

MISSOURI GOLF ASSOCIATION Feb 2022

Policy and Procedures Document

This MGA Policy and Procedures document is used primarily as a guide for players participating in MGA tournaments. The Notice to Players applicable to each tournament supplements and modifies any tournament information in this document, information on the Missouri Golf Association's website, Correspondence with Players, the Local Rules as set forth on the back of the official scorecard, the scorecard of the host site and the Local Rules and Terms of the Competition Hard Card on the back of the Notice and on the Missouri Golf Association's website.

Code of Conduct-

Contestants must always observe proper golf etiquette. Any abuse (physical or verbal) or disrespect of other players, officials, spectators, employees of the host facility, persons conducting an MGA sponsored event can be grounds for disqualification from the event and possible rejection of entry for future MGA events. Such abuse includes but is not limited to the use of obscene language, physical damage to property or equipment including that of the MGA or the host facility and being under the influence of alcohol or controlled substances during a competitive round.

Eligibility Information-

Each MGA Championship has its own specific tournament eligibility criteria (i.e., maximum USGA Handicap Index, age requirements, etc.). Please reference the specific championship you are interested in for further details. In general, to be eligible for a Missouri Golf Association Championship, an applicant must meet the following criteria:

- Be an amateur golfer who plays at a club/course that is a member of the Missouri Golf Association.
- Have an active GHIN # and USGA Handicap Index established at their club/course or be an MGA eClub member
- Be a member of the MGA, MGA Tour or MGA Senior Series Tour

Entry Procedure-

All players, including those that are exempt, must complete the online entry process by the published deadline(s) for each respective championship. Each MGA competition has a specific designated field limit. Excluding specific tournament policies, entries for MGA championships are accepted on a first-in basis until the entry deadline. Late entries, entries which are incomplete or inaccurate, regardless of cause or reason, will not be accepted. Each entry is subject to review and approval by the MGA. The Championship Committee reserves the right to reject an entry at any time. Please be advised that exempt players maintain a priority for a spot in each field until the published exemption deadline, where applicable. Non-exempt entries may be wait-listed until such time when additional spots become available and/or the exempt player deadline has passed. In circumstances where multiple divisions comprise a single field, the MGA will adjust the size of each division to accommodate additional non-exempt entries in the starting field. After exempt player deadlines have passed, players will be added to the field in the order in which their entry was received on a first-in basis. Upon completion and confirmation of entry, players agree to abide by all Missouri Golf Association Policies and Procedures, including Code of Conduct, Dress Code, Transportation, Caddy, MGA Hard Card, and any special guidelines for specific events.

Exemption Requests-

A player that wishes to request an exemption into an MGA competition must do so in writing; before doing so, the MGA strongly recommends that potential players review the current exemption criteria outlined in the given events 'Entry & Eligibility Information' on the corresponding Tournament Information Page. Entry and eligibility criteria are reviewed for each championship on an annual basis and appropriately identify exemptions as determined by the MGA Championship Committee. Should a player choose to submit an exemption request, the request must be submitted by emailing shovis@mogolf.org one week prior to the published exempt entry deadline (or entry deadline for those events with just one deadline). Exemption requests are reviewed by the MGA Championship Committee on a case-by-case basis, and only granted under exceptional circumstances. The MGA reserves the right to reject any exemption requests, for any MGA Competition, at its discretion.

Handicap Revisions-

For MGA competitions where a maximum USGA Handicap Index is required for eligibility, the handicap index as of 7 days preceding the first round will be used unless otherwise specified on entry and eligibility information. For events where a USGA Handicap Index is used for scoring, or for purposes of determining flights, the handicap index as of 7 days preceding the first round will still be used.

Partner Substitution (Team Competitions)-

Partner substitutions for MGA team competitions are permitted. Substitutions for teams will be permitted prior to the start of competition and individuals must meet the minimum eligibility requirements for the MGA, as well as the specific tournament requirements (i.e., USGA Handicap Index limit, residence location for regional events, etc.). A player may not select a substitute partner from those players who are already in the championship field. Players who are on the wait list are eligible substitutions. Contact the MGA Championship Department by calling (573) 636-8994 or emailing mogolf@mogolf.org to arrange your team substitutions.

