



# DANCESPORT AUSTRALIA

## **Event Organiser Policy**

### **Introduction**

The Event Organiser is a person or a group of people delegated to organising, promoting and running a competition registered with DanceSport Australia. Sometimes they are private individuals and other times they may be a delegated committee of an established Dance Society or DanceSport Australia.

Event Organisers agree to abide by DSA Rules & Policies and carry an appropriate Public Liability Insurance. Adherence to DSA Rules & Policies creates consistency for competitors however it is worth noting that there are many features of an Event that Organisers can modify within the existing Rules.

A simple example of this is that an Organiser may require competitors to compete in only their Grade while another Organiser might allow competitors to compete in the next higher Grade. Generally speaking, large competitions will require competitors to compete in there Grades because it would be impossible to run the Event otherwise. Always consult the Event Terms and Conditions, which are summarised on the DSA website, in addition to this document.

# **REGISTRATION AND LICENCING OF EVENTS**

## **1. Licenced Events**

- 1.1. DSA Reserves the right, at its absolute discretion, to licence, refuse to licence, or to withdraw a licence for the conduct of any prescribed event.
- 1.2. The following events are prescribed events:
  - a) Events which include a prescribed title.
  - b) Events which include the word international, national or any variation thereof.
  - c) Events which are regulated by the WDSF.
  - d) Events which are regulated by the WDC.
  - e) Selection events for WDC and WDSF regulated events.
  - f) DanceSport Australia National Championships (as registered).
  - g) The Queensland Open, New South Wales Open, Victorian Open, South Australian Open, Tasmanian Open, Northern Territory Open and West Australian Open.
- 1.3. The licence for a prescribed event shall include all of the terms and conditions that apply to registered events, together with such other terms and conditions as set down by the DSA Managing Committee and/or DSA National Council.
- 1.4. Licenced events must be announced as being licenced by DanceSport Australia and organisers must, in their notices and advertisements, declare that the event is so licenced.
- 1.5. Prescribed titles include but are not restricted to any title which implies the award of:
  - a) Official status as DSA National, State, Territory or Regional Champions in any style of dance associated with DanceSports.
  - b) Australian or International representative.
  - c) Membership of an Australian representative team.

Prescribed titles shall always remain the property of DSA and cannot be permanently granted or assigned to any third party.
- 1.6. Events may not use the term 'National' and/or 'Championship' unless registered as such by DSA.

## **2. Registered Events**

- 2.1. Application for registration must be made for any DanceSports event which is not specifically exempted from registration under these rules.
- 2.2. DSA reserves the right, at its absolute discretion, to register, or refuse to register, or to withdraw the registration of any event for which a registration application is made.
- 2.3. Registered events must be conducted in accordance with the Rules of DanceSport. A registration may be withdrawn if the promoter or organiser fails to abide by the terms and conditions of registration as set out in the Rules of DanceSport.
- 2.4. Event registration shall not be granted unless an application is made. An application for a new event registration, or name of any event, must be submitted to the Branch Board not later than 2 months prior to the proposed date of the event.
  - a) New Championship registrations may only be approved by DSA National Council or DSA Managing Committee, following a non-binding recommendation from the relevant Branch Board.
  - b) Applications for renewal of Competition or Championship registration not involving a change of date may be submitted by the promoter to DSA National Office. Applications for the renewal of Championship registrations must be received at the DSA National Office not less than 2 calendar months before the date of the event.
  - c) Applications for event registrations are not valid unless the appropriate registration fee (as determined from time to time by DSA) is paid.
  - d) A registration application is not approved until the CEO or his/her appointed nominee issues an advice that it is approved.
- 2.5. Application for event registration shall only be considered if made by the promoter.
  - a) Where the promoter is a partnership, all of the partners must sign the application form (printed names will not be accepted).
  - b) Where the promoter is a body corporate, an authorised officer of the company must sign the form 'for and on behalf of (the body corporate).'
  - c) Event registration is not transferable or assignable. Any change of promoter will require a new registration application.
- 2.6. In addition to the information disclosed on the official event registration application form, or if the information on the form is not clear, the Branch Board or Branch Managing Committee may request some or all of the following information in considering the application for event registration:
  - a) Full name, address and contact details of the promoter and the organiser.
  - b) Confirmation of any transfer from a previous promoter and/or organiser.
  - c) Whether the promoter and organiser has ever been previously refused registration or had an event registration withdrawn.
  - d) Whether it is a new or previously registered event.
  - e) Proposed classification of the overall event (Championship or Competition).

