

The Last Prophecy – Skyforge Charter

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I. Section 1: General Rules

A. *Respect a Diverse Community*

1. Backgrounds

We invite folks from all types of diverse backgrounds. We accept both male and female players all over the world and we are openly an LGBT friendly guild which means we are respectful of folks with varying sexual preferences and/or gender identifications. This is a hard-fast rule that we have kept throughout the nearly two decades of running our guild.

2. Derogatory Words

Absolutely no racial, cultural, sexist, or stereotypical slurs are allowed via any communication in voice chat, in game guild chats, and in open public chats. This includes what we call the “double G” words (N**GG**R, F**GG**T), racially

insensitive words (SP**CS, CH**NKS, etc.), or trans-insensitive words (TR**N**Y, S**E-M**LE, etc.). While we allow the word “gay”, using it in a derogatory manner meaning to offend others, or other words that are used to negatively associate a grouping of people. Any repeated use of these words will get your membership in our community swiftly removed.

3. Off Topics

Talk of religion, politics, military, or other heated debates will not be tolerated in the main open channels in guild chat or in voice chat. Special channels in voice chat are marked for such conversations and you may find leadership moving you and those you are debating with into these channels. We ask that you keep these conversations none-the-less CIVIL amongst members and guests.

4. Conversations

In respect to CIVIL CONVERSATIONS, if leadership finds that members are no longer able to keep these conversations civil, you may be asked to change the subject and move on or you may find yourselves temporarily muted or assigned a “TIME OUT” rank that removes speaking privileges.

5. Public Conduct

How you conduct yourselves in the public directly affects us, so we’re even far more stringent in open chat channels, public voice channels, etc. If you are wearing our guild tag, respect it in ALL encounters.

B. Respect Guild Leadership

1. Ranks

Ranks mean something in this guild. Respect is expected for and from anyone that holds a title in this guild. If you are a member here, we expect you to be respectful of our leaders. If you are lucky enough to be a leader in this guild, we

expect you to not only be respectful to our members, but be respectful to our tag when addressing issues in a public manner.

2. Leaders

TLP takes every chance to involve our members in our decisions, however this guild is not a democracy. As an established guild, operating as an individual corporation, we have a board of directors that make decisions for the guild and all chapters at a corporate level.

3. Part of a Whole

Understand this is a Chapter sponsored by an officially documented executive corporation called "The Last Prophecy Gaming, Inc." that sponsors a variety of gaming chapters for its members to enjoy. The TLP Skyforge chapter, its members, and even its leaders are subject to the official rules laid forth by the corporate board of directors.

4. Removal

Guild leads can remove anyone from guild for any reason. The guild leaders and their officers are real people working for the low low wage of 0\$ an hour with no overtime pay. If a member or group is too toxic for them to work with, they will just expel them from the guild. The game is meant to be an entertaining escape for them as well, not another job that they have to come home to. They will not and should not deal with your bull@#\$.t.

5. Founders and Executives

TLP has four founding members --- Maria "Danitsia or Pandora" Espino, Lucas "Marius or Beelzebubba" Folino, Jason "Demonic" Zevallos, and Paul "Olorin" Ng. The Board of Directors includes the only remaining active founder, Maria "Danitsia" Espino as CEO (Chief Executive Officer) and President. She has then appointed Jacob "Cips" Knoll as Vice President and CGO (Chief Gaming Officer), Jason "Xenohart" Kerr as Vice President, Greg "Vallos" Nelson, and Grant

“Leviathan” Conder. Other members of the Board of Directors that have voting rights are the GM’s of each of our chapters --- past and present.

C. Respect Guild Participation

1. Be Seen

There really isn’t much of a point being in a guild if you don’t plan to participate in any way shape or form with other members. You should always be willing to group up with and help others achieve their goals along with your own and have fun!

2. Be Helpful

New members and new players are the guild’s life blood. Respect new members even with all their noob-ness. If they have questions, lend a helping hand. Always remember that you were a noob once too. Respect thy noob!!!

3. Put Guild First

Always remember the “Golden Order of Operations” for participation in this guild: Guild Team > Guildies > Trial Members > Alliance Members > Pugs. We ask that when you participate, you do so with that order in mind. Also refer to that order when we are doing organized activities. If we have an activity organized as an alliance, we expect members to work with the alliance over doing PUG activities, or guild events over alliance events, etc. Plan accordingly so you don’t have to drop a pug group or something for this reason. All guild and alliance activities are posted way in advance.