Withdrawals, Disqualifications or Incomplete Scorecards-

To provide further clarify player withdrawals, no cards and disqualifications, the following categories and notations will be used on scorecards and posted results:

- **Withdraw – WD.** A player notifies MGA Staff and/or Officials in advance of their starting time that they are withdrawing. Withdrawals occurring between rounds played over consecutive days will result in the player being withdrawn from the next round, not the previous round most recently completed. A player notifies MGA Staff and/or Officials that, during a round, they are withdrawing due to, but not limited to medical conditions, injuries, or family emergencies, etc.
- **No Card- NC.** Players failing to complete their round for reasons not covered above for withdraw will be deemed a No Card. A player who starts, but does not complete their round, will be classified as a no card if they fail to return their scorecard to the Committee, or fail to complete their round for reasons not covered by the withdrawal circumstances noted above. Please note: Players who are deemed a no card during a MGA Qualifying Round (Amateur) do not have the ability to follow the Walk-Up Procedure at another Qualifying Site.
- **Disqualification – DQ.** A player will be denoted as disqualified, if they are subject to a penalty of disqualification under the USGA Rules of Golf including MGA Code of Conduct. Please note: This classification includes players who fail to start at the time established by the Committee, without notifying MGA Staff/Officials, in advance of their starting time. This applies to all MGA competitions, including qualifying for the Missouri Amateur.
- **No Start – NS.** Applies only to MGA Qualifying Events (Missouri Amateur). A player who notifies MGA Staff and/or Officials in advance of their starting time that they cannot make their MGA Qualifying Round (Amateur) starting time will be considered as a no start. Please note: Players who do not notify the MGA or fail to start at the time established by the Committee, or within five (5) minutes of this starting time, will be subject to disqualification per Rule 5.3a. Disqualification, under these circumstances, prohibits a player from following the Walk-Up Procedure at another qualifying site. Players are subject to rejection of entries or loss of MGA Player of the Year points if they fail to adhere to the MGA Policies and Procedures, including withdrawals, no cards and disqualifications. Final decisions on these matters will be made by the MGA Championship Committee.

Withdrawal Procedure Prior to start of Tournament-

Prior to the entry deadline players looking to withdraw should do so online through their Golf Genius user profile to receive an immediate refund and withdrawal. After the entry deadline has passed players should either call the Missouri Golf Association at (573)-636-8994 or email mogolf@mogolf.org. Only withdrawals on the day of the competition should be directed to the host club golf shop.

Refund Policy-

If a player withdraws prior to the entry deadline they will receive a full refund, less an administrative fee noted on the Tournament Information site. If a player withdraws after the entry deadline has passed, the player will not receive a refund. If a player must withdraw prior to round due to Covid-19 symptoms (see updated Covid-19 Championship Guidelines), a player will receive a full refund.

Wait List-

Entries received after the field limit has been reached will be placed on a “wait list” for that event. Applicants will be ranked on the wait list in the order their application was received by the MGA, unless otherwise specified in tournament eligibility. Any spots in the field that become available will then be filled in accordance with the ranked wait list. The MGA will use the wait list up until 6:00 p.m. of the night prior to Round 1.

Walk-Up Procedure-

Due to Covid-19 guidelines, there will be no walk-up procedure at any MGA event.

Dress Code-

Appropriate golf attire is required at all MGA events. Appropriate golf attire includes collared shirts with sleeves that must be always tucked in and Bermuda length shorts, or slacks. Shoes with metal or traditionally designed spikes must not be worn. In the event of any conflicts between the dress code as outlined by either the MGA or the host facility/venue, the dress code of the host facility/venue will prevail. Please note this policy is in effect for both players and caddies, without exception.

Transportation-

MGA Cart Policy: Information regarding the use and availability of transportation varies between MGA Championships – refer to the Tournament Information for the championship in question. Please be advised that in championships where carts are provided, players are encouraged to utilize motorized transportation. Again, while a caddie is not prohibited from riding in the cart, the MGA has adopted a ‘one-seat’ policy as explained below.

