

PGA of Ottawa Tournament Rules & Regulations

Play is governed by the current Golf Canada Rules of Golf and its Decisions and where applicable, by the following Local Rules, Conditions and Definitions. Any changes or amendments by the PGA of Ottawa Rules Committee will be provided to all players on the first tee. Unless otherwise specified, penalty for a breach of a Local Rule or Condition is: Match Play – Loss of Hole; Stroke Play - two (2) strokes.

1. GENERAL

The regulations set out below shall govern the operation of all tournaments run under the auspices of the PGA of Ottawa and the conduct and responsibilities of the competitors therein. These regulations may be amended or appealed from time to time by the Tournament Committee, if it is felt to be in the interests of the Sponsors and/or the competitors of the game of golf.

2. TOURNAMENT ADMINISTRATION

The Executive Director shall administer the tournament rules laid down by the Tournament Committee. He/She shall refer to the Tournament Committee any matter that he/she feels requires the consideration of the Board of Directors of the PGA of Ottawa. On notice of appeal, the Executive Director shall submit a written report to the Board in time for such meeting.

3. ENTRIES & PAYMENT OF ENTRY FEES

- (a) **Entries and payments may be made using the online registration system using a valid credit card number.** Credit Cards will be charged at the time of registration.
- (b) Provision for acceptance of entries, other than those announced, will be at the discretion of the Tournament Committee.
- (c) All draws are final and will not be adjusted for any reason.
- (d) No person may participate unless they are a member in good standing of the PGA of Ottawa and they meet the tournament eligibility criteria as laid out in the Tournament Eligibility Form
- (e) Starting times will be available on the tournament page of the PGA of Ottawa website. It is the player's responsibility to visit the tournament website to confirm starting times.
- (f) Cancellation: Players who wish to withdraw from a tournament must do so no later than 4:00pm on the Wednesday of the week prior to the event. Please refer to the Withdrawal/Registration Deadlines on the tournament page of the website to see exact dates.
 - Withdrawal up to two weeks prior to event, before Withdrawal Deadline = 100% Refund
 - Withdrawal less than two weeks before event after Withdrawal Deadline but before Registration Deadline = \$50 Administration Charge
 - Withdrawal after draw is posted, after Registration Deadline = NO REFUND
- (g) A player who fails to notify the Tournament Coordinator/Manager of their withdrawal from an event will not receive a refund of their entry fee and will receive an automatic fine. Should a player wish to appeal this fine, it must be appealed to the Disciplinary Committee in writing.

4. DRESS CODE

All professionals are required to present a neat, professional appearance, in both clothing and personal grooming, and are required at all times to maintain an acceptable standard of dress both on the golf course and in the precinct of the clubhouse. For example, male professionals are strictly forbidden to wear denim-type jeans and t-shirts on the premises of a golf course hosting a Tournament. Female professionals must be dressed professionally and must follow the requirements of each host club. This dress code applies to all sanctioned PGA of Ottawa events. Violation will result in disqualification.

5. SHORTS POLICY

In the best interests of our Members and competitors, the PGA of Ottawa looks to protect the safety and well-being of members at all sanctioned events. Members are now permitted to wear shorts at all PGA of Ottawa

sanctioned tournaments as long as the dress code policy including the host club's policy is adhered to. The following guidelines apply:

- (a) Shorts with an elasticized waist, shorts supported by a drawstring, shorts extended below the knee and shorts with large "cargo" style pockets are all prohibited.
- (b) Socks must be worn at all times – ankle socks are permitted as long as they can be seen with shoes on.
- (c) Penalty for breach of this condition is Disqualification.

6. FOOTWEAR - GOLF SPIKES

It is a condition of the competition that shoes with metal or traditionally designed spikes not be worn at any sanctioned PGA of Ottawa tournaments. Penalty for breach of this condition: DISQUALIFICATION.

7. TIME OF STARTING

All players in a group must be present and READY TO PLAY at the time laid down by the Committee, this includes both players in all team competitions. The order of play is not relevant. READY TO PLAY is defined as being on or near the players' first tee accompanied with the necessary equipment needed to put a ball in play. Notification by a PGA of Ottawa Rules Official or the Tournament Committee of a two-stroke penalty will be given to late starters (within five minutes) on the first tee or as soon as possible. Players failing to be present when the group begins play shall be classified as a 'No Show'.

