



# PGA

Pacific Northwest Section  
Inland Empire Chapter

# Inland Empire PGA Rules & Regulations

## I. Authority

The Tournament Committee and Tournament Director oversee the scheduling, formats and regulations for all Chapter Pro-Ams and Tournaments. Decisions of the committee are subject to review by the IEPGA Board of Directors.

The Pro-Am Rules Committee shall be comprised of the Tournament Chairman, the Host Professional (or PGA affiliated) designee and an on-site member of the IEPGA Board of Directors at any given Pro-Am or Chapter event. If a member of the Board is not available, one shall be located if possible by telephone. If a member of the board cannot be reached, a Professional-at-large shall be selected by the Tournament Director to participate in making any necessary rules decisions. Rules committee decisions shall be final as of the day of the event; decisions may be appealed to the IEPGA Board of Directors.

## II. Eligibility

### **A. Golf Course**

IEPGA Pro-Ams will be held at 18 hole courses only except for Pro-Junior events. Courses must be willing to host an IEPGA event as requested by the Chapter Board of Directors and Tournament Director. Pro-Ams will not be held at courses where a PGA affiliated person is not employed. The host course must provide a PGA Professional for the entire event, violation of this will result in an automatic \$100.00 fine. A facility must be USGA recognized and rated to be eligible for hosting an event.

Pro-Am scheduling will occur in November for the following season and must be finalized and sent to the section office by December 1st. Head Professionals of 18 hole courses may contact the Tournament Director prior to November 15th to confirm their preferred date the next year.

### **B. Golf Professional**

The Professional must be PGA affiliated with Inland Empire Chapter of the PGA, must be in good standing with the IEPGA and PNWPGA, must meet all sectional and national employment and playing criteria and must meet Pro-Am selection criteria as outlined on Page 4.

All money won by Amateurs in IEPGA Pro Am Events will be paid to the golf course that the Professional is representing. In the case of an unattached Professional, money shall be paid to the course where his or her handicap is held if that facility employs a PGA Professional. If the facility does not employ a PGA Professional, then that Amateur's winnings will be sent to the host course for that event. Amateur winnings from Professionals whose courses are not willing or able to host an event will be posted at the host course for each event.

Class "F" or inactive members are not eligible to play in any Chapter events.

### **C. Amateurs**

All amateurs participating in Pro-Ams must have a valid, current and verifiable index. Amateurs must be 18 years of age and must also have completed their high school eligibility requirements, except in the Pro-Junior event. Amateurs must be at least 50 years of age for the Pro-Seniors Events.

### **D. Handicaps**

Permanent indexes will be used, no temporary indexes/handicaps will be allowed. Indexes must be verifiable at the site of the event. Amateurs must play to their current index.

Handicap limit for individual play will be 36 for open, men's and senior events, 40 for lady events.

Maximum handicap in the team event shall be 90% of the players 18-hole handicap for all events.

Professionals are responsible for accuracy of USGA GHIN #'s and Indexes used in Pro-Ams. We will follow the USGA's reduction formula for all pro-am events. The tournament committee and board of directors reserve the right to adjust handicaps.

Home course adjustments to player handicaps may be honored by the IEPGA for events.

### **E. Close of Competition**

As stated on the Inland Empire PGA Chapter hard card and local rules sheet at every event. The competition is deemed to be closed after a champion is announced, all scores are posted and the committee has approved the results. For the purpose of Pro-Am events, all these conditions will be deemed as met once the results post is posted to the IEPGA website.

#### **Rule 6-2b**

In any round of a handicap competition, the competitor must ensure that his handicap is recorded on his score card before it is returned to the Committee. If no handicap is recorded on his score card before it is returned (Rule 6-6b), or if the recorded handicap is higher than that to which he is entitled and this affects the number of strokes received, he is disqualified from the handicap competition; otherwise, the score stands.

Note: It is the player's responsibility to know the holes at which handicap strokes are to be given or received.

#### **Rule 34-1b**

In stroke play, a penalty must not be rescinded, modified or imposed after the competition has closed. A competition is closed when the result has been officially announced or, in stroke plays qualifying followed by match play, when the player has teed off in his first match.

