

THE BUSINESS OF SQUARE DANCING

I look at the business of Square Dancing from the aspect of one night parties and special events.

The first thing is usually a telephone call from a prospective client.

Important, this is when you begin the sale. Put a smile on your face, be positive and pleasant.

Ask, is there going to be alcohol served. I always charge more if this is the case.

Make sure you mention that you are licensed through ASCAP and BMI. Noting that all your music has been purchased and caution them about unlicensed entertainment.

Stress that you will provide all equipment for the dance party. All you need is a table and an electrical outlet.

Emphasize that no dance experience is necessary, it is audience participation and it is fun.

All of this is completed during the initial contact.

That day, email or mail a contract. a copy of which is with this program. And send a completed 1099 form. Also attached.

Contact the party at least one week before the event and reconfirm the details.

All of this is just the process of getting the business.

FOR YOU RECORDS

Keep a logbook to track mileage and tolls. This does not have to be any special book. A spiral bound note book works well. Also in this note book keep track of routine auto maintenance. In case of an IRS audit, receipts of oil changes and tire purchases aid in proving excess driving.

Keep track of music and equipment purchases. Even at two records a month that can be about \$144.00 additional expense.

BACK TO BUSINESS

Make sure that you thank the host and or the hostess for inviting you to perform. No matter the program you use, keep wind in their faces. Remember they are not there to learn the entire Mainstream Program, only to have fun. Have your business cards with you. Not to tout you clubs, but to plant seeds for other engagements.

AFTER THE DANCE

Send a written thank you to the hosting group.

In the business of Square Dancing, one night parties can be very profitable as well as fun.

CLUB/GUEST CALLER-CUER CONTRACT

This contract form is for universal use by callers, cuers and square & round dance organizations.

CLUB NAME: _____ SDC RDC S&RDC

Club Contact: _____ **E-Mail:** _____

Home Address: _____ **City, State, Zip:** _____

Telephone #: _____ **Cell phone #:** _____

Cell phone # for emergency contact on dance day/night: _____

CALLER CUER INFORMATION

Name: _____ **E-Mail:** _____

Address: _____ **City, State, Zip:** _____

Telephone #: _____ **Cell phone #:** _____

AGREEMENT

Day and Date of Dance *(Day, Month, Day, Year)* _____ **Start time of dance:** _____

Location *(Name of School, Hall or Building)* _____ **End time of dance:** _____

(Street Address) _____

(City & State) _____

- The dance program will will not be shared with another caller or cuer. _____ *Person that program will be shared with.*
- Sound equipment will be furnished by caller cuer club.
- Program will be Class Regular Dance Workshop Special Event: _____
- RATE AGREED TO: Flat Fee _____ and/or _____ *State Amount Arrangement*

Dance Program Information

Program will be: All Squares All Rounds Both *If Both:* 2+1 2+2

Square Dance Program: Basic Mainstream Plus
 Advance 1 Advance 2 Challenge Extended Challenge
 Other/Teach: _____

Round Dance Program: Phase II (Easy) Phase III & IV (Intermediate) Phase V & VI (Advanced)
 Round of the Month: Yes No
 Other/Teach: _____

The parties identified above agree to the conditions stated in this contract agreement. It is further agreed and understood there are no other considerations or guarantees expressed or implied except as stated herein and that none shall be recognized, and that this agreement may only be cancelled by mutual consent of the parties concerned.

I certify that I will be licensed to perform copyrighted music licensed by ASCAP and BMI at your club event.

(Caller/Cuer initial)

Club Representative

Date

Caller/Cuer

Date

DEFINITIONS

CLASS - dancers are in learning stages.
WORKSHOP - dancers expect to learn new material and styling; caller should teach new and intricate materials or specified experimentals.
DANCE - dancers use knowledge they already have and caller/cuer should limit new material unless specified otherwise.
SPECIAL EVENT - Anniversary, Interclass Ball, theme dance, etc. (Specify)

INSTRUCTIONS

Fill in all blanks and check off all blocks that apply.
Caller and/or cuer must initial license certification if applicable.
Club representative and caller and/or cuer must sign.
Distribute copies as needed.
Include a map if caller or cuer does not have directions.
It is a good practice for the club to send a reminder to the caller or cuer at least four (4) weeks before the scheduled event.

