

	Correspondence Report 2025/2026 - Inwards	
January		
1	Web Widgets	Website Invoice statement
3	HJ - Dianne Halstead - forwarded email from Cori Grootjans	Advised away from NZ, request to remove from the trainee list
5	HJ - Dianne Halstead - forwarded email from Ran Mitchell	Not leaving NZ so will remain on Judge list
9	Wellington	Advised Junior entries - 7 pages
12	Gold Coast	Re - Catering for AGM 2025 - Decline offer
	Ramblers	Advise details for final Jive After Five competition
13	HJ - Dianne Halstead - cc into email to all Judges	Judges permits for consideration prior to AGM 2025
19	Yolanda van Dorrestein/Jan Morgan/Leyan Stephens	Provided Exec the proposed amended constitution for review
20	Top of the South / HJ - Dianne Halstead	cc into email sent to HJ. Novice Scrutineer error at Seniors 2024
25	Ramblers	Advised change in committee
28	Hawkes Bay	Advised change in committee and spelling mistake
	Vice President /Chloe Lowe	cc into email to SPCC.Booking for AGM - confirming booking
31	President - Theresa Cummack	Forwarded email from NZ Community Trust
	Kapi Mana	- Approval for grant to cover official accommodation
	Web Widgets	Advised Junior x1 entry
February		
1	Web Widgets	Website invoice statement
2	Hawkes Bay	Advised Junior x2 entries
	Rocking Robins	Enquiry on when the 2025 Top Club song for Seniors will be out
	Invercargill	Multiple emails - Junior entries
4	Kapi Mana	National Newsletter - Host Club
5	Tauranga	Advised Junior entries - 1 couple
	Invercargill	Advised entries keep bouncing back
6	Hutt Valley	Advised Junior entries and deposit. May have a late entry TBC
7	Hutt Valley	Concern for couple moving to Junior Restricted and what other section they can enter
	Whangarei	Advised Entry form for Junior Top Team 2025, entry fee paid
	Invercargill	Advised Entry form for Junior Nationals
8	Timaru - Sharon Morrison	Advised Entries total should be 15 entries
9	Invercargill	Request to remove their name from the Timaru contact details
	Hutt Valley	Entry error - names spelt wrong and provided entry list spreadsheet
10	President - Theresa Cummack/ forwarded email Hutt Valley	Advised Junior Nationals - Senior entry and payment made
11	Hutt Valley	Email request to met to discuss sensitive matter
13	Wellington	Letter of resignation advised
	Harbour City	Enquiry for Nikita Seiuli interested in Judging
17	Christchurch cc Kapi Mana	USB request - follow up
18	Hawkes Bay	Advised Trophies couriered
	Kapi Mana	Trophy presenters advised for HB Junior Rockers club
19	President - Theresa Cummack forward Top of the South	Enquiry to ask for indication of numbers for budget
20	HJ - Dianne Halstead	Scrutineer issue - Senior Nationals 2024
21	HJ - Dianne Halstead	cc to COS - sponsorship enquiry for Triples
22	Christchurch	cc to Paula Devonshire - enquiry to sponsor medals
23	Treasurer - Malcolm Mazur	Senior Nationals feedback for exec/officals
	Invercargill	cc into email to Kapi Mana. Payment for entries missing
	Wellington	re Draw - Enquiry on whether the team event will go ahead
	Hawkes Bay	Advised Junior Entry x1
24	Dayna Wilson	Mispelt name on Draw
25	Jeanette Greaves	Advised couple missing from Draw
	Nigel Fisher	cc into email to HJ - Dianne - confirming sponsorship for Senior Nats
	Wellington	Enquiry if the dance off songs are missing from the National music for Juniors
	Christchurch	Confirmed their dances names and spelling is correct
	Christchurch	cc into email - Advised trophies sent to Kapi Mana
March		
2	Heather Blackburn	re Trophy presenter - Unable to attend requested Exec to present
	Judy Russell	re Trophy presenter - Will be attending and present trophy
	Trish Haswell	re Trophy presenter - Advised Sue and Craig Campbell to present
	Bush/Amanda Edwards / Terry and John Judd	re Trophy presenter - Asked Exec to present
	Julie Morse	re Trophy presenter - Attending and will present
	Tauranga	re Trophy presenter - Malcolm Mazur will present, Advised Team Manager - Vicki Bullick
3	Kapi Mana	2025 Junior Nationals Floor plan - In advance for host club meeting
	Hawkes Bay	re Team Manager advised - Darren Bailey
	Hutt Valley	re Team Manager advised - Paula Devonshire
	Dunedin	Asked for LEVY email to be forward to Treasurer - keeps bouncing
4	Wellington City Council	re Team Manager advised - Sarah Morgan
	Surf City	re Trophy presenter - Not attending asked Exec to present
5	COS	Senior Nationals certificates invoice - 2024
	HJ/Dianne Halstead	re Trophy presenter - Not attending asked Exec to present
	Christchurch	Advise Delegates for 2025 AGM and flight details
6	Stephen Poynter / River Rockers	Trainee application received for Nikita Seiuli
	Victorian Rock'nRoll Dance	re Trophy presenter - Advised Carla Polaschek presenting
	Mike redant360@yahoo.com	Advised resigned from secretary role for the club - website to be updated
