



UCWDC® EVENT BASE DATE POLICY

Version 1.1

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1. INTRODUCTION

The United Country Western Dance Council® is an international organization which promotes country western dance by producing festivals and competitions across the world. We host the annual Country Dance World Championships® for couples and line dancers and we advocate country dancing as a social activity for people of all ages and abilities.

1.1 Purpose

The UCWDC, through the process of event application approves all Sanctioned and Licensed Affiliate events including a set 'Base Date' for which the event is restricted to remain on. The UCWDC maintains a calendar schedule of events which is reviewed at each General Council Meeting during Sanctioning Review. We understand that due to extenuating circumstances Events may need to temporarily move off their 'Base Date'. This policy outlines the procedure required for notification, General Council approval and definition of extenuating circumstances for temporary date changes.

1.2 Reference

In accordance with Article 20.7 of the current UCWDC Bylaws: "The Council's Sanctioned Members will determine and publish the final Schedule of Sanctioned and Licensed Affiliate Events each year at the annual meeting of Sanctioned Members. The Schedule of Sanctioned and Licensed Affiliate Events may also include a reference to the Country Dance World Championship event, and any such reference shall not cause or be construed to cause the Country Dance World Championship Event to be or become a Sanctioned or Licensed Affiliate Event."

In accordance with Article 20.9.2 of the current UCWDC Bylaws: "In any case, sanctioning will not be granted to more than two (2) Sanctioned or Licensed Events on the same weekend on the same continent. In the event of a Sanctioned event wanting those dates, Licensed Affiliates must move off that date pending venue contracts."

2. EVENT BASE DATE

All Sanctioned and Licensed Affiliate events have an approved calendar date for which the event is based upon. This is known as the event 'Base Date' and is recorded based on the Friday in the week and month for each event. *e.g. The XXX Event's base date is the 3rd Friday in October.*

The official event 'Base Date' calendar is recorded and held by the Secretary to be reviewed at each General Council Meeting during Sanctioning Review.

3. REQUEST FOR TEMPORARY EVENT DATE CHANGE

Any event may request a temporary date change following these guidelines

1. A temporary date change must be requested from the General Council when the Event Sanctioning is reviewed prior to the requested change.
 - a. All requests must be submitted in writing to the Secretary thirty (30) calendar days prior to the General Council Meeting for which the event will have their Sanctioning reviewed.



2. General Council approval is not required if;
 - a. the event is only requesting to be rescheduled for no more than seven (7) calendar days, and;
 - b. the event is rescheduled based on allowable date reasons for only one (1) year prior to moving back to their recorded 'Base Date', and;
 - c. the event has notified the General Council as identified in sentence 3.1.

3. General Council approval is needed if;
 - a. the event needs to remain off their 'Base Date' for longer than one (1) year, they must have the approval of 2/3 of the Sanctioned Members, and the event is rescheduled based on allowable 'Base Date' reasons for only one (1) year prior to moving back to their recorded 'Base Date';
 - b. the event requires a temporary date change which is greater than seven (7) calendar days, they must have the approval of 2/3 of the Sanctioned Members and the event is rescheduled based on allowable 'Base Date' reasons for only one (1) year prior to moving back to their recorded 'Base Date'.

4. ALLOWABLE TEMPORARY EVENT DATE CHANGES

The list of allowable reasons is only a sample of conditions in which an event may request a temporary 'Base Date' change. Other extenuating circumstances may apply

1. The event venue (hotel, convention facility, sports facility) of choice is booked on their scheduled 'Base Date' and an alternative suitable venue facility within their area cannot be contracted.

2. Natural disasters that affects the event venue (hotel, convention facility, sports facility) of choice on their scheduled 'Base Date' and an alternative suitable venue facility within their area cannot be contracted.

5. NOTIFICATION OF VIOLATION

Events that do not comply with this policy are subject to disciplinary action and/or imposed fines identified by the General Council.

5.1 First Violation

If an event is found in violation of this policy the event will be sent a letter from the President/Secretary identifying their violation of this policy and issue a written warning from their first offense.

5.2 Continued Violation

If an event is found in violation of this policy and this is not the events first violation the event will be fined;

- a. \$100US dollars for the second offence
- b. \$250US dollars for the third offense
- c. \$500US dollars for every following offence

Fines will be added to their Annual Event Sanctioning Fees to be paid at the beginning of the next calendar year as outlined under the current UCWDC Bylaws and Policies and Procedures.

END OF POLICY