

# Starters

The Starter is responsible for maintaining order on the first and tenth tees in accordance with the tee sheet.

## Guidelines:

- Greet golfers warmly getting their name, tee time and starter receipt. Make it a point to get to know the members.
- Record each player's last name, cart number and actual starting time on the starter sheet.
- Let the golfer know which group is on the tee and when they will be up.
- Give each group a pace of play handout and the day's pin sheet, and give each player an e-mail slip. Explain each to the players.
- Communicate the cart rule of the day (cart path only or 90 degrees), reminding them to stay on the paths around all tees and greens.
- Give players information needed to play the golf course. (Sprinkler heads are marked to the center of the green and look for the traffic signs when proceeding from 2 to 3 and 7 to 8)
- Keep up constant communication with the golf shop in order to stay on time, work in any walk-ups, and update the starter sheet.
- Be sure there are no more than two golf cars per group unless it is a fivesome or they have permission from the golf shop.
- In the event there is a fivesome remind them they must maintain an acceptable pace of play, and we reserve the right to split the group if pace of play becomes an issue.
- Radio outside services to pick up any golf cars.
- Record turn times for each group as they make the turn.
- Communicate with the marshals to maintain pace of play.
- Make sure players do not have coolers or food and beverage that was not purchased at the Club.

# Marshals

The marshal maintains pace of play on the golf course through constant communication with the starter, other marshals and the golf shop. Enforce all golf course rules and policies.

## Guidelines:

- Drive course in reverse from 9 to 1 and 18 to 10.
- Greet each group and ask if you can be of any assistance. Get to know the members.
- Be visible, keep moving at all times.
- Stop and wait for players to hit their shots before approaching.
- To help speed up play, help players find lost balls and remind them of the time limit.
- Communicate with your starter and other marshals to maintain an acceptable pace of play. Record each groups starting time to help keep track of play.
- Enforce the cart rule of the day. Golf cars remain on paths around all tees and greens and all par threes.
- Keep the course clean. Pick up any broken tees, cigarette butts, fill divots with sand, and repair ball marks on greens.
- Monitor levels of water and ice in on-course coolers. Inform golf shop if they need to be filled.

Remember: If you have to approach a group concerning any policy violations, inform them of their infraction in a professional manner and let the rules speak for themselves.

## Required Items in Starter\Marshal Golf Car

- Starter Sheet and clipboard
- Two-way radio
- Starter box containing pace of play handout, e-mail slips, pin sheets and extra scorecards, pencils and tees.

# Tournaments

## Guidelines:

- Check with the golf shop for a list of jobs that need to be done.
- Obtain copies of the alpha list and hole by hole pairings.
- Set up carts with headers, scorecards and rules sheets.
- Set up golf course with sponsor signs, proximity markers, etc. as necessary
- Direct golfers to bag drop area to aid in service.
- Assist outside services in the bag drop area. Greet the golfer, give them their hole assignment, and take their bag and load it onto their cart. Direct them to the parking area, golf shop and practice facility.
- Communicate with the golf shop to make any changes due to no shows or extra players.
- Lead the golfers out to their holes in orderly fashion.
- Drive the course to check all names and handicaps. (Please be sure to get their full name and make sure all are spelled correctly.)
- Provide any assistance necessary.
- When the tournament has ended, check to make sure all proxys and sponsor signs were picked up and no groups are playing extra holes.



## Mission

To give the golfer outstanding service with a great attitude, to enforce the rules and regulations of Meadowbrook Farms Golf Club and to expedite the pace of play in order to provide them with the best possible golf experience.

Remember: We are here for the golfer, so let's make their experience as enjoyable as possible.



# **Golf Course Rules and Regulations**

- No dogs or other pets (with the exception of seeing eye dogs) are allowed at the Facilities, except under special circumstances with prior authorization of the Club. A member is responsible for any damage or injury caused by an animal owned by, or brought upon the Facilities by, such Member, his or her Family, or their guests. Any animal, which is brought onto the Facilities, shall be kept on a leash or otherwise under control at all times.
- All golfers must register at the golf shop and pay all applicable guest and cart fees before beginning play. Members are responsible for the payment of fees incurred on account of their guests.
- No group of five or more Persons shall be permitted to play without permission from the golf staff. Twosomes and singles will be grouped with other players, if available, and, if necessary, at the times determined by the golf staff. Singles may not reserve starting times.
- The Club may designate certain playing times for players eighteen years old or younger.
- U.S.G.A. rules govern play, subject to the local rules. Local rules may be amended or superseded at anytime by the Golf Professional or the applicable Tournament Committee.
- Every player must have a set of golf clubs and a golf bag. No sharing of golf clubs shall be permitted.
- Proper attire is required for all players. For men, shirts with collars and sleeves, slacks and golf shorts with a minimum six inch inseam are considered proper attire. For women, dresses, blouses, slacks and golf shorts with a minimum six inch inseam are considered proper attire. Tee shirts, tank tops, halter tops, jeans, cutoffs, sweat pants, tennis or other athletic shorts, and bathing suits are not permitted.
- No metal spikes may be worn on the golf course and practice areas. Only soft spike or spikeless golf shoes or other approved shoes shall be worn on the golf course and practice areas. Any shoes other than golf shoes must be approved by the golf professional staff.
- Golf cars shall be assigned at the golf shop at the time of registration. Players may be allowed to walk and carry their clubs at the discretion of the Club.
- No vehicles other than golf course maintenance vehicles and golf cars provided by the Club shall be permitted on the golf course.

