

CGC 9 HOLE WOMEN'S ASSOCIATION POLICIES AND PROCEDURES

RESPONSIBILITIES OF ALL PLAYERS:

1. Members must sign up by 11:45 pm on Saturdays to play in the next weekly tournament. No late sign-ups can be accepted. This must be done using the link contained in the email sent out weekly. If you feel that you have not gotten this email, first check your spam mailbox. If it is not there, send your own email to cgc9holers@yahoo.com asking to have the sign-up email re-sent.
2. All Players will submit a determined amount of money for each round of play except when advised otherwise. These funds are used to award prizes. (See Prizes section below.)
3. All players will arrive 20 minutes before assigned tee time.
4. On arrival, ~~all~~ players taking a cart need to check in at the pro shop. **All other players should proceed directly to their starting hole.**
5. All Members should be prepared to be a Captain, know how to correctly stroke cards and calculate scores. All members will be a captain at some time. The information page of the www.cgc9holers.com website provides instructions for stroking cards. Please contact the Vice President (or any board member) if you are unsure of any of the above.
6. While on the course:
 - a. All players should be aware of the pace of play aiming for a maximum of 2 hours and 15 minutes for 9 holes and making sure they keep up with the group ahead of them.
 - b. All players must pick up once they reach a maximum of 10 strokes. The only exceptions are for those competing in the O'Connell Cup, Championship Tournaments or other tournaments as specified.
 - c. Each player declares the number of strokes she has taken to reach the green, prior to putting.
 - d. When putting each player is encouraged to continually putt until holing out.
7. All players are responsible for entering their score into the GHIN system on a timely basis. Where possible this should be the same day of play. See www.cgc9holers.com for information about posting your scores.
8. Cancellation by Player: If you have signed up to play but need to cancel, you must send an email to cgc9holers@yahoo.com and copy all of your teammates to advise them you are cancelling. If you do not yet know who your teammates are, send an email to cgc9holers@yahoo.com. If you need to cancel and it is after 6:00 pm on Wednesday, you should call or text your Captain. If you are the Captain, you need to confirm that the co-captain knows you are cancelling.

DUTIES OF THE CAPTAIN:

1. The captain prepares two scorecards, one for herself and the other for the designated co-captain (second name on team listing) to use to keep score.
2. If the format is Team Play, stroke both cards based on an individual's handicap. The maximum number of strokes for any one hole is 3 for a total of 27 for 9 holes even if an individual has a higher handicap.
3. The captain should prepare cards with full names, CGC number, and strokes (if format is Team Play), prior to arriving at the golf course on the day of play.

4. During the round, scores must be entered clearly.
5. The captain collects a determined amount of money from each player on her team unless otherwise notified.
6. The captain ensures that each player declares the number of strokes she has taken to reach the green prior to putting.
7. The captain adds up scores at the end of play, signs her card and asks the co-captain to attest the score and to co-sign the scorecard. The captain turns in the money and card to the Scoring Committee. If the format is Team Play, only a team score needs to be calculated. For other formats, both gross and net scores should be calculated.
8. In all cases, if the captain of a team cancels, the second person on the team will automatically become the captain. If possible, the original captain should try to make arrangements to give the completed cards to the co-captain.

CANCELLATION OF ALL PLAY:

1. The President, Vice-President, or their designee will be responsible for officially canceling play prior to the first tee time or during play if weather is bad or if the pro shop closes the course. If play is cancelled prior to the first tee time, a notice will be placed on the web site and an email will be sent out to all members. No phone calls will be made.
2. If play is cancelled during the weekly tournament the President, Vice-President or their designee will call the club house from the course and ask the rangers to be sent to notify the players on the course(s) of the cancellation and /or the President, Vice-President or their designee will obtain a cart and go out to the playing members and notify them of the cancellation. At any time if a member or team decides they do not want to finish play due to weather or other circumstances they will forfeit, and no refunds will be issued.
3. If the horn sounds indicating lightning in the area, all golfers must immediately stop play and return to the clubhouse. Official play will not resume and all monies will be returned to the team by the team captain.

PRIZES:

1. Prizes will be awarded each week. Prizes for each weekly tournament will be in the form of pro shop credits. Pro Shop credits expire at the end of the year following the year they are awarded. Cash prizes will be paid for chip-ins, birdies, closest to the pin and closest to the line.
2. All money in the Hole-in-One fund is paid in full to a participating player who makes a hole-in-one during an Association tournament. A \$2.00 fee must be paid in order to participate. The fund is replenished after we have a winner.
3. **In order to be eligible for the Most Improved Player award, a member must have played in at least 50% of the league tournaments that were held during the course of the preceding season.**

MISCELLANEOUS:

1. In the event of the death of a league member, a member's partner or a member's child, an appropriate donation with the value of \$50. will be made.

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