Exceptions: A penalty of disqualification must be imposed after the competition has closed if a competitor:

- (i) was in breach of Rule 1-3 (Agreement to Waive Rules); or
- (ii) returned a score card on which he had recorded a handicap that, before the competition closed, he knew was higher than that to which he was entitled, and this affected the number of strokes received (Rule 6-2b); or

- (iii) returned a score for any hole lower than actually taken (Rule 6-6d) for any reason other than failure to include one or more penalty strokes that, before the competition closed, he did not know he had incurred; or
- (iv) knew, before the competition closed, that he had been in breach of any other Rule for which the penalty is disqualification.

#### **F. Event Types Defined; Amateur Participants**

**Open:** These events are open to both men and women. Teams may be comprised of any mix of men and women up to the maximum of 4 amateurs. Adjustments to handicaps may be made based upon the difference in the course rating of the men's and women's tees at the designated course.

**Men's:** Men only may play in these events; maximum of 4 amateurs per team.

**Women's:** Women only may play in these events; maximum of 4 amateurs per team.

**Senior's:** Men and women at least 50 years of age may participate. Teams may be comprised of any mix of men and women up to the maximum of 4 amateurs. Adjustments to handicaps may be made based upon the difference in the course rating of the men's and women's tees at the designated course.

**Junior's:** Boys and girls ages 8-17 as of the event date may participate in these events. Separate divisions for girls and boys will be maintained, further separated by age ranges. Handicap adjustments may be made for the team game based upon the difference in the course rating of the men's and women's tees at the designated course. Teams for this event will be comprised of two juniors and one Professional.

There will be an equal number of men's, women's and senior events each season. There will be one Pro-Junior event each season.

### **III. Conduct and Dress**

**A.** Conduct of all players shall 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 or abusive language will not be tolerated and may result in fines, disqualification or both. Golf Professionals are responsible for the behavior of their amateur players.

**B.** Dress of amateurs and Professionals will be in accordance with the host club regulations. Professionals are responsible for ensuring their team members are informed of any host course dress code. Professionals are additionally responsible for compliance with PNWPGA dress code.

**Exception:** During Pro-Ams, Professionals may wear acceptable golf shorts, provided they are conservative in style, and are hemmed and pocketed front and rear. Gym shorts, sweat pant type shorts or other non-golf related shorts are not acceptable. Professionals in violation of the dress code will not be allowed to start until properly attired, even if this results in penalty or disqualification. Violations detected on the course will result in disqualification.

**C.** No metal spikes of any kind may be used in any IEPGA event, for both Professional and amateur competitors. Penalty for noncompliance – Disqualification. Players may play in tennis shoes or other acceptable form of shoe if acceptable spikes are not available. Host courses are encouraged to supply themselves for this contingency as a service to players and may charge accordingly. It is up to the playing Professional to inform their players of this requirement.

#### **IV. Pro-Am Selection**

##### **A. Priority for Picking Events and Tee Times**

Group 1: All Class A Members employed the previous season and all Life Members.

Group 2: All Eligible Apprentices

Waiting list tee times will be assigned in the following priority: Head Professional at Host Course, Assistant Professional at Host Course

##### **B. All other times will be assigned based on the previous year's points**

“Out of Town” Preferred Tee Times

If your golf course lies 80+ miles from Spokane City Hall, your course is willing to host an event and you play in a minimum of 14 events you will be eligible for an extra ½ participation point per event for the next year's tee time draw.

Completed sheets with all tee time assignments will be faxed back upon completion. Requests for open tee times must be made on or before our Spring Meeting by contacting IEPGA Tournament Coordinator, Jason Letus at 509-720-4794 between 8:00 AM and 8:00 PM.

##### **C. Selection of Events and Times**

Tee Times will be set 10-minutes apart and will start off both #1 & #10. The 1:00 PM times off #1 and #10 tees are reserved for sponsors and are not available for member fixed tee time use.

##### **D. Tee Time Selection**

Members in Groups 1 and 2 must select a minimum of 14 Pro-Am's to be eligible for a fixed tee time. If, at your time to select, you do not want any of the remaining times as described above, you may opt out of the current order and defer to the end of Group 2 in the same order originally picked. After all other members within Groups 1 and 2 have chosen their respective times or deferrals, your tee times will be assigned by the tournament committee based upon your stated preferences. The tee time draw order is determined by accumulated participation points from the prior season, within group classifications. Any ties will be broken by blind draw.

