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BRAZILIAN ZOUK DANCE COUNCIL

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BZDC EVENT REGISTRATION REQUIREMENTS

Find everything you need to know about how to register your event. Please email any questions to the Brazilian Dance Council at info@brazilianzoukcouncil.com.

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PROMOTING ENTITY

Registry Events are organized and hosted by Professional Members of the BZDC who have submitted a Registry Event application and have had the event approved as a Registry Event by the BZDC board of directors.

1. Existing Members shall have:

- a) Paid their annual July 1st – June 30th dues and submitted their membership and event information within the established deadlines and grace periods.

2. New Members shall:

- a) Submit a membership application at least six (6) months prior to a proposed event. The application submission shall note a proposed event date and location, and general information such as proposed competition divisions and structures, format, proposed staff, etc.
- b) Have an established event, with a minimum of one (1) year of history completed (preferably, with the event run in accordance with these requirements/recommendations) to be eligible for application as a Registry Event. New, 'start-up' events shall join as an Associate Professional member, with the first year event listed on our Other Event calendar; and then may apply for Registry Event status after successfully completing their first year.
- c) Notify (and copy to the BZDC) any existing Registry Events that will occur within four (4) weeks or less of the proposed event date and within a four hundred 700km of the proposed event location, to identify any concerns and conflicts of interest.

3. Existing Members wishing to make changes in time or location (city) to their Existing Registry Event are subject to the approval of the BZDC members, and shall:

- a) Notify the BZDC of the proposed change of time and/or location at least six (6) months prior to the event.
- b) Notify (and copy to the BZDC) any existing Registry Events that will occur within four (4) weeks or less of the proposed new event date and within a 700km of the proposed new event location, to identify any concerns and conflicts of interest.

4. All Members shall:

- a) Agree to comply with all of the following requirements.
- b) Understand that Members are allowed one (1) Registry Event per year. Any additional non-Registry Events (two day minimum) sponsored by Associate Member may be listed in the BZDC Other Events calendar. Professional members may, subject to the approval of the BZDC board of directors, acquire an additional (second) Registry Event; if that event is an existing Registry Event and the current owner is transferring, selling or otherwise discontinuing that existing event.
- c) Pay annual dues as established by the BZDC. Current dues are: \$250 per 7/1-6/30 year; which includes the right to host and organize one (1) Registry Event. Those Members having additional existing Registry Events, as approved by the BZDC board of directors, shall incur additional annual dues of \$150 per additional Registry Event.
- d) Conduct their event, contest and business functions in an ethical manner; provide fair, unbiased and un-tampered competitions, judging and scoring; and shall meet their financial obligations and stated rules / policies.
- e) Acknowledge that any membership (new applications, event changes, renewals, new event ownership entities, reinstatements) shall be accepted at the discretion of the BZDC board of directors; and that the BZDC reserves the right to deny any memberships and any additional events.

COMPETITORS

Registry Events shall provide a surcharge to the BZDC, at the rate of \$1 per competitor for all paid competitors entering the Jack & Jill competitions which are tracked by the BZDC Competitors Registry (see the attached Points Registry Guidelines for current divisions tracked and points structure). The competitor surcharge may be included within the established entry fee or added on to the established entry fee. The surcharge payment is due to the BZDC within fourteen (14) calendar days after the close of the event. Failure to report the results or remit the surcharge charges in the stated time-frame may result in the loss of BZDC Registry Event status.

COMPETITION RESULTS

Registry Events shall report the results of the Jack & Jill competitions tracked by the BZDC Competitors Registry to the BZDC (utilizing the form / format provided by the BZDC) and include the BZDC Competitor ID numbers. To be in compliance, and out of respect for your competitors, the BZDC must receive the results within fourteen (14) calendar days after the close of the event so that the BZDC can provide the most current Registries to following events. Results will be only recorded upon receipt of the Competitor Surcharge remittance.

EVENT STRUCTURE

Registry Events must comply with the following minimum event structure / organization, unless otherwise acknowledged and approved by the BZDC board of directors:

1. Registry Events shall be a minimum of three (3) days.
2. Registry Events shall be open to any dancer (national / international). Restricted or closed city, state or regional events are not eligible.
3. Registry events shall be held in a typical hotel setting with appropriate ballroom and guest rooms available.
4. Registry Events shall offer a minimum of one (1) BZDC Registry Jack & Jill divisions; with a minimum of forty (40) total Registry Divisions Jack & Jill contestants.
 - a) If an event has less than forty contestants, that year's results will still be posted and the appropriate Registry points awarded; but the event will lose its Registry Event status.
 - b) However, the event may petition to the BZDC board of directors to maintain / continue their Registry Event status and have a one (1) year probation to build their competitor base above the required minimum.

- c) If, after the probation year's event, the event *still* has less than the required minimum number of competitors, the event will not be renewed as a Registry Event (but could continue as an Other Event). The probation year's event results would still be posted and appropriate Registry points awarded. The associate member could reapply for Registry Event approval in the future, if it were to consistently reach the forty (40) contestant minimum; but the event would be subject to the new event approval process.
5. Registry Events shall occur annually, and shall maintain the same time frame and location (city) from year to year. Changes in time frame and/or location shall be approved by the BZDC board of directors.
 - a) A one week change, earlier or later, than an event's traditional weekend is acceptable without BZDC board of directors' approval. Events that are tied to a specific date or holiday may freely float between the weekend before or after that specific date, dependent upon which day of the week that specific date falls in any given year.
 - b) A change from one city to another city in the same metropolitan area (and within a reasonable distance) shall not be considered a change in location.
6. Registry Events shall be allowed a one year break in the annual occurrence (either a cancellation of the current year, or going On Hiatus for the upcoming year), without losing their Registry Event status, without losing their time-frame and location position on the event listing (i.e. for notification of potential new event conflicts) and without being subject to reapplication to and re-approval by the BZDC board of directors. The one year break is automatically allowed with the following:
 - a) Notifying the BZDC that the event is cancelled for the current year or selecting On Hiatus status for the following year.
 - b) Maintaining continuous, paid-up membership (i.e. no refund of current dues if cancelling in the current year and renewing / paying their dues for the On Hiatus year). The event will then continue to be listed as a Registry Event with a cancelled for <year>, Postponed until <year>, or On Hiatus for <year> note as appropriate.
 - c) If the event is *not* held in the year following the hiatus year (i.e. is not held for two consecutive years)

