

Instructions on Veracity Forms and Merit Point System

Veracity reports, done through the Order Veracity Report, are essential to a volunteer's continued service with The Grey Tavern. Veracity reports are done by volunteers after EACH donation of time, resources, skills, referrals, etc.

The Grey Tavern uses these Veracity reports:

- To track the when, what, where, and who donated the donation
- To provide the donator with a receipt of the donation
- To allocate and assign the appropriate amount of Veracity Points and possible Dragon Merit Points, the reward system of The Grey Tavern for all volunteer efforts.

Essentially, Veracity is how The Grey Tavern can see each volunteer's individual efforts toward the cause of The Grey Tavern.

Diligently filling out the Order Veracity Report and having strong Veracity numbers will be how The Grey Tavern decides whether to trust a volunteer with more responsibility and higher level projects.

How to Complete an Order Veracity Form

Fill out all the Steps Below.

If you need help doing so, reach out to a Sopher. This Veracity Report is a little different, so it may take a little while to learn, so we're happy to help for as long as you need it.

Step 1: Be in an Order

Veracity is recorded and attributed to volunteers individually as well as to their Order. If you aren't in an Order get in one now!

Your Veracity going toward your Order helps to make gameplay in Grey Tavern games more fun and exciting, as described briefly below.

(For more details on the relationship between Orders, Veracity, Grey Tavern Roles, and Grey Tavern Projects, check out the [Order page](#) and the Dragon Merit Point System.)

Individually, Veracity is used:

- To see and evaluate, when needed, your personal volunteer service to The Grey Tavern.
- To help qualify you for a higher volunteer role position with more responsibility

- To reward you for your service with Dragon Merit Points or other rewards, etc.

As an Order, your Veracity is pooled into the Order's total to determine:

- Your whole Order's abilities, power, and strength in Grey Tavern adventures.
- If an Order has unlocked the ability to ascend the ranks of Order Hierarchy through defeating Orders of a higher rank and taking their position.
- The representation of each Order member's contributions to the Order. There is also individual benefit to Orders as those who have the greatest Veracity in an Order will have the greatest amount objects, space, power, etc. As The Grey Tavern progresses, these will be visually displayed in Order roleplay areas.

The more Veracity you accumulate does nothing but benefit you. And the more The Grey Tavern grows, the better able it will be to showcase what you've earned.

Step 2: Identify the Donation Type

Go to the [Donations page under the Donation Types section](#).

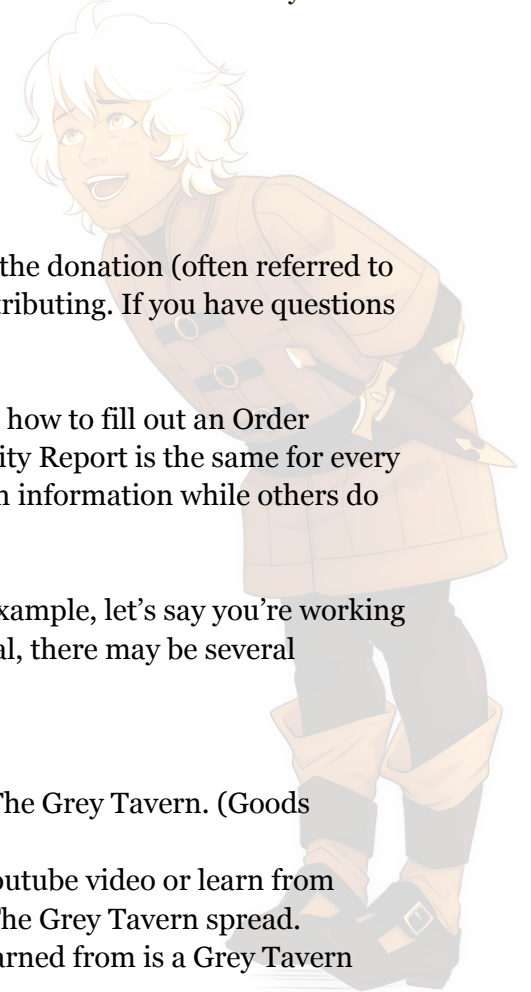
Read through the donation types and select the one that best fits the donation (often referred to as Quest or Adventure in the Order Veracity Report) you are contributing. If you have questions about which one to select, reach out to a Sopher.

