



PGA

Michigan Section

**2017 TOURNAMENT
RULES AND REGULATIONS**

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TOURNAMENT COMMITTEE

It shall be the duty and responsibility of the Tournament Committee to conduct a tournament schedule of Section sponsored and/or co-sponsored golf events, benefiting the Michigan Section Members.

The Tournament Committee shall be comprised of the three Section Officers, the Tournament Chairman, the Vice-Chairman, four Chairman's appointees, the Tournament Chairman from each of the section chapters, the Rules Chairman, and the Senior Tournament Chairman. The Section Executive Director shall be a non-voting member of the committee, and may wish to have the Section Tournament Supervisor attend meetings.

The Tournament Chairman and/or the Section Officers may call meetings of the Tournament Committee. The Michigan Section Office will publish notice of such meetings. Fifty-percent of the members shall constitute a quorum with a simple majority of those present deciding matters requiring vote of the Committee.

DUTIES OF TOURNAMENT COMMITTEE CHAIRMAN

1. Conduct meetings as needed for a successful tournament program.
2. Serve on the Section Board of Directors.
3. Be available to offer assistance to allied golf organizations.
4. Consult with the Rules Committee in establishing the rules of play for all scheduled Section events.
5. Approve prize distribution for all Michigan Section sponsored and co-sponsored tournaments.
6. Ensure the enforcement of the Section Bylaws in regards to Tournament play and conduct.

RULES COMMITTEE

The Rules Committee Chairman will be responsible for securing a Rules Committee for Section events when required. Any Rules Committee member shall be ineligible to participate in a rules decision if he/she is a contestant in said event. The Event Rules Committee shall report to and take direction from the Director of Tournament Operations / Tournament Supervisor for each particular event.

It shall be the duty of the Rules Chairman to see to it that all rules governing play of the Michigan Section tournaments are in accordance with the USGA Rules of Golf.

It shall be the duty of the Rules Chairman to work closely with the tournament staff and starter, the "Host Professional" and the "Host Club" holding Michigan Section sponsored and co-sponsored golf events.

The Tournament Supervisor (office staff), shall see that the course to be played for any event is completely and properly staked and lined, so as to conduct a successful championship.

The Rules Chairman, Tournament Supervisor, and Host Professional will determine if any local rules are to apply, and if so, make arrangements to have them distributed to all contestants.

TOURNAMENT STAFF

EXECUTIVE DIRECTOR RESPONSIBILITIES

The general duties and responsibilities of the Executive Director with the assistance of the Director of Operations shall be those as outlined in his/her current Employment Agreement. Tournament duties shall include but not be limited to the following:

1. Conduct event activity ensuring proper media, sponsor, and host club relations.
2. Mail copies of the tournament schedule to all members of the Michigan Section, media and advisory board.
3. Arrange meetings with sponsors of any Michigan Section PGA event well in advance of the scheduled event.
4. Arrange for proper tournament contracts and signatures of parties involved to insure legal event.

TOURNAMENT DIRECTOR RESPONSIBILITIES

The general duties and responsibilities of the Tournament Supervisor shall be those as outlined in his/her current Employment Agreement. The Tournament Supervisor shall be directed by and responsible to the Executive Director and/or the Director of Tournament Operations. Tournament duties shall include but not be limited to the following:

1. Contact the Host Professional of any scheduled event in advance of the event to discuss and plan for guidelines to insure a successful event.
2. Arrange for mailing of all pertinent information, notices, tee times, rules information, etc.
3. In collaboration with the Executive Director, Director of Tournament Operations and Michigan Section PGA Members, secure sites and dates for the tournament schedule to be submitted for approval to the Section Officers and Tournament Committee.
4. Schedule and coordinate Playing Ability Test sites and dates.
5. Arrange for publication of the tournament schedule prior to the Section Spring Meeting.
6. Secure staff to operate Section events.
7. Arrange for proper display and presentation of trophies and awards.
8. Keep scoring records and determine point leaders for the annual Michigan Section "Player of the Year" award. Review results with Tournament Committee prior to Section Fall Meeting.
9. Prepare and review results of events with the Executive Director, Director of Tournament Operations and Tournament Committee as needed.
10. Be directly responsible to the Executive Director.
11. Through the Section Office, coordinate and assemble starting sheets and other necessary materials such as score sheets, rules sheets, entry blanks, pens, and other supplies needed for the scheduled event. Secure proper staff for an event such as starters, etc.
12. Ensure that event site is properly marked and fairly set-up for tournament play.
13. Arrive at site of event in ample time to assist in registration procedures and start play.
14. Brief the Section tournament staff on particulars governing the event. Supervise and assist staff.
15. Enforce "no play" rule on players not eligible.
16. See that all scores are posted as soon as possible upon completion of play.

17. Post the prize distribution for all events at the beginning of play.
18. Prepare a complete report pertaining to the event within 48 hours of completion.
19. Serve as a non-voting member of the Tournament Committee as requested.

RULES OFFICIALS RESPONSIBILITIES

1. Be directly responsible to the Rules Chairman and Tournament Supervisor.
2. Conform to the guidelines of the Michigan PGA "Functions of Officials."

Starters & Official Scorers Responsibilities

1. Be directly responsible to the Tournament Supervisor following all guidelines as submitted by the Tournament Committee.
2. Conform to the guidelines of the Michigan PGA "Functions of Officials."

