



PGA

Pacific Northwest Section
Central Washington Chapter

Tournament Rules and Regulations

Revised January 2019

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AS AMENDED BY THE TOURNAMENT COMMITTEE AND APPROVED BY THE BOARD OF DIRECTORS, ON

CENTRAL WASHINGTON CHAPTER OF THE
PROFESSIONAL GOLFERS’ ASSOCIATION TOURNAMENT & PRO-AM TOURNAMENT OBJECTIVES AND GOALS

OBJECTIVES

- To promote the game of golf and the image of the PGA Professional.
- To enhance the financial stability of the CWC. PGA by conducting successful tournaments.
- To provide a positive competitive golf experience for Professionals and Amateurs.
- To provide an opportunity for the Professionals to spend quality time with their members and patrons.
- To promote the courses and the communities where the tournaments are played.
- To provide a vehicle for sponsors and advertisers to promote their products.

GOALS

- Maintain profitability from each Pro-Am Tournament.
- To insure that the Pro-Am tournament rounds are played in four (4) hours and thirty (30) minutes, or the time designated by the Tournament Committee.
- Strive to have a full field of professionals and teams at each tournament.
- Generate financial reward for both the course and the community, hosting the tournaments.
- To maximize sponsorship and advertising opportunities, enabling us to achieve our objectives and goals.

CENTRAL WASHINGTON CHAPTER TOURNAMENT RULES and REGULATIONS

AUTHORITY

The Tournament Director of the Chapter, with the approval of the Board of Directors, shall have complete control of the CWC Pro-Am Series events.

ELIGIBILITY

Professionals must be individuals in good standing with the Central Washington Chapter of the Pacific Northwest Section of the PGA of America to compete in CWC PGA events. Furthermore, they must be either class "A" members, life members, and PGA Associates. (see III (3)) and their primary employment is at a PGA recognized golf facility within the CWC. Individuals classified as "Life Members Retired" who reside within the Central Washington Chapter will be eligible to play in CWC PGA events.

Class "A" member professionals who are unemployed prior to the 1st Pro-Member may still submit a Pro-Am selection form. The professionals playing eligibility will run concurrently with their Section Playing Privileges; provided that their primary occupation remains in the golf industry. Eligibility for playing privileges under this provision shall be determined by the Chapter Executive Director. Decisions rendered by the Executive Director may be appealed to the Board of Directors of the Central Washington Chapter of the PGA.

Non-Member professionals who are unemployed prior to the 1st Pro-Am event may still submit a Pro-Member selection form. If the Professional is still unemployed two weeks prior to the first Pro-Am event the Tournament Director will cancel the times and return them to the waiting list.

Amateurs participating in a Pro-Am event, must be at least 18 years of age and out of high school and have a current U.S.G.A. handicap, with scores posted in the prior six (6) months.

Class "F" or Reserve members will not be eligible for any Chapter events.

Non-Member Head Professionals - Persons who are hired as Non-Member Head Professionals at PGA Approved Facilities within the Central Washington Chapter must become registered Associates with the PGA before they will have Chapter playing privileges. This could preclude a facility from hosting a Pro-Am or receiving amateur credit from Chapter events at their facility.

Any CWC Professional will be ineligible to participate in CWC Events if they have fines that are unpaid. Exception: C.W.C. PGA may determine eligibility for out-of-season events.

CONDUCT and DRESS

Conduct of all players must be in accordance with the rules of the tournament and the host club. Such acts as malicious damage to the golf course or club, throwing or breaking of golf clubs, loud or crude language, public criticism of the P.G.A., the Pacific Northwest Section PGA, the Central Washington Chapter of the PGA, the Chapter Staff, the host club, the sponsor, the course, or the tournament will not be tolerated and will result in disciplinary action as set forth in Section XI of these regulations.

Professionals will abide by the P.G.A. "Code of Ethics" and at all times conduct themselves as befitting a PGA Professional.

Dress of professionals and amateurs will be in accordance the dress code established by the Central Washington Chapter P.G.A.