- ‘One-Seat’ Policy: The “one-seat” policy is no longer in effect for 2022 due to our current Covid-19 Guidelines. The player can ride in or move a golf cart with another player’s caddie in it, so long as the player whose caddie is in the cart is not riding in another cart at the same time. As a reminder, players are responsible for the actions of their caddie. Continued intentional disregard for the policy may result in disqualification.
- MGA Medical Cart Request Policy: Spectators carts are prohibited. However, spectators in accordance with ADA compliance may request golf carts. Requests for golf carts must be supported by complete documentation, including the fully completed Cart Request Form and the required accompanying medical documentation specified in that form for all first-time requests. Any medical cart request that is granted by the MGA will be good for that individual for the remainder of that calendar season. A request will not be deemed complete until all required information and documentation has been provided. For further information and details contact mogolf@mogolf.org.
- When riding in a golf cart, there may not be more than two (2) riders per cart at any time. Riders may NOT ride on the back of a golf cart, or on the dashboard of the golf cart. All riders must be seated on the golf cart seat. During a suspension of play for a dangerous situation, there may be more than 2 riders per cart, but all riders must be seated on the golf cart seat. Riders may not ride on the back of a golf cart, or on the dashboard of the golf cart at any time. During a suspension of play for a non-dangerous situation or a resumption of play, there may not be more than two (2) riders per cart. This includes the person driving the cart, even if that player is a spectator or volunteer.
- When transporting players in a cart, all push/pull cart bags must be either strapped to the cart or broken down and put inside the cart. Spectators, volunteers, players or anyone else riding in the cart must not pull the push/pull cart with their hand outside the cart because this could result in severe injury.

Caddy-

A Caddy policy will be established for each event based on event requirements and policies at the host club. If a caddy is permitted for an event for which shared carts are being used, a caddy is not permitted to ride.

Spectator Guidelines-

Unless otherwise noted in specific Championship Information, the MGA and our host venues welcome spectators at no charge. Spectators are reminded of the following guidelines to ensure that they have an enjoyable experience while at an MGA Competition:

- MGA Competitions focus on the players and our member clubs who graciously host competitions each year. Spectators are reminded they are guests of our host clubs and must abide by their rules and regulations which may include:
 - conduct
 - accessibility or dress codes.
- Spectators must self-screen prior to arriving at an MGA tournament event. Should a person have Covid-19 symptoms, they may not be on the premises. Please check updated Covid-19 Championship Policies for further information.
- Spectators are strongly encouraged to bring their own mask and have it available when needed. In an event where safe distancing is not possible, all spectators MUST wear a mask.
- Spectators must social distance. The MGA will be monitoring safe distancing. Should someone not cooperate, they are subject to being removed from the premises.
- Spectators are expected to respect players, staff and volunteers from the host club, as well as MGA staff and tournament officials.
- Spectators may be asked to check-in at the entrance to a host club for further information. Any additional host club policies will be communicated at that time. Host clubs reserve the right to limit access to their premises at their discretion.
- Spectators may walk on the golf course but must walk on the cart path or the perimeter of the hole. All spectators must not enter any area defined by signage, fencing, ropes or similar infrastructure, which limits spectator access.
- Spectator (golf) carts will not be permitted; however, those with ADA requirements may request the use of a medical cart through the MGA. Approval for the use of a medical cart will be granted by a host club representative and MGA staff contingent upon proper ADA documentation being provided and cart availability. Individuals using a medical cart must follow the MGA medical cart guidelines provided at the time of approval, which may include but not limited to authorization of a liability waiver, a nominal cart access fee and/or accessibility guidelines (i.e., staying on cart paths).

Any spectator who does not abide by the guidelines noted above will be asked to leave the grounds immediately and risks the ability to attend future MGA tournaments in any capacity.

Other-

- Distance and Directional Information- For clarification, getting information on distance or direction (such as from a distance-measuring device or compass) is allowed for all MGA tournaments. However, measuring elevation changes, or interpreting distance or directional information (such as using a device to get a recommended line of play or club selection based on the location of the player's ball) is not allowed.
- Rulings on Issues Under the Rules- Rulings by a referee and Rulings by the Committee are covered in Rules 20.2a and 20.2b, respectively.

MGA Hard Card (Local Rules and Terms of the Competition)-

Missouri Golf Association
Local Rules and Terms of the Competition Hard Card
FOR MGA CHAMPIONSHIPS

The Rules of Golf as approved by the United States Golf Association and The R&A govern play. These Local Rules and Terms of the Competition are in effect at all MGA championships and qualifying rounds. See applicable championship or qualifying round Notice to Players and Entry Application for modifications or additions to these Local Rules and Terms of the Competition. Complete text of the Rules and Local Rules may be found in the Official Guide to the Rules of Golf, effective January 2019. Unless otherwise noted, the penalty for breach of a Local Rule is the general penalty.

