

# *Country Club of Paducah*



## Club Rules

## **Message from the Board of Directors**

These are Rules for the use of Club facilities. The Rules are intended to foster an enjoyable club environment.

The Rules apply to all members, families and invited guests. Members are responsible for the conduct of family members and guests at the club. By each member following the Rules, the Country Club of Paducah will maintain a "home away from home" atmosphere.

The Board of Directors, member committees, management staff and employees will insure your club experience is positive. Your suggestions and comments are always welcome and assist in making decisions for the future.

## **Country Club of Paducah Vision Statement**

The Country Club of Paducah will be the primary social and recreational facility for our members.

## **About Our Club**

The Country Club of Paducah was established in 1902 as a not-for-profit corporation, established for the enjoyment and recreation of the members. The Club is supported by the membership and its future is predicated on the continued support of the membership. For our Club to prosper, the Board of Directors, committees, management and staff strive toward this common goal: **Country Club of Paducah Mission Statement**

The Country Club of Paducah shall be a full-service, family-oriented private club serving as the primary social and recreational destination for its members. The club shall provide high quality facilities, services, and programs with an emphasis on dining, golf, and tennis within the constraints of fiduciary responsibility.

## **Food and Beverage Mission Statement**

To provide:

- Each member with a warm and sincere greeting.
- A professional, relaxed and semi-casual, but elegant, dining experience where the individual needs of every member is anticipated and fulfilled.
- An ambiance of professionalism, consistency, with an expectation of excellence.
- A positive work environment that fosters harmony, trust, camaraderie, and a respect for our fellow colleagues and the Club.
- A fond and gracious farewell to all.

## **Club Telephone Numbers**

|  |                   |
|--|-------------------|
| Reservations   | 554-7914 option 3 |
| Accounting Office  | 554-7914 option 4 |
| General Manager  | 554-7914 ext 110  |
| Food & Beverage Manager (Banquet, Private Parties, etc.)     | 554-7914 ext 113  |
| Pro Shop (Tee Times, Golf Professionals, Lessons, etc.)      | 554-5330 option 5 |
| Tennis & Exercise Center (Court Reservations, Lessons, etc.) | 554-7065 option 6 |
| Golf Course Maintenance                                      | 554-0468 option 7 |
| Pool Snack Bar (Sorry, no paging system available)           | 554-5810 option 9 |
| Take out and pick up order line                              | 534-0828          |

## General Information

An elected Board of Directors whose terms are dictated by Club By-Laws operates the Country Club of Paducah. Each operating department, including, but not limited to, Golf, Greens, and House, has a member committee chairperson who acts as an advisor to the Board and management staff.

The day-to-day management of the Club is delegated to the General Manager, referred to in these Club Rules as the "GM ." It is the GM's responsibility to manage all operations of the Club with and through department heads in each area of the Club in accordance with Club By-Laws, adopted Rules & Regulations, and guidelines established by the Board of Directors.

Any dispute, complaint, suggestion or comment by a member should be directed to the GM or specific committee chair and either will resolve it or bring it before the Board of Directors for action. Written correspondence to the Board and GM will expedite any issue. The member will be informed of the status of his or her request as soon as possible.

The Board of Directors has adopted Club Rules. These Rules are fair and easy to understand. From time to time, the Board may amend the Club Rules. These changes will be published on the web site, the monthly newsletter and posted in the clubhouse.

Please refer to the monthly newsletter or website for current operating hours. Special closings or out of the ordinary operating hours will be published in advance when possible.

**To assure adequate service, reservations should be made and are recommended, sufficiently in advance to permit the staff to make necessary preparations.**