CWC Dress Code: Professionals and amateurs must have a golf specific shirt (collared or mock), slacks, skirts or mid-thigh length golf shorts, no sweat pants, or denim, and wear no metal spikes. Failure to observe this provision will result in a twenty-five dollar fine (\$25.00) to the Professional. Re-occurrence of the same violation could result in disciplinary action as set forth in Section XI of these regulations.

ENTRY FEES

Entry Fees will be adjusted per individual event as necessary to reflect the inclusion of amenities such as, but not limited to, golf carts, range balls, and meals.

All entry fees must be paid via credit card online by the competing PGA Professional or Associate. The Central Washington Chapter Tournament Committee, subject to approval by the C.W.C. PGA Board of Directors, will determine entry fee amounts for tournaments, other than regular Pro- Am events. At a Pro-Am event each Professional is responsible for fielding a full team. If they are unable to fill the team the Tournament Director must be notified as soon as possible, to assist in filling the team. If they are unsuccessful in filling the team, the players present may participate, provided that the Professional has enough players to participate in the team game. Professional will be responsible for the entry fee of a full team

PAIRING and STARTING TIMES

Pro-Am times will be set at the beginning of the golfing season. Group size and scoring format may vary.

The host course may receive up to six times (three per pro), if requested, prior to selection process. Players requesting times will be assigned the nearest available time. Travel time will be considered.

A PGA Member Professional who leaves their position for another position, at a PGA recognized facility within the Chapter, takes their times with them. If a Professional leaves the Chapter, their times are forfeited. If a PGA Member leaves their position, their playing privileges shall run concurrently with their Section Playing Privileges. Should a non-member professional leave their position they will be granted a six (6) week grace period where they retain their Pro- Member times, after this grace period, those times will be forfeited as stated in Section II, ELIGIBILITY. Action on these forfeited times will be at the discretion of the Tournament Committee.

Those requesting a time during the year may call the Tournament Director prior to the event or access ForeTees to select an available time.

The Executive Director is responsible for keeping a waiting list for both Professionals and Amateurs, and a list of the time and date of Professional cancellations.

Members and Associates that become eligible during the year may request tee time as in #6 above. Waiting list status is determined through the Pro-Am selection process, then on a first come, first served basis.

Cancellation of Starting Times, Withdrawal, Lateness.

A professional may give their time to any eligible professional at their facility. Canceled times are returned to the waiting list. Times may be canceled or changed without consequence 6 days prior to the event. Professionals cancelling times within 6 days of the event will incur a fine of the full team entry and must notify the Executive Director.

A professional failing to show up for their tee time without notification will be subject to a fine equal to the total team entry fee.

The Executive Director shall have the authority to change Pro- Am Tee Times by ten minutes (10) earlier or twenty (20) minutes later as necessary to enhance the field and/or competition. Professionals are to be notified of changes not later than 12:00 noon the day prior to the event. A representative "grace period" will be granted to those teams that notification of the change was not confirmed.

Withdrawal during an event will be permitted only in the event of illness or physical disability requiring medical attention or in the case of serious personal emergency. The player must notify the Executive Director, or his appointed representative, and appropriate officials immediately upon withdrawal and within fourteen days submit to the CWC Executive Director a written explanation of the circumstances.

Appeals of fines must be in writing, and directed to CWC Executive Director within ten days of the event.

The fine must accompany the written appeal and will be held until the appeal is heard. A decision on the appeal will be made by the CWC Board of Directors within fifteen days of the receipt of the written appeal. Any appeal to their decision must be made in writing within ten days of receiving notice of such decision. The Central Washington Chapter Board of Directors at the scheduled fall annual board meeting will hear the second appeal.

SELECTION PRIORITY

Priority for the season events shall be determined by the individual's participation in Pro-Am events the previous year. Professionals shall receive one (1) point for each event that they participate in, one-half of a point ($\frac{1}{2}$) for each second team that they have at an event. First year Head Professionals, that are new to the Chapter, will receive a priority ranking in the middle of the total number of selection sheets returned as of the appointed date.

All professionals representing facilities declining the opportunity to host a CWC Pro-Am event will receive the lowest priority ranking in the selection process for that calendar year.