TOURNAMENT RULES & REGULATIONS

GENERAL

The Board of Directors, in conjunction with the Tournament Committee, determined that our Tournament Program is not intended to provide a living for participants, but is meant to provide competitive golf at professionally managed events for PGA Members in a fraternal atmosphere, however, better players have the opportunity to win prize money.

An application for Entry is subject to acceptance and, if accepted, may be revoked at any time thereafter (including during an event) by the Committee or Committees in charge of the competition acting on behalf of The Michigan Section of The Professional Golfers' Association of America and The Michigan PGA Corporation, for any reason deemed good cause by the said Committee or Committees in their discretion, without liability to the said Committee or Committees, Association or Corporation of the Sponsors of the Championship. The reason for rejection may include, but not limited to, unbecoming conduct and handicapping irregularities.

In consideration of the acceptance of an event Entry Form, and as further condition to participation in an event, player further agrees to abide by the Tournament Rules, Conditions of Competition, Local Rules and Michigan Section PGA tournament regulations and requirements. It is further understood that entry fees shall be refunded in any event that said Entry Form is not accepted.

All professional participants competing in Michigan Section events shall be aware of and guided by the following:

1. No Section can act in any way at variance with the Tournament policies and procedures established by the PGA of America.
2. Any event approved by the Section Tournament Committee shall be considered an officially sanctioned event.
3. No Chapter can act in any way at variance with the Tournament policies and procedures established by the Michigan Section.

4. Under no circumstances is a Head Professional to be paired with any of his/her assistants in any event unless rules specify or pairings are drawn.
5. The Michigan PGA "Local Rules Information & Automotive Golf Car Rules" (hard card) must be adhered to for all Section and Chapter events. A current "hard card" carried in your golf bag is advised.
6. Women professionals to have an 18% advantage in total yardage when competing with men for the same purse. In order to qualify for special exemptions in other events (i.e. PGA Tour Events, Michigan PGA Professional Championship, etc) women participants must play from the same set of tees as the men.

All Professionals are responsible for the USGA handicaps of their amateur partner(s). Golf professionals are held responsible for USGA handicaps for their members playing in Michigan Section Pro-Am events whether or not their partners are playing with their course professional. Professionals shall see that the proper USGA handicap is used as a matter of protection for themselves, and the amateurs, as well as to make sure no inequity exists. Penalty for violation: subject to forfeiture of winnings, suspension and/or fine.

ENTRY FEES

Payment

Payment may be mailed in by cash, check or money order and must accompany entry form to be officially entered into a tournament. Payment by credit card can only be made by entering online only. ***Due to PCI Compliance (secure handling of credit card information) no credit card information can be entered by staff into the Section computer system.***

Withdrawal Policy

A contestant may withdraw from any Section sponsored or co-sponsored event prior to the assigned tee off time for any reason. The entry fee will be **refunded only** if, (a) the withdrawal occurs prior to the entry deadline or (b) if after the entry deadline the players position in the starting field is replaced by an alternate player from the event waiting list or (c) if after the entry deadline, but prior to the assigned tee off time, a player withdraws for medical reasons and supplies **written** doctor verification within 10 days of completion of the event. Please note there will be a \$10 cancellation fee regardless of when the withdraw occurs.

All withdrawals must be in written form sent to the Section Office via FAX (517-641-7830) Tournament/Seminar Entry Fax Line), E-mail (jphillips@michiganpga.com) or regular mail. If you must withdraw during the weekend prior to an event on Monday, please call the Host Facility and leave a message with the Host Professional. Be sure to include if it is for a medical reason. You must also FAX the Section Office.

ENTRY DEADLINE

Entry forms with payment are due in the Section office by 5:00 PM of the date listed on the entry form. Entries will not be accepted on site at Section events.

No Exceptions

Absolutely and without exception, entries received beyond the entry deadline for the following tournaments will not be accepted: Michigan Open, Michigan PGA Professional Championship, Tournament of Champions, Women's Open and Senior Open.

Late Entries

Excluding the "no exception" tournaments, if an event is not filled or in the case of withdrawals, late entries, based on membership seniority, may be utilized in order to complete the field. Late entries are prioritized by membership seniority daily (i.e. entries arriving the first late day are sorted 1-2-3 etc., second late day becomes 4-5-6 etc.).

Internet (on-line) Entry Priority

Those entry forms, which are submitted on-line, are considered entered into the respective event once confirmation is given (real time entry) and thus given priority over any entry forms, which have been mailed or faxed to the section office and are awaiting processing.

ELIGIBILITY

Professionals eligible to compete (providing the applicable rules of the event being played will permit) in any Michigan Section sponsored and co-sponsored events, must fall within the scope of the following listed requirements:

1. A member in good standing in the Michigan PGA. This is in effect for all tournaments except the Michigan Open, Senior Open, Tournament of Champions and Women's Open. To be eligible for the major championships, a Class A member would have to be eligibly employed in the Michigan Section sixty (60) days prior to the event. Responsibility for proof of employment is the burden of the member. If requested by the Section he/she must provide proof in the form of a contract and/or pay stubs and/or time cards. Life Member / Retired Member must be a member of the Michigan Section 60 days prior to the Championship.
Note: Players are eligible to participate in Section events, if otherwise eligible, during their grace period.
2. A Registered Apprentice or a student enrolled in a PGA Golf Management University holding a current year Michigan Section playing permit. In order to purchase a playing permit, you must meet the following guidelines.