## HOUSE RULES

1. If requested, members and guests shall identify themselves to the club staff.
2. It is the members' responsibility to sign all charge tickets and ensure their name is printed on the ticket along with member numbers. Employees, other than the manager on duty, are not allowed to sign members' charge tickets. Failing to sign a charge ticket does not relieve responsibility for payment.
3. Cash is not accepted in the Club except on a very limited basis. Credit and Debit cards are accepted for payment by members and their guests in the Clubhouse and Pro Shop.
4. All children should be under reasonable parental control and supervision at all times to ensure a safe and comfortable environment. Employees are not allowed to babysit a member's child at any time while on duty at the club, except for certain events when babysitting is offered by the Club.
5. Members who have nannies or baby sitters who take care of children at the Club must notify the Club Office. The Club provides and requires an agreement that designates the nanny or baby-sitter as the signing member and releases the Club from any and all liability for designees' activities.
6. Only vehicles displaying an official handicap sticker, plate or permit may occupy handicap parking. No member is allowed to park on the grass or in No Parking areas.
7. Any member unable to accompany a guest may contact the Club office to obtain a non-renewable Guest Card allowing the guest club privileges for a period not to exceed seven days. The member shall be responsible for all charges accrued by the guest. The unaccompanied guest must present the Guest Card prior to making any purchase of goods or services at the Club.
8. Member accounts are payable by the 20<sup>th</sup> day of each month. All accounts remaining unpaid will be considered delinquent and subject to the provisions for unpaid balances in the Bylaws. Any question regarding late fees shall be addressed in writing to the Board of Directors.
9. No pets are allowed at the Club with the exception of seeing-eye dogs.
10. The Club does not assume any responsibility for the damage or loss of any merchandise, personal property or other items left in the Clubhouse or on Club property.
10. Persons under 21 years of age may not purchase or use alcoholic beverages on Club grounds. Members or guests shall not purchase alcoholic beverages for persons less than 21 years of age. The Clubhouse staff shall request proper identification from anyone who appears less than age 21 before serving alcoholic beverages. Management and Clubhouse staff shall not serve any member, guest or family member who appears under the influence of alcohol.

11. To assure adequate service, reservations are recommended and encouraged for dining and required for special events. There is a 24-hour cancellation policy for all special events and special dining events such as, but not limited to, holiday brunch's and social events. The member shall notify the Club of any cancellation at least 24 hours prior to the reservation or start of the event or be charged in full for the event
12. Should a holiday or special activity fall on a Monday, the clubhouse facilities will be closed the following Tuesday, unless advertised otherwise. Special closings and schedules will be published in advance in the newsletter or on-line when possible.
13. The dress codes are as follows:
  - A) The lower level is golf casual, including shorts or denim.
  - B) No bathing suits without cover-ups are permitted throughout the clubhouse. Shoes must be worn at all times in the Clubhouse.
  - C) Upstairs Kentucky Room is Resort casual with no tee shirts, halter-tops, or short shorts. Proper Golf and Tennis wear is allowed.
  - D) Upstairs Bar area is Golf casual with no tee shirts or halter-tops.
  - E) Upstairs Family Dining and Patio is Golf casual with no tee shirts or halter-tops
  - F) All members are encouraged to remove hats while dining. All baseball-style hats shall be worn with the bills facing forward on Club property.
  - G) The dress code for Main Dining Room is semi formal with no blue jeans, tee shirts, or golf hats. All shirts must be tucked into pants with the exception of camp / casual / resort type shirts that are intended to be worn untucked. Any member can obtain service and sit elsewhere if the member's attire does not meet the requirements for the Main Dining Room.
  - H) Pressed, cleaned and non-ragged denim is allowed in the Clubhouse except in the Kentucky Room or for special functions unless otherwise advertised.
14. The member shall determine if their children may charge food and beverages. The member must notify management in writing if his or her children are not permitted to charge food and beverages.
16. A 15 percent Service Charge shall be added to all a la carte food and beverage purchases. An 18 percent Service Charge shall be added to Banquet charges plus applicable taxes on functions of more than 10 people.
17. The Food & Beverage Minimum does not include taxes. The minimum applies to all Food & Beverage purchases, including alcoholic beverages. The Minimum is determined by the Board and charged to the member on a monthly basis. if not met.
18. Spiked shoes are not permitted at the Club.
19. Club property, such as toiletries and bath towels, shall remain at the Club.
20. Persons less than 14 years old are not permitted in the Kentucky Room or the Kentucky Room Bar. At no time shall a person under the age of 21 sit at the bar. Any person age 14 to 18 must be accompanied by a parent in both of these areas and conform to House Rules. Children age 10 and over may be seated in the Kentucky Room on Sundays until 5pm.
21. No entertainment, food or beverage shall be brought onto Club grounds without prior approval of the Manager.
22. Smoking is allowed outdoors, not in the Clubhouse. For your health, the club has become a non-smoking environment.
23. The 19<sup>th</sup> Hole on the lower level may be reserved for private parties or club functions. If it is used as a card room or sitting room, all food and beverages shall be ordered from the upstairs dining rooms.
24. To insure proper conduct at the Club, The Board of Directors reserves the right, after a due-process hearing, to discipline any member or guest, by expulsion and/or fine, who violates the House Rules or any other posted rule of the Club.

