



PINEWILD WOMEN'S GOLF ASSOCIATION STANDING RULES

SECTION ONE - PWGA BOARD

I. Membership Dues

PWGA Dues (\$50.00) will be billed to each member's account by January 31, along with the optional Hole-in-One Club (\$10). New members may join at any time during the year. If joining between July 31 and September 30, they will be charged 50% of the annual dues. If joining on or after October 1, dues will be waived. They may elect to join the Hole-in-One Club for \$10, regardless of when they join the PWGA.

II. Transfer of Records

All outgoing officers and Committee Chairwomen shall meet with their counterpart incoming Officers and Chairwomen, as soon as possible after the annual election but before December 31, to transfer all records and reports pertinent to their areas of responsibility. The outgoing and incoming Treasurer and President shall meet together to transfer the financial records and assure that all accounts are current and correct.

III. The President's Gift

In an effort to support our Pinewild Golf Shop, a gift certificate may be presented to the outgoing President.

IV. Special Events Committees

- A. Whenever possible, one of the co-chairs of each event will carry over to a second year to give continuity to the event.
- B. All committees in preparing for a tournament will use the Tournament or Event Planning Worksheet located in the PWGA Portal under General Information.
- C. Special Events Committees will adhere to the budget they are given by the Board. If additional funding is required, the request must be presented to the Board.
- D. Information concerning upcoming special events will be announced by email blast by the Chairs of those events. They should also notify the Golf Shop so they can load it on the electronic bulletin board in the locker room.
- E. Expense vouchers for all events shall be turned into the Treasurer.
- F. Event directors/chairwomen are expected to attend at least one Board meeting prior to their tournament.
- G. After each event, the chairperson(s) shall write a report of the event. The report shall be filed in the Event Book, with a copy to the President.
- H. The "official" scoring responsibilities at all special events (e.g. Holly/Pines, PWGA Guest Day, etc.) are the responsibility of the particular committee and not the Tournament Director. The Tournament Director may be asked to assist in the scoring/clarifying scoring rules.

SECTION TWO - PWGA GOLF GUIDELINES

I. Golf Year

- A. The formal tournament/play day season runs March 1 through November 30 with organized play.
- B. The informal play day season runs December 1 through February 28 with no organized play.

II. General Guidelines for PWGA Play

- A. The maximum handicap used for play days and tournaments/special events is forty (40) regardless of the player's established handicap.
- B. Pinewild CC Local Rules are in effect for all PWGA play day events, unless otherwise noted by the Event Committee.
- C. Players must putt out unless they are out of the game and there is no individual score.

- D. Lift, clean and place is in effect if the entire course is "cart path only." Other situations will be individually identified on play days.
- E. Scorecard Playoff Guidelines - the USGA Sequence for Tie Breakers will be used: last 9 holes, last 6 holes, last 3 holes, and finally the last hole. Refer to USGA Rules, Committee Procedures 5A(6).
- F. To make it an official PWGA play day, at least 20 members must sign up and start the game and a minimum of 12 players must complete the round for the game to be valid as well as to recognize birdies, chip-ins and ringers.
- G. Use of cell phones for personal use during PWGA play is discouraged. Cell phones may be used to enter scores when utilizing Golf Genius.
- H. At the direction of the PWGA, the Golf Shop will not honor pairing requests.
- I. Code of Conduct - The PWGA may review golf course etiquette with a member if warranted. Each member is expected to conduct herself in a manner that supports good sportsmanship, good fellowship and respect for individual dignity. Each member is also responsible for the promotion and integrity of the traditions and best interests of the game of golf and the welfare of this organization. Failure to comply could result in disciplinary action (see Addendum 1).