Within each donation type description is a link to instructions on how to fill out an Order Veracity Report for that specific donation type. (The Order Veracity Report is the same for every donation type, but some donation types only need to fill in certain information while others do not.)

Also, a donation may have several donation types within it. For example, let's say you're working on a bakery project of cakes. While baking cakes is the overall goal, there may be several "subquests".

Following the cake example, subquests might be:

- Go to the store to purchase items that aren't available at The Grey Tavern. (Goods subquest)
- This is a cake you've never baked before so you watch a youtube video or learn from someone before attempting to make the official cake for The Grey Tavern spread. (Tavern Volunteering subquest AND, if the person you learned from is a Grey Tavern volunteer, they may submit a Skills quest or subquest)
- You invite some friends who haven't been to The Grey Tavern before to help you bake the cake. (Referral subquest)
- You bake the cake (Tavern Volunteering quest)
- You bring the cake to The Grey Tavern to be served. (Food subquest)
- You bake many more cakes for a community event that you are assisting in as a Grey Tavern volunteer. (Community Assistance subquest)



All subquests or quests that you do while performing your overall objective should be logged separately. YOU WILL GET MORE VERACITY POINTS FOR DOING SO!

Below are the general steps for how to complete the Order Veracity Report.

Step 3: Provide Your Grey Tavern Name, Order Name, School of Training, Order Type

Warning and Guidelines

In the first section of the Report, you'll be asked to give general information.

*****ALL ANSWERS IN THIS SECTION MUST BE FILLED OUT EVERY TIME A REPORT IS SUBMITTED and THEY MUST BE SPELLED AND CAPITALIZED THE SAME EVERY TIME*****

Here's why:

If names are spelled wrong or differently every time, it makes it a headache for our Sophers to appropriately give the Veracity points to the right person and Order, which is why they won't be.

To clarify, let's say your Animus name is Eylin and your Order name is Wolf's Moon.

- If you spell Eylin like this the first time you fill out the form, you shouldn't spell it eylin or ey-lin in following submissions. If you don't, your Veracity points will be given to the mysterious volunteers named eylin or ey-lin.
- Orders are a little more complicated. EVERYONE in your Order must spell the Order name the same every time. For example, if someone spells the Order name as The Wolf's Moon, Veracity points for the Order will not be given to the Order of Wolf's Moon.

So, please fill it out correctly!

Only if you reach out to a Sopher within 24 hours of submitting a report can you get your Veracity Points sent to the right person.

Section 1: Animus Name

The Animus Name is your Grey Tavern name that everyone within The Grey Tavern knows you by.

Animus is usually the term for everyone over the age of 16 while lower age categories have different name titles. No matter your age, simply put your fantastical name that you wish to be called by here.

Order Veracity Report

A School Activity typically falls under one of the 4 Schools of training.

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* Required

Section 1

What is your Animus Name? *

Please triple check that your Animus Name is spelled correctly. If it is not, this experience will not be attributed to you.

Your answer

Section 2

What is your Order Name? *

Please make sure your Order Name is spelled correctly. Although each member of an Order will be filling out this sheet individually to record their personal efforts towards and within a quest, please make sure all your Order members know how your Order name is spelled. Any misspelled Order Names will result in experience not being attributed to the Order.

Your answer

Section 3

What School of Training are You Receiving Experience for? *

(Select Guild For Now)

Choose

Section 4

What Order are You a Member of? *

Choose

Again, make sure it is spelled the same every time.

Section 2: Order Name

The Order name is the name of your family, friend group, work group, etc. that has formed an Order together.

Please communicate with all your Order members what the Order name is, if they don't know, and how to spell it correctly. For families, it is highly recommended that parents or legal guardians fill out the form with their child.

Section 3: School of Training

This is a section that isn't totally relevant now, but has to do with something The Grey Tavern will be implementing in the future. We simply want to keep records as straight as possible now for when Schools of Training are launched and hopefully save you and us a few headaches or tediously form updating. Not fun!

