

BC Square and Round Dance Federation

Operational and Other Policies

Fees and Insurance

Fees

1. Annual dues for all classes of members shall be the amount prescribed under Part 2.5 of the Bylaws. This amount shall be published in the minutes of the meeting at which they were approved.
2. Dues prescribed by the Canadian Square and Round Dance Society (CSRDS), including Third Party Insurance shall be advised to clubs by the Treasurer after such information has been received
- 3, Dues are to be collected by clubs and, where there is a Regional Association Treasurer forwarded to that person on or before the date set by them. It is the Regional Treasurers responsibility to forward the dues received to the BCSRDF Treasurer.
4. The dues in 1. and 2. above must be received by the BCSRDF Treasurer no later than the 30th November in each year. Fees received after that date may be deemed delinquent.
5. The BCSRDF dues cover each dance season from 1 September in one year until the 31st August of the following year. CSRDS dues cover a calendar year.
6. For new members joining after November 30th, the dues above apply unless otherwise advised by the Treasurer.

Insurance

1. The insurance provided through the CSRDS is Third Party Insurance, Directors and Officers and Tenant Liability only.
2. Commercial General Liability covers injury or damage caused to by a dancer, a club, a regional or provincial body to persons or to property other than an injury or damage to the dancer, club region or provincial body causing the damage.
3. Directors and Officers Liability covers Board Members from inadvertent loss or damage cause by their actions.
4. Tenants Liability covers damage to premises other than normal wear and tear on a floor.
5. Associations and clubs receive a Certificate of membership and individuals a certificate. These include confirmation of coverage and are numbered. This is usually received early each January.

6. Coverage limits are Commercial General Liability - \$5 million, Directors and Officers Liability - \$2 million and Tenants Liability - \$250,000.
7. The reverse side of the Certificate of Membership contains the official statement of insurance coverage. It also includes the steps to be taken if an incident occurs. All clubs are encouraged to make an independent note of these steps and to have at least two copies readily available at every dance or event. One copy should be with the caller, cuer or leader. The second with some other person of responsibility (possibly the Attendance Registrar, if there is one).
8. It is not mandatory for insurance purposes to have an attendance register, however **MAINTAINING A RECORD OF PERSONS PRESENT IS STRONGLY ADVISED**. This could be of vital importance in the event of an insurable incident.
9. If required by a facility provider a certificate of Third-Party coverage may be obtained. Follow the directions on the CSRDS website – www.csrds.ca