III. Tournament Director and Assistant Tournament Director/Tournament Director Elect responsibilities

- A. Tournament Director will:
 1. Administer and coordinate weekly play day games with the Pro Shop to include game information, tee times, and any changes or cancellations as needed.
 2. Collaborate with the Golf Shop to determine weekly game winners and prize distribution as appropriate.
 3. Send play day results and related information to the membership and to The Pilot.
 4. Keep membership informed of upcoming games and any schedule change that may occur.
 5. Adjudicate any complaints that may arise concerning play days.
 6. In conjunction with the Golf Shop, resolve scoring disputes or questions that may arise during play days.
 7. Work with the Assistant Tournament Director/Tournament Director Elect in order to familiarize her with duties and ensure a smooth transition to the upcoming year.

- B. Assistant Tournament Director/Tournament Director Elect will:
1. Assist Tournament Director as requested and necessary.
 2. Maintain ongoing weekly record of Shoot Out points awarded to members.
 3. Develop annual schedule for the upcoming year of all formal tournaments/play days and special events.
 4. Coordinate dates with appropriate committee chairwomen and management for the upcoming year of all PWGA tournaments, Inter-club I and II, Pinetop, and Tar Heel leagues for inclusion on published schedule.
 5. Coordinate final schedule with Pinewild Golf Management and the Board. The Golf Shop will then post via Golf Genius.

IV. Regular Play

- A. Regular play days are on Tuesdays.
- B. Must have 20 players at the start of the round and 12 players to complete 18 holes for the game to count.
- C. Play day formats are primarily:
1. Peer Play: Play with members of similar handicap.
 2. ABCD: Teams consist of one A, B, C and D player. Based on handicap level.
 3. AB and CD: AB players are paired together in foursomes, and CD players are paired together in foursomes. Based on handicap level.
 4. Other formats may occasionally be used for special play day events.
- D. Sign-Up Procedure:
1. Access is via Golf Genius.
 2. Begins Monday at 12:00 p.m. the week prior to the play day and closes on Monday at 12:00 p.m. the day prior to the play day.
 3. Pairings will be posted on Golf Genius on Monday afternoon. Players should always check the website the evening before the play day for changes.
- E. Official Scoring and Completion of Play:
1. The official scorecard will be kept using the Golf Genius app.
 2. A preprinted scorecard will also be used to compare with the official Golf Genius scorecard.
 3. At the conclusion of play, players will confirm with the Golf Shop that the official Golf Genius scorecard is correct. They will also turn in the preprinted scorecard, signed and attested.

4. Play day scores, birdies and ringers (when counted) will be posted via *Golf Genius*.
5. Players will record chip-ins (when counted), attested by another player in their foursome, in the book located in the *Golf Shop*.
- F. Cancellation Policy: If a member cancels participation after sign-up has closed, the PWGA member will still be charged the play fee unless there are extenuating circumstances (such as a personal emergency or illness). If a member must cancel after sign-up has closed, she must contact the golf shop.
- G. Game Results: Weekly game results will be emailed to the membership by the Tournament Director usually within 24 hours of the completion of the event. Winnings should be in the Credit Book within one week.
- H. Inclement Weather: Scheduled play may be cancelled by Management or by the Tournament Director when weather or course conditions will not permit the field to complete play. **Players have the right to cease play when, in their judgment, lightning or severe weather pose a threat.** However, if a player decides on her own to abandon play, she will not have an individual score for prize consideration.

V. Special Events and Tournament Play

- A. Player must be a PWGA member to participate in PWGA events and Additional Tournament play.
- B. World Handicap System will be used. The handicap index at the closing time of the event will be used.
- C. If a member has to cancel after the posted deadline from a PWGA sponsored tournament and there is a replacement(s) on the wait list, the member who is canceling will be refunded her money.
- D. The PWGA conducts the following events and tournaments during the playing season which are independent of regular play days:
 1. Opener: Usually an opening breakfast and meeting followed by unofficial play, weather permitting.
 2. PWGA/Pinewild Azalea League (PAL) Mixer: Mixer between members of the two associations. Usually a nine-hole event with lunch. Host alternates annually.
 3. Holly Challenge: Two-day net tournament in which members compete as four-person teams.
 4. Think Pink: Charity tournament in which donations are collected to benefit a breast cancer charity.