	L&P Rockers	Enquiry on our systems and how we operate
	Hawkes Bay / Paula Devonshire	Email from website - asked view and purchase photos from 2017 Nationals
7	L&P Rockers	re Trophy presenter - Jeff Alley will present trophy
10	L&P Rockers	re Sponsorship of medals - confirm to sponsor Novice section medals
	Alan Foster	waiting on invoice
	Hawkes Bay / Paula Devonshire	Enquire on National Playlist on USB for purchase
	Wellington	re Scrutineer invite - Keen to join and assist over the weekend
11	COS	re Trophy presenter - confirming Julie and Brett Morse will present
12	Invercargill	re Team Manager advised - Jean Baker
	Brian Drury / Yolanda van Dorrestein	cc Treasurer - advised Membership fee paid - Invoice attached
13	WCC Printing	Advising trophy needs replacing due to previous damage and asked if they can sponsor it
14	Invercargill	Signature provided as requested
16	Invercargill	re response to Scrutineer error - acknowledgement and explanation provided
17	HJ / Dianne Halstead	Proof of National certificates for Junior Nationals 2025
	Kevin Hargreaves	re Team Manager advised Jaden McNaughton
18	Julie Morse	cc into judges email - call for available judges for Seniors 2025
	Invercargill	Asked about potential coaches list - asked if it was posted anywhere, cannot see on website
	Invercargill	Enquiry about Music playlist
	Whangarei	Interested in sponsoring medals for the trophy Invercargill has sponsored. Also advised who will present
19	WCC Print Room	re Team Manager - advised Angela Jones
	Julie Morse	re Trophy Presenter - Colin Peachey
	COS	Advising closure and no longer printing
	Hawkes Bay	Order Music - Provide address
21	Brenda Hawkins	Nomination - Association Secretary - Neva Zainey
	WCC Print	35th Birthday flyer - asked for us to share on social media
	Hutt Valley	re Scrutineer Invite - confirmed attendance and bringing partner
	Harbour City	Invoice for Junior certificates
22	Invercargill / Lauren Hayes	Remit submission for 2025 AGM
23	Kapi Mana	Follow up - USB Music
24	Kapi Mana	Trophies packaged and couriered - advised 1 broken and enquiry on cost to replace
	Hawkes Bay / Julie Morse	Advised trophies will be delayed due to repair - Apology for the lateness
	River Rockers	Junior nationals information and links to promo
	Hutt Valley	re Trophy Presenter - advised will hand this trophy over to Hawkes Bay.
	Christchurch	re Trophy presenter - Asked that either Malcolm or Neva present the trophy
28	Wellington	Remit - resent amended correctly
	Cambridge Cruisers	Remits submitted
31	Kapi Mana	Advise scratching - Same Sex couple
	Darren Bailey	AGM Delegates, flights and request for TES Invoice
April		
1	Cambridge	Programme Cover approval
2	Association President	RnR Ideas
	Kapi Mana	Flights/Delegates for AGM
	Christchurch	cc into email sent to NZCT. Thankyou email for grant
		Advised trophies arrival - and trophies still outstanding
		AGM Registration, TES payment, Receipts attached.
		Query if EOY Report required for hosting 2024

4	Abbie Crow Head Judge / Dianne Halstead	Trainee Judge Application cc into email to Abbie Crow - confirmation of Trainee application	Forward to Head Judge for consideration
5	Kapi Mana Julie Morse	Update to their Hosting checklist Music - checking payment received	Acknowledged and advised issue with finding USB to be formatted
6	Hutt Valley	Trophy enquiry regarding engraving	Acknowledged and advised
7	Association President / Theresa Cummack Web Widgets / Website World	cc into email to AWARDS - Order of replacement badge Receipt - Payment Provided doc version of the remits	
	Christchurch	AGM TES Registration	Acknowledged and Received
	Tauranga	cc COS - Trophy engraving reimbursement	
9	Whakatane Judge	Nomination for Head Judge - Karen Birch	Acknowledged and Received
10	Companies Registrar	Time to reregister	
	Kapi Mana	Host club information - Games for nationals to pass on to MC	
11	Kapi Mana	Host club - floor plan provided and pic of podiums	
12	Tauranga	Nomination received for Association Treasurer - Malcolm Mazur	Acknowledged receipt
13	Gold Coast Drifters	Nomination received for Association President - Theresa Cummack Nominations received for Association Vice President - Justin Budge and Association Secretary - Neva Zainey	Acknowledged receipt
14	Jared Pivot / Judge	Advised travel costs for Junior Nationals 2025	Forward to Treasurer for acknowledgment
15	Julie Morse Rose City	Music USB - courier bag was empty - USB missing Advised update to contact details	Resent a new one
	Kapi Mana L&P Rockers	Follow up - trophies still outstanding Delegate name provided	Follow up with Invercargill Acknowledged
16	Gold Coast	AGM Registration	Acknowledged
22	Association President/Theresa Cummack	CC into email to NZCT provided photos for website	
25	Association Head Judge / Dianne Halstead	cc into email to judge - advising requirement to remain as trainee - 30 day notice	