**CATERING POLICIES:**

An event contract will be provided prior to each function and will include the guaranteed pricing for the event. Both prices and policies are subject to change for good reason. Prices on all events are guaranteed for 60 days from the date of the contract.

## **MUSIC, DECORATIONS AND CAKES**

The names and telephone numbers of all vendors delivering items to the Club for every special event shall be provided to Club management.

## **SERVICE CHARGES AND TAXES**

There is an 18 percent service charge plus applicable sales taxes applied to food and beverage totals for all banquet functions.

## **ALCOHOLIC BEVERAGE POLICY**

The Club is required to provide all alcoholic beverages and service. The event host is responsible for the purchase price of all alcoholic beverages consumed on a prearranged host bar basis.. Alcohol may be brought on the property as gifts or prizes, but not consumed on the property.

## **OTHER SPECIAL EVENT POLICIES**

No birdseed, rice or other similar item may be thrown on Club grounds.

The Club assumes no responsibility for holding, safekeeping, or storage of any items left at the Club before, during or after the an event.

## **Florists / Cakes**

Florists are responsible for set up (using drop cloths) and clean up after the event. A surcharge may be assessed to the event sponsor for cleaning services if the florist breaches the clean-up responsibility.

The Club management may allow cakes to be brought in for special events. A cake cutting fee may be assessed for this service.

No tape or nails are permitted on painted walls. No items shall hang from light fixtures. No items, such as mirrors, shall be affixed to walls.

Any intended décor must be approved by club management prior to set-up or installation.

The event sponsor shall be responsible for any and all damage to the Club from vendors and/or florists.

## **Bands**

All set up must be completed before the starting time of any event.

Locker rooms may be used for dressing rooms upon advance notice.

The event sponsor must advise management within seven days of the event if entertainers will be allowed food and beverage service. The event sponsor will be billed for any expense incurred by entertainers.

Management reserves the right to regulate the volume and content of any musical group or orchestra.

Stage requirements shall be paid for by the event sponsor and included in the contract with the Club.

Any equipment furnished by the Club shall be the responsibility of the event sponsor.

## **Miscellaneous**

The moving of furniture, fixtures, carpets, art, mirrors, or other club property is not permitted unless authorized by Club management and such movement may be subject to additional charges.

All bills for large parties shall be tendered promptly and payment is required in full within 10 days from the billing date. Delayed payments shall be subject to late charges.

All weddings shall be paid based on the contract between the Club and the event sponsor. A contract shall be required for each event. The Club is not responsible any duties related to a special event without a signed contract.

A member responsible for a private organization's event shall advise all attendees regarding the dress code requirements on Club grounds.

A member's "event" refers to: 1) A party or social hosted and paid for exclusively by one or more members of the club, or 2) A party sponsored, but not necessarily paid for, by a member of the club for his or her own business. The event sponsor shall attend all sponsored events.

An "outside function" refers to:

- 1) An event sponsored by a member for an affiliated organization, such as Bar Association or Medical Society, for nonprofit or social purposes. The sponsoring member shall be responsible for event payment.

- 2) A Club member of a charitable organization may sponsor an event. The member must be present at the event and shall be responsible for event payment.
- 3) An event such as a wedding or dinner booked by a sponsoring club member but paid for by a non-Club member. The sponsoring club member shall be a guarantor for event payment. The sponsoring member may be present at the event. The sponsoring club member is responsible for the conduct and dress of the outside function.
- 4) For tax purposes, all events for more than 10 people will require the sponsoring member to complete a Club-provided "member questionnaire".

#### **BANQUET ROOMS AND ACCOMMODATIONS**

Wedding receptions and private party events are scheduled based on the agreed upon time listed on the contract. Additional time is available for a service fee of \$150.00 per hour. .