For now, select Guild, unless instructed otherwise in your Volunteer Role Path walk through of Order Veracity Report Forms

Section 4: Order Type

Each Order falls under 1 of 8 Order Types.

There are only 4 available at this time, so only 1 of the top 4 options should be selected.

The Order Type is assigned or selected when an Order is created. If you need a reminder of what Order Type you are, reach out to a Sopher.

Step 4: Select the Donation Type

Next, you'll indicate which Quest type you are Reporting on. A Quest is another term for donation within this specific report, and in many ways is considered a quest in Grey Tavern lore.

Section 1

You'll simply select the same donation type that you did in Step 2 above. If you need a reminder, the 8 different donation types are also described below the multiple choice options in the Report form.

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Order Experience

If a quest had mini-quests or quest subsets that were required to complete it, then each mini-quest should be recorded separately. Just make sure that they aren't overlapping. For example, you had to purchase foam for the activity, it should only be recorded in one of the categories below. Crafting with the foam is a different quest from acquiring the material.

What Type of Quest are You Receiving Experience for? *

Choose

Examples of Quests within each Quest Type

Goods and Material Quest: Acquiring needed material for the project and then donating them to The Grey Tavern. For example, going to the store to delivering the items to The Grey Tavern is a completed Quest.

Passing of Skills Quest: Teaching others a skill you have or learning from someone teaching their skill, or learning a skill together.

Tavern Volunteering Quest: Organizing donated supplies in Grey Tavern locations, maintaining aspects of Tavern locations, etc.

Community Assistance Quests: Description above should suffice. (Note: If you participated in the community project AND were attempting to represent The Grey Tavern, but it was not approved by Casimir beforehand, then it was not a Grey Tavern sanctioned activity and should not be counted as experience.)

Food Preparation: Donations of food items to The Grey Tavern, baking, cooking, etc.

Crafting: Sewing, sword making; assembly of donated material

Barding: running a Grey Tavern adventure quest

Referrals: finding and bringing new people to The Grey Tavern

These are simply examples. There are many activities that can fit in each category. If you have questions about where your Quest might fall, ask Septimus or Casimir.

Section 1

Step 5: Indicate the Costs of Materials

This should be the total fiscal cost of raw materials spent by you individually on this project.

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* Required

Cost of Materials

This should be the total fiscal cost of raw materials spent by you individually on this project. If another member of your order OR another individual spent money on this project, they should submit this on their own. Two individuals are NOT permitted to submit the raw cost of materials for the same object. If two individuals split the cost for a specific material, it is up to the individuals to account for the appropriate amount of the total cost they submitted themselves, not for the total amount of that entire object.

For more information, please read the information below the answer before completing the question.

What was the Cost of Materials? *

Choose

This is a required question

Section 2

Record here where the purchase of materials was made, what donated items were purchased, how much each purchased donated item cost (write the exact amount written on the purchase receipt), and the total spent on the donated material.

Your answer

Additional Information

The cost of materials should be verified by delivering the receipt of the purchase(s) to The Grey Tavern as soon as possible. This will help The Grey Tavern verify the amount you select in this form as well as provide you a receipt for potential tax deductibles.

The cost of materials should ONLY include the cost of raw materials or total amount of a fiscal donation and should not be a projection of the value of the materials as a whole post-construction nor a projected value as to include the values of labor done not included in the receipts or verifiable means of accounting of cost for raw materials.

For donations of prefabricated or recreated foods purchased from a store or fast food restaurant, total cost to the donor for that food or non-food item should be reduced by any form of discount they may have benefited from to secure that item. Any food items submitted without a receipt should be done with the very best estimate as to the object's true value. The Grey Tavern has every right to review the value of objects post donation to assess that object's true value to try and prevent inappropriate experience accountability.

Section 1

Section 2

Keep in mind the following rules:

- If another member of your Order OR another individual spent money on this project, they should submit this on their own.
- Two individuals are NOT permitted to submit the raw cost of materials for the same object. If two individuals split the cost for a specific material, it is up to the individuals to account for the appropriate amount of the total cost they submitted themselves, not for the total amount of that entire object.
- Copies of receipts of purchased donated materials are expected to be delivered to The Grey Tavern within a week of the purchase. These can be physical, emailed, sent over The Grey Tavern Discord, etc. Please highlight or indicate in some visual way which of the purchased items were donated. This will help The Grey Tavern verify the

amount you select in this form as well as provide you a receipt for potential tax deductibles.

