

Appendix F: Sample Service Structures

The following examples illustrate several ways a service arrangement may be organized.

They are not complete contracts, universal standards, or instructions that every relationship should follow. Each structure should be adapted to Mistress's actual needs, the submissive's abilities, the amount of time available, the living environment, health considerations, privacy concerns, and the level of authority both people consent to share.

A service structure should answer several basic questions:

- When is service active?
- Which duties are included?
- Which duties are excluded?
- How are instructions given?
- How is completion reported?
- What authority may the submissive exercise independently?
- What happens when health, work, travel, or emergencies interfere?
- How often is the arrangement reviewed?

The strongest structure is not necessarily the most formal or demanding.

It is the one both people can understand, maintain, and revise responsibly.

1. Non-Cohabiting Service

Non-cohabiting service occurs when Mistress and the submissive maintain separate homes but meet in person regularly.

This structure may include household assistance, personal service, administrative support, errands, event preparation, ritual, or scheduled periods of formal service. Because the submissive is not present every day, expectations should focus on duties that can be performed realistically during visits or from a separate location.

Sample Arrangement Overview

Service schedule	One or two scheduled visits each week, with additional service by agreement.
Primary locations	Mistress's home, public errands, approved events, or another agreed private location.
Typical service period	Four to eight hours per visit.
Communication	Text message, shared calendar, or scheduled call.
Review schedule	Monthly during the first three months, then every three months.

Before Each Visit

- Confirm arrival time
- Review Mistress's current priority list
- Check whether supplies or tools are needed
- Confirm dress or presentation expectations
- Report any delay as early as possible
- Confirm whether meals or beverages should be prepared
- Bring approved documents, equipment, or purchases

During the Visit

- Complete assigned household duties
- Prepare food or beverages
- Organize designated areas
- Assist with laundry or clothing care
- Complete approved errands
- Review upcoming appointments
- Prepare supplies for the coming week
- Complete formal protocol if required
- Report damage, shortages, or maintenance concerns
- Receive new instructions

After the Visit

- Restore tools and supplies
- Remove trash created during service
- Confirm duties completed
- Report duties not completed
- Record expenses
- Confirm next service date
- Submit a brief report if required

Sample Boundaries

The submissive does not enter Mistress's home unless:

- Mistress is present
- Prior permission has been given
- A key-access agreement is active
- An emergency requires entry

The submissive may access only the following rooms or areas:

The following rooms, drawers, accounts, or personal items remain private:

Sample Independent Authority

The submissive may:

- | | |
|---|--|
| ■ Purchase approved supplies within a set limit | ■ Contact approved maintenance providers |
| ■ Replace routine items from an approved list | ■ Organize designated areas |
| ■ Reschedule ordinary tasks within the service window | ■ Prepare food using established preferences |

The submissive must request approval before:

- | | |
|--|--|
| ■ Making purchases above \$ _____ | ■ Discarding property |
| ■ Moving personal items | ■ Changing established household systems |
| ■ Inviting another person into Mistress's home | ■ Accessing private documents or devices |

Possible Strengths

- Each person retains a separate home and personal space
- Service periods can remain focused
- Household responsibilities are easier to define
- The arrangement may be easier to pause or revise
- Independence is preserved outside scheduled service

Possible Challenges

- Travel time may reduce useful service time
- Duties can accumulate between visits
- Access and key security require careful negotiation
- Last-minute needs may not be practical
- Mistress may need to prioritize tasks before each visit

Sample Review Questions

Is the visit schedule frequent enough?

Are the duties realistic within the available time?

Does travel create excessive cost or fatigue?

Does Mistress feel supported between visits?

Are access and privacy rules being respected?

2. Long-Distance Service

Long-distance service occurs when Mistress and the submissive live too far apart for regular in-person service.

The arrangement may rely on administrative support, research, scheduling, accountability, digital organization, ritual, communication, and occasional in-person visits.

Long-distance service should not be built around constant digital surveillance or endless reporting. Structure is useful, but both people still require privacy, work time, rest, and independent lives.

Sample Arrangement Overview

Primary contact	Daily brief message and one scheduled weekly call.
Formal service period	Two evenings per week or another agreed schedule.
In-person visits	Quarterly, monthly, or as practical.
Primary tools	Shared calendar, task list, secure messaging, and approved cloud storage.
Review schedule	Monthly.

