

**2009 NWAGA  
EASTERN STROKE PLAY  
TOURNAMENT**



Combined Revised January 21, 2009

## NWAGA TOURNAMENT GUIDELINES

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## NWAGA EASTERN STROKE PLAY TOURNAMENT

### A. SCHEDULE

1. The NWAGA Eastern Stroke Play Tournament should be held in June, whenever possible. The first full week is preferred.

### B. DUTIES OF THE HOST CLUB

1. The Host Club will select a Tournament Chairwoman who will in turn select a Publicity Chairwoman, and Treasurer, all of whom shall be members of NWAGA.

2. The Host Club will form all committees necessary for the proper conduct of the tournament and will conduct the NWAGA Tournament according to the rules set forth in the NWAGA Tournament Guidelines.

3. The Host Club Tournament Committee should establish a local bank account to handle all tournament receipts and disbursements. The account should be set up with the tournament name and WILL NOT include the name NWAGA.

4. It is normal and customary for the Host Club to waive all green fees for NWAGA tournaments.

5. The Host Club should present the general plan for the tournament, including Host Club Information (Form A), Proposed Budget (Form B), Tee Off Time Information (Form C), to the NWAGA Office by December 1, and be presented at the NWAGA Spring Meeting. Information posters will be printed and distributed by NWAGA to all Club Representatives at the NWAGA Spring Meeting. As close to the event the final budget sheet should be forwarded to the NWAGA office.

6. Booklets to participants are not necessary, but if provided, MUST NOT include Rules, prize monies or players handicaps.

### C. ENTRIES

1. The Host Club may determine the maximum number of entries.

2. Valid Entries will be those properly completed, including the full entry fee, and received in the office on or before the stipulated entry deadline. All entries and checks shall be retained by the NWAGA Office. The Entry Deadline will be determined by NWAGA and will be approximately two weeks prior to the tournament.

3. Entries may be accepted after the deadline, if field is not full, at the discretion of NWAGA.

4. The entry fee shall be \$80, and should include a social event. An additional fee will be collected with the entry for those players desiring a cart.

5. It is the express policy of NWAGA that the tournament shall be self-supporting. If it is necessary to increase the entry fee, the Host Club Tournament Chairwoman shall submit a written request to the NWAGA Tournament Chairwoman prior to January 20. Such request must be submitted to the NWAGA Tournament Committee for final approval.

6. Entries are subject to approval or rejection at any time (either before or during the tournament) by the NWAGA Tournament Committee at its discretion, and with cause. All decisions by the NWAGA Tournament Committee in any matter concerning a tournament shall be final. All complaints must be in writing, signed, and submitted to the NWAGA President.

#### D. TOURNAMENT FIELD

1. Entries will be accepted in the order they are received up to the entry deadline or maximum tournament capacity. In the event tournament capacity is reached prior to or on the deadline date and time, the final tournament entries received will be accepted by the lowest handicap index.

2. If the tournament field is filled as of the entry deadline, all late entries received after the entry deadline will be placed on a waiting list in the order of Handicap Index with the lowest Index being first on the list.

3. Prospective players on the waiting list should be notified of their numerical position. Any participant not wishing to remain on the waiting list should advise NWAGA.

4. If the tournament field is not filled as of the entry deadline, entries will be accepted after the entry deadline, at the discretion of NWAGA.

5. Entries will not be accepted after pairings have been made.

#### E. DEFENDING CHAMPION, HOST CLUB DESIGNEE

1. The Defending Champion shall mean the individual declared the Champion in the previous year's tournament.

2. Upon receipt of a Valid Entry, the Defending Champion will be automatically accepted. In addition, the Host Club may designate one entry to be automatically accepted upon receipt of a Valid Entry identifying them as the prior years host club designee. The Host Club may elect to use its designated entry either at the Host Club's tournament or at the same tournament the following year.