	Kapi Mana	DVD Rule suggestion - revert to online	Advised that current wording requires dvd, suggest remit
28	Cambridge	Travel costs provided for TES	Forward to Malcolm
29	Kapi Mana River Rockers	Host club final report for AGM TES Registration	Acknowledged
30	COS	TES Registration and payment made	
	Dunedin	TES Registration and payment made	Acknowledged and received
	Invercargill	Delegate names provided	Acknowledged and received
	Wellington	Delegate name provided	Acknowledged and received
	Hawkes Bay	TES Registration and Delegate name provided	Follow up questions regarding travel
May			
2	Association Head Judge / Dianne Halstead	cc into email from Judge - Advised as no longer financial member will be removed as trainee judge	
	Hutt Valley	TES Registration	Acknowledged by Treasurer
4	Wellington	Host club progress update	Asked Delegate names
5	Hawkes Bay	Request for Scrutineer sheets as not on website	Advised still being prepared to be ready for website and clubs advised once uploaded
	Hutt Valley	Advising new committee	Acknowledged and updated website
	COS	Advising new committee	
6	Dayna Wilson	Enquiry about pre2010 Nationals	
7	Harbour City	Enquiry to bring an Observer	Advised yes still time to provide the details
8	Hawkes Bay	Delegate names provided	
10	Gold Coast	Delegate names provided	
11	Association Head Judge/ Dianne Halstead Tauranga	cc - advising Trainee Judge Application - Deb Harrison approved Newsletter for Senior Nationals 2025	
12	Association Head Judge / Dianne Halstead Tauranga	cc - advising Trainee Judge Application - Nicky Harrison's approved Delegate names provided	
15	Kapi Mana	Request names of those wanting to order Nationals DVD	
20	Dunedin	Enquiry of AGM Minutes	Advised date when minutes were sent to clubs and can be found on website.
21	Top of the South	Request for online access for AGM	Advised it is physical only, advised how the AGM will be held is decided each year at the AGM by the clubs
23	Top of the South	Apologies for AGM advised	
25	Association Head Judge / Karen Birch	cc Letter issued to judge - no response therefore removed	Acknowledged by Judge
26	Kapi Mana	New committee	Acknowledged and updated website
27	River Rockers	New committee	Acknowledged and updated website
29	L&P Rockers	Medal sponsor enquiry	Advised
June			
1	Website World	Invoice	
5	Invercargill	Request for Judges sheets	Acknowledged and advised the Head Judge
6	Te Rapa Copy Centre	Quote for Rule book A	
9	Kapi Mana COS	USB download asking if want to mail it of give to Theresa Combined feedback	Advised post to secretary address
12	River Rockers	AGM Catering invoice Combined feedback	Forward to Treasurer for payment
13	Christchurch	Combined feedback	
	Gold Coast	Combined feedback	
16	Hawkes Bay	Combined feedback	
	Te Rapa Centre	Proof ready Rule book A	
	COS	Request to sponsor medals	
17	Cambridge Whangarei	Combined feedback	
	Kapi Mana	Combined feedback	
	Rocking Robins	Combined feedback	
	L&P Rockers	Combined feedback	
18	Dianne Halstead Harbour City	Sponsorship list for Nationals Remit for Combined SGM	Responded Acknowledged
	COS	Sponsor Senior Team Bressed medals	
	Rocking Robins	Combined feedback - additional information/suggestion	
19	Whakatane	Combined feedback	Acknowledged
	Top of the South	Combined feedback	
	Tauranga	Combined feedback	
	Hutt Valley	Combined feedback	
	Drifters	Combined feedback	
21	Invercargill	Confirmation formal letter - Hosting Combined 2027	
23	Wellington	Combined feedback	
	New Plymouth	Asked if can still submit combined feedback	Advised yes, will still accept any feedback
24	Wellington	Confirmed hosting combined at Labour weekend, venue to be confirmed	
	COS, Tauranga, Harbour City, Christchurch, Kapi Mana, Hutt Valley, River Rockers	AGM Feedback - new additions positive feedback received and additional suggestions provided	
	Invercargill	re clubs interested in being on list to sponsor trophies - clarification is this for new trophies and can they align with medals?	Advised for any future trophies going forward
25	Timaru	Remove address from Association website - no longer affiliated	Further enquiry as payment received
26	Association President/Theresa Cummack Awards	cc into Grant Resolution letter advising committee happy to apply to NZCT CC into quote for badges	
	New Plymouth	Combined feedback - late	
27	Cambridge	AGM Feedback - suggestions provided	
	New Plymouth	Delegate SGM Constitution	
28	L&P Rockers	Delegate name provided for SGM Combined	
29	Tauranga	Early bird tickets pricing for Nationals 2025	Acknowledged and will take feedback into consideration
	Harbour City	Request for their remit to go first - SGM Combined	Provided feedback
30	Southeast Community Law centre Hutt Valley	Review of Constitution Delegate name provided for SGM Combined	