A \$1,500.00 Non-Refundable Deposit is required to reserve a specific date for a reception or large party. All deposits are credited toward the final invoice.

Club Management will determine deposits for specific dates for other events.

The Club reserves the right to alter event room locations based on space needs and expected attendance of the special event.

#### **Pool Rules**

1. The lifeguards are Club employees and are responsible for the safety of members and guests. Lifeguards have the authority from the Board and Club management to enforce pool rules, including, but not limited to, prohibition of behavior that imperils safety.
2. Guest Policy: Members may bring out-of-town guests to the pool at any time but will be required to pay a guest fee that is set by the Board. Members may bring local guests to the pool any day of the week with the exception of Saturday, Sunday or holidays but will be required to pay a guest fee that is set by the Board. Any unmarried member may bring a non-member partner at any time without a guest fee being required.. Members who are grandparents may bring non-resident adult children and/or grandchildren to the pool during summer vacations after notification of Club management and receiving proper guest passes. Each pass will be valid for a specific duration and for a fee to be determined by the Board. All guest fees will be billed by the accounting department.

#### **General Pool Rules:**

1. The member shall register all authorized guests according to policy and accompanied said guests unless prior arrangements have been approved by the GM.
2. Food and beverage of any kind (with the exception of baby food) is not permitted to be brought into the pool area or on club property. All food and beverage must be purchased from the Club.
3. Chewing gum and eating popcorn are prohibited in the pool area.
4. Pets are not allowed unless required for medical necessity.
5. No breakable materials shall be allowed in the pool area.
6. Pool furniture must stay in the pool area.
7. Any member, guest and/or child using the pool outside of posted pool hours assumes the risk of injury for which the club will not be liable.
8. There will be a 10 minute break once every hour for lifeguard safety. All members, guests and children are required to move to the pool steps or vacate the pool during this break.
9. Pool parties must be reserved through club management. The use of the entire pool or baby pool for a private function is not permitted at any time unless approved by the Board of Directors.
10. The Board of Directors reserves the right to supplement pool rules at any time.

#### **Conduct:**

1. Parents are responsible for the behavior of their children. The lifeguard, to correct improper conduct, will warn members, guests and children who disobey the pool rules. Members, guests and children who receive a second warning from the lifeguard will be asked to discontinue use of the facilities for the day or may be asked to sit out of the pool for a reasonable period of time.

2. An adult must accompany children under the age 12.
3. Rules of conduct shall be posted at the pool. It is the responsibility of the members to conform their conduct to the rules. In general, conduct such as running, shoving, throwing, and dunking others into the pool is not permitted.
4. Games may be allowed with lifeguard's approval.
5. Large floats, rafts or toys are permitted with lifeguard approval.
6. Unless accompanied by an adult, children under age seven shall only use the wading pool.
7. Swimsuits are mandatory. No shorts, denim, blue jeans or cut-offs are permitted.
8. If the diving boards are in use, swimming in the diving area is not permitted.
9. For safety purposes, divers are limited to one spring per dive. Only one person is permitted on the diving board at any given time.
10. No diving to the side of the diving board or in the shallow end of the pool.
11. Before using the diving board, please confirm the diving well is clear of other swimmers and/or divers.
12. Hanging, standing or playing on lifelines or lane markers is not permitted.

### **Tennis Rules**

A Tennis Professional is on duty at the club year round to provide assistance to tennis players. The Tennis Professionals give private and group lessons to both adults and juniors and are responsible for the general operation of the Tennis and Fitness Center. Appropriate tennis attire is required at all times. All fees for lessons, clinics and court charges shall be posted in the Tennis Center.

The development, change, and interpretation of the Tennis and Fitness Center Rules rests with the Tennis and Fitness Chairperson, committee and the expertise of the Tennis Director. Implementation of these rules falls to the Tennis Director, the tennis center staff and the club management team. The staff is not responsible for rule making. Any suggestions or complaints made, in writing, will be reviewed by the Tennis Director and the Tennis Committee and a written response will be issued to the member concerned.

