



UNIFORM MANUAL

v. 2.1

April 2022

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*SHADOW COMPANY IS A PART OF THE MERCENARY GUILD:
THE OFFICIAL FOUR HORSEMAN UNIVERSE FAN ASSOCIATION
AND IS GOVERNED BY THE GUILD IN ALL ACTIVITIES*

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Uniform Principles

When in the field Shadow Company operatives will generally dress as appropriate to the environment in which they will be operating. It makes little sense to try to “blend in” when you stand out in bright red shirts. But, because Shadow Company also performs actual intrusion (for intel gathering purposes), it is often necessary to conform to some form of uniform. There are three categories of uniform: Minimum, Field Uniform, and Dress Uniform.

Minimum uniform refers to the minimum necessary to be capable of representing the Mercenary Guild: The Official Four Horsemen Universe Fan Association (hereinafter called “the Guild”). It is the same as the “Con Minimum” worn by the Cadre as described in the current Membership Manual. Please refer to this document for a description of that uniform. This document will only concern itself with the Field Uniform and Dress Uniform standards.

Field Uniform

When in garrison, or when attending a professional function (such as a convention or the like), Shadow Company operatives and agents will wear the designated Field Uniform. This uniform consists of four parts: a top, a bottom, headgear, and footwear. This section describes each part and includes detailed information on badging, including rank and patches.

Field Uniform Top

The field uniform top is a shirt referred to as a “Pilot Shirt”. It consists of a short-sleeved or long-sleeved camp-type shirt in black cotton or cotton blend. It must have two pockets on the chest, with buttoned flaps, as well as epaulets on the shoulders.



Figure 1 Long Sleeve Pilot Shirt



Figure 2 Short Sleeve Pilot Shirt

The uniform top may be worn tucked in or worn loose. If tucked in, a 1” to 1¼” black standard web belt with a black plastic roller buckle should be worn. If desired, a black t-shirt may be worn under the shirt.

Rank insignia are worn on the epaulets, approximately ½” from the edge of the reinforced shoulder seam (see Figures 3 and 4, below). They should be shiny metal and be oriented so that the “top” of the insignia faces towards the neckline.








Figure 3 Enlisted Insignia




Figure 4 Officer Insignia


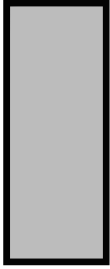
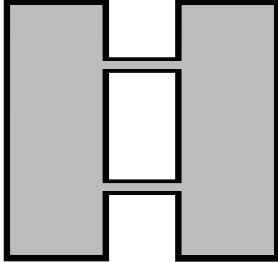
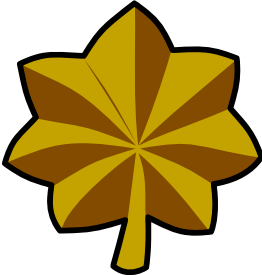
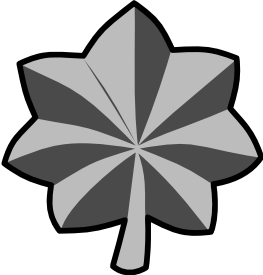

Shadow Company uses standard US Army insignia. Below is the rank insignia for the enlisted ranks¹:

E1 Recruit	E2 Private	E3 Private 1 st Class
No Insignia		
E4 Corporal	E5 Sergeant	E6 Staff Sergeant
		

¹ All ranks shown are shown using the standard Guild Nomenclature. Shadow Company uses different rank nomenclature. See Appendix A for details.

E7 1 st Sergeant	E8 Sergeant Major	E9 Command Sergeant Major
		<p>This rank does not exist in Shadow Company</p>

These are the officer ranks:

O-1 2 nd Lieutenant	O-2 1 st Lieutenant	O-3 Captain
		
O-4 Major	O-5 Lieutenant Colonel	O-6 Colonel
		

In addition to rank insignia, a proper name tape, guild badge and Alpha Company rocker, Unit Patch, and award ribbon rack (if any) should also be worn on the uniform top. The image, below, shows the proper placement of these items onto the uniform top.



Figure 5 Insignia/ Patch Placement

Name tapes (indicated by the blue patch on the above diagram) are worn on the uniform top immediately above the pocket flap on the right side (as viewed by the wearer) of the shirt. It should be centered and trimmed so that it is no wider than the pocket. The name tape should be gold lettering on 1” black tape. The name tape should only read the last name of the individual, but may – if the name is particularly common – include the first initial. See below.



Figure 6 Name Tape

Alternatively, the name tape may read <REDACTED> as an internal Shadow Company joke. See example, below.



Figure 7 Redacted Name Tape

The Guild patch (with the Alpha Company rocker) should be worn on the right sleeve (as indicated by the light orange half-circle on the sleeve above). The figure below, shows the correct Guild patch and rocker.