	Cambridge	Thank for the letter sent from Executive - Enquiry on if a decision has been made	Advised yes in the remits there is the 2 options for which weekend
July			
1	Website World	Invoice	
	Association President/Theresa Cummack	cc Yolanda van Dorresteijn, Jan Morgan, Leeyan Stephens Advised feedback from Community Law	
3	Danka Drebiak	re AGM feedback apology	
	Website World	Invoice	
4	Cambridge	Delegates for SGM Combined	
5	New Plymouth	Confirm dates for both SGM combined/constitution	Advised dates
6	Leeyan Stephens	Updated Constitution - Final touches	
7	Judge Rocking Robins	Request for dispensation Request to find if other clubs entering teams at Seniors	Acknowledged, will not be reaching out to clubs. Advised for their club to approach clubs
	COS	Medal/Trophy sponsors - enquiry on why they do not have both	Advised that this was missed and other club approached to change sponsorship
9	Kapi Mana	Delegate for SGM Combined	
	Hawkes Bay	Delegate for SGM Combined provided	
10	L&P Rockers	re clubs interested in trophy sponsorship list - Put name on list	
13	Kapi Mana Tauranga	Delegate for SGM Constitution Delegate for SGM Combined provided	
	Invercargill	Delegate for SGM Combined	

14	Dunedin	Apology for SGM Combined	
	Harbour City	Delegate for SGM Combined	
	Rocking Robins	Delegates for SGM Combined	
15	Cambridge	Request for resend of remits and programme - Misplaced	
		Follow up email - found remits	
	Wellington	Delegate for SGM Combined	
	Tauranga	Latest newsletter for Nationals 2025	
	Surf City	Enquiry on whether clubs payment has been received	Acknowledged
		Delegate for SGM Combined	
	COS	Delegate for SGM Combined	
	Gold Coast	Delegate for SGM Combined	
	River Rockers	Delegate for SGM Combined	
17	Association President / Theresa Cummack	Forward email from NZCT Grant application declined	
	Leila Maaka	cc Treasurer in. Reimbursement for travel for Senior Nationals 2025	
18	Top of the South	Apologies for SGM Combined	
21	Harbour City	2nd Delegate provided for SGM Combined	
	Website	Domain name renewal invoice	Forward to Treasurer for payment
	Vice President/Justin Budgen	cc into email to Club Secretaries: Lunch fundraising opportunity for Judges workshop -	
22	Whakatane	Apologies for SGM Combined	
28	Kaiapoi	New email address provided	Acknowledged and website updated
	Wellington	Enquiry on cost for Sunday Best dressed	Advised no cost
30	Peppermint Twist/Apryl Anthony	Request for all club details	
	Kathy Kent	cc into compliant received	
31	New Plymouth	New committee advised	
August			
	Web Widgets	Statement	
4	Association Treasurer / Malcolm Mazur	Forward email from Kaiapoi - change in committee	
5	COS	Delegate for SGM Constitution	Acknowledged receipt
6	L&P Rockers	Combined Feedback	
		Sunday Best Dressed Entry form received	Acknowledged receipt
	Kapi Mana	Delegate for SGM Constitution	Acknowledged receipt
7	Whakatane	Senior Nationals Entries received	Acknowledged receipt
8	Cambridge	Enquiry on new entry forms - signature	Responded and advised both signatures can go in the box
		Advised delegate for SGM Constitution	Acknowledged receipt
	Gold Coast	Advised delegate for SGM Constitution	Acknowledged receipt
	Christchurch	Advised payment of affiliation fee	Forward to Treasurer
	River Rockers	Senior Nationals Entries received	Acknowledged receipt
9	COS	Enquiry on Novelty timing	Advised
	Hutt Valley	Delegates for SGM Constitution	
	Hawkes Bay	Entry form received - Senior Nationals	Acknowledged receipt
10	Tauranga	cc Head Judge in / Karen - Judges for Juke Box	
	Rocking Robins	Senior Nationals Entries received	Acknowledged / Responded
11	Julie Morse	Acknowledgement of the Exec and work they do, Enjoying Zoom sessions	Acknowledged / Responded
	New Plymouth	Entry form - Best Dressed - Senior Nationals	Acknowledged receipt
	COS/Damon Scubert	Entry form received - Senior Nationals	
	Robin Moore/Kaiapoi	Entry form received - Senior Nationals	Acknowledged receipt
12	Rocking Robin	Advising withdrawal member from Senior Team - scratched	Acknowledged / Responded
13	Whakatane	Advising injury and request for reserve	Advised yes to replacement dancer
14	Hawkes Bay	cc Dianne Halstead - Request to sponsor medals	
	Kapi Mana	Response to Juniors Survey	
	New Plymouth	Follow up email enquiry on affiliation	Responded
15	Gold Coast	Advising new committee and will not sponsor any future trophies	
	Harbour City	Senior Nationals Entry received	Acknowledged receipt
16	Aaron Marshall/Top of the South	Senior Nationals Entry received	Acknowledged receipt
17	Robyn/Website email	Enquiry about upcoming Nationals and spectator seating	Advised to contact Tauranga and provided details
	Gold Coast, Hawkes Bay	Response to Juniors Survey	
	Tauranga, Hawkes Bay, Dunedin	Delegates for SGM Constitution	
	Hawkes Bay	Senior Nationals Entry received	Acknowledged receipt
