

PORT LUDLOW MEN'S GOLF ASSOCIATION

RULES AND REGULATIONS FOR ADMINISTRATION AND EVENTS

The Rules and Regulations for Administration and Events derive their authority from their adoption by the membership of the Port Ludlow Men's Golf Association (PLMGA or the Association). They are in accord with the Bylaws of the PLMGA and they provide a framework for guiding the activities of the Association.

1. ELIGIBILITY TO COMPETE

a. In order to participate as a competitor in the PLMGA golfing events, an entrant must be a member in good standing of the Association, having paid the yearly dues.

b. He must also have a valid current handicap as defined in (6) below and pay a nominal entry fee per event.

2. TYPES OF EVENTS

a. During the golfing season, the Association holds tournaments in a variety of individual and team play formats (referred to as Men's Day play). An entry fee is collected for each event and allows the awarding of prizes, which consist mostly of credit for the purchase of merchandise in the Pro Shop. In addition to the regular weekly events, there are several special tournaments held each year, which are the highlights of our tournament schedule. These special tournaments are described in [Appendix A](#).

b. The Tournament Chairman develops and publishes a schedule of tournament dates and formats each January for the year ahead to be approved by the Board.

c. In addition to the golfing events, the Association holds a pre-season social and a post- season awards banquet.

3. ENTERING EVENTS

a. The PLMGA normally conducts one or more golf tournaments each week between Mid-March and the end of October.

b. Tournament announcements and sign-ups are e-mailed to the members several days before each event.

c. To enter a competition, reply to the e-mail by the time indicated in the e-mail request.

d. Starting assignments will be made by the Tournament Chairman and will be e-

mailed to the members and posted on the PLMGA website

e. Player is responsible for checking his starting time.

f. Check in and pay your event entry fee at the Pro Shop at least 30 minutes before your tee time, in order to prevent overloading the Pro Shop staff and to prevent delays at the first tee.

g. Dress Code - Golf pants or Bermuda type shorts and appropriate golf shirt are required attire for participation in PLMGA golfing events.

4. CANCELLATIONS

a. Player cancellations are not allowed after the sign-up deadline except in cases of illness or personal emergency. In such cases, the Tournament Chairman must be notified at the earliest possible time. If this is done, no penalty as described in (b) below will be imposed.

b. Under circumstances other than those described (a) above, failure to withdraw by the deadline will result in the following actions: from the sign up deadline to the first tee time of the event, a warning will be given by the tournament chairman. No shows and unexcused cancellations on the day of play, the player will forfeit his entry fee for the day. This entry fee must be paid prior to play for the next tournament. When a member incurs multiple violations of the above rules, that member will be subject to the recommendations of the disciplinary committee.

c. An event may be canceled by the Director of Golf of the PLGC or by his authorized representative through coordination with the Tournament Chairman, or by the Tournament Chairman acting independently. Such a cancellation would normally be for reasons such as course conditions or severe weather conditions.

5. SCORING

a. Follow USGA Rules as modified by local course rules and any currently posted daily competition rules.

b. In general, complete all holes. NO "GIMMIES". This is always true in all aggregate Medal play events, individual or full-team.

c. In match play competition, such as the President's Cup, putts or holes may be conceded to an opponent.

d. In certain types of competition, a player may "x" out on a hole, thus taking the highest score allowed by his handicap, as long as "x"-ed out scores are not used in competition. Examples of these competition types are: Tournaments where less than

a full-team aggregate score is counted; Throw-Out (Tournament, only on holes thrown out; and, Slippery Rock when not playing the competition ball.

e. If a player "x" -es out in any normal individual Medal play competition, he is disqualified from that particular competition. If there is a team event of the type described in (d) above, also being played that day, the player can continue to compete in that event as a team member, as long as his "x" -ed out scores are not used by his team.

f. All scorecards must be turned in at the Pro Shop immediately after completion of play. Scorecards must be complete, signed by the scorekeeper, and attested. Show the date, as well as the gross, net, and adjusted scores of each player, and team scores as appropriate to the type of event. Be sure to write legibly, since your card will be checked numerically and otherwise by the Tournament Chairman. An incorrect card may cause the pairings on that card to be subject to disqualification.

g. Each player is responsible for making sure that his adjusted score is entered into the computer, using the proper slope and rating for the tees and course combination played.

h. Tournament results will be e-mailed to the members and posted on the PLMGA website as soon as possible following the event.