##### **E. Presence at Meeting**

You must be present during the tee time selection process (Spring Meeting) or must appoint a designee who must bring your selection sheet. If you or your designee does not appear, you must call in on the waiting list for times each week. Once your designee makes your tee time selection, a member of the board of directors will contact you to confirm your entry. If you do not confirm your selection, your time will be forfeited.

If you do not receive a time for an event and still wish to play, you may call 509-720-4794 between 8:00 AM and 8:00 PM ONLY, thirteen days prior to an event to put your name on the waiting list.

Example: If you did not get in the Spokane CC Pro-Am, scheduled for Monday, June 12th, you may call to be put on the list on or after 8:00 AM, Tuesday May 30th. Please leave your name, phone numbers and event you are calling for and an AM or PM preference. You will be contacted by phone if an opening becomes available.

#### **F. Sponsor Times**

Sponsor times are designated at 1:00 PM off #1 and 9:10 AM off #10 weekly. Head Professionals and Directors of Golf will be asked to play with sponsor teams. If the sponsor declines to play, then the assigned Professional may elect to bring his/her own team, or cancel without penalty, resulting in an open time to be filled by the waiting list.

#### **G. Cancellations**

I. Cancellations may only be made by calling or emailing the IEPGA Tournament Coordinator at 509-720-4794 or [jletus@pgahq.com](mailto:jletus@pgahq.com). Leaving a message on the message phone is an acceptable means of cancellation. Pro-Am cancellations must be made no later than 11:59 PM on the Wednesday prior to the event you wish to cancel, this includes giving your time to another eligible Professional at your club. Failure to cancel within this time will result in a \$100.00 fine. You are responsible for confirming your own cancellations. Having another professional relay a cancellation message is not an acceptable means for cancelling.

II. No shows, weekend prior, same day & Emergency cancellations.  
A no show, cancellation the weekend prior to or same day cancellation will be subject to a fine equivalent of full team entry fee plus any reserved carts, including the Pro-Juniors.

III. Appeal of fine from cancellations  
An appeal may be filed with the Chapter Board of directors disputing the reason of your cancellation. A written letter explaining the circumstances of your no show/ cancellation should be explained. The board will review the appeal at the nearest scheduled board meeting and contact you regarding their decision. Once the board has ruled on your appeal, you will not be eligible for any chapter tournaments until the fine is paid in full.

#### **H. Failure to fulfill minimum requirements**

If any Professional that takes a fixed time fails to play in 14 of the scheduled Pro-Ams in any given year, then they will be dropped to the end of their group for the subsequent year's tee time draw.

#### **I. Withdraw during an event**

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. Withdrawal for any other reason or not informing the Tournament Chairman or Head Professional of your withdrawal will result in a \$100.00 fine.

### **J. Amateur only groups**

Amateur participants whose Professional withdraws must be accompanied by a designated marker in order to continue to participate in their respective individual competitions.

### **K. Tee Time Switching**

Tee times may be switched between Professionals with playing privileges from the same course without penalty. A Professional may also give up a tee time to another Professional with playing privileges from the same course without having one to trade. Giving a tee time in this manner will count toward the cancellation limit and must be made within the cancellation timeframe. Please notify the Tournament Chairman of any changes as soon as possible.

### **L. Participation Points – 2017 for the 2018 Tee Time Draw**

The point system is based on participation in Pacific Northwest PGA events. Since it is the IEPGA system participation in chapter events is weighed more heavily than section events.

\*\*\*4 POINTS will be awarded for participation in a Chapter Pro-Am provided your team entry was faxed or emailed to the Chapter office before the Friday 5:00 p.m. deadline. \*\*\*NO EXCEPTIONS\*\*\*

### **8 Points**

- Chapter Championship
- Assistants Championship
- Junior Clinics & all Section Events

### **6 Points**

- Pro-Junior

### **4 Points**

- All Chapter events with faxed or email entry

### **2 Points**

- All Chapter events with no faxed entry

### **M. Playing Points**

The following points system will determine the overall placement for Professionals and Low Gross Amateurs during the Pro-Am Season.