5. Holly versus Pines: Field is divided into two teams named Holly and Pines. Teams compete against each other to determine the winning team. This is a fundraiser for *LPGA Girls Golf*.
6. Solheim: Two-person team, multi-day tournament with mixed format which may include: four-ball, modified alternate shot and scramble.
7. North Carolina State Play Day: The North Carolina Women's Golf Association (NCWGA) peer play net tournament played in conjunction with a regular play day event. The low net winner will receive a charm from the NCWGA.
8. PWGA Guest Day: Tournament with members and invited guests.
9. Shoot-Out: End of year 4-hole net competition following play on the first 14 holes, among the 8 players with the highest prize money awarded during the season. Play will be from the individual player's designated tee.
10. Closing: Usually a luncheon and business meeting with awards presentation.

VI. Additional Local and Regional League Play:

Player must be a PWGA member to participate in league play. World Handicap System will be used. Players' club accounts will be billed. All sign-ups are via *Golf Genius*.

Pinetop:

A. Tournaments:

1. Pinetop plays monthly April through September, with players from six local clubs.
2. Each club may send up to 12 players who play for points and prizes, and 4 alternates, who do not play for points or prizes unless they are replacing a player in the original 12.
3. If more than 12 players sign up, a lottery is conducted to determine the first 12 players who will play for points and prizes. The next 4 players will be alternates, and could substitute and play for points and prizes if one of the original 12 players cancels. If there are additional golfers, they will be alternates, as long as the host club can accommodate more than 16 golfers.
4. Sign-up is 4 to 6 weeks before the tournament. Sign-up closes 7 days before the play date.
5. Handicap index is limited to 40 or less.

6. In case of inclement weather, each club has an inclement weather policy for golf that will be invoked if needed. All clubs are contacted and the majority must agree to cancel. However, in all cases, lunch will be served (usually at 12:30), and players are encouraged to attend.
- B. Chairwoman Responsibilities:
1. Discuss Pinewild playing date with the Golf Shop in the Fall before the calendar for the following year is finalized.
 2. Attend Fall and Winter meetings with officiating club and obtain all pertinent information regarding all play dates, and notify tournament chairs.
 3. Provide the Head Pro with tournament sign-up information for posting on the electronic bulletin board.
 4. Submit appropriate paperwork and fees to the host club 7 days before the play date.
 5. Maintain records of tournaments.
 6. Coordinate Pinewild tournament with the Golf Shop and arrange luncheon.

Interclub I and II Team Matches:

- A. Tournaments:
1. All PWGA members may sign up to participate in Team play. Current handicap must be 25.0 or less for Interclub I and 30.0 or less for Interclub II.
 2. A minimum of 8 rounds must be played/posted on the player's home course(s) in the current year prior to the week before the first team match she plays. Additionally, a minimum of 2 rounds (at least one on the Holly or the Magnolia) must be played/posted in the 4 weeks prior to the week the team is chosen. (applies to IC I only)
 3. The 8 PWGA members with the lowest indexes of those who sign up indicating availability will comprise the Interclub I team.
 4. The next 8 PWGA members will comprise the Interclub II team.
 5. To ensure accuracy of scores and player improvement, it is strongly **encouraged that all players use hole-by-hole posting**. To confirm birdies made, **CIRCLE** the individual hole on the score card.
 6. Although the USGA suggests a concession of a "5" foot putt, whenever possible (without undue delay of game), **putt everything out**. Always expect to hole out everything in a match.
- B. Team Captains Responsibilities:

1. Coordinate Pinewild playing date with the Golf Shop in the Fall before the calendar for the following year is finalized.
2. Contact the clubs involved and give them Pinewild's cart cost and tee times.
3. Post signup 3 weeks prior to the match. Signup closes one week before the match. Select teams starting with the lowest handicaps, then email everyone who signed up.
4. Maintain records of matches.
5. Ensure all IC players know the difference between match play and stroke play rules. Review these differences so all players are confident on how to proceed if a rules situation occurs.