	Rocking Robins	Senior Nationals Entry received	Acknowledged receipt
18	River Rockers	Delegates for SGM Constitution	
	Surf City, Harbour City	Delegates for SGM Constitution	
	Wellington	Enquire on details for SGM Constitution	Directed to email sent previously
		Senior Nationals Entry received	Acknowledged receipt
	Ramblers	Senior Nationals Entries received and payment receipt	Acknowledged receipt
	Hutt Valley	Senior Nationals Entries received and payment receipt	Acknowledged receipt and confirmed no cost for Best Dressed
	Rocking Robin	Senior Nationals Entry received - Same Sex	Acknowledged receipt
19	Cambridge	Junior Questionnaire provided	
	Brian Devantier	Request to be removed from Rose city email address - no longer secretary	
	New Plymouth	Advised not attending SGM Constitution - Apologies	Acknowledged receipt
	Whangarei	Senior Nationals entries provided	Acknowledged receipt
20	Wellington	Delegates for SGM Constitution provided	Acknowledged receipt
	Whangarei	Advising payment for entry fees	Forward to Treasurer
	Rocking Robins	Advising all entries in and payments made table	Advised do not have Open entry
		Response to Open entry - Submitted through River Rocker	Acknowledged
	Eden Satherly/Drifters	Senior Nationals entry and payment provided	Acknowledged receipt
	Wellington	Senior Nationals entries provided	Acknowledged
		Enquiry about dancers in Junior/Senior - Dispensation - whether this is possible	Response advised we can not approve the dispensation and reasoning
21	Christchurch	Entry forms - names amended	
	Tauranga	Senior Nationals entries - Last lot	Acknowledged receipt
	Kapi Mana	Receipt for Senior Nationals entries provided	Acknowledged receipt
	Hawkes Bay	Junior Questionnaire provided	
22	Drifters / Rochelle Nolan	Senior Nationals entries provided	Acknowledged receipt
	Invercargill	Delegate names for SGM Constitution	Acknowledged receipt
	Cambridge	Senior Nationals Entries	Acknowledged receipt
	John Stutton	Senior Nationals Entry form	Acknowledged receipt
23	Association Treasurer/ Malcolm Mazur	cc into L&P Rockers - Incorrect membership levy - advised correct rate	
	Dunedin	Delegate names for SGM Constitution	Advised information sent to club secretary
	COS	Advising entries for Senior Nationals table - Entries attached	Acknowledged
24	Surf City	Apologies unable to attend SGM Constitution	
	Cambridge	Senior Nationals 2025 entry form received	Acknowledged
	Sun City Rockers	Confirmation of payment for entrys - triples, Entry forms submitted	Acknowledged
25	COS	Senior National Entry form received	Acknowledged
26	COS	Junior Questionnaire provided	
28	Christchurch	Check we received Best Dressed Female entry form	Advised did not receive
	Danka Drenbubiak	re Constitution - Provided grammatical corrections	Acknowledged and thanked for the work involved
29	Cambridge	Senior National Entry form received - Already entered in another section, asked if they could enter another to help with numbers	Advised can only dance in 1 section as a couple
31		Senior Nationals entry - Triples	
	Janet Bates/website email	Enquiry if we will accept late entry for Senior Nationals	Advised yes, we have sent a request to clubs advising late entries accepted
		Reply advising Section is for Diamond Triples - Dual partnership	Confirm the clubs involved
	Invercargill, Rocking Robins	re Draw - error spelling	Acknowledged and amended
	Cambridge	Senior National Entry - scanner not working - advised will send tomorrow	
September			
1	Hutt Valley	re Draw - confirm entry forms received and which competitors are dancing under which banner	Advised error - amended
2	COS	re Draw - Spelling errors	Acknowledged and amended
3	Whakatane	Team Manager details provided	Acknowledged and Received
4	Hawkes Bay	Team Manager details provided and follow up music list	Acknowledged and Received
7	Treasurer/Malcolm Mazur	cc into email to Harbour City - confirming entries verse payment	
	Head Judge	CC into email received from Judge - request to be reinstated/ ready to return	Head Judge responded
8	Christchurch	Team Manager name provided	Acknowledged and request contact details
9	Wellington	Senior Nationals 2025 - Scratching and advised Team manager	Acknowledged and Received
10	Top of the South	re trophy presenter - Executive to present on behalf of	
	Hutt Valley	re outstanding trophies - advised boxed and on its way. Along with club banner	
	Karen Birch	re medal presenter - will present	
11	Nigel Fisher	Song issue	Responded
12	Colleen Ryan/Cambridge	Request consideration for Final only for Diamond Triples and reasoning	Responded with reasoning why we do not agree with the request
	Treasurer / Malcolm mazar	forward responses for medal presenters - Gold Coast, Hawkes Bay	
16	Colleen Ryan/Cambridge	re request - Acknowledged Exec response email	
	Kristina Barnett	Confirm Scrutineer invitation - Senior Nationals 2025	
