village" in Hedges Boyer Park, you can step back in time to the 1800s through 1949. Experience the rumble of Civil War-era cannons, tour authentic tents, and interact with re-enactors portraying various historical periods. Enjoy demonstrations by craftsmen, period musicians, and a variety of food, along with entertainment for kids of all ages!

In the "Downtown Area" of Historic Tiffin, you will find plenty of family-friendly entertainment, including live music, a parade, a Vintage Market, a car show, delicious food, a German Heritage tent, and activities for children!

Purpose of the Royalty Court

The *Tiffin-Seneca Heritage Festival Royalty Court* has been a part of the *Tiffin-Seneca Heritage Festival* since the inception of the festival. The pageant was brought back, so we hope to continue this tradition for years to come!

The purpose of the *Tiffin-Seneca Heritage Festival Royalty Court* is to function as both a representative and as an ambassador to the *Tiffin-Seneca Heritage Festival*. Being a member of the *Royalty Court* is important because the *Royalty Court* members are the face of the festival whenever in the public spotlight. All *Royalty Court* members will be expected to represent the festival at county fairs, local and other festivals, and other events and activities in Seneca County and throughout the state of Ohio (when and where applicable).

Royalty Court Titles

Below is a list of forms that are required to be completed and on file with the *Tiffin-Seneca Heritage Festival Royalty Court Committee* for everyone who is selected to hold a title as a member of the *Royalty Court*. Failure to complete the required forms may result in non-participation of the *Royalty Court* member and/or disqualification from holding the *Royalty Court* title.

- Medical Background and Emergency Form
- Photo Release Form
- Handbook Acknowledgement and Statement of Commitment Form

Optional Forms

Below is a list of forms that are optional to be completed and returned to the *Tiffin-Seneca Heritage Festival Royalty Court Committee* by Monday, September 30th, 2024.

- T-Shirt and Vehicle Window Sticker Order Form

Attitude and Teamwork

Having a positive attitude is one of the most important qualities of any *Tiffin-Seneca Heritage Festival Royalty Court* member. All *Royalty Court* members will be required to have a positive attitude toward each other, the *Royalty Court Committee*, other festival *Royalty Courts* and associated personnel, and the public at all times. In addition, all *Royalty Court* members are expected to act in a positive and appropriate manner that will not harm the *Tiffin-Seneca Heritage Festival*. Failure to maintain a positive attitude may result in disqualification from holding the *Royalty Court* title.

All *Tiffin-Seneca Heritage Festival Royalty Court* members must always function as a team. Unless a decision is made directly by the *Royalty Court Committee*, no other decision will be made by a single individual unless all the *Royalty Court* members have discussed the topic first. Ultimately, the *Queen* and *King* in addition to the *Royalty Court Committee* have a significant role in the delivery of information and decision-making process; however, all *Royalty Court* members will be given the opportunity to provide feedback with a specific timeline before a final decision is made about all events and activities. Once a decision is made, an email and/or text message will be sent out to all *Royalty Court* members.

Appearance and Attire

It is especially important for all members of the *Tiffin-Seneca Heritage Festival Royalty Court* to always uphold the best appearance and attire when out in public.

The appearance of every member of the *Tiffin-Seneca Heritage Festival Royalty Court* must always be a priority. It is important to ensure that every *Royalty Court* member maintains a

standard of appearance that includes clean clothing and shoes, appropriately styled hair, hygienic skin and nails, and overall, a well-kept personal exterior.

Members of the *Tiffin-Seneca Heritage Festival Royalty Court* must adhere to the attire requirements provided below for all festivals, parades, luncheons, county fairs, and other events and activities. Sashes and crowns will be provided to all members of the *Royalty Court* to wear during ALL events and must be kept in excellent quality at all times. If the sash and/or crown are damaged in any way that is irreparable, it will be the responsibility of the parent/guardian to purchase the same replacement item as soon as possible. All other items that are a part of the attire requirements must be purchased by the parent/guardian of the *Royalty Court* member.

Any member of the *Tiffin-Seneca Heritage Festival Royalty Court* who does not adhere to the appearance and attire standards will be given three (3) chances to fix the issue and then asked to step down as a member of the *Royalty Court* when the issue is not resolved.