#### **Professionals Points**

1st	15	11th	3
2nd	12	12th	2
3rd	11	13th	1
4th	10		
5th	9		
6th	8		
7th	7		
8th	6		
9th	5		
10th	4		

#### **Amateurs Points**

1st	10 Points
2nd	9
3rd	8
4th	7
5th	6
6th	5
7th	4
8th	3
9th	2
10th	1

Professional (Regular and Seniors) points will be awarded based upon full Professional field finish. Any amateur in the field may obtain cup points regardless of which flight they are in based upon their gross score.

Reminder: The 14 rule is still in effect. You must play in at least 14 of the scheduled pro-am events. If you do not play in at least 14 of all the Pro- Am events, you will drop to the end of your classification for next year's draw.

#### **M. Special Medical Consideration**

The Board of Directors may grant a special medical consideration to professionals under the following conditions:

1. The professional must have been a member of the Chapter for the last three years.
2. The professional must have played in 14 or more pro-ams in each of the last three years prior to being sick/injured.
3. The Board may only grant this consideration for a calendar year or balance of a calendar year.
4. The condition prompting this request must be of a medical nature and must have prevented the professional from participating in pro-ams for a minimum of four months during the period of March to October. Changes in employment situations are not to be considered in this process.
5. This provision may be utilized by an individual professional one time.
6. To apply for this exemption, professionals must submit a written request to the Board detailing their eligibility and information supporting their request.
7. The Board may only apply this provision to eligible candidates and will base his determination on the merits of each case. This provision is intended to be used in unusual and exceptional circumstances. The Board is encouraged to use restraint in granting this exemption.
8. The Board may elevate a Professionals priority in the pro-am draw to any level within their category up to a maximum of the level of the average of their last three years affords.

#### **N. Inland Empire Player of the Year and Senior Player of the Year**

The Chapter player of the year awards will be based on a money list comprised of all monies won from both Inland Empire Chapter events and Pacific Northwest Section events. These money totals will be combined and the player with highest amount earned by an eligible Professional from the regular division will be the IEPGA Player of the Year and the highest amount earned by an eligible Professional from the senior division will be the IEPGA Senior Player of the Year.

Eligibility for IEPGA Player of the Year: Must be an eligible registered Class 'A' Professional or apprentice in good standing with the Inland Empire Chapter and Pacific Northwest PGA Section. Apprentices must be passed through level one of the PGA PGM program.

Eligibility for IEPGA Senior Player of the Year: Must be an eligible registered Class 'A' Professional or apprentice in good standing with the Inland Empire Chapter and Pacific Northwest PGA Section. A senior Professional is Fifty years of age or older. A Professional will receive credit for Senior Player of the Year at the time he/she turns 50 years old. If the Professional turns 50 during a tournament season, events before their birthday will NOT count towards Senior Player of the Year. Apprentices must be passed through level one of the PGA PGM program.

**O. Responsibilities of the Playing Professional**

**I. Amateur Handicaps**

Professionals are responsible for providing valid and current USGA GHIN# 's and indexes for all amateur players and for completing the check-in sheet NO LATER THAN 15 MINUTES PRIOR TO YOUR TEE TIME.

**P. Time of Starting – PRO-AM 's:**

Players are responsible to be on their assigned tee at or before their assigned tee time. If any player from the team is not to the tee at or before their assigned tee time they will be assessed a two-stroke penalty on their first hole of play. If a group is more than 10 minutes late to the tee box and the following tee time is occupied, the late group must wait until there is an open tee time before they are allowed to begin their round. Every effort will be made to get the group started for the event; however, there will be NO OBLIGATION to do so. If it is determined by the Tournament Director there are no available tee times, the team will be disqualified and not allowed to play their round for that event. The first offense of this nature will result in a two-stroke penalty to all players on the team on their first hole of play. Should a second offense of this nature occur in the same tournament season the entire team will be disqualified and the Professional could be subject to further discipline by the Inland Empire Chapter Board of Directors. Should a team of amateurs arrive to their assigned tee at or before their assigned time without the Professional for the group, they will be allowed to play at the assigned tee time without penalty. When the Professional arrives, he will be allowed to join the group and participate in the team game and contests but will be disqualified from the individual event. This ruling will also apply to any amateurs who arrive late for their assigned tee time. The Professional is still responsible for the full entry fee for the event regardless of disqualification or penalties assessed to the his/her team.