17	Kapi Mana	re Judge workshop catering quote provided	Acknowledged and confirmed accommodation
	Drifters	Team Manager details provided	Treasurer responded with acceptance of quote
18	Dunedin	re Trophy presenter - names provided	
19	Website world	Renewal reminder	Acknowledged
20	Cambridge	re Trophy presenter - names provided	
21	Wellington	Confirmed venue secured - St Patricks College Silverstream	
23	New Plymouth	re Trophy presenter - names provided	

25	Kaiapoi	re Trophy presenter - names provided	
26	Wellington, Christchurch	re Trophy presenter - names provided	
29	Kaiapoi	Advise when tickets will be sent out to clubs	Advised to reach out to Tauranga who are hosting
	Hutt Valley	Advising scratching - confirm that Wellington have advised	Confirmed yes scratching received
	Rocking Robins	Advising have brought in a back up dancer for Top Team. Name provided	Acknowledged
	Harbour City	Team Manager name provided	
30	COS	re Trophy presenter - names provided	
October			
1	WebWidgets	Invoice	
	Invercargill	New Committee advised	
	Terry Neil / Judge	Reimbursement provided	Forwarded to Treasurer
	Tauranga	Senior Nationals Newsletter	
4	Harbour City	re Trophy presenter - names provided	Acknowledged
5	Companies Office	Reregister accepted - Certificate provided	
	Ramblers, Kapi Mana, Rocking Robins, TOTS, Hutt Valley, Invercargill	Team Manager name provided	
8	Invercargill	Team Manager name provided	
10	Whakatane	Advising medical cert and info we need to consider on the day	
11	Kaiapoi	Team Manager name provided	Acknowledged
	River Rockers	Team Manager name provided	Acknowledged
13	Suncity Rockers	Team Manager name provided and trophy presenter name provided	
	Harbour City/ Kapi Mana	Advised scratching	Acknowledged receipt
14	Top of the South	Team Manager name provided - apologies for team meeting zoom meeting	
15	Kapi Mana, Rocking Robins, Harbour City	re Team Manager zoom meeting - apologies	Advised on the website
	Rocking Robins, COS	Attending zoom	Advised will be in contact still waiting on some clubs
	Wellington	Australian dancer - med cert provided	
16	Kapi Mana	Advised Hutt valley will be taking notes for Team Managers zoom	
17	Whakatane	re Trophy presenter - names provided	
	Sandra Fowler	Follow up on enquiry of printing certificates from 2024 Seniors	Unable to provide certificate
	Rocking Robins	Enquire on head piece (ei) for best Dressed.	Advised no they cannot wear it as they will be then required to dance with.
18	Harbour City	Advising who will attend Team Manager zoom meeting	
19	Ramblers	Medical Certificate provided for Senior Nationals 2025	Received
	Invercargill	Names for Novelty provided	
20	Cambridge	Medical Certificate provided for Senior Nationals 2025	Provided further information requested
	Rocking Robins	Medical Certificate provided for Senior Nationals 2025	
	Kapi Mana	Medical Certificate provided for Senior Nationals 2025	
	COS	Novelty team confirmed names	Acknowledged
	Kaiapoi	Advising change in team manager and trophy presenter	
23	Whakatane	Further Medical Certificates	
24	Wellington	Advising injury - couple scratched	
28	COS	Email to say thank you to Executive and for an excellent weekend	
	Christchurch	Sent to Tauranga and executive - acknowledge congratulations outstanding weekend	
	New Zealand Police	Accommodation booked confirmation for Executive 2026, 22 October 2026	
30	Leila Maaka	Advised refunded money back to Association - Donation	
November			
1	Webworld	Invoice statement	
2	Steve Richards	Scrutineer - change of location request to update list	
11	Hutt Valley	Enquiry on juniors age and DOB provided	Responded
	Christchurch	Advised received trophy to be engraved and note the trophy is very tarnished and handle broken. Will clean and reattach the handle. Happy to pay	
13	Anne Hermens/ Website email	Enquire on 2026 nationals	Forward to Wellington and responded
20	Kapi Mana	Invoice for catering - Judges Workshop	Forward to Treasurer
24	Craig Campbell	Attached google maps route for mileage claim - Judge workshop	
26	Hawkes Bay	ETA on music delivery	Advised
	Judge	Accept resignation email	
December			
21	Association President	cc into email with Yolanda van Dorrestein regarding Scrutineering remits	
Correspondence Report 2025/2026 - Outwards			
Date	Recipient	Subject	Response
February			
5	Club Secretaries	Advised extension of Junior Nationals Entries closing - calling all sections. Closing now 9 Feb 2025	Advised the plan for banners
9	Club Secretaries	Push to clubs for more entries - specifically for Novelty.	
18	Kapi Mana	Host club questions	Provided answers
23	Kapi Mana	Questions regarding programme and printing. Runner selection	Responded
	Club Secretaries	Junior Nationals Draw for 2025	
	Top of the South	RE Scrutineer error response - advised agreed with the error and steps taken since.	