Sample Remote Responsibilities

- Review Mistress's calendar
- Prepare appointment reminders
- Conduct approved research
- Organize digital files
- Track deadlines
- Create shopping or supply lists
- Compare approved services or products
- Prepare travel information
- Organize receipts or expense records
- Draft routine correspondence for approval
- Maintain a shared task list
- Complete scheduled ritual or protocol
- Submit a daily or weekly report

Sample Daily Communication Structure

Morning

- Formal greeting
- Confirm availability
- Review assigned priorities
- Report schedule or health limitations

Midday

- Report urgent developments only
- Ask necessary clarification questions
- Avoid unnecessary interruption during work periods

Evening

- Confirm completed duties
- Report unresolved problems
- Submit required records
- Receive priorities for the next day

Sample Digital Privacy Rules

The submissive may access:

- Shared calendar
- Approved task list
- Designated email folder
- Shared household records
- Approved travel documents

The submissive may not access:

- Private messages
- Personal photographs
- Banking accounts unless separately negotiated
- Work accounts
- Medical portals
- Devices without permission

Passwords should:

- Be stored in an approved password manager
- Never be sent through unsecured messages
- Be changed when access is withdrawn
- Be limited to accounts required for service

Sample Visit Structure

Before an in-person visit:

- Confirm travel details
- Review expected duties
- Discuss sleeping arrangements
- Confirm financial responsibility for travel
- Review public and private protocol
- Discuss health and accessibility needs
- Confirm whether the visit is primarily service, social, or both

During the visit:

- Follow the agreed service schedule
- Preserve time for rest
- Avoid adding major duties without negotiation
- Review the relationship before departure

Possible Strengths

- Administrative and organizational support can remain consistent
- Both people retain substantial independence
- Communication may become deliberate and focused
- Ritual can preserve connection across distance
- Visits can be planned around meaningful service periods

Possible Challenges

- Digital communication can be misunderstood

- Reporting can become excessive
- Time zones and work schedules may conflict
- In-person expectations may become unrealistic
- Travel costs may create financial pressure
- One person may expect constant online availability

Sample Review Questions

Is the communication schedule supportive or intrusive?

Are digital tasks genuinely useful?

Are both people receiving enough independent time?

Are in-person visits affordable and sustainable?

Is either person relying on constant monitoring for reassurance?

3. Weekend Service

Weekend service is concentrated into one or two days each week or into occasional scheduled weekends.

This structure may work well when employment, distance, caregiving, or other obligations make daily service impractical. It can include household work, formal protocol, personal service, training, rituals, events, and preparation for the coming week.

Weekend service should not become an attempt to compress an entire week of labor into an exhausting period.

Sample Arrangement Overview

Arrival	Friday evening or Saturday morning.
Departure	Sunday afternoon or evening.
Active formal service	Designated blocks rather than the entire weekend.
Rest periods	Scheduled daily.
Review	Brief Sunday review and a fuller monthly review.

Sample Weekend Schedule

Friday Evening

- Confirm arrival
- Change into approved service clothing
- Complete greeting ritual
- Review weekend priorities
- Prepare evening beverage or meal
- Complete only light duties
- Confirm Saturday schedule

Saturday Morning

- Prepare breakfast or morning beverage
- Complete household cleaning
- Complete laundry and fabric care
- Restock supplies
- Complete approved errands
- Prepare lunch

Saturday Afternoon

- Continue priority duties
- Complete administrative tasks
- Prepare for formal service or event
- Schedule a rest period
- Complete training or skill practice

Saturday Evening

- Prepare dinner
- Complete formal meal or beverage service if desired
- Participate in planned ritual or protocol
- Prepare the household for the night

Sunday Morning

- Prepare breakfast or beverage
- Finish remaining essential duties
- Prepare clothing, meals, or supplies for the coming week
- Review Mistress's calendar

Sunday Afternoon

- Restore service areas
- Complete final report
- Review what worked and what did not
- Confirm the next service weekend
- Complete departure ritual

Sample Priority System

Essential

- Health and safety
- Food preparation
- Pet care
- Required laundry
- Time-sensitive administrative work
- Necessary household cleaning