Apprentice Playing Privileges Policy

In order to participate in Section and/or Chapter events you must have a current year's Section Playing Permit. To be eligible to purchase a Section Playing Permit, you must be:

- A. **Registered Apprentice:** must be eligibly employed and meet the following meeting attendance policy:
 - Attend at least One (1) Section or Chapter meeting (previous Fall and/or current Spring) immediately preceding the tournament season in which you wish to participate.

NOTE: Those Registered Apprentices that transfer into the Section or become a Registered Apprentice after the Section Fall Meeting may be granted ONE grace period season and obtain

playing privileges their first season. However, the Registered Apprentice must follow the meeting attendance policy as outlined above in order to obtain a permit the following year.

B. PGA Golf Management University Student: must be currently enrolled in an accredited PGA Golf Management University program.

*Appeals to the Meeting Attendance Policy: Appeals shall be made in writing to the Tournament Committee Chair (or his/her designee). Such appeal shall be received by the Tournament Committee Chair no later than thirty (30) days prior to the event in which the Registered Apprentice would like to play in. The Tournament Committee Chair shall render the decision on appeal in writing within thirty (30) days of the receipt of the appeal.

The above criteria must be met each year to obtain a playing permit.

3. All Class "F", "Inactive" or "Suspended" members are ineligible to participate in section events, except as state in #1 above.
4. Any PGA member having played in more than ten (10) combined Adams Golf Pro Tour (Pro Series and Winter Series), Asian Tour, Australia/New Zealand Tour, Champions TOUR, Dakotas Tour, eGolf Professional Tour, European Challenge Tour, European Senior Tour, European Tour, Gateway Pro Tours (Arizona and California), Golfweek National Pro Tour (Gold Tour and Silver Tour), Hooters Tours (Carolina Summer and Winter Series) – NGA Pro Golf Tour, JPGA Senior Tour, JPGA Tour, Ladies European Tour (LET), LPGA Futures Tour (Symetra Tour), LPGA Tour, LPGT, PGA TOUR, PGA TOUR Canada, PGA TOUR LatinoAmerica, The Safari Tour, The Sunshine Tour, and web.com TOUR tournaments., events during any past twelve (12) months may only compete, if otherwise eligible, in the Michigan Open, Men's Senior Open, Women's Open, Tournament of Champions, and Chapter Pro-Ams. The U. S. Open, U. S. Senior Open, PGA Championship and Senior PGA Championship are not included in the 10-tournament count.
5. The Michigan PGA has the right to refuse an entry at any time, including during the event, for any reason it sees fit.

The Section Office has been instructed to follow the guidelines outlined below showing the order of priority for tournament participation.

1. All PGA membership classifications will have equal priority.
2. Entry forms will indicate specific eligibility requirements for each event.
3. In the circumstance when an event is open to both members and apprentices, the member and apprentice will have equal status and the first designated number of entries received will comprise the field.

NOTES – CONDITIONS OF COMPETITION

Non-Metal Spike Policy (Release of Liability)

As a condition of all Michigan PGA conducted events, it is required that all professional and amateur participants wear non-metal spikes. Metal spikes of any kind, including the non-metal spikes with a metal insert, will not be allowed. Penalty for non-conformance with this policy is Disqualification (Teams – Penalty for non-conformance by any or all team members is team disqualification).

The use of spikeless/non-metal spike golf shoes may result in the participant slipping on wet or damp surfaces (inclusive of but not necessarily limited to turf areas, wooden areas such as bridges and pathways, etc.) and reduced traction on non-level areas of the golf course. As evidenced by the participant's decision to participate in a tournament, the participant acknowledges that potential dangers relative to the use of spikeless/non-metal spike golf shoes have been disclosed to participant and participant agrees to assume the risk of sustaining an injury arising from or attributable to the use of spikeless/non-metal spike golf shoes in a tournament. The participant here releases the Section and Section's officers, directors, members, employees, successors and assigns (the "Indemnified Parties") from any and all claims for loss or damage, inclusive of but not limited to personal injury, whether or not caused by participant's use of spikeless/non-metal spike golf shoes in connection with a golf tournament. The consideration for this release is the permission granted by Section to the participant to participate in the golf tournament. This release binds not only the participant, but also the participant's spouse, heirs, legal representatives and assigns.

DISTANCE MEASURING DEVICES

A player may use any allowable device to obtain distance (only) information, including cell phones, smartphones, etc. If the device has the capability of accessing unauthorized information such as elevation changes, wind speed, wind direction, etc. and the player uses the device to access this information, the penalty is as follows:

Match play – Loss of hole; Stroke play – Two strokes.

For subsequent offense – Disqualification.

In the event of a breach between the play of two holes, the penalty applies to the next hole.

CELL PHONE POLICY

It is recommended that cell phones be turned off and stored in the player's bag. If there is a situation where the player needs to use the phone their intentions should be announced to fellow competitors and staff. Decision 14-3/16 shall serve as a guideline to ensure that any electronic device taken onto the course does not distract other players.

ALCOHOL POLICY

Alcohol consumption is not allowed during a stipulated round for the Michigan PGA, Michigan Open, Michigan Open Qualifiers, Michigan Section Match Play, Tournament of Champions, Michigan Section Assistants Championship, Senior PGA, Senior Open and Women's Open.

Unless otherwise provided, PENALTY for breach of an **Automotive Golf Car**, **Cell Phone Policy** and the **Alcohol Policy** is:

First Offense – Warning

Second Offense - Match Play – Loss of hole and Stroke Play – Two strokes.