8. RULES AND LOCAL RULES

The Rules of the Golf Canada govern play as modified by these Local Rules of the PGA of Ottawa. Should any Supplementary Local Rules be required, they will be given to each competitor at the players' first tee. **Local Rules on the host club scorecards shall not apply.**

9. CADDIES

Caddies may be used at all PGA of Ottawa sanctioned events. Caddies are eligible to ride in a power cart, providing it does not exceed the two-cart maximum (subject to being waived at host club) per group or takes a seat away from a player. Caddies must wear running shoes or a suitable equivalent. Shoes must not have metal or soft spikes. **It is the player's responsibility to ensure the caddy is well informed as to the etiquette of the game of golf as well as the Rules of Golf and all Local Rules & Regulations as they pertain to caddies.**

10. DISTANCE-MEASURING DEVICES

A multi-functional device may be used as a distance measuring device, but it must NOT be used to gauge or measure other conditions (such as slope or wind) where doing so would be in breach of Rule 4-3a.

11. CELL PHONES & LISTENING DEVICES

Cell phones are permitted and refer to Rule 4.3 for clarification on what is permitted during play.

12. PACE OF PLAY

A player is subject to penalty if they unduly delay play under the provisions of this Pace of Play Policy under Rule 5.6. All players are required to finish their rounds within the allotted total time par round duration posted on the first tee. A round is considered complete when the scorecard has been handed into the Tournament Committee. Time par for each competition will be placed on all scorecards with each host club's pace of play policy taken into consideration. A group is also deemed to be out of position if at least one member of the group is not on a tee box before the group in front puts the flag in for that same hole. The individual(s) will be assessed a two-stroke penalty based on the warning guidelines below. The PGA of Ottawa Tournament Committee Pace of Play guidelines and penalties for slow play are in effect for all sanctioned PGA of Ottawa tournaments and enforceable by the Tournament Rules Committee.

PACE OF PLAY WARNING GUIDELINES

1st Warning	Rules Official warns entire group that they are out of position
2nd Warning	Rules Official must warn one or more individuals who are the cause of the group being out of position and commence timing the individual(s)
3rd Warning	Rules Official to assess a two- stroke penalty to each individual in the group who takes more than 40 seconds to make a stroke when it is clearly their turn to play
4th Warning	Rules Official to assess a penalty of DISQUALIFICATION to one or more individuals who have been assessed a two-stroke penalty and incur a subsequent bad time

In administering the Pace of Play, the PGA of Ottawa Tournament Rules Committee is acting to improve the general pace of play for all PGA of Ottawa tournaments at the direction of the PGA of Ottawa Board of Directors. In performance of these duties, a PGA of Ottawa Rules Official shall not be subjected to abuse, oral or otherwise. Such abuse by a player is conduct unbecoming of a professional and is subject to disciplinary action as outlined in the Code of Professional Practice.

13. MOTORIZED TRANSPORTATION

Automotive transportation is permitted at all PGA of Ottawa sanctioned tournaments. **A maximum of 2 carts will be permitted for each group at every event** (may be waived by host club).

14. STOPPAGE OF PLAY OR CANCELLATION OF TOURNAMENT

If in the judgement of the PGA of Ottawa Tournament Committee, adverse weather conditions or any other occurrence beyond the control of the PGA of Ottawa renders the commencement or continuation of the tournament impracticable, play shall be postponed until the PGA of Ottawa Tournament Committee considers that play can be continued. In the event of the curtailment or cancellation of a tournament, prize money shall be distributed as agreed between the Sponsor and the PGA of Ottawa Tournament Committee. A portion of the players entry fee may be forfeited to cover any costs incurred by the host venue.

Resumption of Play: When conditions allow play to be resumed, PGA of Ottawa Rules Officials will circulate the course and sound the resume play signal as prescribed in the PGA of Ottawa Rules of Play. Competitors shall proceed under this Rule.

Re-scheduled Event: If a tournament has been rescheduled to a different date or location, the original registrations will be automatically transferred. If you are unable to participate you are required to withdraw from the event.

15. RETURN OF SCORECARDS

Competitors must go directly to the scoring tent (or designated scoring area) immediately following the completion of their final hole. Competitors must not complete and sign their scorecards outside the scoring area. If a competitor fails to report to the scoring area by the time all competitors in the following group have completed play of their final hole, the competitor shall be deemed not to have returned his or her scorecard and shall be disqualified. Competitors in the final group of the draw must report to the Scoring Area without undue delay. A scorecard is deemed to be returned when it has been submitted to the PGA of Ottawa Tournament Committee. It is the competitor's responsibility to hand in his or her own scorecard.