Secondary

- Organization projects
- Deep cleaning
- Formal rituals
- Clothing preparation
- Event planning

Optional

- Decorative projects
- Nonessential errands
- Additional ceremony
- Extra training

Sample Fatigue Protections

- No more than _____ consecutive hours of active service
- At least _____ minutes of rest after physically demanding work
- Formal posture limited to _____ minutes
- Heavy lifting limit: _____
- Sunday workload reduced before travel
- Duties removed when sleep, illness, or travel affects capacity

Possible Strengths

- Creates a predictable rhythm
- Allows focused in-person service
- Preserves weekday obligations
- Supports training and formal ritual
- Makes household projects easier to plan

Possible Challenges

- Too much labor may be assigned to one weekend
- The submissive may lose all personal recovery time
- Travel can create exhaustion
- Mistress may delay every task until service weekends
- Social and relationship time may disappear beneath duties

Sample Review Questions

Does the weekend include enough rest?

Are too many duties being saved for one service period?

Is there room for companionship outside active service?

Does the submissive leave physically or emotionally depleted?

Which duties should be moved, reduced, or removed?

4. Live-In Service

Live-in service occurs when Mistress and the submissive share a household.

This arrangement can offer consistent support and deeper integration, but it also creates greater risk of blurred boundaries, overwork, dependency, and loss of privacy. Clear off-duty periods, personal space, financial agreements, and review procedures are essential.

Living together does not mean service is active every moment.

Sample Arrangement Overview

Household status	Shared residence.
Formal service hours	Morning and evening blocks, with flexible practical service during the day.
Off-duty period	At least one defined period each day.
Personal space	Each person has designated private storage or space.
Financial structure	Written household expense agreement.
Review schedule	Weekly brief review and monthly formal review.

Sample Daily Structure

Morning Service

- Prepare Mistress's beverage
- Review the day's schedule
- Prepare clothing or personal items
- Complete breakfast service if required
- Prepare work or travel materials
- Complete morning ritual

Daytime Household Service

- Complete assigned cleaning
- Manage laundry
- Complete approved shopping
- Prepare meals
- Handle administrative duties
- Maintain supplies
- Report urgent concerns

Evening Service

- Prepare dinner
- Restore common areas
- Review next day's schedule
- Prepare bedtime items
- Complete evening report
- Complete closing ritual

Off-Duty Period

- The submissive may rest without waiting for instructions
- Formal titles may be suspended
- Routine nonemergency requests may wait
- Each person may use private space
- The relationship may function informally

Sample Household Authority

Mistress has final authority over:

The submissive may independently manage:

Shared decisions include:

Decisions remaining entirely personal include:

Sample Financial Structure

Mistress monthly household contribution:

Submissive monthly household contribution:

Shared expenses include:

- ☐ Rent or mortgage
- ☐ Utilities
- ☐ Food
- ☐ Household supplies

- ☐ Pet expenses
- ☐ Internet
- ☐ Other: _____

Separate expenses include:

Neither person may:

- ☐ Open credit in the other person's name
- ☐ Take money without permission
- ☐ Withhold access to identification
- ☐ Prevent the other person from maintaining personal funds
- ☐ Use housing as a threat during ordinary conflict

Sample Privacy Protections

Mistress's private areas:

Submissive's private areas:

Shared areas:

Items requiring permission before use:

Private communication remains private unless:

Sample Exit Planning

Notice period when safe:

Property return process:

Financial settlement process:

Temporary housing plan:

Access and key return:

Possible Strengths

- Consistent household support
- Easier coordination of daily duties
- Strong integration of service and practical life
- Greater opportunity for training
- Immediate awareness of household needs

Possible Challenges

- Service may become constant
- Personal space may disappear
- Financial dependence may develop
- Authority may expand without negotiation
- Relationship and service roles may become difficult to separate
- Ending the arrangement may threaten housing

Sample Review Questions

Does each person have enough privacy?

Are off-duty periods respected?

Is the financial structure transparent?

Has service expanded simply because the submissive is always present?

Could either person leave safely if necessary?

5. Low-Protocol Practical Service

Low-protocol practical service emphasizes useful support rather than formal ceremony.

The relationship may still include clear authority, but titles, kneeling, uniforms, rituals, and permission rules are limited. The focus is on reliability, initiative, and reducing Mistress's workload.