- Golf cars are restricted to use on the golf course and practice areas.
- Persons sixteen and seventeen years of age may operate golf cars provided they hold a valid Texas driver's license and written parental approval. Persons eighteen years of age or older may operate a golf car provided they have a valid automobile driver's license.
- No more than 2 persons and 2 sets of clubs are permitted on golf cars.
- Golf car paths are to be used where provided, especially near tees and greens. The Club reserves the right to impose restrictions on the use of golf cars on the golf course from time to time, including restricting golf cars to the golf car paths only or imposing the 90-degree rule. When the "cart path only" sign or any other golf car directional signs are posted, they must be strictly followed.
- Except on golf car paths, a golf car is not to be operated within thirty feet of a green, a tee or a bunker, and shall never be driven through a hazard.
- Soft areas on fairways should be avoided, especially after rains. Use the paths or the rough whenever possible.
- Golf cars are operated at the risk of the operator. Cost of repairs to a golf car which is damaged by a Member, Designee, or by their respective Family members or guests, shall be charged to the Member and/or Designee. Members and Designees using a golf car shall be held fully responsible for any and all damages, including damages to the golf car, that are caused by the misuse of the golf car by the Member, Designee or their respective Family members or guests, and the Member and/or Designee shall reimburse the Club for any and all damages the Club may sustain by reason of misuse.
- A Member or Designee using a golf car accepts and assumes all responsibility connected with the operation of the golf car. Each Member and Designee also expressly agrees to indemnify, defend and hold harmless the Club, and its employees, affiliates, representatives and agents, from any and all damages, whether direct or consequential, arising from or related to the use and operation of a golf car by the Member, Designee or their respective Family members or guests.
- Golf cars are to be returned to the staging area.
- Violation of these golf car rules may result in loss of golf car privileges and/or playing privileges.
- Practice balls are for use on the driving range only and are not permitted for use on the golf course.

- All non-golf activities on the golf course and car paths is prohibited, including, but not limited to, jogging, bicycling, skating, rollerblading, and walking dogs. No fishing is permitted from the golf course or adjacent areas unless approved in advance by the Club. The cost of repairing any damage to the golf course resulting from such prohibited activity shall be charged to the responsible Member's Club Account.
- All play shall start at the number one tee unless permission to start elsewhere is obtained in advance from the appropriate Club employee. All players must check in with the starter. Under no circumstances shall players start play from residences.
- Ball hawking is not permitted on the course at any time.
- Wading into water hazards shall not be permitted. Balls may be retrieved only from banks of water hazards.
- No player shall have more than one (1) ball in play at any time.
- All players shall repair ball marks on greens, replace divots, and smooth sand traps before moving to the next tee.
- All players shall maintain a reasonable rate of play. The Club encourages a pace of play by its Members so that, under normal circumstances, a round of golf may be completed in four (4) hours, including any time stopping between nines. If a foursome or other group of players fails to keep their place on the golf course, the group may be asked to skip one or more holes. If a foursome or other group is searching for a lost ball, the group should allow the following group to play through. No more than five (5) minutes may be used to search for lost balls. The Club may monitor the pace of play through the efforts of a marshal during the hours of play.
- Golf cars should not be parked in front of the green or in other areas that will impede the rate of play.
- When play of a hole is completed, Members shall leave the green promptly, and proceed to the next tee without delay. Members shall do the scoring for the completed hole while the others in the group are playing from the next tee.
- Practice is not allowed on the golf course. The practice facilities should be used for all practice. The Club reserves the right to require instruction for the Members who are beginners or inexperienced, prior to allowing them to use the golf courses. The intent of the Club is to assist the Members in obtaining a level of skill and knowledge which will enhance the enjoyment of the game for them, as well as the other Members.

- All players are responsible for their own safety during hazardous weather conditions and play at their own risk. Players who elect to continue to play during hazardous weather conditions do so at their sole election and at their own risk, and agree to indemnify the Owner and the Club from any action as a result of their continued play. Under no circumstances shall the Owner or the Club be held liable for failing to warn players of hazardous weather conditions or the need to cease play.