15.(A) ELECTRONIC SCORING

When electronic scoring (such as Golf Genius) is being utilized, competitors are required to report to the

scoring table/tent upon completion of the round to verify that their scores as entered are correct. A tournament roster will be available whereby competitors will sign beside their printed name to declare that they agree with their score as entered into Golf Genius, or such other electronic scoring mechanism should one be utilized. All competitors MUST sign immediately following the completion of their round. Should a player not report to the scoring table/tent they will be disqualified from the competition.

16. CLOSE OF THE COMPETITION

When all scores have been approved by the PGA of Ottawa, the result of the competition is deemed to have been officially announced and the competition closed.

17. TIES

- (a) Any competitor involved in a playoff, and not immediately available, takes last playoff position. Multiple no-shows for playoffs shall be decided by lot.
- (b) In the event of a tie, Pro-Am events will be decided by retrogression rule. Ties and prize amounts for all Professionals at every Pro-Am team competition will be divided equally amongst all professionals.
- (c) In the event of a tie in an Individual stroke play event, prize money and any points associated with the event will be divided equally among those tied, except that if a competitor wins a playoff for the Tournament, he or she will receive the first place prize money and points.

18. SPONSOR MEDIA RELATIONS

A competitor posting one of the top three scores in a Championship or an individual championship round MUST report to the Media Area if requested by a PGA of Ottawa Tournament Committee.

19. PRIZE PRESENTATION

The top three competitors in individual competitions and all competitors in team competitions must be present at the prize presentation or be subject to forfeiting their prize monies and/or gift certificates to the PGA of Ottawa, unless consent is given by the Tournament Committee.

20. DISCIPLINARY COMMITTEE

All entrants who have been assessed penalties by the Disciplinary Committee must make payment before being permitted to play in any competition or participate in other PGA of Ottawa events.

21. PENALTIES

All penalties must be paid or an appeal made before participation will be allowed in any PGA of Ottawa sanctioned Events, Tournaments or otherwise.

ACTION	MAX. PENALTY
No Show - Any PGA of Ottawa Sanctioned Event	\$200.00
Withdrawing without approval of Committee	\$200.00
Failing to complete round	DQ & \$200.00
Not returning scorecard (Within 15 minutes)	DQ & \$200.00
Not following Dress Code	DQ & \$50.00
Withdrawing from event caused by lack of preparation (i.e. running out of golf balls)	\$200

ACTION	MIN. PENALTY
Throwing/damaging golf club or equipment	\$200.00

Conduct/language likely to injure the reputation of the Association, \$200.00
Club or Sponsor

All Offences are subject to the above stipulated monetary fine and/or Meeting with the PGA of Ottawa Disciplinary Committee.

22. LIST OF CONFORMING GOLF BALLS

Only golf balls named on the current List of Conforming Golf Balls recognized by the USGA may be used. Penalty for use of ball not on List: Disqualification.

23. LIST OF CONFORMING EQUIPMENT

Only equipment listed in the USGA database of clubs with conforming grooves may be used in PGA of Ottawa events. Penalty for use of non-conforming equipment: Disqualification.

24. LIMITATION ON GOLF BALLS USED DURING ROUND (ONE BALL RULE) EXCEPT FOR AMATEURS IN PRO-AM

This rule is in effect at all PGA of Ottawa sanctioned tournaments except for the Play Ability Tests, and team events where golf balls are shared (Ping Challenge and Pro/Pro).

25. TIME OF STARTING - NOTE UNDER RULE 5.3

Note under Rule 5.3 as prescribed shall be in effect. All competitors in a group must be present and ready to play at the time set by the Committee. The order of play is not relevant.

26. SUSPENSION OF PLAY DUE TO A POTENTIALLY DANGEROUS SITUATION - NOTE UNDER RULE 5.7

In potentially dangerous situations, play shall be discontinued immediately following a suspension of play by the PGA of Ottawa Tournament Committee. If a player fails to discontinue play immediately, he shall be disqualified, unless circumstances warrant waiving such penalty as provided in Rule 20.

Note: A suspension for a potentially dangerous situation shall be signalled by one prolonged air horn (or siren) note. All other types of suspension shall be signalled by several consecutive, short air horn (or siren) notes. Resumption of play shall be signalled by two consecutive air horn (or siren) notes.

All practice areas shall be closed during suspension for a potentially dangerous situation until the PGA of Ottawa Tournament Committee has declared them open. Players who disregard such closed areas shall be subject to disciplinary action.

27. ALCOHOL & CANNANIS

The consumption of alcoholic beverages and use of Cannabis is not permitted by any Member of the PGA of Ottawa prior to, or during the stipulated round of a stroke play or best ball competition. The stipulated round is deemed to be completed upon the return of the competitor's scorecard.