Figure 8 Guild Patch and Rocker

The unit patch (shown below) is worn on the left sleeve (as indicated by the grey rectangle on the uniform shirt shown above). Both the Guild Patch and the Unit Patch should be placed in the center of the sleeve, as measured from both the side to side and top to bottom (assuming a short sleeve). The best way to find the correct position is to fold the sleeve along the inner arm seam. This will get the proper side-to-side “middle” of the sleeve. Finding the proper top-to-bottom center is more a case of “eyeballing” the distance until you find a good position. Don’t worry if you’re off by a smidge. No one is going to come around with a ruler and check your patches are placed correctly.



Figure 9 Unit Patch

The individual's award ribbon rack is worn above the left shirt pocket (as indicated by the pink area on the uniform top in Figure 5, above). Please see the Awards Manual for information on precedence (i.e., the order in which the ribbons should be placed on the bar) as well as examples of each ribbon. It is helpful, given the thinness of the shirt, to apply iron-on embroidery stabilizer to the back of the uniform top in the area where the ribbon rack will be placed. This helps prevent tearing the shirt fabric when attaching or detaching the rack. Figure 10, below, is an example of a given ribbon rack.



Figure 10 Ribbon Rack Example

All of the patches and ribbons may be acquired from Maj. Rob Marshall's etsy store: <https://www.etsy.com/shop/CreativeJemsGA> He also stocks other items for uniforms (such as name tapes). The shiny metal insignia can be purchased from any number of vendors including USAMM, Vanguard, or any local base exchange (if you have military ID).

Company-Specific Awards

Shadow company has three company-specific awards that members can earn. These are always worn on the *bottommost* row of any ribbon rack, below any Guild-level awards. These are the "Sharp-Dressed Cat", "Who Are You Really?", and "Who's a Good Boy" awards.

The *Sharp-Dressed Cat* is our uniform award. This has three classes.

- Class 3 is the Field Uniform (any variant). Complete SC Field Uniform cosplay has a value of 2 PPs.
- Class 2 is the Mess Dress. Complete SC Mess Dress Uniform cosplay has a value of 5 PPs.
- Class 1 is **both** Mess Dress and Field Uniform. It confers no additional Promotion Points.

Each class of this award is identified by the ribbon/ribbon accessories. Below is a figure showing the three classes. Regardless of which class has been conferred, only *one* ribbon in this category is worn at any time.



Figure 11 Sharp-Dressed Cat Classes

The “*Who Are You Really?*” Award is given for creating a history and family background for your cosplay character. (See “Origins of Shadow Company” document for examples.) It confers 2 PPs when awarded. Figure 12, below shows the ribbon for this award.



Figure 12 Who Are You Really Award Ribbon

The “*Who’s a Good Boy?*” is a special contract that is only awarded by the CO with the agreement of the XO. It is to award meritorious service above and beyond that expected by all members of Shadow Company. It has a value of 10 PPs and may only be earned once per year by any member. Figure 13, below, shows the ribbon for this award.



Figure 13 Who’s a Good Boy Ribbon

Because this last award may be received multiple times, each subsequent award will add a gold star to the ribbon. If it is ever awarded more than four times (initial ribbon plus three (3) gold stars), then numerical devices will be attached instead of stars.

Uniform Bottom

The “standard” uniform bottom is either BDU-style shorts or long pants in “urban camo” pattern. This is sometimes referred to as “City Camo”. If long pants are worn, they should be bloused above the footwear.



Figure 14 Urban Camo BDU Pants



Figure 15 Urban Camo BDU Shorts

Alternatively, the member may elect to wear a black “utili-kilt” (sometimes referred to as a “tactical kilt”). A further option is the Verillas Black Watch Hybrid kilt.



Figure 16 Black Utilikilt



Figure 17 Verilla Blackwatch Hybrid Kilt

Field Uniform Headgear

The preferred field uniform headgear is an 8-point (Marine-style) cap with the rank insignia centered on the front brim of the hat. This insignia may be either in shiny metal or a 2” embroidered patch (colored on black fabric). Figure 16, below shows this cap.



Figure 18 8-Point Cap (with insignia)

Alternatively, both a black cowboy hat (again with rank insignia attached to the center front of the crown of the hat) or a U.S. Army Cavalry hat may be worn.



Figure 19 Black Cowboy Hat



Figure 20 Black US Army Cavalry Hat

Field Uniform Footgear

When wearing any bottom variant, the preferred footgear is a black combat boot. When wearing the BDU pants variant or either kilt variant, black cowboy boots are also allowed. Any closed-toe footwear is allowed as long as it is black and appropriate to the environment. No sandals are allowed, however.

