

**2009 NWAGA
FOUR-WOMAN SCRAMBLE**



Combined Revised January 21, 2009

NWAGA TOURNAMENT GUIDELINES

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NWAGA FOUR-WOMAN SCRAMBLE TOURNAMENT

A. SCHEDULE

The NWAGA Four Woman Scramble Tournament should be held in September, whenever possible. The second 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 shall accept 36 teams.

2. Valid Entries will be those properly completed, including the full entry fee, and received in the office before the stipulated entry deadline. All entries 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. 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.

4. The entry fee should be \$460 per team, including two-day cart rental and a social event.

5. 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 in order to be considered.

D. TOURNAMENT FIELD

1. The tournament field will be made of a designated number of teams. Each team must consist of four participants. The tournament MUST be 36 holes of gross team score.

2. 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 combined team Handicap Index.

3. Substitution of a partner may be made for any reason, up to the start of the tournament. However, pairings, if already made, will not be changed.

4. Team members may be from different clubs.

5. 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 combined Team Handicap Index with the lowest combined Team Handicap Index being first on the list.

6. 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.

7. 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.

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

E. DEFENDING CHAMPIONS, HOST CLUB DESIGNEE

1. The Defending Champion shall mean the team with identical partners, as the declared Champions (net and gross) in the previous year's tournament.

2. Upon receipt of a Valid Entry, the Defending Champions (net and gross) 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. Each Player must be a current member of NWAGA.

2. Each Player must have an active USGA 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.

3. All entrants must be members of the Association as of August 1 for tournaments held in September.

G. ACKNOWLEDGMENT OF ENTRY

1. NWAGA will prepare and send or e-mail an acknowledgment of entry to each player as soon as possible after the entry deadline.

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 AND MEMBERSHIP VERIFICATIONS, 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, first round pairings and all entry fees 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. Scorecards for each round
- d. Scoring
- e. Waiting list, if any
- f. Determine yardage for tournament course
- g. Notice to Players and Local Rules
- h. Prize monies breakdown
- i. Example of desired scoreboard layout
- j. Pictures of winners, flight winners and medalists

2. Host Club Responsibilities

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

L. FORMAT, PAIRINGS AND TIES

1. Each team will consist of four participants.

The Scramble format shall be as follows:

- a. All team members play from each teeing ground.
- b. One tee shot is then selected.
- c. The team member whose shot is selected does not play the next shot. The remaining three-team members play the next shot. Follow this procedure until the ball is on the green.
- d. Once on the green, all team members may putt.
- e. Once the ball is holed, no other team member may putt. Record that score.
- f. Each team member must contribute a minimum of four drives.

- g. Through the green, a ball may be lifted and cleaned and placed within one club-length of where the ball originally lay, not nearer the hole. If a ball is unplayable, in a water hazard, or out of bounds, this rule does not apply.

2. Pairings for the first round of competition will be made in advance by total team handicap. Pairings for the second round of competition will be made in order of gross team score.

3. Two teams shall be paired together.

4. Teams from the same club should not be paired together, whenever possible.

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

6. Each round of competition will be a shotgun start.

7. Host Club shall provide a scoreboard for posting daily total scores. Hole-by-hole scores do not need to be posted.

8. The field will be made up of 4 flights, which will be determined after the second day.

9. The Champion Team shall be the team with the low gross cumulative score. The Champion Team will be awarded pewter cups.

10. If there is a tie for first place in Championship Flight, the winners will be determined by a sudden death playoff. The playoff-starting hole should be posted prior to the tournament. On the first playoff hole, all team members may play from the tee, and then follow the same sequence as in the tournament. On each successive playoff hole, any team member whose drive has previously been used may not play from the tee. On the fifth playoff hole, if necessary, repeat the above-described sequence. This information will be included in the Notice to Players.

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

12. A referee should accompany all playoffs. The referee may be any member of the Rules Committee or a member of the NWAGA Tournament Committee or their designee.

M. PRIZES

1. All prizes should be gift certificates or gifts. **NO CASH** should ever be awarded for any contest or event as this violates the USGA Rules of Amateur Status.
2. Prizes should be awarded to one-third of the field.
3. A list of prizes should be posted prior to the tournament.
4. NWAGA furnishes pewter cups for the members of the Champion Team.
5. A minimum of 50% of the total entry fee (less cart fees) should be awarded as prizes.
6. 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.

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. The tournament course and conditions of play may differ among the tournament flights.
3. The NWAGA Tournament Directors must approve all tournament plans, including budgets and the prize expenditures.
4. NWAGA will **NOT** post scores for the Four-Woman Scramble.

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

1. NWAGA encourages the responsible use of motorized golf carts.
2. All players are required to use motorized carts.

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 caddy 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 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 budget and 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. NWAGA will be responsible for 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

14th & 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 7th 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
E-Mail:

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 1st, 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 2nd Street
Phone: (402) 462-2131
Fax: (402) 462-2184

Sports Editor: Kyle Svec

Kearney Hub

13 East 22nd 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. 6th, 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)

40th & W streets, Lincoln, 68503

Phone: (402) 467-9270

Fax: (402) 467-9208

Sports Director: Andrew Felios

E-Mail:

KLKN-TV (Channel 8)

3240 So. 10th 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)

27th & 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

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, for the purpose of acknowledging the Champion Teams and awarding all prizes, should be held following the completion of play.

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

3. 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.