



# ORANGE COUNTY

FALL LEAGUE

## OCFL LEAGUE RULES AND PROCEDURES TEAM PLAY

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# **OCFL LEAGUE RULES AND PROCEDURES**

## **TEAM PLAY**

### **SECTION I: DATES**

1. The Chairman shall distribute an Information Sheet to the Team Captains via email in the spring which includes the possible dates of play for the regular season and the preferred dates for the playoff matches. These dates shall be within the timeframes set forth in these Rules and Procedures. Team Captains must communicate to the Chairman ASAP if they have a conflict with the dates.
2. Regular season: August 15 - October 31. Practice matches can be played pre-season and/or if there is a reciprocal agreement between clubs.
3. Playoff Matches between the two divisions of the OCFL will be held following completion of team play. This date will be in early to mid-November preferably.
4. The Championship Trophy will be transferred to the winning team captain after the championship matches have been played.

### **SECTION II: HANDICAP INDEX**

1. Regular Season: Player index will be calculated on a six-month average which will be pulled from the dates of February 1st - August 1st of the current year. This index will be used for the entire season including the championship match.
2. The index range for OCFL will be between 12.0 and 27.0. Players with a higher index may be included but must play down to a 27.0.
3. To confirm that a player is a member of their club, a USGA "Handicap Index Course Handicap Report" must be generated after August 1st and submitted to the league no later than August 7th. Specific instructions will be provided to help your team calculate each player's six-month average index. This report may include all members of the WGA club, if needed. To be eligible, a player must appear on this report with a valid six-month average index as of August 1st.
4. Transfers between OCFL Teams mid-season are **NOT** permitted. A woman cannot play for more than one OCFL team in a season (August - November).

### **SECTION III: FORMAT**

1. The 10 League Clubs will be formed into two (2) divisions of five (5) teams each. The current clubs that make up the League are Old Ranch, The Huntington Club, Bella Collina, Dove Canyon, Coto de Caza, Yorba Linda, Aliso Viejo, Mission Viejo, El Niguel Country Club, and Newport Beach. The division composition will be decided by random draw and then modified as necessary by dates of availability.
2. Matches will be hosted by the team in the division that is out of rotation for that date. This allows for a neutral field for the teams that are competing.
  - a. An EXCEL form (which will be provided to all Captains so that all submissions are in the same format ) will be sent to the captains two weeks before the match. This form will show the Lineups with indexes and handicaps (with automatic calculations to be locked), along with member numbers and GHIN numbers for players in the match to be submitted to the League Chairman 7 days before the match.
  - b. The Host Captain will send out an email to the Visiting Captains with pertinent information for the play date 7 days prior to the match.

- c. The Chairman will send one email to each of the clubs 3 days prior to the match which includes the teams pairing sheets.
- d. Each team will field six (6) sides. When a Team Captain is unaware that a player will not be there to play, the side missing a player will go off with one player (“playing short”). Should any team field fewer than six (6) sides, that team must play short on as many sides as necessary so that all six (6) sides are fielded. In no event may a side be forfeited.

#### **SECTION IV: HOST TEAM & TEAM CAPTAINS**

1. The Host Captain will have the pro shop print up the provided score cards making sure to include the lines for entering the gross and net scores for each hole in addition to the players scores. The gross and net additions are imperative to match play.
2. The Team Captain informs her team of starting times and pairing sheets.
3. The Team Captain makes sure her team has nametags on their golf bags.
4. The Host Captain provides the EXCEL sheets to the Starter and Pro Shop.
5. The Host Club prepares two scorecards (one for each side) including tee assignments and starting times, with added lines showing gross and net scores.
6. After play, the visiting captain completes her results/posting sheets and compares it to the one completed by the host club.
7. Each Team Captain is responsible for retaining all her team’s scorecards.
8. The Host Captain prepares the final Result/Posting Sheet and emails/texts the results to the League Chairman by 6:00 p.m. on the day of play.
9. The scores will be posted on the OCFL website at <https://ocfalleague.com>
10. Shotgun starts are required during regular season play.
11. Host Captain and Pro Shop will assist the teams with any unresolved disputes if necessary.