Female Attire

Festivals

- Long formal gown with no plunging necklines or high slits
- Victorian, pioneer, or historical attire for Tiffin-Seneca Heritage Festival related events and other random events that may require this type of attire
- Sash
- Hair brushed and appropriately styled
- Crown
- Jewelry matching the crown (not required but encouraged)
- Comfortable dress shoes

Parades

- Long formal gown with no plunging necklines or high slits
- Victorian, pioneer, or historical attire for Tiffin-Seneca Heritage Festival related events and other random events that may require this type of attire
- Sash
- Hair brushed and appropriately styled
- Crown
- Jewelry matching the crown (not required but encouraged)
- Comfortable dress shoes

Luncheons

- Long formal gown with no plunging necklines or high slits
- Sash
- Hair brushed and appropriately styled
- Crown
- Jewelry matching the crown (not required but encouraged)
- Comfortable dress shoes

County Fairs

- Summer dress with no plunging necklines or high slits
- Sash
- Hair brushed and appropriately styled
- Crown
- Jewelry matching the crown (not required but encouraged)
- Comfortable dress shoes

Other Events and Activities

- Sash
- Hair brushed and appropriately styled
- Crown
- Jewelry matching the crown (not required but encouraged)
- Comfortable dress shoes
- Additional information about attire will be provided as events and activities are added to the Royalty Court schedule of appearances.

Male Attire

Festivals

- Formal suit with jacket or vest and/or tie or similar style of dress pants and shirt
- Victorian, pioneer, or historical attire for Tiffin-Seneca Heritage Festival related events and other random events that may require this type of attire
- Sash
- Hair brushed and appropriately styled
- Crown
- Jewelry matching the crown (not required but encouraged)
- Comfortable dress shoes

Parades

- Formal suit with jacket or vest and/or tie or similar style of dress pants and shirt
- Victorian, pioneer, or historical attire for Tiffin-Seneca Heritage Festival related events and other random events that may require this type of attire
- Sash
- Hair brushed and appropriately styled
- Crown
- Jewelry matching the crown (not required but encouraged)
- Comfortable dress shoes

Luncheons

- Formal suit with jacket or vest and/or tie or similar style of dress pants and shirt
- Sash
- Hair brushed and appropriately styled
- Crown
- Jewelry matching the crown (not required but encouraged)
- Comfortable dress shoes

County Fairs

- Summer dress shirt and dress shorts

- Sash
- Hair brushed and appropriately styled
- Crown
- Jewelry matching the crown (not required but encouraged)
- Comfortable dress shoes

 **Other Events and Activities**

- Sash
- Hair brushed and appropriately styled
- Crown
- Jewelry matching the crown (not required but encouraged)
- Comfortable dress shoes
- Additional information about attire will be provided as events and activities are added to the Royalty Court schedule of appearances.

Festivals and Parades Participation

The members of the *Tiffin-Seneca Heritage Festival Royalty Court* must attend festivals and parades as a part of the *Royalty Court* participation requirements.

Provided below is a list of the priority festivals and parades by month. Additional festivals and parades may be added to the schedule. Information about scheduled festivals and parades and any additional festivals and parades will be provided via email and a notice will be sent out via the group text message.

Any member of the *Tiffin-Seneca Heritage Festival Royalty Court* who wants to attend a festival that is not provided on the list below must send an email to pageant@tiffinfestival.com at least 30 days prior to the festival (or earlier if available) with a link to the festival page and provide any other information that is known about the festival, including and not limited to *Royalty Court* introductions and other festival related events. Once the *Royalty Court Committee* determines the appropriate information to attend the festival, an email will be sent out by the *Royalty Court Committee* to the *Royalty Court* to ensure that all members of the *Royalty Court* are aware of the festival opportunity. Failure to comply with this timeline may result in a decision by the *Royalty Court Committee* that no member of the *Royalty Court* will attend the festival and/or parade.

Any member of the *Tiffin-Seneca Heritage Festival Royalty Court* who wants to attend a parade that is not provided on the list below must send an email to pageant@tiffinfestival.com at least 30 days prior to the parade (or earlier if available) with a link to the parade page and provide any other information that is known about the parade, including and not limited to *Royalty Court* introduction and other related parade events. Once the *Royalty Court Committee* determines the appropriate information and submits the application to attend the parade, an email will be sent out by the *Royalty Court Committee* to the *Royalty Court* to ensure that all members of the *Royalty Court* are aware of the

parade opportunity. Failure to comply with this timeline may result in a decision by the *Royalty Court Committee* that no member of the *Royalty Court* will attend the parade.