## F. ELIGIBILITY

1. Players must be a current member of NWAGA, except for Qualified Juniors.
2. Upon receipt of a Valid Entry, any Qualified Junior (defined as a member of NJGA and with a Handicap index of 20.0 or less), may compete in NWAGA events.
3. Each player must have an active Handicap Index. A Handicap Index must be issued from a "golf club" (as defined in the "USGA Handicap System Manual") which is licensed to use the USGA Handicap System. Nine-Hole handicaps will be doubled for 18-hole tournaments.
4. All entrants must be members of the Association as of May 15 for tournaments held in May and June.

## G. ACKNOWLEDGMENT OF ENTRY

1. NWAGA will prepare and send or e-mail an acknowledgment of entry to each player as soon as possible.
2. The acknowledgment of entry will indicate the following:
  - a. Player's starting time and first round pairing, if possible
  - b. Dress Code
  - c. Withdrawal policy, if withdrawal is necessary, including the phone number of the NWAGA office
  - d. Participants will also be notified of their position on the Waiting List, if applicable.

## H. WITHDRAWALS

1. All withdrawals must be reported immediately to the NWAGA office. They will, in turn, report to the NWAGA Host Club Chairperson.
2. Full refund given before the deadline and no refund is to be given after the deadline with half of the entry fee going to NWAGA and half going to the Host Club. No refunds after the entry deadline. The \$5 Administrative fee is non-refundable at any time and will be retained by NWAGA. The cart fee may be non-refundable at the discretion of NWAGA and the host club.
3. Positions vacated due to a withdrawal will be filled from the waiting list.

## I. HANDICAP, MEMBERSHIP VERIFICATIONS, AND TOURNAMENT ROSTER

1. As of the stipulated entry deadline, a NWAGA designee shall verify NWAGA membership status for each Player and compile a tournament roster, including the

names, addresses and telephone numbers of tournament players and a summary of entry fees paid.

2. As soon as possible after the entry deadline, the NWAGA office shall prepare the first round pairings and shall forward the tournament roster and first round pairings to the Host Club Tournament Chairwoman and the Host Club Pro.

3. As of the specified GHIN Revision Date, NWAGA shall verify the current handicap index of each player. NWAGA shall calculate a Host Club NWAGA Tournament Course Rating based upon tournament tee placements. Handicaps shall be sloped relative to the Host Club NWAGA Tournament Course Rating. This Host Club NWAGA Tournament Course Rating shall be posted on the tournament scoreboard.

4. The GHIN Submission Date to be used for each tournament will be as specified in the Spring issue of *Tee Off Time*.

#### J. RULES COMMITTEE

1. The Rules Committee shall be appointed by NWAGA Rules Chairwoman or NWAGA Tournament Directors. No tournament player may serve on the Rules Committee. NWAGA Tournament Directors will provide the Rules Committee with a list of phone numbers of qualified rules officials to contact for assistance.

2. Rules, including Local Rules, should be presented to each player prior to the commencement of play.

3. Any disputes shall be referred to the Rules Committee. Decisions of the Rules Committee will be final.

4. All tournament play will be governed by the USGA Rules of Golf, except as modified by Local Rules which will be written and approved by NWAGA. Local Rules will not be in variance with the USGA Rules.

#### K. NWAGA/HOST CLUB TOURNAMENT RESPONSIBILITIES

1. NWAGA will be responsible for the following:

- a. Tournament roster
- b. Pairings each day
- c. Flight Breakdown
- d. Scorecards for each round
- e. Scoring
- f. Waiting list, if any
- g. Determine yardage for tournament course
- h. Notice to Players and Local Rules

- i. Prize monies breakdown
- j. Example of desired scoreboard layout
- k. Medalists gifts
- l. Pictures of winners, flight winners and medalists

## 2. Host Club Responsibilities

- a. Return Forms A, B, and C to NWAGA office by Dec. 1<sup>st</sup>
- b. Registration
- c. Scoreboard (see example)
- d. Publicity (See Sec. V)
- e. Provide each player with an evacuation policy
- f. Provide two-three motorized carts for NWAGA staff and rules officials
- g. Final budget report to NWAGA (Form D)

## L. FORMAT, PAIRINGS, AND TIES

1. The tournament will consist of 36 holes of Stroke Play. Qualifying for all flights will be determined by the first 18 holes of play. Flights will consist of approximately 12 participants with all ties competing in the same flight.