Third Offense - Disqualification

In the event of a breach between the play of two holes, the penalty applies to the next hole

Pace of Play

The Rules of Golf require that a player must at all times play without undue delay and in accordance with the pace of play guidelines which have been established by the Michigan PGA Rules Committee as follows:

1. Rule 6-7: Undue Delay; Slow Play

The player must play without undue delay. Undue delay is defined as taking more than **40 seconds** to play a stroke.

Penalty for Breach of Rule 6-7:

First Offense	Warning
Second Offense	One (1) Stroke Penalty
Third Offense	Two (2) Stroke Penalty
Fourth Offense	Disqualification

- Michigan PGA Officials will use discretion concerning the Pace of Play of early groupings. All groups of three (3) will be expected to play at a pace not to exceed (**4 hours 10 minutes) for 18 holes (see Pace of Play Time Charts).
- The lead group to start either from tee #1 or tee #10 in either the morning or afternoon wave will be considered out of position if, at any time during the round, they exceed the allotted time to play as detailed on the attached Pace of Play Time Chart.
- Any subsequent group will be considered out of position if, at any time during the round, they (a) exceed the allotted time to play (Pace of Play Time Chart) **and** (b) reach the tee on a par 3 hole that is open and free of play, or fail to clear the tee of a par 4 hole or a par 5 hole before that hole is open and free of play. Both (a) and (b) must apply for a group to be out of position. A group out of position will be notified that they are out of position and will be subject to individual timing.
- Other than on the putting green, the timing of a player's stroke will begin when he and his caddy have had a reasonable opportunity to reach his ball, it is his turn to play, and he can play without interference or distraction. Time spent determining yardage will count as time taken for that stroke.

On the putting green, timing will begin after a player has been allowed a reasonable amount of time to lift, clean and replace his ball, repair his ball mark and other ball marks on his line of putt and remove loose impediments. Time spent looking at the line from beyond the hole and/or behind the ball will count as time taken for that stroke.

A player will be allowed a maximum of **40 seconds** to complete his stroke. **NOTE:** An additional 10 seconds will be allowed for (a) the first to play a stroke from the teeing ground on a par 3 hole; (b) the first to play a second stroke on a par 4 or par 5 hole; (c) the first to play a third stroke on a par 5 hole; (d) the first to play a stroke around the putting green; or (e) the first to play a stroke on the putting green.

- If a player exceeds the time limit on one (1) occasion, he will be cautioned that if he exceeds the time limit on one more occasion (total of 2), he will automatically incur a penalty of one stroke, under Rule 6-7. If the player exceeds the time limit on one more occasion (total of 3), he will incur an additional two-stroke penalty. If a player exceeds the time limit a total of four (4) times, the penalty is disqualification.

NOTE: Timing will discontinue when the group has regained its position. Any timing exceeding the allotted time to play will be carried over for the remainder of the round.

****Time Varies for Each Event**

Automotive Golf Car Rules

- Players who choose to walk, must walk the entire stipulated round and employ a caddie to carry their clubs.

2. Players who choose to ride, must have their clubs transported on a golf car, and you must ride from each tee to the area of the drive. Maximum of **two** golf cars per pairing, unless otherwise permitted
- Note: Players are not allowed to walk during team events.**
3. A person authorized by a player to drive the golf car is considered the caddie of the player. A caddie may or may not ride in the golf car.
 4. Golf cars should not be taken from the car staging area until both players have arrived and are ready for play. Maximum of **two** golf cars per pairing, unless otherwise permitted.
 5. When a golf car is employed by two players, the car and any person or thing in it is always deemed to be the equipment of the player whose ball is involved, except when the car is being driven by one of the players employing it, in which case the car and its contents are considered the equipment of that player.
 6. Golf cars must not be driven up the sides of the green and/or tees. Cars should be driven on the paths as much as possible and across the fairway at a 90-degree angle. When so restricted, the cars must remain on the paths at all times.
 7. It is imperative that all players return their cars to the staging area immediately upon completion of their round. Do not leave them at the various courses or their respective areas or parking lots.
 8. Any golf cars not employed by contestants must be authorized by the Tournament Committee Chairman, Executive Director, Tournament Supervisor, Event Sponsor, or Host Facility.

Note: Due to terrain and/or distances between greens and tees, some courses are not conducive to walking. Section Staff will work with the tournament chairman, event chairman and host professional to make this determination. Players will be notified in advance if walking will not be allowed and it will also be noted on the local rules sheet.

Unless otherwise provided, PENALTY for breach of an Automotive Golf Car Rule is:

First Offense – Warning

Second Offense - Match Play – Loss of hole and Stroke Play – Two strokes.

Third Offense - Disqualification

In the event of a breach between the play of two holes, the penalty applies to the next hole.

Dress Code

Male Professionals: Proper dress code is required at all Michigan PGA co-sponsored events. Jeans and shorts, of any style, cut-offs and tank tops are not permitted. Exception - Professionals may wear acceptable shorts in any section event except at any time during the days of the championship rounds for the: Michigan Open Championship, Michigan PGA Championship and the Michigan PGA Section Match Play Championship. Contestants not wearing proper attire shall not be permitted to compete.

Female Professionals: Proper dress code is required at all Michigan PGA co-sponsored events. Jeans of any style, cut-offs and tank tops are not permitted. Proper attire can include skirts, culottes, dresses, slacks and golf styled Bermudas. Contestants not wearing proper attire shall not be permitted to compete.