**Time of Starting – Professional Individual Events:**

Players are responsible to be on their assigned tee at or before their assigned tee time. Please see rule 6-3a.

**Rule 6-3a**

**- Time of Starting**

The player must start at the time established by the Committee. Penalty for Breach of Rule 6-3a: If the player arrives at his starting point, ready to play, within five minutes after his starting time, the penalty for failure to start on time is loss of the first hole in match play or two strokes at the first hole in stroke play. Otherwise, the penalty for breach of this Rule is disqualification.



### **Q. Tournament Scoring**

Professionals are responsible for completing scoring summaries, adjust scores in accordance with ESC guidelines and secure all amateur signatures before turning in check-in sheet and scorecard at the end of their round. The check-in sheet is the official scorecard for the competition. (The scorecard itself provides the necessary hole by hole information). Failure to provide all required signatures on the check-in sheet may result in disqualification of the team and or individual players. The scorer's signature should appear on the scorecard. Scorecard and check-in sheet must be turned in immediately following play.

### **R. Enforcement of Chapter and Home Course policy**

The playing professional shall inform their players of all applicable dress codes, local rules, power cart policies and other course requirements. (i.e., soft spikes). Failure to comply may result in revocation of entry, fines or both.

### **S. Entry Fees**

Entry fees are to be paid by CHECK ONLY – no cash. Please make checks payable to IEPGA. Team entry fee is \$235, regardless of the number of players participating. The playing Professional is responsible for ensuring private cart trail fees are paid to the host Professional. If the Professional is approached for the appropriate trail fee and declines to pay, that Professional is subject to a fine equal to the amount due for private cart usage, plus \$50.00.

### **T. Conduct**

The playing Professional is responsible for the conduct of all amateur partners. All team members are subject to penalties described in Etiquette Section of the 2011 USGA "The Rules of Golf".

### **U. Selection of Division**

Professionals must select only one division to play in and note the division on sign-in sheet prior to teeing off.

## **V. Host Professional Responsibilities**

### **A. Course Preparation**

The host Professional will have the course prepared in accordance with the preliminary letter from the Tournament Chairman. Prepare local rules sheet as necessary, provide sufficient copies for all participants, and assist with all event signage, banners and other necessary materials as required. There must be a PGA affiliated Professional on site and available during the entire event, violation of this will result in an automatic \$100.00 fine to the host Professional.

### **B. Special Arrangements**

Make arrangements for forecaddies if so requested by the Tournament Committee. Prepare an invoice for forecaddies, and/or sponsor carts and range balls as applicable.

### **C. Privately owned golf carts**

Privately owned golf carts may not be used without the permission of the Host Professional. If it is your intention to allow private carts and collect trail fees, prepare and display signage in the pro-shop to notify the Playing Professionals. The Host Professional must make every reasonable effort to collect said trail fees up to and including approaching and requesting the fees from each team with private carts. Report any Playing Professional who is approached for trail fees and who declines to pay to the Tournament Director. Golf Courses may require ALL participants to take carts, courses that require this must have the ability to supply for a full field.

### **D. Starting Play**

Start all players in an orderly fashion; announcing each group at their specified starting times for both tees. Report any problems or late starts to the Tournament Director.

### **E. Tournament Rules Committee**

Serve as local Tournament Rules Committee member in conjunction with the Tournament Chairman and a present member of the IEPGA Board of Directors. Appoint a PGA affiliated designee in the event of your absence to assist with rules decisions or suspending play for dangerous or other conditions.

## **VI. Pro-Am Tournament Events and Pay-out Schedule**

### **A. Professional Events** (can be changed based on participation)

1. Professional Division – 13 Places
2. Senior Division
  - 3-6 2 Places
  - 7-8 3 Places
  - 9+ 4 Places

### **B. Female Professionals**

Female Professionals may elect to compete in either of these two divisions. The Tournament Director must be notified of the choice prior to teeing off.

### **C. Amateur Events**

Purse Amateur (can be changed based on participation)

1. 0-8 Gross (6 Places)
2. 0-8 Net (6 Places)
3. 9-13 Net (9 Places)
4. 14-Up Net (9 Places)

### **D. Team**

Nine teams will be paid out per event (can be changed based on participation)

### **E. Professional Only Skins Game**

Professional Skins is included in your \$35.00 entry fee.