6. HANDICAPS

a. For all PLMGA scheduled play, members must have a current Pacific Northwest Golf Association (PNGA) handicap index or other approved official handicap index. The PNGA handicap system is the GHIN-USGA system. The Port Ludlow Golf Course pays a yearly fee to the PNGA through the Pacific Northwest Golf Association to obtain this service.

b. For all PLMGA golfing events, current handicaps are used.

c. See [Appendix B](#), Handicap Procedures, for information on such matters as establishing and maintaining a handicap.

7. DISCIPLINE

a. The Association has a Disciplinary Committee consisting of the President, Vice President, and at least one Director.

b. Disciplinary measures may be invoked by the Disciplinary Committee for any of the following violations but not restricted to the items listed:

(1) Conduct unbecoming a gentleman and unfitting as a member

(2) Falsification of scores or records.

(3) Flagrant violation of the rules and regulations of the USGA, the PLGC, or the PLMGA.

c. The penalties may range from ineligibility to participate in Association golfing events for one to three weeks, to as severe a punishment as expulsion from the Association.

8. APPEALS

a. The President will appoint three members and two alternates to serve as the Appeals Committee, for a one-year period. The President or Vice President will chair this committee, but will not have a vote in any decision rendered. This Committee may approve, reduce or dismiss any sanctions imposed by the Disciplinary Committee.

b. A member may request a hearing before the Appeals Committee in regards to any sanctions imposed by the Disciplinary Committee. The Appeals Committee will suspend any sanctions until a decision has been reached.

9. OTHER GOLFING INFORMATION

a. All members should familiarize themselves with the golfing information in [Appendix C](#). It discusses additional matters relating to the Association's competitions and golf in general at Port Ludlow.

10. AMENDMENTS:

a. Amendments to this document may be recommended by written proposal from any member of the Association. Proposals must be submitted to the Board. The Board will consider the merits of the proposal and take proper action. If approved, the proposal shall be a subject on the agenda of a meeting of the general membership. A majority vote of the members present at such a meeting will be required for adoption. If the Board does not approve the recommendation, the member submitting it shall be notified of the reasons *for* the decision.

11. ADOPTION

a. A majority approval vote of the membership by e-mail vote will be required for the adoption of this document.

APPENDIX A

SPECIAL TOURNAMENTS AND EVENTS

The Association holds two very special annual tournaments. These are the President's Cup and the PLMGA Championship. These Tournaments are described below.

PRESIDENT'S CUP

This tournament will be played by flights, with Match play format, and using full handicap.

Flights will be established by handicap groups based on the number of participants. Normally there will be four flights.

The Tournament Chairman will seed players for double elimination play.

The Board will set the entry fee, which will be paid prior to the first round of play.

The President's Cup will normally be played in June.

The winner of each flight will have his name engraved on the trophy board in the clubhouse.

PLMGA CHAMPIONSHIP

Tournament will consist of 54 or 72 holes of stroke play. The Tournament Chairman, with approval of Board of Directors will set format. Board of Directors will set entry fee, which will be paid prior to first round of play. Championship will normally be played in August.

OTHER SPECIAL EVENTS

In addition to these two tournaments, the Home and Away Director will try to arrange several home and home competitions with other clubs located within a reasonable driving distance.

The Tournament Chairman will also work with others in developing the following types of special events:

- (1) He will work with community business groups wishing to sponsor Association tournaments.
- (2) Work with the PLGC management in organizing special play days such as member-guest tournaments.
- (3) Work with the Port Ludlow Ladies' Golf Association in developing special joint programs such as the Mr. and Mrs. Tournaments and a schedule of monthly Couples Golf Tournaments.
- (4) Work with Director of Golf and Golf Pro in setting up format for Ludlow Cup.