This structure may suit people who prefer natural interaction, have limited time, live around others, or find extensive formality distracting.

Sample Arrangement Overview

Primary focus	Household, personal, and administrative support.
Protocol level	Minimal.
Titles	Used privately or during deliberate authority discussions.
Reporting	Brief and practical.
Review schedule	Monthly.

Sample Responsibilities

- Maintain agreed household areas
- Prepare meals or beverages
- Manage laundry
- Track supplies
- Review the calendar
- Complete errands
- Prepare for appointments
- Organize designated projects
- Report problems promptly
- Offer solutions rather than waiting for constant direction

Sample Communication Style

Instructions should include:

- What needs to be done
- When it is needed
- The expected result
- Whether approval is required
- Any cost or safety limits

A practical report may state:

The weekly duties are complete. Laundry is finished, household supplies are stocked, and the maintenance appointment is confirmed for Tuesday. The kitchen faucet is still leaking and requires approval for repair.

Reports should not include unnecessary ceremony unless Mistress values it.

Sample Protocol

- Use Mistress's title during correction or formal discussion
- Greet Mistress according to a simple routine
- Ask before making significant decisions
- Maintain a preferred presentation standard
- Complete a brief end-of-day report
- Use a private signal in public

No formal posture is required unless specifically requested.

Sample Measures of Success

- Duties are completed without reminders
- Mistress spends less time supervising
- Problems are reported early
- The submissive makes sound decisions within established authority
- Household systems become easier to maintain
- Communication becomes shorter and clearer
- The routine remains sustainable

Possible Strengths

- Easy to maintain
- Fits ordinary household life
- Encourages initiative
- Reduces unnecessary administration
- Less likely to attract public attention
- Adaptable to work and family schedules

Possible Challenges

- Authority may feel less visible
- The submissive may miss formal expressions of devotion
- Mistress may need to state when she wants greater formality
- Practical service may begin to feel like ordinary household labor
- Appreciation may be overlooked because the service appears routine

Sample Review Questions

Does the low level of protocol still feel meaningful?

Is the service reducing Mistress's workload?

Does the submissive understand when formal authority is active?

Are practical duties being acknowledged?

Would any simple ritual strengthen the arrangement?

6. Formal Household Service

Formal household service combines practical household responsibilities with structured protocol, presentation, ritual, and defined standards.

It may include uniforms, formal titles, designated posture, meal service, reporting, detailed household procedures, and scheduled periods of active service.

Formality should support competence. It should not become an excuse for excessive labor, unsafe posture, humiliation, or unnecessary complexity.

Sample Arrangement Overview

Primary focus	Household management and formal personal service.
Protocol periods	Morning service, meals, guest events, formal reviews, and designated evenings.
Uniform	Practical household uniform or formal attire suited to the task.
Reporting	Daily checklist and weekly service report.
Review schedule	Weekly during training, then monthly.

Sample Uniform Standard

Daily Household Uniform

- Clean shirt, dress, or approved service clothing
- Apron when appropriate
- Closed-toe shoes for household work
- Hair secured when preparing food
- Minimal jewelry around equipment
- Collar or symbolic item if desired

Formal Service Uniform

- Pressed clothing
- Approved footwear
- Grooming completed
- Required accessory or symbol
- Clothing adapted to mobility, sensory, or medical needs

Uniforms must not:

- Create a tripping hazard
- Restrict breathing or circulation
- Interfere with medical devices
- Expose skin to heat, chemicals, or injury
- Prevent safe movement

Sample Morning Protocol

- The submissive prepares Mistress's preferred beverage.
- The submissive presents themselves in the agreed position.
- Mistress gives or confirms the day's priorities.
- The submissive repeats complex instructions for accuracy.
- Formal service begins.