Amateurs: Amateur participants are required to adhere to the same dress code policy as professionals, with the exception that amateurs may wear acceptable shorts in any event except the Michigan Open and its qualifying events.

PURSE/PRIZES

Trophied Events

The Tournament Director shall be responsible for the appearance of such trophies that are presently in the possession of the Section, at and on the occasion of the events of which they are emblematic, such as:

1. James D. Standish, Jr. Trophy - Michigan Open Championship.
2. Gilbert A. Currie Trophy - Michigan PGA Professional Championship.
3. Walter Hagen Trophy - State Pro-Amateur Championship.
4. Fred L. Riggan, Sr., Trophy – Michigan PGA Senior Championship.
5. Joseph B. Devany Trophy – Michigan PGA Pro-Assistant Championship.
6. Al Watrous Cup - Michigan PGA Pro-Pro Championship.
7. Don Soper Trophy - Michigan PGA Senior-Junior Championship.
8. Tommy Shannon-Chuck Kocsis Trophy - Senior Pro-Senior Amateur Championship.
9. Jim Picard Trophy - Michigan PGA Match Play Championship.
10. Dave Griffith Trophy – State Assistants Championship.

Professional Prize Money Distribution

1. The professional prize money distribution in Michigan Section Sponsored and/or Co-Sponsored Events shall be determined by the Tournament Committee.
2. In the event of a tie for last place that would result in a payment to a professional of less than \$5.00, the Tournament Supervisor shall conduct a draw by lot that will insure a minimum payment of \$5.00 to each winning professional.
3. In the event there are no skins at an event the money will go to the teams or players that had the fewest lowest scores on any given hole. In addition, a 10% administration fee be taken out and put towards the sponsors outing.

Al Watrous Award - Player of the Year

This award will be presented to the golf professional that displayed outstanding playing ability in the following events. Player of the Year points will be awarded as earned from Section Fall Meeting to Section Fall Meeting.

**Michigan Open, Tourn. of Champions,
Michigan PGA Professional Championship**
 Make the Cut - 26th Place 5 pts
 25th - 1st Place 6-30 pts
 Winner Bonus 10 pts

Make the Cut - 26th Place 20 pts
25th - 1st Place 21-45 pts
Winner Bonus 40 pts

US Open
Local Qualifier 5 pts
Sectional Qualifier 10 pts

Match Play Classic
 2nd Round Losers 3 pts
 3rd Round Losers 6.5 pts
 Quarter Finalists 18.5 pts
 Semi Finalists 24.5 pts

Runner Up 29 pts
 Winner..... 40 pts

PGA Professional National Championship
*Exempt**.....5 pts
Sectional Qualifier.....5 pts
Make the Cut - 26th Place 10 pts
25th - 1st Place 11-35 pts
Winner Bonus.....20 pts

National PGA Championship
Participant 10 pts
Make the Cut - 26th Place20 pts
25th - 1st Place 21-45 pts
Winner Bonus.....40 pts

Chapter Championship
1st Place20 pts
2nd Place 10 pts
3rd Place..... 8 pts
4th Place 6 pts
5th Place.....4 pts

** Does not include a sponsor's exemption*

Fuller Cup Matches

The Fuller Cup Matches challenge the twelve (12) leading Michigan Section PGA Members against the top twelve (12) Michigan Amateurs as determined by the GAM and Michigan Publinx Golf Association. The twelve (12) professionals shall qualify as follows:

Host Professional, Current Seniors PGA Champion, Current Assistants Champion, Current Michigan Open Champion, Current Michigan PGA Professional Champion, Current Match Play Classic Champion, Current Player of the Year

The Player of the Year final point list determines the remaining players and alternates. The Captain of the team is the Tournament Committee Chairman.

Any other events involving Michigan PGA Members, sanctioned through the Michigan Section PGA, will be comprised through a system developed by the Tournament Committee.

TOURNAMENT CONDUCT CODE

Section Tournament Policy

Discipline, Penalties, and Appeals

Each PGA of America Member or Apprentice Participant (“Participant”) in a Section golf tournament acknowledges the right and authority of the Section to (i) fine and suspend from tournament play; and/or to (ii) fine and permanently bar the Participant from Section tournaments. Any Participant in a Section event hereby releases the PGA of America Section, the PGA of America, the PGA Tournament Corporation, Inc., rules officials, each director, officer, member, employee, agent or representative of any of the foregoing jointly and severally, individually and in their official capacity, of and from any and all claims, demands, damages and causes of action whatsoever, in law or equity, arising out of or in connection with any such decision or action by the Section, PGA of America or any appellate body.

Fines are due and payable within thirty (30) days unless the Participant has made a written appeal. Should the appeal be denied, the fine will be due and payable within thirty (30) days of such denial of appeal; and the Participant will be ineligible to participate in any Section tournament and any other PGA of America tournaments and the tournaments of any other PGA Section until said fine is paid in full.

A. Advance Notification of Proposed Disciplinary Action

Except for penalties under the Rules of Golf and for “Minor Penalties” (as hereafter defined), any Participant subject to disciplinary action or penalty defined as a “Major Penalty” shall first be notified of such proposed action in writing. Such notice may be presented to the Participant by a tournament official. Within thirty (30) days from the receipt of the notice, the Participant shall submit to the Section Tournament Director or the Section Executive Director such facts or evidence of mitigating circumstances as may apply. Within thirty (30) days of receipt of such information from the Participant, the Section Tournament Director or the Section Executive Director shall notify the Participant in writing of the imposition of the proposed disciplinary action or penalty, or that the proposed action has been dismissed. After the imposition of any penalty hereunder, the Participant shall have the right to appeal to the Section Board of Inquiry as set forth in Section E herein.