Members are reminded that the tennis staff is on duty to assist with your enjoyment of the facility. Please recognize that the rules have been initiated to maintain a professional standard of operation and equitable privileges for all. **Tennis & Fitness Center Hours of Operation**

| <b>Day</b>      | <b>Open</b> | <b>Close</b> |
|-----------------|-------------|--------------|
| Monday - Friday | 6:00 AM     | 8:00 PM      |
| Saturday        | 8:00 AM     | 4:00 PM      |
| Sunday          | 12:00 Noon  | 5:00 PM      |

Indoor Season – November 1<sup>st</sup> through March 31<sup>st</sup>

Outdoor Season - April 1<sup>st</sup> through October 31<sup>st</sup>

(Holiday Schedules posted in the Newsletter and at the Tennis Center)

There are four (4) indoor courts situated in the "Bubble". The prices associated with court time and play in the bubble during winter hours will be posted at the Tennis Center and on the website. The tennis committee and the board of directors will determine these prices on a yearly basis. Indoor play is free to the membership during the Outdoor Season and may be booked on a first come, first served basis as is the case for all courts. The Club also offers three (3) clay courts and three (3) hard courts for an added choice of playing surfaces.

#### **General Tennis & Fitness Center Rules**

1. All members must check in at the Tennis Center prior to play, otherwise you may be displaced by another member who called in to reserve an unscheduled court. The club recommends that all tennis players call ahead for court time to avoid potential conflict. Tennis court times are reserved by signing up at the Tennis Center. Reservations may be made up to seven (7) days in advance throughout the year. You may call or visit the Tennis Center for reservations.

2. All guests must register with the Tennis staff at the tennis shop. All guest fees will be charged to the responsible host member. All guests must be accompanied by a member unless special permission is given in advance by the Tennis Director.
3. Simultaneous, or "double booking", (booking more than one court at a time) of courts by the same group of players is not allowed. Members are responsible for booking their own indoor court if there is inclement weather when they have an outdoor reservation.
4. There is a 24 Hour cancellation policy that applies for tennis lessons reserved with a professional. The same applies to "bubble time" during the winter season. This policy asserts that the member will be charged applicable fees to his or her account if a cancellation is made within the 24 hour window.
5. No cash may be used for payment of services unless prior arrangements are made with the Tennis Director. The club will bill a member account or the member may use a credit card.
6. There is a two (2) hour maximum length of play per reservation. However, if no other member has scheduled the court, you may continue to play by informing the Tennis Center staff.
7. The latest "lights out" time is **11:00 PM**, unless special events occur. This time is strictly enforced.
8. Proper tennis attire is required at all times as determined by the Tennis Director and Club Management. Regulation tennis shoes are required and no black soled shoes are allowed on the tennis courts
9. Children under the age of 12 are not to be left unattended in the Tennis Center unless they have approval from the Tennis Director or are enrolled in a club event and / or under the tutelage of a Tennis Professional. The tennis center staff will not be responsible for overseeing member's children. A child may lose tennis privileges should they exhibit unacceptable behavior or cause disruption. Parents will be notified and the issue discussed prior to any action taken.
10. Local non-members are not permitted to use tennis facilities at any time, except as outlined in Section VII of the By-Laws. This By-Law allows a local tennis guest (accompanied by a host member) up to a total of five (5) visits to the tennis courts per calendar year. A local guest is defined by anyone living within 35 miles of the Country Club of Paducah. Guest fees are established for all nonmembers and are posted in the Tennis Center.
11. The Board of Directors has approved USTA play at CCP. The rules and policies regarding USTA play are available in the Tennis Center or available from the Tennis Director.
12. Adult play will receive priority over junior play during prime designated times. These times are available in the Tennis Center.
13. There will be no smoking in the tennis shop, fitness center or in the indoor tennis court area. Smoking is permitted on the deck located outside the tennis center.

#### **Special Events & Functions**

The Tennis Professionals will strive to offer the Tennis Membership a complete schedule of both competitive and social events. This will include, but is not limited to, Member Only functions, Member-Guest functions, seminars, exhibitions and league play.

#### **Professional Courtesy**

The Tennis Director, at his/her discretion, may allow touring Tennis professionals, other teaching professionals and nationally top ranked juniors to work out at the club facility from time to time, so long as a member is not inconvenienced by such practice.