APPENDIX B

HANDICAP PROCEDURES

ESTABLISHING A HANDICAP

If you have a current PNGA handicap index you can participate immediately in PLMGA golfing events after becoming a member. Your PNGA index should already be in the computer system, which we use. If it is a USGA index, but not in the PNGA system you can obtain documentation from your last club showing date, adjusted score, slope, and course rating for your last 20 rounds, if available, or otherwise for the number of rounds your index is based on. Present this to the Handicap Chairman and he will set it up in the PNGA system. You can then participate in competition immediately.

If you do not have a current handicap index, or are unable to obtain your USGA record, you must play five rounds with at least one club member present who can attest your scorecard.

Present your scorecards to the Handicap Chairman. He will set up your rounds in the PNGA system. The computer will provide a handicap, which you can use in competition. You should input additional rounds, which you play, to the computer, which is located in the clubhouse. You can play in our weekly tournaments as a non-competitor while producing your first five rounds, as long as the type of format does not preclude your participation.

It is important that all rounds of golf played, both at home and away, good or bad, be posted to the PNGA system. This is required in order to assure fairness for all members in our Association's competitions. The PNGA handicap system disregards unusually high scores that bear little relation to the player's normal ability. And, the system also makes it difficult for a player to obtain an unfairly large handicap increase in any revision period. The PNGA system is available for posting from April through November. In the winter months it is not used in order to avoid undue distortion of handicaps due to possible poor course conditions or inclement weather.

HOW TO POST

AT PORT LUDLOW. When at Port Ludlow use the computer terminal located in the clubhouse to post your score. For information on how to post into the computer, consult the writing on the subject available at the computer station. If you need additional help one of the Pro Shop staff or a member conversant with posting can assist you. After posting your score, check your record which appears on the computer screen to make sure you have posted correctly. If there is an error, record the problem and the correct information in the log book provided at the computer station. Your entry will then be corrected in the near future by a member of the Pro Shop staff.

AWAY FROM PORT LUDLOW. Use the computer at the other course, or wait until you return to Port Ludlow and post your scores into the computer at that time. You may also post your scores online at the GHIN website.

APPENDIX C

OTHER GOLFING INFORMATION

Greens Committee Chairman. The PLMGA Greens Committee Chairman is appointed by the Association's President and approved by the Board. Although not a requirement, he will usually be one of the elected officers of the Association. The Greens Committee Chairman will sit on the PLGC Greens Committee. That committee establishes local rules pertaining to play and evaluates the playing condition of the course, making decisions on recommendations for improvement in conditions that are detrimental to play. Our Greens Committee Chairman acts as a conduit between our membership and PLGC's Director of Golf and Greens Superintendent. As such, he assures that the desires and recommendations of our membership are presented to the PLMGA Greens Committee Chairman. He also arranges for special pin and tee placement for our events and performs other duties as may be assigned by the President. The Greens Committee Chairman may appoint another member to assist him in his duties. The Chairman will report at the Board meetings on the activities of the PLGC Greens Committee.

Captain's Responsibilities. Scorecards to be used in scheduled competition will be provided by the Pro Shop Staff. They will be available at the Pro Shop desk during check in. The first name listed on the card is considered Captain of the foursome. His responsibilities are as follows:

- (1) Keeping score.
- (2) Knowing the format of that day's competition, and reviewing it with the members of his group.
- (3) Enforcing the rules of golf and rules for the day.
- (4) Turning in a properly totaled and completed card to the Tournament Chairman immediately after the round.
- (5) Ensure that all players are aware of their adjusted scores for posting. Each player is responsible for posting his score.
- (6) To ensure speed of play make sure his group stays up with group ahead.

Should the Captain observe or be informed by any member of the foursome of a possible infraction, he is responsible for discussing it with the player involved. In so doing he should make sure that the Player's score is in accord with the rules. In case of dispute, the Golf Professional will be the final authority concerning the USGA Rules of Golf or any local rules. If the problem involves the competition format or special competition rules, the Tournament Chairman will be the final authority.

Course Play. PLGC Management will establish whether winter or summer rules are to be played. They will also establish the rule of the day for driving golf carts on the course.