B. Rules of Golf

Any Participant in a Section tournament who breaches the Rules of Golf of the United States Golf Association or Local Rules in effect for the conduct of such event shall be subject to the penalties provided in such Rules as well as any other penalties imposed by the Section consistent with this policy. The decision of the Section Rules Officials/ and/or the Section Tournament Committee with respect to such Rules breach shall be final and conclusive.

C. Classes of Penalties for Section Tournament Offenses

A player will be in violation of the Michigan PGA Tournament Conduct Code if he/she commits any of the following:

1. No Card (NC/WD): Any player not turning in a score for a round, unless the player is injured during the round. You may turn in a score, request that WD be posted and then withdraw for reasons of illness, injury or extenuating circumstances only, by notifying the scorer or tournament official. An unauthorized WD is a violation.
2. No Show (DNS): Any player not withdrawing properly from an event. That means not informing the official in charge of the event, or the Section Office that you are withdrawing. It is the player's responsibility to see that the officials in charge of the event know that you will not be making your tee time.
3. Club Throwing: Any player throwing clubs in any fashion.
4. Abusive language Any player using abusive or offensive language audible to players, officials, or the general public, including publicly demeaning tournament sites, sponsors, or other contestants, etc.
5. Damage to Golf Course: Any player issuing damage to the golf course, grounds, and/or equipment.
6. Cart Courtesies: A contestant must observe cart regulations as posted by the host facility.

Penalties will be classified as either major or minor, depending on severity of offense. (A second or third offense can occur anytime during the same round, during the same event, or during the same year or for a two year period.)

1. MINOR PENALTIES.

A Minor Penalty is a fine of not more than \$150 and/or suspension from tournament play for two or less tournaments. A Minor Penalty may be imposed by the Section tournament officials responsible for the conduct of the tournament.

- 1st Offense - \$100
- 2nd Offense - \$150 and tournament suspensions

2. MAJOR PENALTIES.

A Major Penalty is a fine in excess of \$150, suspension from tournament play for more than three tournaments, and/or permanent disbarment from Section tournament play.

3rd minor offense or Conduct Unbecoming a Professional

Fines up to \$1000 and tournament suspensions

Any Participant that is found guilty of more than three offenses or Conduct Unbecoming a Professional charge may, at the sole discretion of the Section, be permanently prohibited from participating in all Section and PGA of America tournaments and also may be subject to PGA of America Code of Ethics charges. Notwithstanding the foregoing, the Section reserves the right to pursue Code of Ethics charges against any PGA Member/Apprentice for conduct charges related to the conduct of any Participant at Section golf tournaments and related events at the sole discretion of the Section in compliance with the procedures for Code of Ethics hearings as set forth in this Article II of the Bylaws.

D. Appeals

1. MINOR PENALTIES.

Appeals from Minor Penalties shall be to the Tournament Committee Chairperson (or his/her designee). Such appeal may be in writing or oral. Such appeal shall be received by the Tournament Committee Chair no later than thirty (30) days subsequent to the infraction. The Tournament Committee Chair shall render the decision on appeal in writing within thirty (30) days of the receipt of the appeal and submit a final report to the Section Executive Director. The Section Executive Director shall submit this final report to the Association General Counsel. Such decision shall be final. Notwithstanding the foregoing, in the event that the Section determines that it would prefer that a Minor Penalty shall be submitted to the Board of Control for a hearing in lieu of action by the Section, then the Section Board of Inquiry will follow the same procedures set forth herein for all matters submitted to the Board of Control for Code of Ethics procedures.

2. MAJOR PENALTIES.

Within thirty days from the date of notification of a Major Penalty, the Participant may submit a written appeal to the Section Board of Inquiry. Failure to file such an appeal shall be deemed conclusively to be an admission of the charges specified in the notification.

Thereafter, the Section Board of Inquiry will prepare a report of the matter to the Board of Control and the matter will be set for a hearing before the Board of Control in accordance with all applicable procedures set forth herein for ethics appeals heard by the Board of Control. The Board of Control shall hear the appeal either at the next regularly scheduled Board of Control hearing or at an expedited meeting that may be held in person or via conference call at the discretion of the Chair of the Board of Control. The decision of the Board of Control shall be final. An appeal shall operate to stay the effective date of any penalty, except suspension from a Section tournament then in progress or scheduled for the calendar week in which the alleged violation occurred, until after a final decision on the appeal.

All fines must be paid within thirty (30) days from the imposition of the fine, or in the event of an appeal, within (30) days from the decision rendered by the Board of Control in the event the Board of Control upholds the findings of the Tournament Committee Chair.

Appeals Committee

The Section Officers.

MEDIA RIGHTS

By becoming a competitor in a Michigan PGA Sponsored or co-sponsored event, the competitor, in consideration of the opportunity to compete in the event, grants and assigns his/her individual media rights respecting participation in the competition, without exception to the sponsors.

NO OTHER REMUNERATION

By becoming a competitor in a Michigan PGA Sponsored or co-sponsored event, each competitor acknowledges that he/she is not entitled to remuneration of any kind for participation in the competition other than the prizes set forth for that event.

CHAPTER TOURNAMENT GUIDELINES

All Chapters of the Michigan Section PGA operate under the jurisdiction of the Board of Directors of the Section as governed by the PGA of America.