Sample Meal Service

Before the meal

- Confirm meal preference
- Prepare the dining area
- Set approved dishes and utensils
- Check beverage preference
- Confirm dietary needs

During the meal

- Serve Mistress first
- Remain available without hovering
- Refill beverages as preferred
- Remove dishes according to Mistress's preference

After the meal

- Clear and clean the dining area
- Store leftovers
- Report low supplies
- Prepare any after-meal beverage

Sample Household Standards

Daily

- Kitchen restored
- Shared spaces straightened
- Bathroom refreshed
- Laundry managed
- Supplies checked

Weekly

- Deep cleaning completed
- Clothing care completed
- Inventory reviewed
- Calendar prepared

Monthly

- Household systems reviewed
- Maintenance scheduled
- Preferences updated
- Training needs assessed

Sample Formal Reporting

A daily report may include:

- Duties completed
- Duties not completed
- Problems discovered
- Purchases made
- Supplies needed
- Questions requiring Mistress's decision
- Schedule changes
- Health or capacity concerns

Sample Correction Structure

- Mistress identifies the specific problem.
- The submissive listens without interruption unless clarification is needed.
- The expected standard is restated.
- A practical correction plan is created.
- The submissive completes repair or retraining.
- Mistress confirms when the matter is closed.

Correction should not be extended merely to preserve formality.

Possible Strengths

- Creates a clear sense of role
- Supports consistent presentation
- Makes household standards visible
- Can deepen psychological and emotional connection
- Helps formal service feel distinct from ordinary interaction

Possible Challenges

- The system can become overly complicated
- Appearance may be valued above competence
- Formal posture or clothing may create physical strain
- Mistress may become burdened by constant administration
- The submissive may focus on protocol rather than actual needs

Sample Review Questions

Does the formal structure improve service?

Are uniforms practical and safe?

Are rituals still meaningful?

Is the reporting system useful?

Has ceremony become more important than results?

7. Disability-Adapted Service

Disability-adapted service is structured around the actual abilities, symptoms, access needs, and energy limits of Mistress, the submissive, or both.

Adaptation does not make the service less serious. It makes the arrangement safer, more realistic, and more likely to last.

Disability may affect mobility, stamina, balance, pain, memory, executive function, vision, hearing, speech, sensory tolerance, temperature regulation, or many other aspects of daily life. Needs may remain stable or change from day to day.

Sample Arrangement Overview

Primary focus	Useful service within current capacity.
Daily capacity rating	Green, yellow, or red.
Protocol level	Flexible.
Reporting	Includes capacity and symptom changes.
Review schedule	Monthly and after any major health change.

Sample Capacity System

Green Day - normal or near-normal capacity

- Standard household routine
- Meal preparation
- Laundry
- Administrative work
- Formal ritual
- Approved errands

Yellow Day - reduced capacity

- Essential duties only
- Seated tasks
- Shorter service blocks
- Reduced reporting
- Simplified meals
- No heavy lifting
- Shortened rituals
- More frequent rest

Red Day - very limited capacity or medical flare

- Health and safety
- Medication and hydration
- Food
- Pet or dependent care
- Emergency communication
- Suspension of nonessential duties
- Outside help if required

Sample Physical Adaptations

Instead of kneeling

- Sit in a designated chair
- Stand briefly with support
- Lower the head
- Place a hand over the heart
- Use a spoken acknowledgment

Instead of prolonged standing

- Use a stool
- Perform tasks seated
- Divide work into short periods
- Use rolling carts
- Move supplies to accessible height

Instead of carrying heavy items

- Use smaller containers
- Make multiple trips
- Use a cart
- Arrange delivery
- Request assistance

Sample Cognitive and Sensory Adaptations

- Use written instructions
- Use one checklist rather than several systems
- Use calendar alerts
- Limit instructions to one task at a time
- Avoid rapid schedule changes
- Use visual labels
- Use low-scent cleaning products
- Reduce noise during formal discussion
- Allow written reports instead of verbal reports
- Use agreed nonverbal signals

Sample Health Reporting

The submissive should report:

- New symptoms affecting duties
- Pain beyond the agreed level
- Dizziness or faintness
- Breathing difficulty
- Cognitive confusion
- Medication-related limitations
- Loss of balance
- Need for additional rest

Mistress should report:

- Changes in assistance needs
- Changes in medication or mobility
- Tasks that have become unsafe
- Changes in scheduling or caregiving support

Neither person should be required to disclose more medical information than is necessary for safe service.

Sample Emergency Rule

The person experiencing the emergency may act immediately to:

- Call emergency services
- Stop service
- Sit or lie down
- Take prescribed rescue medication
- Leave an unsafe environment
- Contact a trusted person
- Cancel duties

Permission is not required before protecting health or life.