Always observe this rule of the day. On some days, driving on the grass areas of the course is not allowed. On other days, it is either allowed without restriction or it is allowed only if done at right angles to the cart path opposite your ball position (90-degree rule). On all days, drive on the cart path as much as you conveniently can, and avoid muddy places, water puddles, and any places that might cause injury to the course or personal injury to you or others.

Slow Play. We want to do as much as we can to eliminate slow play. To this end, the membership has adopted the following "Slow Play Policy":

Target times for completion of a tournament round have been set at 4 hours and 45 minutes.

The first group off must complete their round within this time frame, or each player or team in the group will receive a one-stroke penalty.

Subsequent groups must finish within the established time frame or within the established tee time differential plus 3 minutes of the group immediately ahead of your group. For instance, if there are 9 minutes between tee times, your group must not be more than 12 minutes behind the group in front, if your target time has exceeded the time frame for the course combination you are playing, or each player or team in your group will receive a one-stroke penalty.

A specified clock will be used to check the time of each group. As soon as your group finished, immediately record your time of completion from this clock.

In order to make sure your group is not penalized, each player should adhere to playing practices, which will expedite play. In general, we play ready golf. If a player whose turn it is, is not ready to hit his tee shot, others in the foursome can do so as long as it's done in a courteous manner. Slow play can be reduced if each player moves to his ball and is ready to play as soon as he can safely make his shot.

Line up your putt as you walk to the green and while others are putting. Always play a provisional ball if your ball may be lost or out of bounds (see Rule 27). Observe the PLGC's five-minute maximum rule for searching for a lost ball. Ball hawking during tournament play is prohibited. Looking for golf balls other than those of members of your own foursome slows play and is disruptive to others in the foursome and is forbidden.

Also, if you are riding in a golf cart and park some distance from your ball, size up the distance to the green as best you can while at your cart. Then take several extra clubs with you to save a trip back and forth to the cart. This saves a lot of time.

Guest Play. Arrangements must be made for guest play through the Tournament Chairman.

Private Property. Golf balls are not to be retrieved if they fall on private property during play. Please have respect for the private property of those homeowners contiguous to the golf course. Any ball laying on private property is out-of-bounds. In the event of damage to homes adjacent to the golf course, it is the golfer's responsibility to contact the homeowner and make arrangements for replacement of glass or repair to buildings or gardens. The golfer's homeowner insurance policy may accept responsibility for the damage.

Rule Clarifications. At Port Ludlow we have certain course rules that pertain to the areas that are maintained with bark and/or flowers that are indicated by a green stake. The rules relative to these green staked areas, are as follows: You are entitled to a free lift, if they interfere with your ball or your stance. Find the nearest spot that gives you complete relief, no closer to the hole, and drop within 1 club length of that spot.

Under the circumstances, you are not entitled to free relief if interference by an immovable obstruction would occur only through use of an unnecessarily abnormal stance, swing or direction of play. Under this situation, you can either play the ball as it lies or take relief and a penalty of one stroke, dropping the ball within two club lengths of the spot giving you complete relief, no nearer to the hole. If you take relief whether free or under penalty, you must take complete relief.

Special Golf Awards. \$100 in cash and a trophy or plaque will be provided to any member making a hole-in-one or shooting his age (gross score, no concessions) during any scheduled Association play. Scheduled play includes regular weekday play, other scheduled tournaments including home and home tournaments, the President's Cup, the PLMGA Championship, or play-offs of scheduled tournaments. Eligibility requires that the event is witnessed and attested by all members of the group. A player shooting his age is eligible for the award only once. We also award a plaque each year to the Association's most improved golfer based on handicap reduction. And, we inscribe the name of any member shooting a hole-in-one anytime at Port Ludlow Golf Course on a plaque in the clubhouse.

Service Award. The Board has established a very special award, which is meant to exemplify the essence of what we strive for at Port Ludlow. The first recipient of this award was Len Hunton. His name is established as the name on the Award. The Len Hunton award is given annually to a member of our Association based on the following criteria: (1) His contribution to our Association; (2) his continued support of the game of golf; and (3) his exemplary sportsmanship. A committee appointed by the President selects the recipient. The President chairs the committee. And, if possible, the committee will include several past recipients of the award. The presentation is made at the annual awards banquet. The award is presented by the immediate past recipient, if he is available.

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