

**STANDING RULES  
OF  
THE NORTHWEST FLORIDA SQUARE AND ROUND DANCE ASSOCIATION,  
INCORPORATED**

**GUIDELINE I            ARRANGING NORTHWEST ASSOCIATION ANNUAL ROUNDUP  
(ROUNDUP CHAIRPERSON)**

- A. Arrange for the building and dates of Roundup.
- B. Plan and arrange for decorations and/or flowers (stage and lobby).
- C. Procure Master of Ceremonies (MC) for the dance.
- D. Make every possible effort to procure a vendor from within the Northwest Association to display at the Roundup. If there is no Northwest vendor available to participate in the Roundup, attempt to procure a Florida vendor. If no Florida vendor is available, attempt to locate a vendor from another state to participate.
- E. Complete publicity and promotion activities as follows:
  - 1. prepare flyers or have Northwest Association Newsletter prepare flyers for next year and make sure they are available at current Roundup;
  - 2. distribute flyers throughout Northwest Florida and neighboring states;
  - 3. deliver 500 flyers to *Panhandle Press*;
  - 4. send publicity article to *Bow & Swing*;
  - 5. visit Northwest clubs to publicize Roundup;
  - 6. send complimentary tickets to Executive Board members of the Florida Federation and the presidents of other Florida area associations;
  - 7. confirm contracts with callers and cuers and make motel reservations for them;
  - 8. appoint a refreshment chairperson to handle coffee, soft drinks, ice, etc.;
  - 9. obtain workers for the door during the entire weekend;
  - 10. arrange for Setup and Cleanup Committee(s);
  - 11. arrange for exhibition or special event during Saturday night dance;
  - 12. double-check and confirm all arrangements/plans two or three weeks before Roundup date;
  - 13. select a cuer from qualified cuers certified by ROUNDALAB who cues in the Northwest Florida area; and
  - 14. require the Chairperson of the Roundup to provide a final report to the Northwest Association, stating the number of dancers and any recommendations to the next Roundup Chairperson.

**GUIDELINE II            NEW MEMBER INCENTIVES**

- A. Any club which is a full-voting member of NWFSRDA will receive an incentive reward for each dancer who graduates from a class sponsored by that club AND who joins that club. The class curriculum (e.g., CALLERLAB or ROUNDALAB) must be approved by the NWFSRDA Board. The amount of that reward shall be \$5.00 per graduate. This amount may be changed by a majority vote of the Board of Delegates at a regular business meeting.
- B. These new members should be encouraged to join NWFSRDA. For every member who joins NWFSRDA, the club will be rewarded an additional \$5.00, provided that they join by the end of that calendar year. The Treasurer will provide Incentive Request forms to each club.

Adopted as Standing Rules of the Northwest Florida Square and Round Dance Association, Incorporated on the 30th day of January 1988

Amended on the 13th day of February 1993

Amended on the 21st day of October 1995

Amended on the 9th day of August 1997

Amended on the 27th day of October 2001

Amended on the 30th day of October 2004

Amended on the 7th day of June 2014

Amended on the 28th day of January 2016

Amended on the 19<sup>th</sup> day of February 2023

Amended on the 15<sup>th</sup> day of April 2023