The following conditions are to serve as general guidelines to Chapters in the planning and conduct of their Chapter sponsored and/or co-sponsored tournament events. Each Chapter will produce and distribute their own detailed Rules and Regulations Manual, which must conform to the Section's Tournament Committee Regulations.

1. Chapters may not schedule an event on the same day(s) that any of the Section's established Championship events are being played without the prior approval of the Section Tournament Committee Chairman.
2. Chapter Tournament Schedules for the following year must be submitted to the Tournament Committee Chairman by December 1st for approval by the Board of Directors.
3. Chapter events may only be hosted by facilities within the Chapter boundaries.
4. Chapter Officers must be employed at facilities within the Chapter boundaries.

PGA PLAYING ABILITY TEST (PAT)

These Rules and Guidelines have been written to assist in administering the Playing Ability Test (PAT). It is of the utmost importance that these guidelines are adhered to. Failure to do so will invalidate the test and require the individual to retake it at another time.

DETERMINING TARGET SCORE

Successful completion of the test shall be achieved by shooting a combined score that does not exceed the target score. The target score is computed by multiplying the appropriate USGA approved course rating (which recognizes the appropriate course yardage for men and women) by two and adding fifteen to that number.

For example, if the course rating is 72.4, the target score would be $72.4 \times 2 = 144.8$. Drop the fraction .8 (after multiplying by two), leaving 144 and add 15 which equals 159. Regardless of how large or small the fraction may be, either from the exact course rating or the figure, which results from adding two course ratings and the 15 strokes, the fraction is dropped and not rounded. This procedure is based on the Constitution which states that a person must play a "credible game of golf by making not more than the score" indicated for 36 holes. Women's target scores will be

calculated from women's course rating. Women will play a course yardage ranging from 5,500 – 5,700 yards.

Effective 1/1/2003, a player may register into the PGA Professional Golf Management Program if he/she will: Attempt the PAT at least twice since 1/1/2003 and shoot one 18 hole score in a PAT since 1/1/2003 that is equal to or less than the PAT target score for 18 holes plus 5 strokes.

PAT RULES

The following are the rules governing administration of the PAT. In order to standardize the PAT, the following policies have been incorporated.

PAT SCHEDULING

Sections are asked to schedule a minimum of six per year. This schedule will be included in all information going to individuals interested in becoming a member of the Association. Between 30 and 60 players should attend and participate in each PAT. A minimum of twelve participants will be required in order to conduct a PAT.

Any individual interested in becoming a member of the Association may participate in a PAT anywhere in the country.

PAT SUPERVISION

Each PAT will be supervised by an Examiner who has been trained to conduct these events. The Examiner will work closely with the Host Professional to coordinate these events. All Host Professionals should be PGA Members.

PAT ENTRY

A fee of \$200 will be collected by PGA of America when participants register online. There will be nothing collected onsite. Facilities will be paid \$75 per participant to cover golf, cart, range and lunch .

PAT DRESS CODE

Males: Jeans and shorts, of any style, cut-offs and tank tops are not permitted. Contestants not wearing proper attire shall not be permitted to compete.

Females: Jeans of any style, cut-offs and tank tops are not permitted. Proper attire can include skirts, culottes, dresses, slacks and golf styled Bermudas. Contestants not wearing proper attire shall not be permitted to compete.

GOLF COURSE SET-UP

1. The golf course must be set at least 6,000 yards for men and the women's yardage must be set at least 78%, but not more than 85%, of the men's yardage. The course must have a minimum USGA course rating of 68.0 for both men and women in order for the competition to take place.
2. Tees must be set in the middle of the regular tees *for men* and hole locations must be placed in the middle of the greens on a flat area. FRONT TEES AND BACK CHAMPIONSHIP TEES MAY NOT BE USED *FOR MEN*.
3. Suggested course set up per hole: for women
Par 5 not exceeding 450 yards
Par 4 not exceeding 340 yards
Par 3 not exceeding 175 Yards
4. The PAT is a 36-hole competition. It is recommended that the PAT be conducted in one day. However, if this is not the case, all tests must be completed within a one-week period.
5. Only golf courses with a USGA Course Rating may be utilized for PAT competition.
6. Sections have the option of utilizing two different golf courses for a PAT allowing competitors to play each course once.
7. All hazards and ground under repair must be appropriately marked.
8. Competitors do not have to be eligibly employed to participate in the PAT.
9. No adjustments are to be made to the target score due to course condition or weather. If conditions are severe, the PAT should be rescheduled.

REGISTRATIONS

- Registrations are taken in order of receipt at the PGA of America National Office and through PGALinks.com. There is a 14-day registration deadline for every PAT and an individual may be registered for only two PATs at any one time. The registration fee, paid at the time of registration, is \$200.00 and covers all onsite fees.
- Those who are employed in a capacity that gives them eligible employment or are registered PGA Golf Management University Program students may register for a PAT at any time prior to the 14-day registration deadline. Those not meeting this eligibility criteria may only register within the fourteen (14) days prior to the 14-day registration deadline.
- If it is found that an individual registered more than fourteen (14) days prior to the registration deadline and did not meet the above eligibility criteria, that individual will be suspended for two years from taking a PAT. If the individual has already played in the PAT, the score will be void.
- For schedule information or to register with an American Express, MasterCard or Visa, visit PGALinks.com, or call PGA Membership Services at (800) 474-2776.