In the case of a tie, as determined by the aforementioned policy, the following steps will be used:

1. PGA Members who are Head Golf Professionals hosting a CWC sponsored event for the current year.
2. PGA Members who are Head Golf Professionals at other approved facilities and non-member
3. Head Professionals hosting a CWC sponsor event for the current year.
4. All other PGA Members.
5. Host Professional's Associates.
6. Associates to P.G.A. Members at other courses and non- member Head Professionals with playing privileges.

Selection sheets are to be delivered to the Chapter Office in accordance with the annual procedure as determined by the Board of Directors.

First selection: Each Professional will receive one time, according to priority, for his top 10 selections, if available.

Second selection: Each Professional will receive the remaining priority times on their selection sheets.

PROFESSIONAL'S RESPONSIBILITIES AT PRO-AM AND OTHER CHAPTER EVENTS.

Each professional will be allowed to compete with three teams. The professional, (if they have two teams) will play the first of the two nines with one group and the second of the two nines with the second group. If the professional has 3 teams he or she will play the first 6 holes with first team, the second 6 holes with the second team, and the thirds 6 holes with the third team.

Each professional is required to pay via credit card online for his entire group. Players paired together on the official Central Washington Chapter scorecard will constitute a team. Professionals will keep team and amateurs official scorecard. The scorecard must carry the signatures of the professional and at least one amateur per team. Failure to return the card to the scorer's table within fifteen (15) minutes following the completion of the round may be subject to a fine as determined by the CWC Board of Directors. No score can be counted unless proper scoring procedure has been followed. In the case where a Professional has more than one team, the score card for the first team ("A" or first tee time) will be considered the Professionals official score card.

The golf professional is responsible for having all members of his group(s) at the tee at the appointed time. (Rule 5.3a) However, on the day of the tournament if a professional notifies the Tournament Director, or his representative, prior to their tee time that they will be unable to make their tee time, they will be assigned a later tee time, provided one exists. Furthermore, if the professional and enough members of the group are present to constitute a team they will start at the appointed time. Those members who arrive late may join the group and compete in the team competition only, unless appropriate penalty strokes are applied then individual competition may be played as well.

At events with Shotgun Starts the following procedure will be used:

There will be two air horn signals.

- First - Three short blasts = 10 minute warning, All practice facilities are closed. Proceed to the assigned hole
Players who fail to leave the practice area at the appointed time may be subject to fine as determined by the C.W.C. PGA Board of Directors.
- Second - One long blast = Start of Play, All players are to be at their assigned hole & ready to play
Players who are not at their assigned hole & ready to play will be penalized under Rule 5.3a

The golf professional is responsible for explaining to his amateurs, the dress code policy, and the format of play, any local rules, and that SLOW PLAY IS SUBJECT TO PENALTY. The following should also be explained. Each Group in the tournament must return their signed scorecard (not necessarily completed) to the scorer's table upon completion of their round and within 15 minutes of the group in front of them, or they will be deemed out of position and subject to penalty unless their team is within the time allotment for Pace of Play as established by the CWC Tournament Committee.

The professional in the group will make all rulings and decisions in accordance with the USGA Rules of Golf and Local Rules of Play.

Team competition for regular Pro-Am events is the sum of one Gross and two Net stableford.
Certain events determined by the Tournament Committee will be played as 3 net balls stableford.

The Board of Directors, with input from the Tournament Committee, will determine the competition for the Pro-Am events before the start of the season. For team competition all players will play at 100% of handicap. Professional's maximum allowable will be a index of 10.0. Maximum allowable handicap for amateur Men will be a index of 25.0. Maximum allowable handicap for women will be a index of 30.0. Additionally, ladies handicap will be adjusted higher or lower an amount equal to the difference between the Course Rating, with .5 or more rounding upward. Amateurs will be allowed full handicap in net play, unless otherwise noted.

In addition to the team competition at regular Pro-Am events amateurs will play for both gross and net awards although they may win in only one category and will be paid where they win the highest award.

