

GUIDELINES

FOR THE OPERATION OF THE

V.S.D.A.'s

FACEBOOK PAGE



LAST UPDATED 5TH NOVEMBER, 2014

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Date	Changes made	Author
05-11-2014	Document created from approval at the General Meeting 27 th October, 2014	Colin Dandridge Secretary / Webmaster

V.S.D.A. FACEBOOK PAGE GUIDELINES

AIMS:

The Facebook page will always represent the Victorian Square Dancing Association Inc. and what our association and activity involves.

It will promote and advertise Square Dancing events as set out in these guide lines.

GUIDELINES:

1. Our official Badge is to be displayed at all times on the Facebook page.
2. Non-profit organization is to be displayed on the Facebook page.
3. Always display the 1800 643 277 Number as well as the V.S.D.A. web site.
4. V.S.D.A. registration and ABN number to be displayed on the Facebook page.
5. We will have only one Facebook page Editor, with the webmaster as back up in an emergency only
6. Only the Facebook Editor is to add or remove items once approved by the V.S.D.A. committee.
7. The V.S.D.A. reserves the right to add, remove, or refuse to display any advert or item on the Facebook page.
8. All paid adverts, either for Square Dancing clubs or related Functions or any Business that appear in the V.S.D.A. official Journal, (that being "Squares Around Victoria"), will be displayed at no further cost on the Facebook page. This may include important items from "Dates To Remember".
9. All adverts must relate to or be beneficial to square dancing in general, for example - club birthdays, beginner's classes, any special dates etc and not be for private functions.
10. Any special requests for adverts, for promotion etc, are to be sent to the Facebook Editor prior to their event, allowing enough time for approval by the V.S.D.A. committee.
11. If an urgent request is required, then requests can be sent to the Facebook Editor, and approval from at least three of the V.S.D.A. Executive must be sought before this request can be posted onto the V.S.D.A. Facebook page.