Festivals and Parades Attendance Key

- (A) Primary festivals and parades to attend. Required to attend all the festivals and parades.
- (B) Secondary festivals and parades to attend. Required to choose at least two (2) of the festivals and parades marked with a (B) from the list below.
- (C) Tertiary festivals and parades to attend. Choose as many as possible from the list below as time permits.

Festivals and Parades Schedule



May

- Tiffin Memorial Day Parade (A)
- Port Clinton Walleye Festival and Parade (B)



June

- Miss Ohio Parade (C)
- Vermilion Fish Festival and Parade (B)
- Ontario Fourth of July Parade (C)



July

- Huron Riverfest Festival and Parade (B)
- Norwalk Fourth of July Parade (A)
- Lindsey Sunflower Festival and Parade (C)
- Cold Creek Celebration Festival and Parade (B)
- Woodville Fourth of July Parade (C)
- BellevUNITY Festival (C)
- Shelby Bicycle Days Festival and Parade (C)



August

- Bucyrus Bratwurst Festival and Parade (B)
- Lexington Blueberry Festival and Parade (C)



September

- Milan Melon Festival and Parade (A)
- Vermilion Woolly Bear Festival and Parade (B)
- Crestline Harvest Festival and Parade (C)



October

- Tiffin Halloween Parade (A)
- Clyde Halloween Parade (A)



November/December

- Tiffin Christmas Parade (A)


Luncheons Participation

The members of the *Tiffin-Seneca Heritage Festival Royalty Court* must attend luncheons held by other *Festival Royalty Courts* as a part of the *Royalty Court* participation requirements.

Provided below is a list of priority luncheons. Additional luncheons may be added to the schedule. Information about the scheduled luncheon list and any additional luncheons will be provided via email and a notice will be sent out via the group text message.

Any member of the *Tiffin-Seneca Heritage Festival Royalty Court* who wants to attend a luncheon that is not provided on the list below must send an email to pageant@tiffinfestival.com at least 30 days prior to the luncheon (or earlier if available) with a link to the luncheon page and provide any other information that is known about the luncheon, including and not limited to *Royalty Court* introductions and any other related luncheon events. Once the *Royalty Court Committee* determines the appropriate information to attend the luncheon, an email will be sent out by the *Royalty Court Committee* to the *Royalty Court* to ensure that all members of the *Royalty Court* are aware of the luncheon opportunity. Failure to comply with this timeline may result in a decision by the *Royalty Court Committee* that no member of the *Royalty Court* will attend the luncheon.

Luncheon Schedule

- (A) Primary luncheons to attend. Required to attend all the luncheons.
 - (B) Secondary luncheons to attend. Required to choose at least two (2) of the luncheons marked with a (B) from the list below.
 - (C) Tertiary luncheons to attend. Choose as many as possible from the list below as time permits.
-  Tiffin-Seneca Heritage Festival Luncheon (A)
 - Milan Melon Festival Luncheon (B)
 - Cold Creek Celebration Luncheon (B)
 - Vermilion Fish Festival Luncheon (B)
 - Vermilion Woolly Bear Festival Luncheon (B)
 - Lexington Blueberry Festival Luncheon (as space permits) (C)
 - Bucyrus Bratwurst Festival Luncheon (as age permits) (C)

County Fairs Participation

The members of the *Tiffin-Seneca Heritage Festival Royalty Court* must attend county fairs as a part of the *Royalty Court* participation requirements.

Provided below is a list of priority county fairs. Additional county fairs may be added to the schedule. Information about the current county fair list and any additional county fairs will be provided via email and a notice will be sent out via the group text message.

Any member of the *Tiffin-Seneca Heritage Festival Royalty Court* who wants to attend a county fair that is not provided on the list below must send an email to pageant@tiffinfestival.com at least 30 days prior to the county fair (or earlier if available) with a link to the county fair page and provide any other information that is known about the county fair and any other related county fair events. Once the *Royalty Court Committee* determines the appropriate information to attend the county fair, an email will be sent out by the *Royalty Court Committee* to the *Royalty Court* to ensure that all members of the *Royalty Court* are aware of the county fair opportunity. Failure to comply with this timeline may result in a decision by the *Royalty Court Committee* that no member of the *Royalty Court* will attend the county fair.