#### **SECTION V: PAIRING SHEETS**

1. Each Team Captain determines her lineup and submits using the provided pairing sheet.
2. Players will be listed in order based on their course handicap (not Index) The players with the lowest handicap will be on side one and so on. Should multiple players have the same course handicap the captain has the option to place this player on in whatever order she desires as long as they stay in ascending order.
3. Pairing sheets will be submitted to the league chairman seven days before the match. After lineups have been exchanged, the only change allowed is for another roster player to play on one of the six sides and be placed in course handicap order. The remaining players will move up or down depending upon the placement of the substitute player. The original lineup does not change except with the insertion of a substitute.
4. If a Captain cannot field a complete team (and there are no additional players available), the captain may select which side will play short (be it first, last, or in between). It is granted that no Captain would ever play short for any reason other than she does not have enough players for that match.
5. Should it be determined that the players are not placed in the correct sides, the league reserves the right to make the correction ahead of the start of play. The league will advise the team captain of this change. Should the match be played and after the fact it is determined the sides were incorrectly submitted by the Team Captain, that team will forfeit the match. That team shall receive zero gross points and zero-net points for that match. The opposing team shall receive gross points and net points based on the weighted average of gross points and net points, respectively, for all matches the team played during the season.

## **SECTION VI: SCORING/POSTING**

1. Host club will use the league provided scoring card for all matches. Clubs can choose to use Golf Genius but only as a backup to the paper score cards. Should there be a conflict between Golf Genius and the paper scorecard the paper scorecard will be determined as the official scorecard.
2. The visiting team listed on the scorecard has the honor on the first hole of the match. After the first hole, the honor of teeing off is decided by the point total of the hole just played. Ties carry over. Also, after the first hole, the teams may decide on ready golf except for while on the greens and standard match play rules will be in effect.
3. All four (4) players' gross and net scores on each hole are entered on the match scorecards. The lowest score of the team will be used to match against the other team. A total of one point each for gross and net is available for each hole. Points are halved in the case of a tie.
4. Both sides must agree on the hole-by-hole scores and points and total scores before signing and attesting the cards and giving them to their Team Captains to submit to the host club.
5. All matches must be played out to 18 holes or the most holes allowed by time. If a match is stopped for any reason, except a temporary delay, the remaining holes will be halved, and the match will be determined as completed.
6. The host club is responsible for receiving score cards and calculating the standings for the day. The Host Captain prepares the final Result/Posting Sheet and emails/texts the results to the League Chairman by 6:00 p.m. on the day of play. The scores will be posted on the OCFL website at <https://ocfallleague.com>
7. The Team Captain must retain all scorecards from all the matches.
8. The Host Club is responsible for posting all the scores within 24 hours. Scores are to be posted as competition.

## **SECTION VII: LEAGUE CHAMPIONSHIP**

1. Teams in each division will be ranked by total points. The winners of each division will have the highest number of points. In the event that there is a tie, the total number of hole points (gross plus net) for all matches played. In the event that the teams are still tied, the tie will be broken by hole points accumulated by the teams during their head-to-head matches.
2. The championship matches will be one day, 18-hole matches, scored by match points (two points total per hole, one gross and one net). Total hole points will be used in case of a tie. Further ties will be broken by a sudden death playoff between the #1 sides starting on Hole#1. The division winner who has the most total points will play sides 1, 3, 5 at home and sides 2, 4, and 6 will travel to their opponents home course.
3. Player index will be the same used for the regular season.
4. All players in the playoffs must have played in at least one match during the season.
5. If one or both teams cannot play on a stipulated date, Team Captains can arrange to play on another date. If Captains cannot agree on either an alternate date or an alternate course, the team whose course is unavailable on the stipulated date has the option of playing their entire team on the opponent's course on the originally stipulated date. Both Captains must agree to this option. If one or both Captains cannot agree on an alternative option, the team whose course is unavailable on the stipulated date is deemed to have forfeited the match.
6. There is one perpetual traveling trophy - the League Championship. After the winners are determined by the championship home and home matches, the trophies will be engraved and displayed at the winner's club for the year. The Mountain & Ocean division winners will be awarded engraved trophies to keep.

## **SECTION VIII: TEAM INFORMATION SHEETS**

1. No later than July 15th, Team Captains shall provide their Club Information Sheet to the League Chairman and all Teams Captains within their division. A template is available. It should include Captain names/contact info, all fees, club contact information, slope, tees being played, club cell phone policy, etc.
2. A fee of \$60 will be required from each competing team by June 1st to pay for the expenses of the League including website hosting and trophies. You can also bring a check to the Captains Meeting in May. Members playing a match will be charged \$75 for the day of golf, breakfast and lunch.

