

Dance Cancellations

If you must cancel an event, please do so by 3pm the day of the event (11am for afternoon events) - otherwise it will be too late to get word to the bands and dancers.

- Contact the HCD webmaster ([Jay Strouch](#)) to post the cancellation at www.hcdance.org
- Post a cancellation notice in the "Hartford Community Dance" Facebook group
- Send a Mailchimp cancellation email to the HCD mailing list
- Post a cancellation via WFSB and WVIT storm closings

- **WFSB (Channel 3)** - Use cancellation code 31 "event canceled"
 - Update via the web (preferred)
 - Go to www.wfsb.com/closenow
 - Sign in with organization ID 780922 and security code 6164
 - Select primary status (use "Event Canceled") and time period (use the option for "Thru xxx" with xxx representing the day the event was scheduled)
 - Update by phone (use this mechanism only if you can't log in)
 - Phone 1-800-662-6505
 - When prompted, provide HCD's organization ID (780922), security code (6164)
 - Listen carefully to the options for specifying the cancellation code and when / how long the cancellation notice is to be in place

- **WVIT (Channel 30)** - Use status code 56 "event canceled"
 - Update via the web (preferred)
 - Go to <http://qlive.questrd.info/wvit>
 - log in with username 6060 with password 1672
 - Select "add new event," select the cancellation status code (56 = "event cancelled") from the drop-down list, and optionally select the time at which the listing is to be purged from the system
 - Update by phone (use this mechanism only if you can't log in)
 - Phone 1-877-766-9329 (1-877-SNOW-DAY)
 - Provide HCD's organization ID (6060), password (1672), and cancellation status code (56 = "event cancelled")
 - The cancellation will be purged from the system after 18 hours