COMPETITION FORMAT

The BZDC continues to recognize an event sponsor's right to conduct their event as they so chose, in terms of competitions offered, rules, format, music, staffing, schedules, etc. However, to be a BZDC Registry Event (and to be recorded in the BZDC Competitors Registry) the following requirements must be met in the contest structure / contest format for the Jack & Jill competitions tracked by the BZDC, unless otherwise acknowledged and approved by the BZDC:

1. Chief Judge and Scoring / Tabulations functions and duties shall be provided independent of the event sponsor.
2. The BZDC Competitors Registry shall be utilized to determine the appropriate division for a competitor to enter. Any exceptions to the Registry shall be via the petitioning process with appropriate approval.
3. Competitions shall not be artificially evened up via shifting of competitors from one division to another, changing competitors divisions, adding walk-on competitors from the audience (i.e. not pre-signed up), adding stand-in dancers, etc.
4. The integrity of any random and/or unbiased functions shall be maintained. Rotations (typically, in preliminary heats) shall be determined by the rolling of dice or the drawing of number cards. Determining which dancers dance more than once (in uneven preliminary heats) shall be random. The pairing of partners in the finals and determining the order of dance shall be via a random computer function or the drawing of dance partner names and/or dance order on the floor.
5. All contest results / awards shall utilize judges making independent decisions and the scores properly compiled, tabulated and reviewed.
6. Finals contests results shall be tabulated utilizing the Relative Placement Scoring System.
7. Preliminary contests shall utilize the Callback System for determining finalists. All scoring shall be computerized; and shall be tabulated by someone thoroughly trained and knowledgeable in the Callback and Relative Placement scoring systems.
8. Group judging decisions (whether on the floor or in the back room), tap out eliminations during the contest (whether by an individual judge or as a group), instantaneous (i.e. on the floor) decisions / awards, etc. are *not* acceptable.
9. A minimum of five (5) judges is required for finals contests (for relative placement); an even number of judges shall not be used. If judges are judging one sex only (typically in preliminary contests), a minimum of six (6) total judges (three judging each sex) is required.

REGISTRY EVENT RECOMMENDATIONS

The BZDC continues to recognize an event sponsor's right to conduct their event as they so choose, in terms of competitions offered, rules, format, music, staffing, schedules, etc. For those event Promoters who request *guidance* from the BZDC and want to conform to a preferred *national standard*, the BZDC does offer the following *recommendations* for contests, rules, divisions, judging, etc:

1. **DIVISIONS:** Each competitor shall be allowed to enter only *one* of the Jack & Jill divisions tracked in the BZDC Competitors Registry as a leader and only *one* of the Jack & Jill divisions as a follower.
2. **AGE:** All contestants shall be Adults (competitors having reached their 18th birthday on or before the close of the event). Junior divisions (those less than 18 years of age) are desired and encouraged by the BZDC. Minors and adults shall not compete together, nor against each other.
3. **LEADERS / FOLLOWERS:** Leaders/Followers shall be men or women.
4. **PARTNERS:** If an event has a variety of partner competitions, a competitor shall have a different partner for each partnered division. If a partnership consists of competitors of different levels, the couple shall compete at the *higher* level.
5. **COMBINED DIVISIONS:** Combining divisions of levels of dance competition shall be avoided, if at all possible; but the limitations that may be imposed due to lack of entrants, time / schedule constraints, judges fees and award costs, etc. is recognized.
6. **NUMBER OF JUDGES:** Seven (7) judges or more shall be utilized for all finals competitions (Relative Placement Scoring), and six (6) to ten (10) judges (3 or 5 judges judging each sex, odd numbers) shall be utilized for all Preliminary competitions (Callback Scoring) if at all possible; but the limitations that may be imposed due to staff size, schedule constraints and judging expenses is recognized.
7. **JUDGING CONFLICTS:** Any potential (real or perceived) conflicts, whether favouritism or bias positive or negative, between any judges and competitors shall be identified; and judging assignments shall be determined around the conflict. Direct conflicts include immediate family / spouse / romantic relationship partners, and business (competition / coaching / teaching) partners.
8. **POSTINGS:** Results postings shall be open to competitors, and shall be posted for a pre-determined, limited time period and monitored. Visual recording devices of any sort shall *not*

be allowed. Postings shall reference the judges by a designation, with a separate listing of the judges names with those designations. The posting of Callbacks shall include only those competitors with at least one (1) callback or alternate. The posting of Finals contests shall include only the top 10-12 placements.

NOTE TO ORGANISERS

Any BZDC Associate Member / Registry Event that does not comply with the above REQUIREMENTS will be considered in default of their membership; and the event's results will not be tracked in the BZDC Competitors Registry and the membership will not be renewed. Members in default may reapply for BZDC membership as new member, subject to approval by the BZDC board of directors.