



Rules, Regulations & Important Information

In order to make the competition run as smoothly as possible, we ask for your cooperation with the following rules and regulations, along with other important information.

- Material used in closed divisions should be based on the current NDCA approved step list. Open divisions are not material restricted.
- All students who enter any of the scholarships must do a minimum of 10 dances in single dance events for each scholarship event. Scholarship results are not included in Pot of Gold or Top Teacher.
- Solo routines are limited to 3 minutes. Music must be on an individual CD or flash drive. Solo judged on impression. Students receive a score and comments.
- You have the option of being judged Contested or Uncontested. Contested entries are marked against other dancers in your category. Uncontested or proficiency division entries are scored against the standard of the level in which you have entered. The score is then converted to a 1st, 2nd or 3rd placement. Please select one for each form. The decision of the judges shall be final. Our judges are highly qualified and are not to be harassed or questioned about their reasons for markings. The Chairman of Judges shall be responsible for decisions concerning ties or any problems arising over marks. The skating system of judging shall be used.
- Dancers are required to be in the "On Deck" area two heats prior to their scheduled heat. Any competitor not on the floor when the Master of Ceremonies calls, is subject to disqualification for that heat. Please be advised that changes may be made from the original program, and all dancers should be in the ballroom at least 30 minutes prior to the time they are scheduled to dance.
- Entries received after the deadlines are subject to a \$100 late fee.
- All payments received after the deadline must be by Cashier's Check or Money Order. Personal or studios checks WILL NOT be accepted. Balance must be paid in full 2 weeks prior to the competition. Credit card payments are accepted with a 4% processing fee.
- The deadline for cancellation refunds is 2 weeks prior to the event. If the organizers are notified after the deadline, refunds will be considered only in case of an emergency and with a doctor's certificate. Refunds will be mailed 30 days after the event. Any canceled entries are subject to a cancellation fee. Absolutely no refunds will be made at the event.
- Seating preferences will be based on package and receipt of entries and payment. Spectator seating will be based on when the paid order is received. Please note that we cannot accommodate seating separate orders together since the tickets are assigned when purchased.
- The organizer cannot be held responsible for any personal charges made to the hotel. All participants must pay for their own personal charges including phone and room service.
- **Hotel accommodations must be made through the organizers to receive discounted special rate. Make reservations by sending rooming list and summary sheet to the organizers by the deadline. All participants will be responsible for personal room charges. Hotel assignments are based on packages and date of order. We do hold a limited room block. Any room request after September 21, 2018, will be on "as available" rooms only.**
- At the registration desk we will accept CASH ONLY. Each professional participant will be given competitor number and a heat list showing the heat and at what time he/she is dancing. Please be advised that the time listed is approximate and subject to change. When you receive your heat sheet, please check to make sure your dances, levels and ages are correct. We need to be made aware of any mistakes as soon as possible. If you are a professional dancer or an amateur couple, you must have proof of your registration with the NDCA. **OUTSTANDING BALANCES MUST BE PAID BEFORE PACKAGES WILL BE RELEASED.**