Sample Adaptive Household Structure

Essential Duties

- Medication support as agreed
- Hydration
- Food
- Pet care
- Basic sanitation
- Safety checks

Flexible Duties

- Laundry
- Deep cleaning
- Administrative tasks
- Organization
- Formal meal service

Optional Duties

- Elaborate ritual
- Decorative presentation
- Nonessential outings
- Physically demanding projects

Possible Strengths

- Centers safety and realism
- Encourages honest communication
- Reduces shame around fluctuating capacity
- Preserves meaningful service during illness or disability
- Supports long-term sustainability
- Encourages creative forms of ritual and protocol

Possible Challenges

- Capacity may change unexpectedly

- One person may hide symptoms to avoid disappointment
- Caregiving and service roles may become confused
- The healthier person may become overloaded
- Medical needs may exceed what the relationship can safely provide
- Outside assistance may be necessary

Sample Review Questions

Are adaptations being used without shame or punishment?

Are health changes reported early?

Are essential duties clearly separated from optional ones?

Is either person becoming an untrained full-time caregiver?

Is outside help needed?

Are current rituals physically and emotionally safe?

Comparing the Structures

Structure	Primary Strength	Primary Risk	Recommended Review
Non-cohabiting	Preserves independence	Limited availability	Monthly
Long-distance	Supports remote organization	Excessive digital monitoring	Monthly
Weekend	Focused service periods	Overloading the weekend	After each weekend and monthly
Live-in	Consistent daily support	Loss of privacy or dependency	Weekly and monthly
Low-protocol practical	Efficient and easy to maintain	Service may feel invisible	Monthly
Formal household	Strong role clarity and ritual	Ceremony may replace function	Weekly during training, then monthly
Disability-adapted	Safe and sustainable flexibility	Hidden symptoms or caregiver overload	Monthly and after health changes

Choosing a Service Structure

A relationship may use one structure or combine elements from several.

For example:

- A non-cohabiting arrangement may include formal household service during visits.
- A long-distance relationship may include weekend service once each month.
- A live-in relationship may use low protocol during the workweek and formal protocol during designated evenings.
- A disability-adapted structure may be applied to any other service model.
- A weekend structure may temporarily become remote during illness or travel.

The structure should reflect current reality rather than an imagined ideal.

Questions for Selection

How often can service realistically occur?

Where will service take place?

What does Mistress most need?

What type of service does the submissive perform well?

How much formality do both people want?

What privacy concerns exist?

What financial costs are involved?

What health or accessibility needs must be included?

What outside obligations limit service time?

Which structure appears most sustainable?

Sample Structure Planning Form

Selected Structure

- ☐ Non-cohabiting
- ☐ Long-distance
- ☐ Weekend
- ☐ Live-in
- ☐ Low-protocol practical
- ☐ Formal household
- ☐ Disability-adapted
- ☐ Combined structure

Combined elements

Service Schedule

Days:

Hours or service periods:

Formal service periods:

Off-duty periods:

Primary Responsibilities

1.

2.

3.

4.

5.

Responsibilities Excluded

1.

2.

3.

4.

Reporting Method

■ Verbal

■ Text message

■ Written report

■ Shared checklist

■ Shared calendar

■ Other: _____

Reporting schedule

Authority Granted to the Submissive

Actions Requiring Approval

Protocol Level

- | | |
|---|--|
| ☐ Minimal | ☐ Highly formal |
| ☐ Moderate | ☐ Adapted according to capacity |
| ☐ Formal during designated periods | |

Titles, posture, or uniforms

Health and Accessibility Adaptations

Emergency Procedure

Review Schedule

- ☐ Weekly
- ☐ Monthly
- ☐ Every three months
- ☐ After each service period
- ☐ After major changes
- ☐ Other: _____

Next review date:

Final Reminder

A service structure is a tool.

It should provide clarity without becoming a cage.

It should help Mistress receive reliable, useful support. It should help the submissive understand what service requires and how success will be measured. It should preserve privacy, health, outside responsibilities, and continuing consent.

No structure should be maintained merely because it once worked.

Schedules change.

Bodies change.

Needs change.

Relationships change.

A strong service structure changes responsibly with them.