- f) Overall event title.
  - g) Location and date of the event.
  - h) List of conditions and rules under which the various Championships or Competitions will be conducted.
  - i) Confirmation of insurance cover.
  - j) Method of scrutineering.
  - k) Any other information which the promoter in good faith believes would be relevant in considering the application.
  - l) Such other information which DSA National Council or DSA Managing Committee may from time to time prescribe.
- 2.7. Any change to any word and/or the addition or deletion of a word or words (other than a sponsor's name or the year of the event) in a previously registered event title, shall constitute a new event for which a new registration application must be made. No additional fee shall be payable for a substituted event name.
- 2.8. All events which are accepted for registration will be given an overall classification as either Championships or Competitions. Additional conditions are imposed on Championship registrations, as set out in DSA Policy.
- 2.9. A registration application may be refused where the event title does not match the profile of the event.
- 2.10. Recreational Competitions are a form of DSA 'Registered Event' that:
- a) Are required to be registered with DSA on the prescribed form and carry a DSA fee;
  - b) Are conducted by DSA approved promoters (or approved promoter groups), including DSA Registered Teaching Facilities.
  - c) Exclude participation by DSA amateur or professional division members, except that DSA members may partner participating individuals.
  - d) Are subject to DSA's rules and policies, and acceptance of the jurisdiction of DSA.
- 2.11. The following events are exempt from registration:
- a) Events which are not DanceSports events.
  - b) Events that are exempted by a resolution of DSA National Council or DSA Managing Committee.
  - c) Pensioners/Senior Citizens events.

### **3. Terms and Conditions for Promoters and Organisers**

- 3.1. Promoters/organisers must ensure that registered events are announced as being registered by DanceSport Australia and organisers must, in their notices and advertisements, declare that they are so registered.
- 3.2. It is a condition of registration that the promoter undertakes to meet the payment of advertised prizes and expenses of competitors, adjudicators and officials as well as any other benefits claimed or offered in advertisements or invitations to participate in the event.
- 3.3. It is a condition of registration that a promoter shall hold current Public Liability Insurance covering the registered event and that the promoter shall indemnify DSA for any and all claims (other than claims covered by DSA members insurance) or liabilities arising out of the conduct of the event.
- 3.4. The promoter shall be held responsible for all actions, including any breach of the terms and conditions of registration and any other breach of these rules by the organiser/s.
- 3.5. Promoters shall take all reasonable steps to ensure that they are able to maintain control of the venue and of the competitors, officials and spectators so as to ensure the safe and orderly conduct of the registered event.
- 3.6. Organisers must take all reasonable steps to ensure that the Rules of DanceSport are not breached during the conduct of the registered event for which they are responsible.
- 3.7. Organisers must draw the attention of the visiting overseas competitors and adjudicators to the provisions of the Rules of DanceSport and, in particular, competitors' and adjudicators' Codes of Conduct, including the rules regarding TV and video recording of events.
- 3.8. Where a complaint is validly made to an organiser regarding an alleged breach of competitor restrictions (for example dress rules), an organiser must not make a decision on the complain knowing the decision is contrary to DSA rules. An organiser may decline to make a decision on a complaint (see Section 4).
- 3.9. Promoters and/or their organisers who do not take reasonable steps to ensure that these rules are not breached shall have they registration withdrawn and may have a new application denied or granted subject to a review of additional exceptional conditions.
- 3.10. It is a condition of registration that the promoter not damage the reputation of DSA or bring DanceSports into disrepute, either by improper or unprofessional conduct or poor commercial practice.
- 3.11. A promoter shall not use a photo, image, or likeness of DSA members to advertise an event unless the permission of the member or members is obtained.
- 3.12. It is a condition of registration that an organiser shall refuse entry to any person who has been banned from attending DSA registered events.