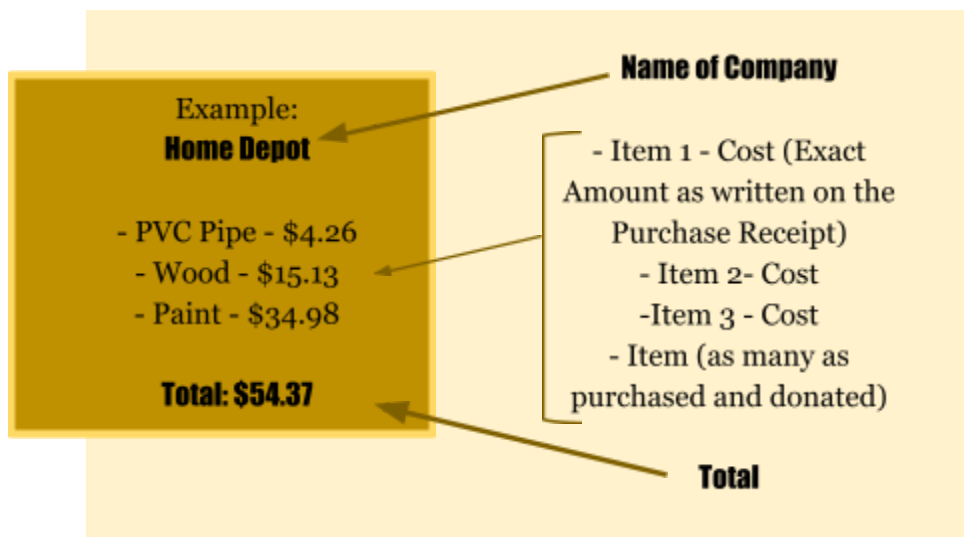
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- For donations of prefabricated or recreated foods purchased from a store or fast food restaurant, total cost to the donator for that food or non-food item should be reduced by any form of discount they may have benefited from to secure that item. Any food items submitted without a receipt should be done with the very best estimate as to the object's true value. The Grey Tavern has every right to review the value of objects post donation to assess that object's true value to try and prevent inappropriate Veracity accountability.

Section 1: Cost of Materials

This is a multiple choice option that allows you to select the cost range in which your donation falls. Select it based on the total of all purchased donations, or estimated total of donated materials (Do your best to be accurate), not the total written on your receipt, if you purchased more items than were donated.

Section 2: Receipt Record

Although you will be submitting your receipt of purchase to The Grey Tavern, this section is made for the purpose of confirming what items were donated and how much they cost. You are asked to report several things in this free write section. We ask that you write it in the following format:



Step 6: Indicate how long you've had a Skill Associated with the Task Performed

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* Required

Years Practicing Skill

This should be the total number of years spent practicing a related skill to the particular quest event. For example: If the quest was to acquire supplies to create foam swords, you could enter the number of years spent practicing sword making OR you could enter the number of years spent actively fighting or participating in foam weapon fighting, whichever is higher.

How Long have You practiced the Skill(s) associated with this Task? *

Choose

Additional Information

If this quest pertains to hosting or running a Grey Tavern Questing Event, simply list the number of years you have actively been involved with Grey Tavern activities.

When filling out this part of the form, keep this in mind:

- This should be the total number of years spent practicing a related skill to the particular quest event.

For example: If the quest was to acquire supplies to create foam swords, you could enter the number of years spent practicing sword making OR you could enter the number of years spent actively fighting or participating in foam weapon fighting, whichever is higher.

- If this quest pertains to hosting or running a Grey Tavern Questing Event, simply list the number of years you have actively been involved with Grey Tavern activities.

Section 1: How Long have You Practiced the Skill

For the multiple choice selection, choose the year range that best matches how long you have practiced, had, and used the skill that was used to complete a task or project.