	Kapi Mana	Programme times to accommodate request for opening times	Responded
	Christchurch	Response to 2024 Senior Nationals feedback	Acknowledged
	Yolanda van Dorrestein / Brian Drury	Require a detailed explanation regarding the scrutineering error	Advised child is only scratching in 1 section
March			
2	Heather Blackburn, Judy Russell, Trish Haswell, Bush, Julie Morse, Tauranga, Surf City, Dunedin, Christchurch L&P Rockers, Hawkes Bay	Trophy presenters letters sent	
	Kapi Mana	Runner invitation for Kathy kent - do not have an email	Kapi forwarded to Kathy
	Judges, Executive	Advising nominations closing date	
	Cheryl Horo	Runner Invitation	Received and accepted role
	Alan Foster / Brenda Hawkins	Scrutineer Invite for Senior Nationals 2025	
	Club Secretaries	March Newsletter	
4	Club Secretaries	Team Manager names requested for Junior Nationals 2025	
	Sandra Fowler	re request for missing senior national certificates from 2024	Printers unable to print separate versions
6	Kapi Mana	Host club minutes	
	HJ / Dianne Halstead	cc into email to Judges - Reminder of dates and times for workshop at nationals	
	Invercargill	Reminder of Trophies missing and where to send	Advised waiting on people and will send ASAP
	Kapi Mana	Programme for printing	
10	Kapi Mana	Amended programme and medal sponsor page	
13	WCC Printing	Signatures for printing of certificated for Junior Nationals 2025	
17	Kapi Mana	Booking in next host club/exec meeting	Advised next date confirmed
19	Whangarei	Follow up email request for Team Manager details and Trophy presenter	
	Kapi Mana	Follow up email - Trophy presenter for Juniors 2025	Advised Craig and Sue Campbell will present trophies
	Club Secretaries	Team manager names and contact details required	
		Nominations for Executive position	
20	Brenda Hawkins	Scrutineer Invite - 2025 Nationals	Accepted position
	Club Secretaries		
29	Ramblers	Follow up email - Trophy presenter for Juniors 2025	Acknowledged receipt
April			
2	Invercargill	Trophies arrived with Kapi Mana however trophies still missing	Advised will locate and send
7	Team Managers	Team Manager information provided	
8	Jetpark	Request for documentation for grant application	Documents provided
	Junior National Officials	Information re Junior Nationals - meals dietary requirements	Dietary requirements provided
	Wellington	Request for progress report for 2026 Nationals	
13	Kapi Mana	Advising email sent to officials for allergies.	
14	Club Secretaries	Advising Nominations for Executive as per Constitution	
	Judge, Executive	Nominations for Head Judge Day 1	
15	Invercargill	ETA on trophies to be sent to Kapi Mana	Advised when they were couriered
17	Kapi Mana	Set up a meeting in April for Hosting	
22	Club Secretaries	Formal letter sent advising the combing of Nationals.	
		Wellington to host at Labour weekend	
		Advising SGM date to approve any necessary changes to the rulebook	
24	Kapi Mana	Reminder host club to provide DVD of Nationals	
25	Judges, Executive	Advising Association Head judge appointment confirmed - Karen Birch	
	Club Secretaries	NZARRA Executive appointments confirmed	
29	Hutt Valley	Novice medals to be provided, require address to post to	Address advised
May			
1	Wellington	Host club progress report required for AGM	
3	Kapi Mana	Askig Delegate name for AGM	Provided
	Surf City	Delegate name for AGM	Provided
4	Club Secretaries	Remit documents sent to clubs	
6	New Plymouth	Apologise for AGM	
12	Club Secretaries	Emails sent in 2 emails - AGM Documents	
15	Hutt Valley	Advising medals that need to be sent - will bring to AGM	
26	Club Secretaries	NZARRA AGM Newsletter - Post AGM	
31	Club Secretaries	AGM Minutes 2025 circulated	
June			
2	Club Secretaries	Scrutineer sheets now on website	

3	Club Secretaries	Request for remits and a set of questions sent to gauge clubs preferences for upcoming SGM Combined Nationals	
5	Club Secretaries	Advising changes to Rule Book A and B and on website	
9	Invercargill	Follow up on hosting - waiting to hear on decision	Advised that Sebastian is away overseas however will follow up
10	Invercargill	Advise time frame for response	Responded advising will host if at Matariki or Easter only
11	Invercargill	Request for letter confirming their agreement to host 2027 combined	
16	Te Rapa Copy centre	Book B proof ready	
18	Te Rapa Copy centre	Print Rulebooks approved	
22	Tauranga	Organise Host/Exec club meeting	Date arranged
	Yolanda van Dorrestein, Jan Morgan, Leeyan Stephens Wellington	Final feedback for Constitution Require confirmation of which weekend they will commit to for 2026 Combined. response 24 June required	Responses received
23	Delegates from AGM 2025	Feedback on current AGM and how it was run eg Projector for remits, voting signs	
	Club Secretaries	Calling for clubs interested in future trophy sponsorship.	