#### **League Rules**

The Director of Tennis shall oversee all League Rules and court reservations.

### **Fitness Center Rules**

1. Fitness Center is located downstairs in the Tennis Center and is only accessible during the posted hours of operation. Members will use this equipment at their own risk.
2. No one under the age of 14 years old will be allowed into the Fitness Center or to use the Fitness Center equipment unless accompanied by an adult
3. Please wipe down fitness equipment at the completion of your workout so the equipment is ready for use by other members.

4. Please report any malfunction or damage to any equipment to the Tennis Center employee on duty or get in touch with club management.

### **Golf Rules**

1. Before playing, all members, family members, including private cart owners, and guests must register with the golf shop. All guests are required to complete a guest card upon checking in.
2. The provisions of the Club By-Laws govern Guest play. Members without golf privileges may play as a guest of a member a maximum of 3 times per year and shall be responsible for greens and cart fees.
3. All play shall start at Hole Number One unless approved by the Golf Professional
4. Members are strongly encouraged to reserve starting tee times, especially on Thursday, Saturday, Sunday, and Holidays. In order to avoid a delay in your start of play, it is strongly recommended that tee times be made in advance of your arrival. To avoid unwanted cart wear and compaction of turf grasses, members are encouraged to use a maximum of two carts per foursome during play unless approved by the Golf Professional. Local resident carts shall remain on cart paths when traveling to and from the golf course. Taking the most direct path to and from the cart path is preferred.
5. Children of members must have a valid driver's license to operate golf carts or any motorized vehicle on Club property.
6. Please repair all ball marks on greens and fill divots with sand.
7. Members shall post all nine-hole or 18-hole scores for handicap purposes. Failing to post a score will result in the entry of a penalty score.
8. A minimum of eight scores will certify a member handicap for club competition. If a member posts less than eight scores, the Golf Committee will determine participation in club competition.
9. Foursomes only from April 1 through October 1, unless approved by the Golf Professional.
10. Must obey posted cart rules for play of the day – they will be posted in the proshop and on the #1 and #10 tees.
11. Range balls are the property of the Club and not allowed for use on the Golf Course.
12. Local guests may use the golf course only under these conditions:
  - a. Approved Outing
  - b. As a prospective member who is approved by the GM or Golf Professional or accompanied by a member.
  - c. Can only play three times per year
  - d. Must be accompanied by a member Unless authorized in advance to play without a member
13. The Golf Professional and his staff will direct the daily golf activities and rules established by the Board of Directors.
14. At no time shall any dog be allowed to run "unleashed" on the golf course. Be prepared and responsible for cleaning up after your pet at all times.

### **Golf Attire**

1. Men's Golf Attire: Men shall wear collared shirts or turtlenecks at all times. Short sleeve turtlenecks shall have at least a 1-1/2 inch collar. Sport slacks or walking shorts are required. Shorts shall not be more than four inches above the knee. Warm-up suits are not permitted. Denim is not permitted on the course except between October 1st and March 31st. All baseball-style hats shall be worn with bills facing forward.
2. Women's Attire: Women shall wear skirts, tailored full-length slacks or walking shorts no more than four inches above the knees. Women are encouraged to wear shirts with collars; however shirts without collars are permitted. Tank tops and warm-up suits are not permitted. Denim is not permitted on the course except between October 1st and March 31st. All baseball-style hats shall be worn with the bills facing forward.
3. Golf Shoes: Nonmetal spikes are required. Metal spikes are not permitted on Club premises.

### **Golf Shop Hours of Operation:**

#### Driving Range

- 8:00 am – 7:00 pm Tuesday – Friday
- 8:00 am – 7:00 pm Saturdays & Holidays
- Close at 6:30 pm on Sundays
- Closed on Mondays

#### Golf Course / Pro Shop

- April 1st through October 1st
- 8:00 am – 6:30 pm Tuesday – Friday
- 7:00 am – 6:30 pm Saturdays & Sundays
- 3:00 pm – 7:00 pm Mondays (Memorial Day thru Labor Day)
- If the course is open for play on Monday due to a holiday, it will not be open until 3:00 pm on the following Tuesday.
- A member may continue to play golf after 6:00 pm by signing in at the bag room area daily.