- 3.13. It is a condition of registration that a promoter shall not participate in or provide support or cooperation to any organisation or individuals seeking to undermine DSA's role as the governing body of DanceSports in Australia.
- 3.14. It is a breach of this policy for a promoter or organiser to provide support, cooperation or assistance to the promoter or organiser of an unregistered DanceSport event or to knowingly commit or connive in any breach of these rules in respect of any registered event.
- 3.15. It is the organiser's responsibility when engaging an adjudicator to check that such persons hold a current valid adjudicator's licence (or is exempted under these rules from holding an adjudicator's licence) and that the adjudicator holds the minimum accreditation level required for the events he/she is to judge. It is a breach of these rules for an organiser or promoter to:
  - a) Allow an unlicensed adjudicator to judge an event; or
  - b) To allow an adjudicator whose accreditation level is below the minimum required for an event to adjudicate that event.

Organisers may rely on the current DSA adjudicators' online listing as prime facie evidence of the relevant adjudicator's accreditation level.

- 3.16. It is the responsibility of the promoter or organiser of an event to ensure that the correct details of eligibility to contest any one event on the program are announced prior to the commencement of that event and that such details are notified to the Scrutineers.
- 3.17. Event organisers are required to hold Scrutineering Records for at least six months after the event and these records are to be made available to the DSA Sports Director or State Branch Executive Officer upon request.
- 3.18. The organiser of a registered event must provide to the Sports Director all information necessary for the determination of Elevation Points immediately following the conclusion of the event.
- 3.19. Advertising on competitor back numbers is limited to 20% of the size of the competition number and to a height of 5cm and a length of 21cm in one single line.

#### **4. Appeals Against Event Registration Decisions**

- 4.1. A promoter may, on lodgement of a non-refundable fee of \$250, appeal to the DSA Ethics and Compliance Commission against any refusal of registration, withdrawal or suspension of registration, or imposition of additional special conditions on the registration of any event, other than a refusal based solely on the proposed event date.
- 4.2. Such appeal must be submitted in writing by the promoter to the DSA Ethics and Compliance Commission within 30 days of the date on which the promoter was notified by the DSA CEO of the refusal, withdrawal or special conditions.
- 4.3. Hearings may be conducted by telephone or other conference facility.
- 4.4. Hearings are to be conducted with as little formality and technicality, and with as much expedition, as proper consideration of the matter before the Ethics and Compliance Commission permits.
- 4.5. No interim registration may be granted while a matter is under appeal.
- 4.6. The DSA Ethics and Compliance Commission may take the commercial considerations faced by the promoter into account, but shall not be obliged to give any particular weighting to this. The main consideration for the DSA Ethics and Compliance Commission shall be that the complainant is treated equitably compared to other promoters.
- 4.7. In considering an appeal by a promoter, the DSA Ethics and Compliance Commission shall take into consideration any Sports Development Policy which has been adopted by DSA, the Branch Board or its Management Committee, which may include restrictions on the number of registered events in a city, state or region.
- 4.8. After the hearing of an appeal, the DSA Ethics and Compliance Commission at its absolute discretion may:
  - a) Uphold or overrule a decision of the Branch Board or Branch Managing Committee; or
  - b) Vary any condition imposed by the Branch Board or Branch Managing Committee.

The DSA Ethics and Compliance Commission shall not be required to give reasons for its decision.

- 4.9. The DSA Ethics and Compliance Commission shall not defer or adjourn consideration of such an appeal without proper reason and without giving notice of such deferment or adjournment to the promoter concerned.