2. Pairings for the first round should be in groups of three, whenever possible, using a 1,2,3 sequence, as determined by the participant's Handicap Index and availability of carts.

3. Pairings for the second round should be made in groups of three, whenever possible, using a 1, 2, 3 sequence, as determined by the participant's first day score.

4. If necessary, one or more participants at the bottom of one flight may be paired with the participants in the next flight.

5. Requests for specific pairings or tee times will **not** be taken.

6. The first round may be either tee times or a shotgun start. Participants may be given #1 or #10 tee assignments.

7. The final round should be a shotgun start, with the leading group starting on the first tee.

8. Host Club shall provide a scoreboard for posting daily total scores. Hole-by-hole scores do not need to be posted. (See example)

8. The method of deciding ties must be stipulated, in advance, on the Notice to Players presented to each competitor.

9. In the event of a tie for the winner in championship flight, the champion will be decided by a sudden death playoff. The playoff-starting hole will be posted prior to the tournament. A referee must accompany all playoffs. The referee may be any member of the Rules Committee or a member of the NWAGA Tournament Committee or their designee.

10. In the event of ties for all other flight winners or positions within a flight, the combined prize monies will be divided, pro rata.

#### M. PRIZES AND MEDALIST

1. A list of prizes (gift certificate amounts) to be awarded in each flight should be posted prior to the commencement of play once flights have been determined. Traveling Trophies and other prizes should be displayed during the tournament and at the social events.

2. Fifty percent (50%) of total entry fees should be designated for prizes. The amount and number of flight prizes shall be based on the number of tournament entries with approximately one-third of the field receiving flight prizes. All flights should receive a pro rata amount for prizes, based upon the number of participants in each flight.

3. NO CASH prizes should be awarded. All flight prizes shall be in the form of gift certificates or prizes. NO CASH should ever be awarded for any contest or event.

4. With speed of play a priority, the Host Club may hold special events (flag prizes, putting contests, etc.) but for budget purposes, special event prize monies will **not** come from the specified minimum percentage of total entry fees designated for prizes.

5. The Medalist will be the participant with the lowest 18-hole first round score.

6. NWAGA furnishes a pewter cup for the Champion and furnishes a prize for Medalist and all other flight winners. In the event of a tie for all but championship flight, duplicate prizes or medals will be given.

7. NWAGA presents a traveling trophy to the Champion. Engraving should be done by the Champion. NWAGA will reimburse her for the expense.

#### N. NWAGA TOURNAMENT COMMITTEE

1. The NWAGA Tournament Committee will be comprised of the NWAGA President, Vice President, and the NWAGA Tournament Directors.

2. A NWAGA Tournament Director or her designee should preview the tournament course and determine the conditions of play. Points that will be considered include ground under repair, hole locations, course yardage, and local rules.

3. The NWAGA Tournament Directors must approve all tournament plans, including budgets and the prize expenditures.

4. NWAGA will post scores as adjusted tournament scores.

#### O. PROBLEMS DURING TOURNAMENT PLAY

1. Other than decisions made by the Rules Committee, any problems encountered by the Host Club during tournament play should be referred to all NWAGA Tournament Directors present or their designee. Their decision will be final.

2. All suggestions or complaints must be in writing, signed, and sent to the NWAGA President in order to be considered.

3. The use of cellular phones during play is prohibited.

#### P. CARTS AND CADDIES

1. NWAGA encourages the responsible use of caddies and motorized golf carts. The Host Club shall make a reasonable effort to provide a qualified caddy for players who request one.

2. The conduct of caddies is governed by the USGA Rules of Golf. A player assumes all responsibility for the conduct of her caddie.

3. All caddies must report to the registration table, at least 30 minutes prior to the player's starting time to sign a waiver of liability.

4. All caddies must conform to the NWAGA dress code.

#### Q. PRACTICE ROUNDS

1. A practice round should be arranged in advance. Green fees, cart fees and tee time schedules for a practice round will be determined by the Host Club.