	Invercargill	re query at 2025 AGM - Enquiry on why Officials stayed at Ascot Hotel	Response provided
25	Club Secretaries	Remits for SGM Combined Nationals circulated SGM Constitution information provided and date confirmed	
30	Club Secretaries	Ahead of the SGM - advising Wellingtons position - Labour weekend	
28	Club Secretaries	Letter from your Executive - Thank you for your feedback and reasoning for the decisions made	
July			
14	Club Secretaries	SGM Combined details provided	
26	Club Secretaries	circulated proposed Constitution for SGM 24 August	
27	Club Secretaries	Advised the changes from recent SGM - Rulebook Links updated on website Junior Questionnaire sent	
28	Club Secretaries	Error on Best Dressed form - now amended	
August			
17	Club Secretaries	Follow up email - delegate names requested	
22	Invercargill	Follow up - delegate name	
	Club Secretaries	SGM Constitution documents provided with zoom link	
31	NZARRA Scrutineers	Advising Association will be providing Official badges at Nationals to be worn. Alternative they can be purchased to keep. Advised price. Reply with interest	
	Club Secretaries	Senior Nationals 2025 Draw - check spelling of competitors request	
	Cambridge, Helena Graat	Update on entry and payment	
September			
1	Hutt Valley	Confirm entry fees paid and for who?	
6	Eryn Wallace, Clara Whitcombe	Runner Invitation - Senior Nationals 2025	
	Invercargill, Rocking Robins, Harbour City, Hutt Valley	Outstanding Trophies - update	Invercargill - Advised waiting on trophy to be engraved then send
	Jessie Stevens, Karen Stevens	re sponsoring medals - mix up and advise change of sponsorship	Asked for cost and confirmed yes to sponsorship change
	Club Secretaries	Senior Nationals Programme circulated	
	Tauranga	Documents for programme printing	
7	Tauranga	Host club meeting - final one	Confirmed date for meeting
14	Leeyan Stephens, Yolanda van Dorrestein	Final Constitution - final proof before its sent to companies register	
16	Cambridge	Advised Team Manager names	Request contact details which were provided
	Tauranga	Senior Nationals - Scratching advisement	Acknowledged
17	Duncan Jury / Nigel Fisher	Update to Senior Nationals Competitor music selection	Acknowledged receipt
	Jessie Stevens, Karen Stevens	Confirm Trophy and medal presenter	Confirmed
	Gold Coast, Heather Blackburn, TOTS, Rocking Robins Surf City, Dianne Halstead, Dunedin, Cambridge, New Plymouth, Kaiapoi, Wellington, Christchurch, COS, Harbour City, Sun City Rockers	Trophy presenter letter invite	Delegates responded with their contact details
	Tauranga	Advised competitor numbers for badge order	
19	Club Secretaries	Circulated SGM Constitutions minutes held 24 August 2025	
	Hawkes Bay	Acknowledge receipt for USB music - unable to send till later in the month	
October			
5	Gavin Mcglashin	Confirm name for presenting medals at Senior Nationals	
	Brenda Hawkin / Kristina Barnett	Scrutineer sheets amended - BD Draw amended	
	Gold Coast	re trophy presenter name required - follow up	Advised name to present
	Kapi Mana	re trophy presenter name required - follow up	Advised name to present
	Colleen Ryan	re medal presenter name required	Advised name to present
	Harbour City	re medal presenter name required	
	Hutt Valley	re trophy and medal presenter name required - follow up	Advised name to present
	Hawkes Bay	re trophy presenter name required - follow up	Advised sent to Treasurer and confirmed name
	Tony Russell	re medal presenter name required	Advised name to present
	River Rockers, Ramblers, Rocking Robins, TOTS, Hutt Valley, Kapi Mana, Invercargill	Urgent Team Manager names required	
11	Brian Wales	re medal presenter name required	Advised name to present
	Colleen Ryan	re medal presenter name required	Advised name to present
	Suncity Rockers	re medal presenter name required - follow up	
	Gavin McGlashan	re medal presenter name required - follow up	Provided name
	Kaiapoi / River Rockers	Urgent Team Manager names required - follow up	
14	Lisa Bain/Website email	Enquire on spectator ticket for Seniors	Forward to Tauranga to answer
	Team Managers	Welcome, details and zoom meeting prior to National	
16	Team Manages	Zoom link for Team Managers	
20	Rocking Robins	Provide medical certificates as advised in Zoom	Advised had some length issues and forwarded what had been completed so f
	Team Managers	Zoom meeting notes circulated	
22	Brenda Hawkins, Kristina Barnett	Scratchings advised for upcoming Nationals	
November			
1	Wellington	Book Host club meeting - zoom	Date confirmed
2	Jeanette Greaves	Request to review rulebooks before they go to print - changes from SGM Constitution and Combined - Response by Feb 2026	
	Yolanda van Dorrestien	Scrutineers for combined - will be bringing 3 - recommendations	Advised recommendations
10	Club Secretaries	2026 Combined Nationals looking ahead - What Nationals will look like	
December			
1	Club Secretaries	December Newsletter 2025	
14	Scrutineers	Request for update on scrutineer status of each	