CLUB/GUEST CALLER – CUER CONTRACT

CLUB INFORMATION

Name of Club: _____
Contact: _____
Title: _____
Home Address: _____
Phone #: _____

CALLER/CUER INFORMATION

Name: _____
Address: _____
Phone #: _____

AGREEMENT

Date of Dance: _____

Time of Dance: _____

Location: _____

Rate Agreed To: _____

The Program ~~will~~ **will not** be shared with another caller or cuer. _____
The Caller/ Cuer will furnish the sound equipment.

Other Requirements:

PROGRAM INFORMATION

Program will be: _____

Square Dance Program: _____

Round Dance Program: _____

The parties identified above agree to the conditions stated in this contract agreement. It is further agreed and understood there are no other considerations or guarantees expressed or implied except as stated herein and that none shall be recognized, and that this agreement may only be cancelled by mutual consent of the parties concerned.

I certify that I will be licensed to perform copyrighted music licensed by ASCAP and BMI at your event. _____ (Caller/Cuer initials)

Club Representative

Caller/Cuer

Date

Date

VOID CORRECTED

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no.		1 Rents		OMB No. 1545-0115		Miscellaneous Income
		\$		2019		
		2 Royalties				
PAYER'S TIN		3 Other income		4 Federal income tax withheld		Copy C For Payer
		RECIPIENT'S TIN		\$		
RECIPIENT'S name Street address (including apt. no.) City or town, state or province, country, and ZIP or foreign postal code		5 Fishing boat proceeds		6 Medical and health care payments		For Privacy Act and Paperwork Reduction Act Notice, see the 2019 General Instructions for Certain Information Returns.
		\$		\$		
		7 Nonemployee compensation		8 Substitute payments in lieu of dividends or interest		
		\$		\$		
Account number (see instructions)		FATCA filing requirement <input type="checkbox"/>		9 Payer made direct sales of \$5,000 or more of consumer products to a buyer (recipient) for resale <input type="checkbox"/>		10 Crop insurance proceeds
		2nd TIN not <input type="checkbox"/>		\$		
13 Excess golden parachute payments		14 Gross proceeds paid to an attorney				
\$		\$				
15a Section 409A deferrals		15b Section 409A income		16 State tax withheld		17 State/Payer's state no.
\$		\$		\$		18 State income
						\$

Form **1099-MISC**

www.irs.gov/Form1099MISC

Department of the Treasury - Internal Revenue Service

Instructions for Payer

To complete Form 1099-MISC, use:

- The 2019 General Instructions for Certain Information Returns, and
- The 2019 Instructions for Form 1099-MISC.

To complete corrected Forms 1099-MISC, see the 2019 General Instructions for Certain Information Returns.

To order these instructions and additional forms, go to www.irs.gov/Form1099MISC.

Caution: Because paper forms are scanned during processing, you cannot file Forms 1096, 1097, 1098, 1099, 3921, or 5498 that you print from the IRS website.

Due dates. Furnish Copy B of this form to the recipient by January 31, 2020. The due date is extended to February 18, 2020, if you are reporting payments in box 8 or 14.

File Copy A of this form with the IRS by January 31, 2020, if you are reporting payments in box 7. Otherwise, file by February 28, 2020, if you file on paper, or by March 31, 2020, if you file electronically. To file electronically, you must have software that generates a file according to the specifications in Pub. 1220. The IRS does not provide a fill-in form option for Copy A.

Need help? If you have questions about reporting on Form 1099-MISC, call the information reporting customer service site toll free at 866-455-7438 or 304-263-8700 (not toll free). Persons with a hearing or speech disability with access to TTY/TDD equipment can call 304-579-4827 (not toll free).