

SECTION G: COURSE RULES AND LOCAL PLAY (INCLUDES TOURNAMENTS)

POLICY NUMBER: 1

POLICY NAME: Checking into the Pro Shop

APPROVAL DATE: February 12, 2019

REVISION DATE:

1. All players must check into the Pro Shop before teeing off.
2. Each player must have his/her own set of clubs.

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POLICY NUMBER: 2

POLICY NAME: Booking Tee Times

APPROVAL DATE:

REVISION DATE:

2.01 Members may book tee times up to 21 days in advance. Green Fee players may book tee times up to 14 days in advance. Any other advanced bookings can be made at the discretion of the GM.

2.02 The following policy is in place to reduce lost income. Members who are unable to honor any number of spots in their tee time bookings must advise the AG&CC at least 12 hours prior to their tee time. Failure to do so will result in a verbal warning on the first occurrence. The second occurrence will result in an email or written warning. The third occurrence and any future occurrences will result in the member's booking privileges being reduced to 48 hours. The 48-hour restriction will remain in place for a period of two (2) weeks. Further abuse of booking privileges may result in these privileges being revoked further. Management may consider extenuating circumstances in the application of this policy.

Procedure

Members/green fee players may book either in person, by telephone or on-line, first come, first choice in playing times.

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POLICY NUMBER: 3

POLICY NAME: Pace of Play

APPROVAL DATE:

REVISION DATE:

3.01 Golfers are expected to maintain a reasonable pace of play with the recommended playing time of 4 hours and thirty minutes.

Procedure

1. All golfers are expected to maintain a reasonably close distance to the group in front of them.
2. Groups unable to keep this pace could be asked to skip one hole.

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POLICY NUMBER: 4

POLICY NAME: Starting on the 10th Tee

APPROVAL DATE:

REVISION DATE:

4.01 No golfer(s) can start on hole #10 without the Pro Shop permission.

Procedure

1. The Pro Shop shall make every effort to accommodate members who wish to start on #10.
2. Golfers who start on the 10th hole without permission may have their privileges revoked for the day.

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POLICY NUMBER: 5

POLICY NAME: Foursomes

APPROVAL DATE:

REVISION DATE:

5.01 The maximum number of people per group is four unless approved by the Pro Shop.

Procedure

This will be monitored by the Pro Shop and/or course marshal.

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POLICY NUMBER: 6

POLICY NAME: Junior Player Under Age 12

APPROVAL DATE:

REVISION DATE:

6.01 A junior player under the age of 12 must be accompanied by an adult green fee player or member.

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POLICY NUMBER: 7

POLICY NAME: Issuing and Tracking of Passes

APPROVAL DATE:

REVISION DATE:

7.01 The GM has the authority to issue golf passes for use in promotion of the golf course or for services rendered to the golf course.

Procedure

1. All complimentary passes are to be numbered and dated with an expiry date one year from date of issue.
2. The GM must keep a record of all passes issued.

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POLICY NUMBER: 8

POLICY NAME: Rental of AGCC Carts

APPROVAL DATE:

REVISION DATE:

8.01 A driver's license is required to rent a cart.

Procedure

1. Use of rental carts are issued and monitored through the Pro Shop.
2. A rental agreement must be completed and signed before any cart is released. Carts must remain on golf course property. Liability for any damage or theft lies with the renter of the cart as issued by the Pro Shop.

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POLICY NUMBER: 9

POLICY NAME: Cart Staff Require Learner's Permit

APPROVAL DATE:

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9.01 All Pro Shop staff cart workers must have a learner's permit to drive a cart and must be a minimum age of 15.

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POLICY NUMBER: 10

POLICY NAME: Greens Staff, Right of Way

APPROVAL DATE:

REVISION DATE:

10.01 The grounds maintenance staff, in the performance of their duties, shall have the right of way on the course.

Procedure

Golfers are requested to cede right of way and not interfere with the grounds maintenance crews. The grounds maintenance crews are expected to use discretion in these circumstances.

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POLICY NUMBER: 11

POLICY NAME: Inclement Weather/Rain checks

APPROVAL DATE:

REVISION DATE:

11.01 The Pro Shop will issue to those golfers affected by inclement weather/rain, a rain check pass in accordance with the following.

If rain commences during play:

- Less than 9 holes, Full 18 hole rain check
- Played 9 - 12 holes, 9 hole rain check
- More than 14 holes, no rain check (at the discretion of the Pro Shop manager)

No rain checks to be given if golfers start in the rain.

Rain checks will also be given if the horn is blown, in accordance with the number of holes played as stated above.

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POLICY NUMBER: 12

POLICY NAME: Course Closures Due to Unsafe and/or Unplayable Conditions

APPROVAL DATE:

REVISION DATE:

12.01 The course will be closed at the discretion of the GM when unsafe or unplayable conditions present themselves.

Procedure

1. The GM or his designate will have authority to determine unsafe conditions.
2. The Course Superintendent or an authorized green staff member will decide on the playability of the course and advise the Pro Shop. When the Course Superintendent or his representative is not available, the GM or his designate has the authority to determine course playability.

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POLICY NUMBER: 13

POLICY NAME: Mobility Challenges/Medical Flags

APPROVAL DATE: February 12, 2019

REVISION DATE:

13.01 Golfers with disabilities will be asked to identify themselves to management. Persons identifying themselves as disabled must possess a government approved disabled parking placard, a written medical excuse, or be approved by course management.