All net scores of six (6) under par or more will tie for first place Net. Additionally, amateurs with net scores of six (6) under par or more will have their net score adjusted for the team game. Those players will lose handicap strokes on the highest handicap holes, in the amount of the strokes that they are lower than six (6) under par. The U.S.G.A. tie-breaking system will be used to determine individual or team winners of special awards.

Merchandise certificates for amateur players will be forwarded to his playing professional's home club or his home course Pro-Shop. IT IS THE RESPONSIBILITY OF THE PROFESSIONALS TO CLEARLY MARK ON THE REGISTRATION FORM THE AMATEURS HOME CLUB IF DIFFERENT FROM THE PROFESSIONAL'S HOME CLUB IF AMATEUR DESIRES.

The professional will fill out all necessary information on the official scorecard in a LEGIBLE manner. Any card or form not turned in at the appointed time, not completed in its entirety, or is not LEGIBLE will result in the disqualification of all players on the team.

The professional will be responsible for the speed and control of play. Slow play will be defined and dealt with in the following manner.

SLOW PLAY POLICY

The Central Washington Chapter PGA is desirous of completing play of a stipulated round within **four hours and thirty minutes**. A group will be deemed out of position if they have fallen one hole or more behind the preceding group and are not within the stipulated time allotment.

The professional of a group identified as being out of position (1 hole or more behind the preceding group and outside time allotment) will be notified that the group is out of position and that they are required to

get back into position.

First Notification: **Warning (Group asked to regain position)**

Second Notification: **\$25 Fine to the Professional**

Third Notification: **\$50 Fine to the Professional**

Should a fine be levied, said fine can be eradicated if the group closes the position prior to the completion of the stipulated round. The professional must submit an appeal in writing to the Board of Directors, following the round wherein the fine was levied.

Definition: Out of position shall be determined as defined on the Section Hard Card. Additionally, each group will have 15 minutes (or a time specified by the tournament committee) to finish each hole of play during the round. A group that has fallen out of position and has exceeded the time limit will be guilty of SLOW PLAY and subject to penalty

Authority: The Tournament Director, or his appointed representative, will have complete authority in determining which groups are guilty of slow play. The Tournament Director, or his appointed representative, will also inform the Professional responsible for the group that they have been warned or penalized for slow play.

At CWC PGA events the host Head Professional, or their designee, shall be responsible for monitoring the weather conditions and determining when and if play should be discontinued due to weather conditions. If play is to be discontinued:

- One Prolonged Horn Blast - all players are to discontinue play immediately, mark the position of their ball, and come off the golf course (do not finish the hole).
- Two Horn Blasts - resume play

CWC PRO AM SCORING POLICY

All Professional and Amateur Scores are to be returned to the Tournament Director following the completion of the stipulated round. The scorecard requires the signature of the professional and at least one of the competing amateurs. The score for the professional stands as submitted and all applicable rules of golf apply regarding incorrect scores, etc. The scores for the amateurs can be reviewed and corrected until 5:00 PM on the day following the stipulated round or final round if the event is multiple rounds. The score can be corrected by contacting the Tournament Director. After 5:00 PM on the day following the stipulated round the scores will stand and all applicable rules of golf apply regarding incorrect scores, etc. *Note: All professionals should review the scores with each competing amateur following the stipulated round and prior to the submission of the scorecard to avoid possible mistakes.*

PRIZE DISTRIBUTION

The Board of Directors, with input from the Tournament Committee, will set the pay-out schedule for Pro-Am events. Pay schedules for all other Chapter tournaments will be determined by the Tournament Director subject to Board approval. Professionals will be paid by check or via direct deposit for their winnings. Amateur winnings will be sent to their home course via check from PNWPGA Section office to be issued as Pro Shop Credit.

ANNUAL CENTRAL WASHINGTON CHAPTER EVENTS

The Central Washington Chapter of the PGA Board of Directors shall have the discretion to include or exclude any or all of the following events during the calendar year.

Pro-Member Events

Pro-Am Entry fees may be adjusted to offset the cost of amenities included at the events.