4. Contribute

Members are expected to sign up for our guild websites. This for certain includes the main website, our chapter website, and our main forums. Upon

joining the chapter website, we make every effort to use the Chapter Site's login to connect to our Chapter's Merit Site.

- Main Site: <http://www.tlp-guild.com>
- Chapter Site: <http://skyforge.tlp-guild.com>
- Main Forums: <http://www.tlp-guild.com/forums>
- Merit Site: <http://merit.tlp-guild.com/sf/>

5. Signup for Events

If you expect to raid with us, you must sign up on the Merit Site's Raiding Calendar with the character you intend to go to the raid with. You are allowed to sign up to any of the raids available, but once they fill up you will only be allowed to sign up as backup.

6. Consequences

If you sign up to a raid and do not show up, you will not be allowed to join next week's raids. Similarly, if you sign up but show up late, you will not be allowed to join the next available raid. We ask all members to sign themselves OFF if they cannot make it. Our Merit Site is available via mobile devices as well so there is no excuse.

7. Follow the Rules

All members must adhere to our raiding rules during raids. Raiding rules appear on the front page of our Merit Site. By signing up to a raid you are agreeing to follow them. That includes being repaired, prepared, and on time (or in our case 10 minutes before). If you cannot make a raid, your responsibility is to communicate to the raid leader that you cannot attend. Emergencies happen and we certainly sympathize, but that should be exception not the rule.

8. PvP is Required

Participation in Pantheon Wars is not only encouraged, it is required. To be part of TLP Skyforge you will be asked to PvP and help our guild achieve its objectives in Pantheon standings.

9. Activity Quotas

Inactivity from the guild will cause you to be removed. You are to adhere to the Activity Quota which is 1,000 prestige earned per week minimum for those over our guild's average prestige and 2,000 prestige earned per week for those below the guild average.

10. Extended AFK's

If you are going to go on vacation, please be sure to tell an officer or to add a post in our Skyforge forums under "Vacations & AFK's".

D. Respect the IRL

1. Check the Attitudes

By this we mean, check your attitudes and drama at the door. The game is a safe haven for people to escape real life for entertainment and fun. If you bring negativity into the game with you all the time, you will likely be removed from the guild without question.

2. IRL First

IRL commitments always come first. This is for any member be they a leader or otherwise. Emergencies happen and children get sick, wives get lonely, husbands get grouchy... fact of life. Do not put the game before you real life. A happy home life leads to a happy gaming life.

3. Leaders Will Try to Accommodate

Guild leaders are not responsible for what happens IRL, but it does not mean we don't sympathize with your IRL situations. We will work to the best of our abilities to accommodate any unique needs so long as it doesn't affect the general workings of the guild.

4. TLP 4 LIFE

Ultimately understand the phrase "TLP-4-LIFE." This is a guild of friends and families. Many have had friends in the guild for decades and have met IRL from across many states and countries, and we play amongst many different games, some exclusively, and some more casually. Know that by becoming a member, that we are welcoming you into a family with a longstanding history across many genres of games and lives with a long future ahead. Our loyalties are not to any one game, but rather to the guild as a whole. This is the only way a guild can survive beyond the inevitable sunrise and sunset of games. Even if you stop playing a game for whatever reason ...you will still be considered part of TLP.

II. Section 2: Guild Organization/Hierarchy

A. *Trial Members*

1. Prerequisites

- Must apply to the guild via website, in-game, or be directly invited.
- Mini Interview with Guild Leadership.
- Know the Guild Rules (Raiding, PvP, Conduct, etc.)

2. Privileges

- Access to guild chat.
- Access to TeamSpeak; tagged with an "Applicant" tag.
- Access to public chapter websites & tools.

- Ability to sign up as “backup” for raids & other events, provided you have the Prestige.

3. Duties

- Maintain the Activity Quota every week as described above.
- The highest prestige of the guild, minus -10,000 is the bracket where you should aim to be at.
- Attend guild meetings when IRL permits.

4. Advancement

- Registered an account on our chapter website & forums.
- Create your characters on our Merit site.
- Show continued progress in Prestige and Proficiency.
- Make the 30,000 Prestige mark or above.
- Gain the “Anombulance” Badge.