Procedure

The following procedures must be followed when using a Handicap Flag:

1. The Handicap Flag applies only to the individual with the handicap.
2. An able bodied golfer riding with the disabled golfer may not take advantage of the Handicap Flag and must walk to his or her ball.
3. If more than one disabled person is in the group, they must ride together.
4. Carts may not be driven between greens and sand traps.
5. Carts may not be driven within 30 feet of the greens.
6. Carts may not be driven on any mounds around the greens.
7. Carts must stay on the cart paths when parked at the tee boxes.
8. Carts may not be driven into roped off areas.
9. Normal cart path rules apply on par threes.
10. Handicap Flags may not be permitted when weather/course conditions prohibit their use.
11. Par 3's are cart path only.

Failure to adhere to these regulations may result in golfing privileges being revoked.

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POLICY NUMBER: 14

POLICY NAME: Conduct Policy for All Persons

APPROVAL DATE:

REVISION DATE:

14.01 All individuals are expected to conduct themselves in an appropriate manner and to treat every person at the course with courtesy, respect and dignity. The AG & CC has zero tolerance for any type of misconduct, including, but not limited to the following:

- Harassment (see also Section D: Policy #14)
- Physical or sexual Assault (or threatening of assault)
- Damage to Property
- Theft
- Arson
- Belligerent conduct, or
- Failing to follow directions of the GM or Player Assistant

Procedure

1. Any individual (including members) not abiding by the above policy will be asked to leave the premises immediately and will be barred from the property.
2. Intoxication or impairment of any kind will not be accepted as an excuse for improper conduct.
3. If the individual wishes to return to the premises, he/she must submit a letter or email describing their recollection of the incident to the GM, which shall be reviewed by a committee appointed by the board, for appropriate action.
4. The individual will remain barred until the incident has been reviewed by a committee appointed by the Board. A decision will be rendered as soon as practicable after receiving the written report from the individual. No refund of green fees, cart fees, or membership fees shall be made for any period in which the individual has been barred.
5. The committee shall take into account all material submitted to it, including the individual's letter or email, witness statements, staff statements, or any other material it considers appropriate, and shall have absolute discretion to take appropriate action, including but not restricted to the following:

- Suspension of playing privileges;
- Forfeiture of membership dues and fees;
- Requiring a written apology to the aggrieved person;
- Filing a report with the appropriate authorities;
- Reprimand.

POLICY NUMBER: 15

POLICY NAME: Golf Course Etiquette

APPROVAL DATE:

REVISION DATE:

15.01 Every golfer should abide by the following golf etiquette rules.

1. Rake out footprints and club marks after making a trap shot.
2. Do not walk through or pull carts through sand traps
3. Keep to the outside of traps and hillocks surrounding greens and keep carts off tees, greens, shoulders and aprons.
4. Do not drag your feet on the greens.
5. Do not make a shot until the players in front of you are out of range.
6. Upon reaching the green, place your golf bag in line with the next tee. When you have finished putting you will be able to leave the green quickly and proceed directly to the next tee.
7. No practice putting or loitering on green. Mark scores at the next tee.
8. If you have a clear fairway in front of you and you are unable to close the gap, let the following group play through without delay.
9. A single player has no standing on the course and should give way to a match of any kind.
10. Play holes in their proper sequence, cutting in is not allowed.
11. Replace all divots and repair ball marks.
12. Do not hack, trample or destroy trees or saplings.
13. Do not throw trash on the course or in the rough. Help us keep our course clean.
14. Power carts must follow paths as set out by the Course Superintendent and use the 90-degree rule on the fairways.
15. Proper golf attire must be worn on the course.

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POLICY NUMBER: 16

POLICY NAME: Food and Beverage Being Sponsored by Outside Agencies During Tournament

APPROVAL DATE:

REVISION DATE

16.01 Tournaments of 60 people or more must purchase a tournament package.

Procedure

During a tournament the following applies:

a) Liquor:

- If the groups wish to have a liquor distribution location on the course, the alcohol must be purchased from the AGCC.
- All orders are to be made at least one week in advance of the tournament date.
- Only two liquor holes will be allowed on the course with one allowed on the front nine and one allowed on the back nine. The General Manager must approve the locations for the liquor holes.
- The liquor holes must be operated in accordance with the laws of the Province of Alberta.
- The empties must be returned to the club house upon termination of the liquor hole.

b) Food:

- Light meals (i.e. hot dogs, hamburgers, beef on a bun, etc.) may be sponsored on the course during tournaments only if a tournament package is purchased from the AGCC. Arrangements are to be made with the AGCC.
- Two food holes will be allowed on the course with one allowed on the front nine and one allowed on the back nine. The General Manager must approve the spots for the food holes.
- The food holes must be operated by a representative of the tournament.

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POLICY NUMBER: 17

POLICY NAME: Outside Alcohol

APPROVAL DATE:

REVISION DATE:

17.01 No outside alcoholic beverages allowed on the golf course.

Procedure

1. Signs are to be posted.
2. The Pro Shop staff must monitor for outside alcohol brought onto the course either in coolers or visible liquor bottles.
3. Golfers in violation may have their golfing privileges revoked and may be removed from the premises.

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POLICY NUMBER: 18

POLICY NAME: Use of Marijuana

APPROVAL DATE:

REVISION DATE:

18.01 The AGCC will follow the municipality by-laws for use of marijuana in a public place.

Procedures

1. Golfers in violation may have their golfing privileges revoked and may be removed from the premises.