Dress Mess Uniform

This uniform is to be worn on all formal events, such as Dining Outs and other similar occasions. Like the field uniform, it consists of several elements but is made from both more expensive components and materials. Many, if not most, of these components can be (and *should* be) tailored rather than bought “off-the-shelf”. Wherever possible, the patterns that should be used have been included in the descriptions of the elements.

The Dress Mess uniform consists of a Top, Bottom, Headgear, and Footwear. Where necessary, information on the placement of patches, rank insignia, etc. is also included.

Dress Mess Top

The Dress Mess Top consists of a frock coat, a tuxedo shirt, a bolo tie, and a cummerbund. The frock coat is based on McCall’s pattern M7794. The epaulets must be added to the coat because they are not on this pattern. They should be approximately 2” wide, centered over the shoulder seam, and as long as necessary to go from the shoulder seam to within 1” of the collar. Fabric recommendations are cotton velveteen or pinwale corduroy, lined with batiste or very light linen in a matching color. Do not use velvet. Buttons should be silver for enlisted and gold for officers. The fabric color should be navy blue or “midnight” blue but a very dark blue almost black. Figure 21, below, is an illustration of this jacket.



Figure 21 Color Plate of Dress Mess Frock Coat

Prior to this pattern going out of print, the CO of Shadow Company acquired it in all sizes as a PDF file. If you cannot acquire this pattern yourself, you can request a copy of the file.

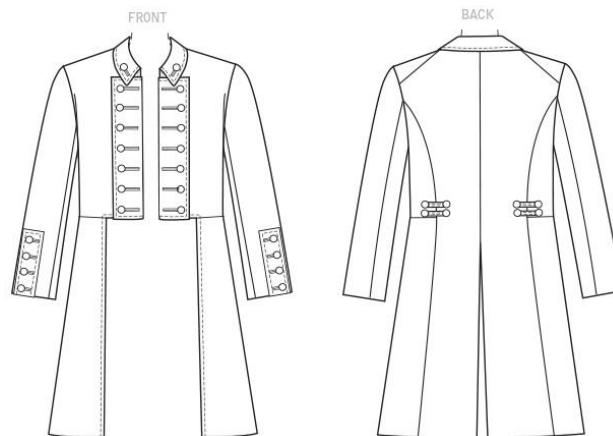


Figure 22 Line Art of Frock Coat

Rank insignia are worn on the epaulets on the shoulders of the jacket.

A simple, metal name plate with the last name, first initial in gold should be worn on the left side of the frock coat approximately at the same level as the 2nd button. Likewise, any ribbons should be worn on the right side of the jacket at the same level. The Guild Patch (and Alpha Company rocker) are worn on the right sleeve, roughly halfway down the bicep. The unit patch should be worn on

the left sleeve in approximately the same location.

Tuxedo Shirt

Any “standard tuxedo” shirt may be worn but the one shown below is recommended. Shirt should be made from white broadcloth or linen. Studs may be used instead of buttons.



Figure 23 Sketch of Croatian Shirt

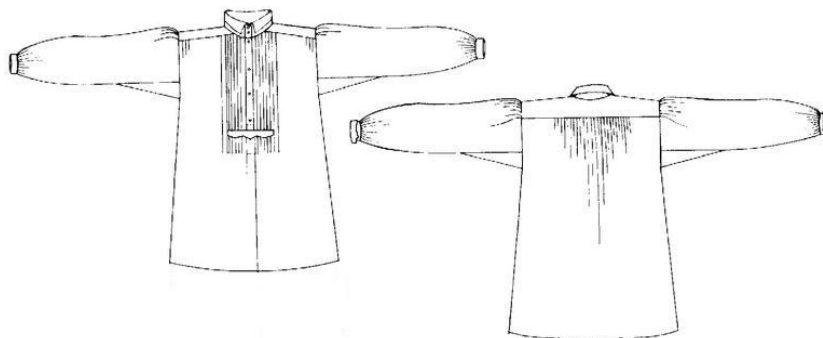


Figure 24 Line Art of Croatian

This shirt is based on the Folkwear pattern 117 Croatian Shirt. It is available from multiple vendors or directly from <https://www.folkwear.com/>

Neckwear

The preferred neckwear for both men and women is a bolo tie. The strings of the bolo tie should be either black or Navy Blue leather. The clasp/slide should be no more than 2½” in diameter. Cap ends should be metal, silver for enlisted, gold for officers. It should be worn closed at the neck of the tuxedo shirt.



Belt, Suspenders, Cummerbund



Figure 25 Cummerbund Example

If desired, black suspenders may be worn under the frock coat. Otherwise, no other belt is to be worn. Instead, a cummerbund, in silver for enlisted, gold for officers is to be worn over the tuxedo shirt.