WAITING LIST POLICY

If a PAT becomes full before the deadline date, a wait list will be established. At the registration deadline a wait list report including the wait list registrants in order of registration is sent to the Section Office. To determine your wait list status, you may contact the PGA National Office prior to the deadline and the Section Office after the deadline. If there are any late cancellations or no shows the day of play, the Section will fill any remaining spots from the wait list, in wait list order, from those who present themselves on site. If a spot does not become available off the wait list, an individual should contact the PGA National Office at (800) 474-2776 to have the fees transferred to another available PAT or have funds refunded.

TRANSFERS/REFUNDS/CANCELLATIONS

There are no transfers or refunds from a PAT inside the 14-day registration deadline unless it is a cancellation after passing a previous 36-hole PAT (this does not include meeting the 18 hole minimum PAT requirement) or off a wait list. An individual who passes the 36-hole PAT and is signed up for another, must contact the PGA National Office at (800) 474-2776, within three business days of passing the 36-hole PAT to have the funds refunded. A competitor, who is unable to participate in a PAT and does not notify the PGA National and Section Office at least 72 hours prior to the PAT, will be suspended from playing in another PAT for 90 days.

A competitor who withdraws during play or no cards (does not complete and submit a card for two 18 hole rounds) will be suspended from competing in another PAT for 90 days from the date of that PAT. If a competitor is signed up for another PAT within the 90-day suspension period, that individual will be canceled from that PAT and the funds will be refunded.

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An individual who cancels, withdraws or no cards due to injury or illness may submit medical documentation to the PGA National Office no later than three business days following the PAT for review for refund and/or waiver of suspension.

If a PAT is canceled due to not meeting the minimum registrations, you will be notified by the PGA National Office. If a PAT is canceled due to weather, you should contact the Section Office.

DRESS CODE

Female participants must wear slacks, culottes, walking shorts, or golf skirts which constitute acceptable clothing worn by women in connection with participation in professional golf tournaments. Male participants must wear slacks and participants shall not wear shorts anywhere on club property. Jeans are not to be considered slacks.

THE COMPETITION

The golf course must be set at least 6,000 yards for men and the women's yardage must be set at least 78%, but not more than 85%, of the men's yardage. The course must have a minimum USGA course rating of 68.0 for both men and women.

- Target score is determined by multiplying the USGA course rating by two (2) and adding fifteen strokes. (After multiplying, any remaining fraction is dropped.)
- "Lift, clean and place" cannot be invoked during a PAT. If conditions do not warrant playing the ball down, the PAT must be canceled and should be rescheduled. If a PAT is played under "lift, clean and place", that PAT will be invalidated and all scores will be null and void.

GOLF CAR

- Contestants' clubs must be transported on a golf car; no more than two cars per grouping. (Only players will be allowed to ride in the golf car.)
- Only two people are allowed to ride in the car at one time.
- When one car is employed by two players, the cart and any person or thing in it is always deemed to be the equipment of the player whose ball is involved, except when the car is being moved by one of the players employing it, the cart and its contents are considered the equipment of that player.
- Spectator cars are not allowed. Only official cars authorized by the Tournament Director will be allowed on the course.
- It is imperative that all players return their carts to the cart staging area immediately upon completion of their round. Do not leave them at the various courses or their respective practice areas or parking lot.

OTHER POLICIES

- To enter into the PGA Professional Golf Management Program, the registrant must attempt the PAT at least once within two years prior to registration. Within that time frame, shoot one 18-hole score in a PAT that is equal to or less than the PAT target score for 18-holes, plus 5 strokes. Each PAT score has a validity date of two years. Any registrant who enters the PGA PGM Program without successfully passing the PAT, must pass the 36-hole PAT prior to registering for the Level 3 Checkpoint. The 36-hole PAT remains valid during the Acceptable Progress period. For more information on the PGA Professional Golf Management Program, visit **PGALINKS.com**.
- The PGA reserves the right to preclude an individual from participating in a PAT based on prior PAT scores that were unreasonably above the target score.
- There must be at least ten registrants in a PAT at the deadline in order for the PAT to be held.
- Tee times are sent by the Section prior to the PAT. If you do not receive this listing, you should contact the Section Office.
- A photo identification is required at the PAT site and lack thereof is cause for disqualification.
- If allowed by both the Section and golf course, caddies are permitted. However, only players will be allowed to ride.
- Only devices that measure distance only are permitted; cellular phones are not permitted.
- The use of alcohol is prohibited during play of the PAT.

□ For conduct unbecoming a golf professional during a PAT, the registrant may be assessed a two stroke penalty. A second offense will result in disqualification. PAT participants are advised that actions determined by The PGA of America to be construed as conduct unbecoming a golf professional in any way connected with the PAT (without limitation unprofessional behavior displayed or unprofessional actions of any nature or description committed during practice rounds, the PAT test, or committed subsequent to the completion of a PAT) may result in the suspension of such an individual from participating in PATs for a period up to two (2) years at the sole discretion of The PGA of America.

□ To preserve the integrity of the game and our PGA competitions, please be reminded that each player has the duty and responsibility to protect the rest of the field from questionable practices and Rules infractions. If you are doubtful as to the rights or procedure for either yourself or a fellow competitor, seek the counsel of the PAT Examiner.

The PAT schedule and deadlines are subject to revision. For an updated schedule visit **PGALinks.com**. All deadlines are based on Eastern time. For any questions regarding PAT policies, contact the PGA Membership Services Dept. at (800) 474-2776.