### **Men's Golf Tournament Rules**

1. All tournament play shall be governed by the USGA rules, except as modified by the posted local rules.
2. The Golf Course Superintendent shall determine whether the course is playable and when and where golf carts may be used.
3. The Golf Professional shall determine whether an event shall be postponed or play suspended due to adverse weather conditions.
4. Players intending to play tournaments must check dates that rounds are to be played before entering their names on the designated sign-up sheets.
5. Sign-up sheets shall be posted at the Golf Shop weeks prior to the event. Entry deadlines will be posted for all match-play events and stroke-play events in which the golf committee assigns foursomes.
6. All stroke-play events, including qualifiers, must be played on designated dates. All putts must be holed out.
7. In match-play, the player on top of the draw shall contact his opponent to schedule the match. All matches shall be played by the scheduled dates of completion. If both players and sides are unavailable, both sides shall be declared defaulted.
8. All events are open to MEMBERS with golfing privileges ONLY.
9. For tournaments with a limited field, restrictions may be imposed for Non-Resident members desiring to play in said tournament.
10. In all tournaments, the maximum handicap is 25. Exceptions are made per event.
11. With fairness to all members, the Golf Committee reserves the right to adjust handicaps as it deems necessary. With reasonable, prior notice to the affected player, who shall then have the right to a hearing prior to the effective date of the proposed change. Each player is individually responsible for posting all his own scores upon completion of the round. Scores of rounds played at other courses must also be posted.
12. The Golf Pro or designated staff reserves the right to make any and all rulings required during tournament play.
13. In the event of a tie, the provisions of the procedure sheet for the particular event shall govern. All sudden-death playoffs shall be held on a hole to be designated by the Golf Pro. If for any reason the procedure sheet does not describe what to do in the event of a tie, the USGA recommendation shall apply.

14. Players are required to submit completed score cards, with first and last names printed, to the Golf Shop immediately at the conclusion of tournament play. Score cards are to be duly signed and attested. Failure to comply may result in disqualification.

### **Junior Golf Rules**

Our club is very unique in the fact that the membership has always been supportive of the juniors. In the years past when juniors could play it has been at the sole discretion of the Golf Professional, these times are becoming more limited due to the activity of the entire facility. Policies governing juniors are set by the Board of Directors and will remain in effect for inseason times of April 1<sup>st</sup> – October 1<sup>st</sup>. We hope this helps parents with their planning and scheduling.

Categories: **ADVANCED** – age 13 and up

*Advanced:* Players will be determined 'Advanced' by age and passing the PGA certification program. The Golf Professional has established a program, which consists of rules and playing ability. If your junior golfer does not pass certification, he will be categorized Intermediate and be subject to those rules. Times below do not pertain to the advanced players through the week. Weekend rules apply.

Categories: **INTERMEDIATE** – age 8 through 12

*Intermediate players:* Must be accompanied by parent or advanced junior on the weekend times, and may play through the week at the designated times. Intermediate players must be enrolled in the junior program.

Categories: **BEGINNERS** – ages 7 and under

*Beginner players:* Must be accompanied by adult member at all times.

Junior Tee Times:

Weekday reservations can be made after 3:00 pm the day before play

Weekend times will only be given the day of play

If the junior is playing with the parent, regular tee time rules apply. (One week in advance.)

If the Junior does not show for his or her reservation time, reservation requests will not be taken for 14 days and the Junior is only allowed to make a reservation the day of play. The Golf Committee will deal with a second offense.

Junior Times:

Weekday reservations can be made one day before play

If the junior is playing with the parent, regular tee time rules apply. (One week in advance.)

If the junior does not show for his or her reservation time, reservation requests will not be taken for 14 days and the junior is only allowed to make a reservation the day of play. The golf committee will address and subsequent offenses.

|                    |                   |
|--------------------|-------------------|
| Monday             | 3:00 p.m. - Dark  |
| Tuesday – Thursday | 11:00 a.m. – Dark |
| Friday             | 2:00 – Dark       |
| Saturday           | 1:00 – Dark       |
| Sunday             | 3:00 – Dark       |

Any of these times can be altered at the discretion of the golf professional.

Revised October 2011