Professional's maximum allowable handicap will be the conversion value of a index of 10.0. Amateur maximum handicap limit for men will be a index of 25.0 on individual and team competition and 100% of handicap will be used. Maximum allowable handicap for women will be a index of 30.0.

Additionally, ladies handicap will be adjusted higher or lower an amount equal to the difference between the Course Ratings, with .5 or more rounded upward.

Format will be one (1) professional and three (3) amateurs making up a four-person team/group. Special events may consist of one (1) professional and four (4) amateurs making up a five-person team/group.

There will be a professional purse and individual awards for the amateurs. Both Professional and amateur individual scoring will be stableford. The team Competition is the sum of one gross and two net or the 3 best net stableford points. Events with five (5) person teams will have the format decided upon prior to the event by the CWC. For team competition the amateurs will play at 100% of the allowable handicap.

All participants will play from the designated tee markers.

A player shall determine to be a participant in the event when their ball, or the first ball of their team, is put into play on their starting hole. From that moment forward there will be no refund of entry fees.

The CWC PGA Board of Directors has the right to modify the competitions as deemed necessary.

CENTRAL WASHINGTON CHAPTER MATCH PLAY

Professionals must be currently employed at a recognized PGA golf facility within the Central Washington Chapter at the start of the first round matches. All matches will be conducted on gross play – no handicaps with the exception of the Net Match Play. Notification of the event will be sent to all members of the CWC via email and registration instructions will be included.

Entry Fees will be set by the board of directors with input from the tournament committee.

The Payout will be determined by the CWC Board and may include added monies from the CWC.

Player of the Year Points (both regular and senior) will be awarded to the top finishers of the event based on the CWC Player of the Year Points System. No Player of the Year points will be given for the Net bracket.

CHAPTER CHAMPIONSHIP

Only Central Washington Chapter Professionals in good standing may participate. To be eligible for the added prize purse created through Pro-Am Contributions, each player must have competed in ten days of competition of CWC events at the time of the entry deadline for the Chapter Championship. CWC Board of Director members will get credit for each meeting attended to count as a Pro-Am played.

Note: If the event is open to amateurs, then amateurs must have competed in at least two chapter pro-am events (including out of season events) to be eligible.

Professional's maximum allowable handicap will be the conversion value of a index of 10.0. Format will be two stipulated 18-hole rounds played on consecutive days.

The course yardage for this tournament will be approximately 6,450 for professional and 6,200 for amateurs. Ladies tees will be set at approximately 80% of the men's tees.

The Board of Directors will determine the added money, number and definition of divisions, and assure proper arrangements for the tournament. There may be a Senior Professional Division for professionals fifty years of age and older. The entry fee will be determined by the Tournament Committee with approval from the Board of Directors.

"Chapter Player of the Year" points will be distributed accordingly with the CWC Player of the Year Points as defined in Appendix A.

If a player enters the event and fails to cancel per CWC Tournament Policy (12PM of the third day prior to the event), they may be fined up to one hundred dollars (\$100.00).

A player shall be determined to be a participant in the event when their ball, or the first ball of their team, is put into play on their starting hole. From that moment forward there will be no refund of entry fees.

ANTIGUA CUP

The CWC will host the Antigua Cup as determined by the Board of Directors. The competition will be Professionals verses Amateurs. Eligibility for the players will be determined by the Player of the Year Standings for the events conducted and concluded on the schedule determined by the Board of Directors. The top 10 Professionals and the top 10 Amateurs will be chosen for each team. The format and date for the event will be determined by the Board of Directors in conjunction with the

Executive Director and is subject to change from year to year.

PLAYER OF THE YEAR - Player of the Year will be determined by the CWC Player of the Year Points list as outlined in Appendix A (herein)

SPRING PRO-PRO EVENT

Pro-Pro competition will follow the Spring Meeting if applicable.

Format and payout will be decided by the Board of Directors in conjunction with the Executive Director. Entry fee and added money, if any, to be determined by the Board of Directors.

A player shall be determined to be a participant in the event when their ball, or the first ball of their team, is put into play on their starting hole. From that moment forward there will be no refund of entry fees.