Out of Bounds - Defined by white painted lines, the line between the course-side points of white stakes, white painted dots, and fence posts at ground level.

Penalty Areas - When a penalty area is defined on only one side, it extends to infinity. When a penalty area is connected to the out-of-bounds edge, the penalty area extends to and coincides with out of bounds.

- Yellow Penalty Area- Penalty area defined by yellow lines or yellow stakes. Rule 17.1d(1) and (2).
- Red Penalty Area- Penalty area defined by red lines or red stakes. Rule 17.1d(1), (2) and (3).

Note: Yellow Penalty Areas on a hole will be played as Red Penalty Areas during the play of any other hole.

Ground Under Repair - Defined by white lines. When immediately adjacent to an immovable obstruction, such an area is part of that obstruction. French drains are ground under repair.

Limiting When Stroke Made From Putting Green Must Be Replayed Under Exception 2 to Rule 11.1b - Local Rule as prescribed in the Clarifications to the 2019 Rules of Golf is in effect. Model Local Rule D-7.

Relief from Aeration Holes - Local Rule as prescribed in Section 8 of the Committee Procedures is in effect. Model Local Rule E-4.

Back-On-the-Line Relief - Local Rule as prescribed in the Clarifications to the 2019 Rules of Golf is in effect. Model Local Rule E-12.

Relief from Seams of Cut Turf - Local Rule as prescribed in Section 8 of the Committee Procedures is in effect. Model Local Rule F-7.

Animal Hoof Damage - Local Rule as prescribed in Section 8 of the Committee Procedures is in effect. Model Local Rule F-13.

Temporary Immovable Obstructions – Local Rule (including greenside fans) as prescribed in Section 8 of the Committee Procedures is in effect. Model Local Rule F-23.

Prohibiting Use of Certain Types of Shoes -- Local Rule as prescribed in Section 8 of the Committee Procedures is in effect. Model Local Rule G-7. Penalty for breach of Local Rule – see Rule 4.3.

Broken or Significantly Damaged Club - Local Rule as prescribed in the Clarifications to the 2019 Rules of Golf is in effect. Model Local Rule G-9.

White-Lined Areas Tying Into Artificially Surfaced Roads and Paths - White-lined areas of ground under repair and the artificially surfaced roads, paths, or other identified obstructions that they are connected to are a single abnormal course condition when taking relief under Rule 16.1.

Wood Chips and Mulch – Are loose impediments.

Landscaped Garden Areas Completely Encircled by an Obstruction are Part of the Obstruction - Rule 16.1.

Integral Objects – Include cables, rods, wires, and wrappings when closely attached to trees, and artificial walls and pilings when located in penalty areas or in or adjacent to bunkers, and bunker liners. An exposed bunker liner may be treated as ground under repair, but interference does not exist if the liner interferes only with the player's stance.

Prohibiting Use of Audio and Video Devices -- Rule 4.3a(4) is modified in this way: During a round, a player must not listen to music on a personal audio device. Penalty for breach of Local Rule -- see Rule 4.3.

Pace of Play – See separate memorandum to players for pace of play policy.

Stopping and Resuming Play – Local Rule as prescribed in Section 8 of the Committee Procedures is in effect. Model Local Rule J-1. All practice areas are closed during an immediate suspension for a dangerous

situation until the Committee has declared them open. Players who practice on closed practice areas will be asked to stop practicing; failure to stop practicing might result in disqualification. An immediate suspension will be signaled by one prolonged airhorn note. All other types of suspension will be signaled by three consecutive airhorn notes. Resumption of play will be signaled by two short airhorn notes. See Rules 5.7b and 5.7c.

Practice – Prior to and after a round in stroke play, a player may practice on the designated practice areas. Rule 5.2b covering practice in stroke play is modified in this way: A player may NOT practice on the competition course before or between rounds. Penalty for breach of Local Rule, see Rule 5.2.

When Competition is Final – Stroke play competition is final when the trophy has been presented to the winner or, in the absence of a prize ceremony, when the Committee has approved all scores. The result of a match is final when the Committee has approved the result as posted on the public scoreboard.

Note: MGA does not have an evacuation plan for an immediate suspension of play. Players are responsible for their own safety.