Step 7: Indicate how many hours you spent on the task

This is the total number of hours, rounded up to the nearest hour, that it took for you to produce or create the donated items or services for The Grey Tavern or on behalf of The Grey Tavern in an approved Grey Tavern event.

- Hours to produce or create the various items, goods, crafts, or services while on each specific leg of your quest. This should include dedicated time in transit, shopping, gathering, organizing, dropping off, etc.
- This differs from the time spent in "Organizing & Community Building" for everyone that is a registered member of The

Order Veracity Report

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* Required

Hours to Produce or Create

This is the total number of hours rounded up to the nearest hour it took for you to produce or create the donated items or services to The Grey Tavern or on behalf of The Grey Tavern in an approved Grey Tavern event.

How Many Hours did You Spend? (Use numbers; ex: 1, 2, 3) *

Your answer

Additional Information

Hours to produce or create the various items, goods, crafts, or services while on each specific leg of your quest. This should include dedicated time in transit, shopping, gathering, organizing, dropping off, etc.

This differs from the time spent in "Organizing & Community Building" for everyone that is a registered member of The Grey Tavern LLC. Tavern members should each register their own time spent in an activity within this metric and not be included in other Tavern member's accounting of group participation with Unregistered participants.

Grey Tavern LLC. Tavern members should EACH register their own time spent in an activity in this section and should not be included in other Tavern member's accounting of group participation with Unregistered participants.

Section 1: How Many Hours did You Spend

Record the number of hours you spent on this activity or subquest or quest.

PLEASE MAKE SURE YOU ONLY WRITE NUMBERS. If you don't, your Veracity points depending on how many hours you spent will not be accounted for and will not be added to your total.

If the activity took you under an hour, write 0.

Step 8: Indicate how many Adventurers that are not patrons of The Grey Tavern that participated with you and how many hours they participated.

This is the average time spent by the total number of people involved in the quest from the community who are not registered members of the Grey Tavern.

The screenshot shows the 'Order Veracity Report' form. At the top, it displays the user's email 'casimir@greytavern.com' and a 'Switch account' link. Below this is a red asterisk indicating a required field. The form is divided into sections: 'Organizing & Community Building' with a sub-header explaining the average time spent by non-registered members. 'Section 1' is a dropdown menu for 'How Many Unregistered Adventurers participated with you in this activity?'. 'Section 2' is another dropdown menu for 'What was the Average Time (In Hours) each Unregistered Adventurer participated with you in this activity?'. At the bottom is an 'Additional Information' section with explanatory text.

- Multiple members of the Grey Tavern CANNOT receive credit for the same Unregistered Adventurers. This is up to an Order to decide how unregistered participants should be divvied up among Order members for each activity. If conflict arises between fairly splitting unregistered participants, the inviter of that person should ALWAYS have first claim or say on who receives credit for that unregistered participant.

- Registered members of the Grey Tavern should NEVER be counted as an Unregistered Adventurer. They should instead fill out their own Order Veracity Report form.

- Unregistered Adventures can be “short-lived”. For example, if you are running a booth for The Grey Tavern, each person you interact with isn't a Grey Tavern patron counts as an Unregistered Adventurer.

Section 1: How Many Unregistered Adventurers

This is how many people, who are NOT patrons or volunteers of The Grey Tavern, assisted you with your donation adventure or quest.

Section 2: How Long did They Assist?

Choose the option that best aligns with the number of hours the Unregistered Adventurer assisted and participated in the activity with you and/or your Order.

You've Completed the Form. Now, You'll get a Donation Receipt, Veracity Points, and Possibly Merit Points.

The Grey Tavern will send you a weekly donation receipt via email. This will list the cost of materials, what materials were donated, skills donated, hours dedicated, and the number of non-volunteers and how long they assisted you.

Though only the cost of materials can be used for tax deduction purposes, we wish to be as transparent with you as possible and make sure you know that we track and appreciate all of your contributions, efforts, and services for The Grey Tavern!

Veracity and Dragon Merit Points

Veracity totals will be sent to your Order leaders so they may see how much you have contributed to The Grey Tavern and the Order during that week.

Veracity will be used to help determine how many Dragon Merit Points you may potentially be able to receive. So, fill out these forms as accurately as you can.