2. Information regarding tournament tee placements and Tournament Course Rating, if available, shall be provided to players playing a practice round.

#### R. WEATHER DELAYS

1. Every reasonable effort must be made to complete each round and the tournament.

2. Any decision to shorten or delay the tournament will be made with the NWAGA Tournament Directors and all NWAGA Board members present.

## S. SPECTATOR POLICY

1. NWAGA encourages spectators to attend tournaments. A player may receive advice only from her caddie or partner. Conversation between players and spectators is discouraged.

2. The Host Club, at their discretion, may charge for the use of golf carts by spectators. The Host Club should advise those spectators using golf carts to be aware of their position on the golf course and not interfere, in any way, with tournament players.

## T. DRESS CODE

All players and caddies must conform to NWAGA dress code which is:

1. Shirts must have a collar or sleeves
2. No short-shorts or blue denim
3. Must wear soft spikes

## U. FINANCES

1. The Host Club shall make every effort to have the tournament self-supporting.

2. All expenses should be budgeted and paid from tournament receipts. These items may include, but are not limited to, prizes, meals, printing, and decorations.

3. Gratuities to the Host Club personnel are strongly encouraged and should not exceed \$200. Suggested recipients could be pro shop staff; bag boys; superintendent; grounds, dining-room, kitchen staff, etc. Budgeted gratuities should not exceed \$200.00 but may be supplemented with on-site collections.

4. NWAGA will donate \$500 which will be received at the Spring Meeting as a gift to the Host Club for tournament support and in addition to entry fees. Every effort must be made to insure that budgeted income and expenses equal. Should income

exceed expenses by more than \$500.00, the \$500.00 advance must be refunded to NWAGA with the final report.

5. The Host Club Chairwoman **must** submit a detailed report to the NWAGA office as soon as possible following completion of the tournament. This report shall include an account of all receipts, disbursements, and pictures of all winners, flight winners and medalists.

6. The NWAGA Treasurer or her designee will deliver one check to the Host Club for entry fees no later than the first day of the tournament.

## V. PUBLICITY

1. The Host Club Publicity Chairwoman should contact media prior to the event to notify them of the event and determine their preferred method of receiving scores

2. The Host Club Publicity Chairwoman should coordinate all efforts regarding tournament publicity including but not limited to reporting daily scores to local media and the following:

## **Key Newspapers**

### **Lincoln Journal Star**

926 P Street, Lincoln, 68508

Phone: (402) 473-7431  
(800) 742-7315

Fax: (402) 473-7291

Golf Writer: Ken Hambleton

E-Mail: sports@journalstar.com

### **Omaha World-Herald**

14<sup>th</sup> & Dodge Streets, Omaha, 68102

Phone: (402) 444-1000  
(800) 284-6397

Fax: (402) 344-3343

Golf Writer: Stu Pospisil

E-Mail: Stu.Pospisil@owh.com

### **Beatrice Sun**

200 North 7<sup>th</sup> Street, Beatrice, 68310

Phone: (402) 223-5233

Fax: (402) 228-3571

Sports Editor: Jane White

E-Mail:

### **Columbus Telegram**

P.O. Box 648, Columbus, 68602

Phone: (402) 564-2741

Fax: (402) 563-7500

Sports Editor: Don Strecker

### **Fremont Tribune**

P.O. Box 9, Fremont, 68026

Phone: (402) 721-5000

Fax: (402) 721-8047

Sports Editor: Brent Wasenius

### **Grand Island Independent**

422 West 1<sup>st</sup>, PO Box 1208, Grand Island, 68801

Phone: (308) 382-1000

Fax: (308) 382-8129

Sports Editor: Terry Douglass

E-Mail: sportsdesk@theindependent.com

### **Hastings Tribune**

908 West 2<sup>nd</sup> Street

Phone: (402) 462-2131

Fax: (402) 462-2184

Sports Editor: Kyle Svec

E-Mail:

### **Kearney Hub**

13 East 22<sup>nd</sup> Street, Kearney, NE 68847

Phone: (308) 237-2152

Fax: (308) 233-9745

Sports Editor: Buck Mahoney

E-Mail:

### **Norfolk Daily News**

525 Norfolk Ave., Norfolk, 68701

Phone: (402) 371-1020

Fax: (402) 371-5802

Sports Editor: Jay Prauner

E-Mail: sports@norfolkdailynews.com

### **North Platte Telegraph**

621 N. Chestnut Street, North Platte, 69101

Phone: (308) 532-6000

Fax: (308) 532-9268

Sports Editor: Antone Oseka

E-Mail:

### **Scottsbluff Star-Herald**

Box 1709, Scottsbluff, 69162

Phone: (308) 632-9000

Fax: (308) 632-9003

Sports Editor: Jeff Fielder

E-Mail:

### **Wayne Herald**

114 Main St., Wayne, NE 68787

Phone: (402) 375-2600

Fax: (402) 375-1888

Sports Editor: David Carstens

### **York News Times**

P.O. Box 279, York, 68467

Phone: (402) 362-4478

Fax: (402) 362-6748

Sports Editor: Mike Karnes

### **Wire Service**

#### **Associated Press**

909 No. 6<sup>th</sup>, Suite 104, Omaha, 68114

Phone: (402) 391-0031

(800) 642-9920

Fax: (402) 391-1412

Sports: Doug Alden

## **Television**

### **Lincoln**

#### **KOLN-TV (Channel 10-11)**

40<sup>th</sup> & W streets, Lincoln, 68503

Phone: (402) 467-9270

Fax: (402) 467-9208

Sports Director: Andrew Felios

E-Mail:

#### **KLKN-TV (Channel 8)**

3240 So. 10<sup>th</sup> Street, Lincoln, 68502

Phone: (402) 434-8000

Fax: (402) 436-2236

Sports Director: Matt Kelly

E-Mail:

### **Omaha**

#### **KMTV (Channel 3)**

10714 Mockingbird, Omaha, 68127

Phone: (402) 592-4330

Fax: (402) 592-4714

Sports Director: Travis Justice

E-Mail:

#### **WOWT-TV (Channel 6)**

3501 Farnam Street, Omaha 68131

Phone: (402) 233-7940

Fax: (402) 346-6740

Sports Director: Dave Webber

E-Mail:

#### **KETV (Channel 7)**

27<sup>th</sup> & Douglas, Omaha, 68131

Phone: (402) 978-8958

Fax: (402) 978-8931

Sports Director: Jon Schuetz

E-Mail:

#### **KPTM-TV (Channel 9/42)**

4625 Farnam, Omaha, 68132

Phone: (402) 554-4286

Fax: (402) 554-4292

Sports Director: Pete Thompson

E-Mail:

### **Hastings**

#### **KHAS-TV**

PO Box 578, Hastings 68901

Phone: (402) 463-1321

Fax: (402) 463-6551

Sports Director: Ed Littler

E-Mail:

### **Kearney**

#### **NTV**

PO Box 220, Kearney, 68848

Phone: (308) 743-2494

Fax: (308) 743-2644

Sports Director:

E-Mail:

### **National Publications**

#### **Golfweek**

E-mail: [results@golfweek.com](mailto:results@golfweek.com)

3. The Host Club Publicity Chairwoman's duties may also include inviting media to social events (media are guests of NWAGA), reporting scores and interesting highlights, and arranging interviews.

#### W. SOCIAL EVENTS

1. A social event should be held after the first round of competition is completed. The Medalist will be acknowledged at this event.

2. A social event, for the purpose of acknowledging the Champion and awarding prizes for all flights should be held following the completion of tournament play.

3. With the approval of the NWAGA Tournament Directors, the Host Club may collect a separate fee for social events. At the time of registration, attendance at social events may be confirmed.

4. Formal entertainment is not required. NWAGA players enjoy the opportunity to interact and socialize with other players throughout the state. Please be sensitive to this fact and keep formal entertainment to a minimum.