County Fair Attendance Key

- (A) Primary county fairs to attend. Required to attend all the county fairs marked with (A) on the list below.
- (B) Secondary county fairs to attend. Required to choose at least two (2) of the county fairs marked with (B) from the list below.
- (C) Tertiary county fairs to attend. Choose as many as possible marked with (C) from the list below as time permits.

County Fair Schedule

- 👑
 - Crawford County Fair (A)
 - Erie County Fair (A)
 - Hancock County Fair (B)
 - Hardin County Fair (B)
 - Huron County Fair (A)
 - Lorain County Fair (B)
 - Morrow County Fair (B)
 - Ottawa County Fair (B)
 - Richland County Fair (B)
 - Sandusky County Fair (A)
 - Seneca County Fair (A)
 - Wood County Fair (A)
 - Wyandot County Fair (A)
 - Other County Fairs (C)

Community Service Participation

Community service is an excellent opportunity for members of the *Tiffin-Seneca Heritage Festival Royalty Court* to highlight themselves in the community and build upon their individual resumes. Members of the *Royalty Court* will be required to participate in two (2) community service activities. Community service events and activities will be discussed and decided upon as a team alongside the *Royalty Court Committee*. More information about the community service will be provided later.

Fundraising Participation

Fundraising is a vital piece to any organization that runs on limited funds and is an excellent opportunity for members of the *Tiffin-Seneca Heritage Festival Royalty Court* to highlight their fundraising abilities and build upon their individual resumes. Members of the *Royalty Court* will be required to participate in fundraising activities. Fundraising events and activities will be discussed and decided upon as a team alongside the *Royalty Court Committee*. More information about the fundraising will be provided later.

Other Events and Activities

Other events and activities may be added to the *Tiffin-Seneca Heritage Festival Royalty Court* to attend. Additional information will be provided by the *Royalty Court Committee* later.

Required

- Seneca County Fairgrounds Lights

Optional

- Third Thursday Appearances (October, December, May, June, July, August)

Attendance and Participation

It is especially important for the members of the *Tiffin-Seneca Heritage Festival Royalty Court* to participate in all required events and activities, especially when the event or activity is a team-based event or activity requiring all the *Royalty Court* members to make it successful.

It is understood by the *Royalty Court Committee* that things in life can happen that are out of all our control, so it is particularly important to communicate any conflicts that may arise as soon as possible. Failure to attend multiple scheduled events and activities without appropriate and communicated reasons may result in disqualification from holding the *Royalty Court* title.

Transportation Requirements

Transportation of *Tiffin-Seneca Heritage Festival Royalty Court* members to and from any festival, parade, luncheon, county fair, or other events and activities must be coordinated directly by the parent and/or guardian. No *Royalty Court Committee* member will transport any *Royalty Court* member at any time unless for immediate safety/security or medical emergency reasons. Parents and guardians will be responsible for all transportation needs as it pertains to driving the members of the *Royalty Court* to and from all events. Parents and guardians in addition to all members of the *Royalty Court* will not hold any member of the *Tiffin-Seneca Heritage Festival* or *Royalty Court Committee* responsible for any transportation requirements.

Transportation required during parades may be completed by a *Royalty Court Committee* member or *Royalty Court Committee* member interim appointed person for the purpose of pulling a vehicle trailer where members of the *Tiffin-Seneca Heritage Festival Royalty Court* will ride from the start of the parade, to the end of the parade, and potentially to a drop off point. The appointed interim person who drives the vehicle will be a licensed driver in the state of Ohio over the age of 18.

Liability and Responsibility Notice

The *Tiffin-Seneca Heritage Festival* and *Royalty Court Committee* are not responsible for any accidents or injuries that may occur before, during, and after all events and activities where the *Tiffin-Seneca Heritage Festival Royalty Court* members may participate on behalf of the *Tiffin-Seneca Heritage Festival*.

The *Tiffin-Seneca Heritage Festival* and *Royalty Court Committee* are not responsible for lost or stolen personal items that may occur before, during, and after all events and activities where the *Tiffin-Seneca Heritage Festival Royalty Court* members may participate on behalf of the *Tiffin-Seneca Heritage Festival*.