## **SECTION IX: RULES OF PLAY**

1. All players are required to take a cart. There should be enough carts available for all teams.
2. Caddies are not allowed.
3. Team matches will be played under USGA Rules of Golf, modified by local rules.
4. All putts must be holed out, unless conceded. A player, if conceded a putt, must pick up and add a stroke to her score. She may choose to mark her ball and putt out after play is finished, time permitting.
5. Hand-held distance devices and/or GPS systems that only measure distance (not slope, wind, etc.) will be allowed during team play including the use of cell phone golf GPS apps that are USGA approved.
6. Cell phones must be on silent mode or turned off completely. If a player's phone audibly rings during the match, that team will lose the hole currently being played. Cell phones may only be used in the event of an emergency.
7. All play is to be conducted at the official course rating and slope. The course must be officially rated by the SCGA at 5,000 yards or longer and Par 70 or more per 18 holes from the designated team play markers. The tee markers should be placed as close as possible to the permanent yardage markers noted on the match scorecard. Team captains shall notify visiting captains of variances as soon as possible. The host club greens keeper should mark all grounds under repair.
8. Shotgun starts are required during regular season play. Low handicap players from all clubs will go out in order first, followed by handicapped sides in order.
9. Play will start at the time scheduled by the host club. Should a player not arrive to the course in time the remaining member of the side will play as a single player. The late player will be permitted to join her teammate when she arrives.
10. Each team is expected to understand the rules of Match Play. If you have questions, please refer to the USGA website for clarification: <https://www.usga.org/content/usga/home-page/rules-hub/topics/match-play.html>

## **SECTION X: MATCH CHANGES DUE TO EXTREME CONDITIONS**

1. In case of extreme conditions, provided the course is deemed playable by the club, the match shall be played. In the event a match must be canceled due to extreme conditions and the club has deemed it unplayable, the Host Team should reschedule the match as soon as possible.
2. In the event a host team's match is canceled, it is up to the host team to find a date to reschedule the match. If after due diligence the host team is unable to provide a replacement date and no other

club is willing to host the match will be canceled and all points for the divisions will be recalculated based on the matches played.

### **SECTION XI: PACE OF PLAY**

1. The penalties for slow play are under USGA Rule 5.6 Unreasonable Delay: Prompt Pace of Play. The players may also agree to play out of turn to save time (see Rule 6.4a Exception).
2. Prior to teeing off, the home team will provide a time sheet to each group outlining times each side should complete each golf hole. The home team will make a marshall(s) available to monitor the pace of play based on the timesheet. The marshall(s) can be anyone the hosting team designates who is a member or staff member of their club.
3. The Match will be a Maximum of a **5-hour round**, for e.g. Shotgun is 8:30 AM / A group 8:30 AM – 1:30PM if two foursomes are on the same starting hole, for the B group 8:40AM -1:40PM. Once the time has been reached remaining holes will be half.

### **SECTION XII: GRATUITIES FOR CLUB STAFF**

1. Each host team will be responsible for providing the staff's gratuities as they see fit and the players are not encouraged or expected to tip the staff of the club they are visiting. This will allow each of the teams to honor our club staff in the way we would like while making it easy for our players to know how to proceed. A suggestion is if your club accepts gratuities then you would collect this gratuity contribution from your players to cover this amount.

### **SECTION XIII: RESOLVING DISPUTES**

1. If a dispute arises on the course, a claim must be made before teeing off on the next hole. The player must make a statement such as "I am making a claim". The claim may be decided then. If the other team players disagree with the ruling, the match shall be continued, but the scorecard should not be signed.
2. The claim shall be resolved as follows:
  - a. Courtesy is expected from all players to allow completion of the match prior to the determination.
  - b. If the teams do not agree with this ruling, they will wait until the end of the match and consult the club pro for a ruling. Their decision shall be final.
3. If there is a dispute about any issue not related to the day of play, those issues will be brought to the OCFL Committee. The committee will be responsible for hearing any complaints, investigating and making a ruling on the dispute.

ADOPTED BY:

KIM HUGHES, CHAIRMAN