B. Members

1. Privileges

- Access to guild chat.
- Access to TeamSpeak; tagged with a “Member” tag.
- Access to all member only sections of our websites.
- Ability to sign up normally for raids & other events, provided you have the Prestige.

2. Duties

- Maintain the Activity Quota every week as described above.
- Submit your questionnaires for Raiding or PvP are required by the leaders.
- If high enough, signup for available raids/events in your Prestige bracket.
- Gain Merits and Badges.
- Attend guild meetings when IRL permits.

3. Advancement

- Show significant advancement in Prestige and Proficiency from when you first joined the guild.
- Make the 50,000 Prestige mark or above.
- Hone your PvP Skills by joining or creating a Squad.
- Gain the “Distortionary” Badge.
- A step up from here is our Council.
 - Class Leader
 - Raid Leader
 - Squad Leader

C. Council Members

1. Privileges

- Access to Council forums in addition to members.
- Enhanced website privileges.
 - Main Site as Author
 - Merit Site as CL/RL/SL
- Elevated permissions on TeamSpeak.

2. Duties

- Perform required duties in accordance to the Guild’s Leadership Manuals for your primary function as a Council Member.
 - Class Leaders: Provide guidance on skill, training, Atlas paths, equipment, and combat to members that have selected your class as a class they will play in Raids or PvP. In addition you must provide a class guide to add to our website and keep it updated.
 - Raid Leaders: Provide guidance on dungeons and raids to members that have expressed interest in PvE content. This includes class makeup, skills necessary, positioning, strategy, and constructive criticism. Raid Leaders are also responsible for filling their raids

with members. Raid Leaders must also award Merit or demerits based on each raid team they lead and manage the raiding calendars. In addition you must provide raiding guides to add to our website and keep it updated. Raid Leaders will work closely with Class Leaders and Recruitment Officers to ensure the teams' progress and success.

- Squad Leaders: Provide tactical strategy and leadership in battleground/arena situations and coordinate efforts with each other in grander Realm vs. Realm endeavors. Squad Leaders are also responsible for ensuring that our members know how to PvP to the best of their abilities. Squad Leaders will have a set schedule for their teams' PvP queue ups through use of our raiding calendar. Squad Leaders must also award Merit or demerits based on feedback from other spectating Squad Leaders, but they cannot award their own teams. Squad Leaders are responsible for "spectating" other teams to provide constructive, unbiased feedback on performance. Squad Leaders should also be video'ing most of their fights (provided their connection handles it) for review by others.
- To keep your spot as a council member, you must show activity of 3 days per week in Skyforge doing the job you were assigned to do.

3. Advancement

- A step up from here is Leadership, starting with an Officer position (if one is available). The guildmasters and co-guildmasters can appoint officers as they see fit.
- If you have been an officer for us before in a previous chapter, you can qualify for nomination as Senior Officer. If you would be like to be nominated, seek out your guildmaster or co-guildmaster and ask them to nominate you. All chapter GM's and Co-GM's vote to promote someone to the Senior Officer rank.

D. Chapter Officers

The following specific Officer positions available in Skyforge are as:

1. Development Relations Officer

The relationship between the developers of the games we play and our community of players is important. This person is to establish an ongoing relationship with the development team for Skyforge. As such they are responsible for communicating the guild's needs and suggestions to the dev team and for communicating to us about any upcoming changes or patches. The Development Relations Officer works closely with our Content Management Officer to put out announcements to our community.

2. Content Management Officer

The websites and intellectual properties we have are our bread and butter. No one likes to visit a website that does not provide updated information. The Content Management Officer works to keep the website interesting by adding posts, in tandem with graphics, etc. to attract new players, current players, and also sponsors & companies of interest.

a) Guild News

This can be from the downing of a boss to a rank up in the leaderboards.

b) Guild Announcements

Announcements of upcoming events and guild functions. Also recruitment notices fall under this category, but usually the Recruitment Officer will handle those. Often, however, they may write the post but have the CMO post it up for them.

c) Streaming News

Our stream team members may have an upcoming special event or they may be "going live" soon and need us to support them. The CMO would use all our social media outlets to get the word out, including:

- Facebook (Public and Members Only)
- Twitter
- Post on Chapter Site
- Post on Streaming Site

d) Gaming Industry News

Articles that talk about the games we're currently playing but written from your own perspectives. Do not just copy and paste! This type of post can be on either of these:

- Chapter Site (must be game-relevant)
- Main Site (can be about any game)
- Facebook (Public and Members Only)

e) First Impressions Stories

You can add interesting perspectives about the game you are CMO for and add that to our site as "editorials". This type of post can be on either of these:

- Chapter Site (must be game-relevant)
- Facebook (Public)

3. Streaming Officer

Our Streaming Officers are responsible for getting our streamers, from the very casual to the hard core professional, set up with:

- Review of Code of Conduct
- Individual Contracts with Pros
- OBS or XSplit Broadcasting Software
- Branded Overlays
- Channel Setup for Twitch and YouTube
- Technical Support in Relation to Streaming

4. Technical Support Officer

The TLP Technical Support Officer helps to moderate, onboard, train, and troubleshoot our technology --- forums, website, TeamSpeak, streaming, etc. etc.

5. Raiding Officer

The Raiding Officer ensures that all our Raid Leaders have what they need to be successful. He/she continuously meets (weekly) with our Raid Leaders to establish recruitment needs and address any issues or concerns. The Raiding Officer also trains our Raid Leaders, assists them with set up on our Raiding Calendar, and works with them to assign appropriate Merit, demerits, and awards. The Raiding Officer also establishes (with general consensus) raiding schedules and rules.

6. Combat Officer

The Combat Officer ensures that all our Squad Leader have what they need to be successful at Player vs. Player combat. He/she continuously meets (bi-weekly) with our Squad Leaders to establish recruitment needs and address any issues or concerns. The Combat Officer also trains our Squad Leaders in how to effectively lead a PvP team, assists them with set up on our Raiding Calendar, and works with them to assign appropriate Merit, demerits, and awards. The Combat Officer also is the “Commander” of our Pantheon Wars and establishes a winning strategy for our Guild vs. Guild objectives. The Combat Officer also establishes (with general consensus) Rules of Engagement and a PvP Code of Conduct.

7. Recruitment Officer

Responsible for recruiting new and viable players to the guild. They will assist by going through and making initial contact with applicants on the guild website, in game, voice chat, and other forums. They work in tandem with the Raiding Officer and Combat Officer with keeping track of promotions and postings to recruit for specific guild needs.

E. Senior Officers

People that are very familiar with TLP policies and typically have one year of TLP Community Officership under their belt. They may be serving in an actual officer-ship position or not. They are trusted members of the GM of AGM and can help server in decision making processes, participate in votes of major free-company policy changes, and more. They assist all Officers in any way they can with their duties. They are subject to their superiors' decisions. It is recommended by the TLP founders that each chapter have a minimum of two and a maximum of five senior officers, whichever would provide an odd number of voting powers to the guild (GM and AGM counts as a voting power). They are appointed by GM, AGM, and FOUNDERs by vote and must be nominated to become an SO. In the event both AGM and GM are away simultaneously, and another AGM cannot be appointed in the interim, an SO can keep current policies and activities running only if in a temporary/short term manner.

1. Duties

- Oversee the officers, meeting with them regularly (weekly) on a one-to-one basis.
- Step in to perform the duties of an officer when they are away or when the position is left vacant.
- Report any issues or concerns from officers to the Co-GMs and GM.
- Nominate any officers that would be a good fit for promotion to Senior Officer.
- Replace officers as required for vacancies.
- Alongside (and with the permissions of) the GM and Co-GM's, promote a member to officer status.
- As Senior Officer, you are required to serve in an advisory role to other chapters as your time allows. Help provide guidance and mediation where ever possible.

2. Advancement

- To advance to Co-Guildmaster, you must at minimum have ONE YEAR of experience as Senior Officer and have your guildmaster nominate you. However, it is recommended you have two years served in an officership position (standard or senior) to apply.
- Once you are nominated, you will have an interview by all the other chapter GM's and Co-GM's.
- The results of the interview will be given to your GM within 30 days of your nomination.
- If your nomination is rejected, you cannot re-apply for a period of six months, minimum.

F. Co-Guildmaster or Assistant Guildmaster

People that can function fully as a Guildmaster in totality in the absence of a GM or if the GM is busy assisting with TLP community activities or duties. To become a Co-GM typically they must have at least **two years** of TLP Community Officership under their belt. They have the power to help appoint senior officers, and assist senior officers in their assigned duties, vote on policy changes, etc. It is recommended a guild have at least one CGM and no more than five, with voting numbers maintained at an odd number. CGM's may serve as CGM's in various different chapters across our TLP Community. However, they are still subject to the decisions of the Game/Chapters' GM.

