

## LADY PUTTERS (LP) DAILY SCORECARD DISTRIBUTION VOLUNTEER PROCEDURES

- Scorecards will be distributed to directors by the documents control volunteer at the October general membership meeting
- The first distribution will be card usage through February. If the daily scorecard volunteer needs additional cards, she should inform her co-director.
- **Blue** guest cards will be in the storage room, third shelf in a container labeled “Guest Scorecards”. The “**G**” for guest in the HDCP will be preprinted on each card. Blue guest cards can also be found in a folder located in the black file cabinet.
- Prior to the day of 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.
- The scorecard system will follow the LP scorecard system sheet (see example)
- This scorecard system sheet will be created and will be given to the daily co-directors each year by the document control volunteer at the October general membership meeting
- Coordinate with the check-in volunteers and the daily co-directors when a new putter has checked in to ensure our new member is paired with a seasoned player
- Verify throughout and at the end of the check-in process that the number of scorecards given out correspond 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**