

DAILY SCORECARD DISTRIBUTION VOLUNTEER PROCEDURE

- Scorecards will be given to the daily scorecard distribution volunteer prior to the beginning of the season.
- Prior to putting, prepare scorecards by placing a hole number and either an A or B in the upper right-hand corner of each card (e.g., A18, B18). Use a pencil when preparing the scorecards so that you can reuse them if needed for future A & B packets.
- Guests will use **blue** scorecards that are stored in the file cabinet, preprinted with the letter “G” for guest in the handicap column on the scorecard.
- This scorecard system sheet (see example) shows, by hole, how the scorecards need to be handed out. The sheet will be given to the daily co-directors at the October general membership meeting.
- Coordinate with the check-in volunteers and the daily co-directors when a new putter has been checked in to ensure the new member is paired with an experienced putter.
- Verify throughout and at the end of the check-in process that the number of scorecards given out corresponds with the number of putters who have checked in.

LADY PUTTERS (LP) SCORECARD SYSTEM SHEET

21-22	1	2	3	4	18	16	5	9	12	15	6	11	8
MON	P/O	S/C	S/C	S/C	MEM	MEM	MEM	MEM	MEM	MEM	MEM	MEM	MEM
11/01A													
11/01B													
11/08A													
11/08B													
11/15A													
11/15B													
11/29A													
11/29B													
12/06A													
12/06B													
12/13A													
12/13B													
01/03A													
01/03B													
01/10A													
01/10B													
01/17A													
01/17B													
01/24A													
01/24B													
01/31A													
01/31B													

EXAMPLE