The fabric for the cummerbund should be either satin or lame (see below). Alternatively, a purchased cummerbund in a like fabric (including damask) is allowed.



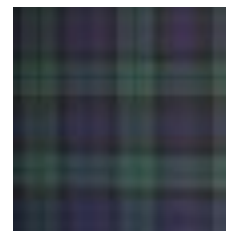
a Officer



b Enlisted

Dress Uniform Bottom

Both men and women may elect to wear tuxedo trousers or a kilt (either Utilikilt or tartan kilt). If the former, there should be a tartan ribbon substituted for the “normal” satin ribbon along the outer leg seam. This ribbon should be 1”- 1½” wide, centered over the outer leg seam from waistline to ankle. Wherever possible, this ribbon should resemble as closely as possible either the Blackwatch tartan (see swatch) or the individual’s personal family tartan if one exists.



*Figure 26
Blackwatch Tartan*

If a tartan kilt is chosen, it should be the “standard” short kilt without the tartan “throw” over the shoulder. Any fabric pattern is acceptable if the member has a family tartan. If not, or if they do not wish to wear their family tartan, they may elect to wear the Blackwatch tartan shown above. If a tartan kilt is chosen, it should be worn with a formal sporran. Formal kilt hose and a sgian-dubh are also recommended. See figure 27, below.



Figure 27 Blackwatch Tartan Kilt w/ Sporran

Women members have a further option of wearing a full length ballgown-type skirt. If they elect this option, the skirt should be made from either a solid color matching the frock coat, or of a tartan pattern. It may be made from any “bottom-weight” fabric, but taffeta and damask are preferred. It should be a full skirt similar in look to Simplicity S8328 (see line art below).

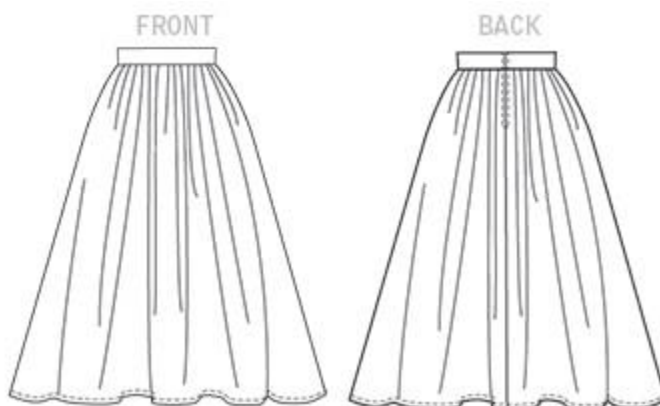


Figure 26 Skirt Line Art

Headwear

In all cases the headwear is a “fore-and-aft” headwear in Navy Blue. Rank insignia is also worn on this hat (see Figure). The rank insignia should be shiny metal and affixed to the front, right side of the cap.



Figure 29 Fore & Aft Cap

Footwear

The specific footwear will depend on the bottoms worn. If a long ball skirt is chosen, then black dress shoes should be worn. Any kilt option should also wear black dress shoes and appropriate knee hose. If tuxedo pants are selected, then either black dress shoes or black dress cowboy boots are acceptable.

Appendix A – Rank Nomenclature

Shadow Company (SC) is a small, elite group operating as intelligence gatherers and analysts. Because we generally operate “outside of military operations” we have a unique rank system. The “Commanding Officer” (CO) regardless of actual rank, is referred to as the “Director”. The “Executive Officer” (XO) again, regardless of actual rank, is referred to as “Deputy Director.” The chart, below, shows the rank structure that will be used in Shadow Company (as well as the cadre equivalents):

Rank Structure for Shadow Company²

Officers	Standard (Cadre) Title	Title	Abbr
O-1	2nd Lieutenant	Junior Agent	JA
O-2	1st Lieutenant	Agent	AG
O-3	Captain	Senior Agent	SAG
O-4	Major	Supervisory Agent	SpA
O-5	Lt. Colonel	Executive Agent	EA
Enlisted	Standard (Cadre) Title	Title	Abbr
E-1	Recruit	Candidate	CN
E-2	Private	Junior Operative	JOp
E-3	Private 1st Class	Assistant Operative	AOp
E-4	Corporal	Operative	Op
E-5	Sergeant	Chief Operative	COp
E-6	Staff Sergeant	Senior Operative	SOp
E-7	1st Sergeant	Master Operative	MOp
E-8	Sergeant Major	Senior Master Operative	SMOp
E-9	Command Sergeant Major	{rank does not exist}	n/a

² CO is addressed as DIRECTOR regardless of actual rank.
XO is addressed as DEPUTY DIRECTOR regardless of actual rank.