NOTE: The only real difference between a Co-GM and an AGM is that a Co-GM has all the same "in game" rights as the GM does (some games allow for that), and an AGM has almost all the same "in game" rights as the GM with the exception of demoting the GM.

1. Duties

- a) As Co-GM or AGM, your primary duty is to assist your GM in the continuous progression of this chapter.
- b) In the absence of a GM, you function and have every right that the GM would to make decisions as needed.

- c) You oversee the Senior Officers to ensure they are doing their jobs. Some SO's may have specific duties, others serve more as "Jacks of all Trades". Either way, all must be performing their agreed-upon duties.
- d) Step into the role of officerships that are vacant when required to alleviate the burden on the Senior Officers, should they get too tangled with work. Meet with them regularly to ensure one isn't doing 80% of the work, while the other is only doing 20%.
- e) Attend all leadership meetings across chapters whenever possible and keep up to date on the happenings of the other chapters. Establish good relationships with your counterparts in other chapters.
- f) As Co-GM or AGM, you are required to serve in an advisory role to other chapters as your time allows. Help provide guidance and mediation where ever possible.

2. Advancement

- a) To advance to Guildmaster, you must at minimum have TWO YEARS of experience as Senior Officer or Co-Guildmaster and have an executive or Founder nominate you. However, it is recommended you have three years served in an officership position (standard, senior, or co-lead) to apply.
- b) Once you are nominated, you will have an interview by all the other chapter GM's and Co-GM's.
- c) The results of the interview will be given to you directly within 30 days of your nomination.
- d) If your nomination is rejected, you cannot re-apply for a period of six months, minimum.

3. Common Stock Investment

- a) Co-Guildmaster or Assistant Guildmaster have access to purchase Common Stock with an initial cash investment per stock issue. Please see the executives for more information.

- b) Profit dividends are granted yearly.

G. Guildmasters

Typically nominated to be guildmasters by the Founders, they usually have at least **three years** of TLP Community Officership under their belt. They are the ones that set up the chapter's structure, guidelines, charter, rules, and establish tools for members to use. He/she is responsible for setting up Trinity Votes when needed with their respective Co-GMs, or SO's in the absence of a Co-GM. They are also responsible for all Senior Officers, Officers, Raid Leaders, Class Leaders, and Squad Leaders --- they much ensure that these folks are doing their jobs.

1. Duties

- a) Set the guild's structures and policies. Then make sure to enforce those policies across the board.
- b) Ensure the continuous growth and progress of the chapter.
- c) Promote fair play and diversity.
- d) Show no favoritism towards friends, family, or significant others. What applies to one, applies to the whole.
- e) In case that there is no agreement on a policy or structure change, the GM will initiate a "Trinity Vote". He/she can call in other CGM's or GM's from other chapters to do so.

2. Advancement

- a) Guildmasters, after three years of service, can advance to become part of the Board of Directors for The Last Prophecy Gaming, Inc.
- b) To do so, there must be a corporate need, you must have the skillset & experience, and be nominated by the Chief Executives.
- c) Directors and Executives receive a pay grade that is equal to but not more than the average national wage for related work.

3. Premium Stock Investment

- a) Guildmasters have access to purchase Premium Stock with an initial cash investment per stock issue. Please see the executives for more information.
- b) Profit dividends are granted quarterly.

III. TLP Executive Leadership

A. *Stock Holders*

There are two types of stocks:

1. Common Stock

- a) Reserved for co-guildmasters only.

2. Premium Stock

- a) Reserved for guildmasters and executives only.

B. *Directors*

Any guildmaster has the option to become a seat in the Board of Directors for the company. The Board meets once a quarter (or more as needed) to review progress for The Last Prophecy Gaming, Inc. as a business, as a whole. Currently there are the following positions as Directors:

- 1. Director of Online Marketing & Advertising
- 2. Director of Technology
- 3. Director of Sales
- 4. Director of Finance

C. *Executives*

Currently, there are the following executive positions:

1. Chief Executive Officer
2. Chief Gaming Officer
3. VP of Business & Market Research
4. VP of Investor Relations