### **F. Amateur Net and Gross Skin**

Amateur Skins games are included for all amateurs; this is included in the Amateur entry fee.

### **G. Designation of Prize Money**

All payouts for amateur participants will be directed to the playing Professional's home course. Exceptions may be made for Sponsor Teams, and for amateurs playing with Unaffiliated, Life Member Professionals or golf courses that are not willing or able to host a Pro- Am event. These monies will be directed per Rule II B. Adjustments in Divisions may be made in the Pro-Ladies and Pro-Seniors to accommodate handicap mix and Pro-Juniors to accommodate ages of participants.

### **H. Entry Fees**

Entry fees will be \$235, regardless of the number of players fielded for the event.

## **VII. Rules of Play**

Play in all IEPGA Pro-Ams will be governed by the current USGA Rules of Golf and, as applicable, the Inland Empire Chapter PGA Supplemental Rules of Play and by Chapter Rules, subject to changes by the Tournament Committee and/or IEPGA Board of Directors.

Host Course local rules may also be in effect, and will be available at these events as necessary. Local Rules must be approved prior to the competition.

### **A. Pace of Play**

Out of Position Defined: (PNWPGA)

A group is out of position if it reaches the tee of a par 3 hole and the hole is clear, fails to clear the teeing ground of a par 4 hole before the preceding group clears the putting green or arrives at the teeing ground of a par 5 hole when the preceding group has already reached the putting green. In addition, the group's elapsed time must exceed the applicable time schedule.

**\*\*Pace of Play: 17 minutes per hole = 5 Hour 6 Minute Round\*\***

If the host course marshal or the IEPGA Tournament Director tells you your group is out of position, you will have two holes to get back into position. If you are not back into position after 2 holes and did not play those 2 holes in less than 17 minutes a hole, you will be issued an official warning. This warning will be reported back to the tournament director. You still be asked to get back into position but this warning will be noted. You will also still be required to complete the IEPGA 5 ½ hour scorecard rule or you will get a strike for that as well. An official on course warning will result in one strike.

### **IEPGA 5 ½ Hour Scorecard Rule:**

When turning your scorecard into the scoring desk, your scorecard will be marked down with the current time. If the time is more than 5 ½ hours after your starting time and most importantly you are the FIRST group who is more than 5 ½ hours past your starting time you will get your first strike. I fully understand that the groups following the first out of position group may be behind pace as well, they will be penalized on the judgement of the Tournament Director.

- 1st Strike = Warning
- 2nd Strike = Forfeit points earned towards next year's tee time draw and towards IEPGA Cup Matches
- 3rd Strike = Forfeit points earned towards next year's tee time draw and Cup Matches and \$50 fine.
- 4th Strike = Forfeit points earned towards next year's tee time draw and Cup Matches and \$100 fine.
- 5th Strike = Reported to board for further action

There will also be a weekly report that will be attached to the bottom of the weekly wrap up post on the IEPGA website. This report will list all the teams that are penalized and how many strikes they have for the year.

Most important thing to remember:

**THE CORRECT POSITION ON THE GOLF COURSE IS DIRECTLY BEHIND THE GROUP IN FRONT OF YOU, NOT DIRECTLY IN FRONT OF THE GROUP BEHIND YOU!!**

**\*\* PLAY READY GOLF!! \*\***

**B. Advice**

Advice may be given to and by any member on the same team.

**C. Discontinuance of Play; Resumption of Play**

Rule 6-8 will be strictly adhered to INCLUDING Note to Rule 68b.

Appendix I Part C4 explains Note to Rule 6-8b along with signals that will be used.

Also, please Inland Empire PGA Chapter Supplemental Rules Card

**D. Violations**

It is the duty of each member and apprentice to report any acts of misconduct or rules violations during the round. Any infractions of rules and conduct violations called by another shall be reported to the Tournament Director at the soonest possible time during or after the round, who must forward said complaint to the Board of Directors. The complaint must then be submitted in writing to the IEPGA Board of Directors within 48 hours.

**VIII. Eligibility Requirements for Other Chapter Events**

**Please see the Apprentice tab on the IEPGA website**