Tar Heel Women's Golf Association:

A. Tournaments:

1. Individual play with a maximum handicap index of 32.9.
2. A lottery will be conducted in the event a tournament is over subscribed.

B. Chairwoman Responsibilities:

1. Coordinate Pinewild playing date with the Golf Shop in the Fall before the calendar for the following year is finalized..
2. Obtain playing schedule from officiating club.
3. Post playing times and dates.
4. Maintain records of tournaments.
5. Coordinate Pinewild tournament with Golf Shop and arrange luncheon.

VII. Score Posting:

- A. Players participating in Interclub and Tar Heel events are responsible for posting their own score. For Pinetop events, Golf Shop will post the score.
- B. Equitable stroke control (ESC) should be applied to the score.

SECTION THREE - PWGA AWARDS

I. Hole-in-One Club

- A. The PWGA Hole-in-One Club runs from January 1 to December 31.
- B. In order to be valid, the hole-in-one must be made on either the Magnolia or Holly course in an 18-hole regulation round, and witnessed by at least two additional people, one of whom may be a spouse.

- C. Anyone making a hole-in-one is to notify any Board member, who will then notify the Treasurer, Vice President and Tournament Director.
- D. The individual will receive \$100 at the time of the hole-in-one.
- E. At the end of the calendar year, the remaining Hole-in-One Club funds will be distributed evenly among those who made a hole-in-one.
- F. In the event of a shortfall of funds to pay all holes-in-one, money will be supplemented from the General Budget to cover said shortfalls.
- G. The Hole-in-One money will be administered by the Treasurer and will not be co-mingled with any other PWGA funds.

II. Year-Long Competitions

The PWGA conducts several competitions that run through the formal season with end-of-year awards. Prior to the end of the year, the Vice President shall appoint Birdie, Chip-In and Ringer chairwomen to administer those competitions for the upcoming year. The Shoot Out and Most Improved Player awards will be administered by the Tournament Director.

- A. Birdies: Counts total birdies made by each member during the season. Recorded by the Golf Shop and coordinated by the Birdie Chairwoman. Chairwoman will determine flights and winners for end-of-year awards.
- B. Chip-ins: Counts total number of chip-ins for each member for the season as recorded and attested in the Chip-In Book located in the Golf Shop. Coordinated by Chip-In Chairwoman, who will determine winners for end-of-year awards.
- C. Ringers: Counts cumulative lowest gross score on each hole throughout the season resulting in a total 18-hole score for each member. Recorded by the Golf Shop and coordinated by the Ringer Chairwoman. Each member is eligible to win the following: one Holly Ringer (red or green tee) and one Magnolia Ringer (red or green tee). A member may win both the Holly and Magnolia Ringers within their flight.
- D. Shoot Out: Weekly winners are awarded points based on placement in the weekly play day games. The Shoot Out winner will be awarded free dues for the following year.
- E. Most Improved Player Award:
 1. To qualify for the Most Improved Player award:
 - The player must have been a PWGA member from the Opening meeting to the Closing meeting.

- A minimum of 40 rounds must have been played from the first play date to the last play date. Rounds played away from Pinewild may be included in the required 40 rounds.
 - The player must have played in at least 12 PWGA play days during the formal season.
 - Tar Heel, Pinetop and Interclub events played on a Tuesday play day may be included in the 12 required scores.
2. Most Improved Player award will be calculated by the Golf Shop using the USGA guidelines for this award.

SECTION FOUR - PWGA WEBSITES

The PWGA utilizes two websites for daily communication and event use:

- I. The Pinewild CC Website: This website is maintained by the PCC management for the club membership. It contains a link to the PWGA for use by the PWGA membership for play day and event information and signup. To access it members may go to pinewildcc.com or *Golf Genius*.
- II. Webmail: The PWGA has a webmail account through Rackspace, which is used to communicate with the PWGA membership. Access to input information on this website is limited to the President, Vice President and Tournament Director. Other users may be authorized as needed and approved by the President.

Approved by the Board:

1. October 28, 2021
2. August 13, 2022
3. October 17, 2022
4. August 15, 2023