

LADY PUTTERS (LP) GREENS SETUP/SAFETY CHAIR & VOLUNTEER PROCEDURES

- Check the putting green and surrounding area before play for any unsafe conditions and report unsafe conditions to the daily co-directors prior to play. Correct any conditions, if possible, before play.
- Advise the daily co-directors to announce the unsafe conditions before members go out to play if the unsafe conditions cannot be corrected
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- Retrieve the containers that holds the eighteen poles, the measuring device, markers, and arrows from the storage room, if your daily co-directors have not already gotten them out.
- For each hole place the wooden arrows so that both left and right-handed putters can place both feet on the green and the golf ball does not roll away from the arrow
- Place the wooden arrows in a position on the green as to denote the direction of putting for each hole
- Place the wooden access arrows showing the appropriate entrance for holes located in the center of the green
- Measure and record on the setup sheet the distance from the arrow to the numbered pole for each hole. Circle on the setup sheet any holes(s) that need an access arrow.

The setup to use:

Two holes – 30 feet	two holes – 19 feet	two holes optional
Two holes – 27 feet	two holes – 18 feet	(not less than 15 feet)
Two holes – 22 feet	two holes – 17 feet	(or more than 30 feet)
Two holes – 20 feet	two holes – 15 feet	

- If it is a **Magic Hole** week, place the magic hole cover over the pin that denotes the magic hole. The blue and white magic hole cover is in the storage building. Indicate the hole number on the greens setup sheet.
- Once setup is complete give the setup sheet to your daily co-directors
- Return all poles, wooden arrows, and markers to the appropriate containers after play and place them in the storage room
- Return the magic hole cover to the storage building