OUT OF SEASON EVENTS

Will be scheduled by the Executive Director and the Board of Directors. The Competition and entry fees for the same will be determined by the Tournament Committee Chairman and approved by the Board of Directors. Each Competition may include a Professional Senior Division if there are three seniors professionals competing in the event. In the Professional Senior Division, the number of competitors will determine the payout. Out of season events may be opened to persons who do not have Central Washington Chapter Playing privileges. The CWC Board of Directors will make that determination.

DUTIES OF THE HOST PROFESSIONAL

Make sure that the golf course is in proper condition and the tee markers are placed for average length (approx. 6200 yds. - par 5's should play at least 500 yds.) and pins are placed for average variation (most accessible hole location in a flat area), bearing in mind the many contestants are medium to high handicap players and also giving due consideration to the stipulated Pace of Play Policy as established by the CWC Board of Directors. The Executive Director will contact the Host Professional approximately one week prior to the event to discuss the aforementioned setup.

Ladies tees will be set on the forward tees. Ascertain the clubhouse facilities are available.

The Host Professional and the course staff will help the Chapter Tournament Director, or his appointed representative, regarding the placement of sponsors signage, flags, markers, etc. on and around the course. At CWC PGA events, the host Head Professional, or their designee, shall be responsible for monitoring the weather conditions and determining when and if play should be discontinued due to weather conditions. If play is to be discontinued:

One Prolonged Horn Blast - all players are to discontinue play immediately, mark the position of their ball, and come off the golf course (do not finish the hole). Two Horn Blasts - resume play

DISCIPLINARY ACTION

Regarding Professionals: In the event that any Chapter Professional violates any of the rules or the Code of Ethics of the PGA or any of the provisions of the Chapter regulations, or conducts themselves in a manner likely to injure or discredit the image of the PGA, they may be subject to discipline under the PGA Code of Ethics.

Regarding Amateurs: The CWC Tournament Director will be responsible for determining all facts concerning alleged misconduct of amateurs. If it is determined that an amateur player has violated any of the Central Washington Chapter rules and regulations concerning conduct during Chapter events, the Board of Directors of the Chapter may by a majority vote to suspend their right to participate in Chapter events. Amateurs may appear in person before the Board to exercise the right of appeal.

Reporting: It is the duty of each member and associate to report any acts of misconduct or violation of the Chapter Rules and Regulations or the Rules of Golf to the CWC Tournament Director. It is the duty of the Tournament Director to report the situation to the best of his knowledge to the Chapter Executive Director.

Failure to report such alleged violations will constitute a violation of these rules and regulations and will be dealt with as provided in Section 1. Of Article XI of these regulations. Any allegation of wrongdoing must be filed in writing and signed.

IT IS THE SINCERE INTENT OF THE BOARD OF DIRECTORS OF THE CENTRAL WASHINGTON CHAPTER PACIFIC NORTHWEST SECTION OF THE PGA OF AMERICA THAT THESE RULES AND REGULATIONS BE OBSERVED BY EACH MEMBER, ASSOCIATE, AND NOVICE IN AN EFFORT TO PROMOTE THE GAME OF GOLF AND THE IMAGE OF THE PGA THROUGHOUT THE AREAS WHICH WE SERVE.

APPENDIX A: Player of the Years Points

Pro-Ams

1.	100
2.	80
3.	70
4.	60
5.	50
6.	40
7.	30
8.	20
9.	15
10.	10

Note: Double Points will be awarded at the chapter championship

Match Play

1.	100
2.	80
T3.	65
T3	65

Senior Match Play

1.	20
2.	18
T3.	15
T3	15

Section Majors (Washington, Oregon, Rosauers, Northwest Open, PPC)

1st Place	100 points
2-10	60 points
11-20 place and ties	40 points
21-40 place and ties	20 points

Pro-Ams (Seniors) *Must be 7 over par or better to receive points

1.	20
2.	18
3.	16
4.	14
5.	12
6.	10
7.	8
8.	6
9.	4
10.	2

Senior Points Section Senior Majors

1st Place	20 points
2-10	12 points
11-20 place and ties	7 points
21-40 place and ties	4 points