



**COUNTRY CLUB DE CHAPALA, A.C.
GOLF RULES AND POLICIES
Including Dress Code
As Amended and Approved on February 21, 2017**

1. OPERATIONS

a. PRO SHOP

- i. The Pro Shop will be open from 7 AM to 7 PM.
- ii. Staff must allow for the return and proper storage of carts and clubs after reasonable hours of play.
- iii. 10% discount will be offered to all Club Members on Pro Shop Merchandise.
- iv. Unattended children are not allowed in or left unsupervised near the Pro Shop.
- v. Only approved employees are allowed to operate Club equipment (Golf Operations Manager and Assistants)
- vi. Only Authorized Persons allowed in designated areas, as per above.

b. PRACTICE AREAS

- i. Driving Range
 1. Will be open daily open from 7-30 a.m. till 4 p.m. winter and 7-30 a.m. till 6 p.m. summer.
 2. Range will be closed if Flag is up, or at the discretion of the Pro Shop Manager on Duty.
 3. All practice balls must be obtained from the Pro Shop and should not be removed from the practice facilities. Members please do not store unused range balls or buckets in golf carts, lockers, etc.

4. Members must refrain from picking up range balls off the Driving Range for personal use on any part of the CCC premises.

ii. Putting Green:

1. No lofted chip shots to the green.

iii. Chipping Green:

1. Members must rake sand trap after use.

c. CLUB STORAGE

i. Access must be secured if supervisor is away.

ii. CCC is not responsible for any damage or missing items.

iii. The CCC insurance policy does not include private property.

d. CART STORAGE

i. Limit of one space per membership unless approval for another is obtained from the Golf Committee. No more than one cart shall use the space for any purpose.

ii. Infrequently used carts may be stored in the bodega at the discretion of the Golf Committee.

iii. Arrangements may be made at the Pro Shop for cleaning, maintenance and repair of carts.

iv. CCC is not responsible for missing items or damage to carts.

v. Oversized carts must be approved by the Golf Committee

vi. When the Cart Barn is full, the Pro Shop will maintain a waiting list to establish priority for cart barn space. Space will be reassigned when a member resigns or sells a cart without replacing it, and members are encouraged to use rental carts.

e. CADDIES

i. All groups consisting of one or more guests must employ a caddie, if available.

ii. All member groups of three or more must employ a caddie, if available. (February 21, 2017)

- iii. When a caddie is employed to carry a player's golf bag, that caddie shall only be responsible to that player and shall be paid by him. Other players in that group shall be required to employ other caddies in accordance with this policy.
- iv. Caddies shall be categorized, with minimum fees posted for each category.
- v. At least once annually, members will be requested to complete Caddie Evaluation forms for the purpose of assigning caddies to appropriate pay categories.
- vi. Members are expected to report on the quality of a caddie's performance, Evaluation Forms are available from the Pro Shop
- vii. The Caddie Supervisor is responsible for training caddies and for dealing with caddies who do not meet acceptable standards.
- viii. The Caddie Supervisor or Starter is responsible for assigning caddies.
- ix. Caddies shall wait in the area of the cart barn until summoned.
- x. Rules for caddies shall be approved by the Golf Committee and posted in the Pro Shop and Cart Barn.

2. PLAY

- a. The overriding principal is that the use of the golf course shall be maximized
- b. The golf shop or Starter is responsible for controlling traffic at Tee #1/10.
- c. All play must begin on Hole #1. (June 14, 2016)
- d. Groups shall check in with the Starter for tee-off positions on the first hole. Check in shall only occur when all players in the group are present and ready to start.
- e. Groups making the turn at hole #10 shall alternate with groups starting play. (see exceptions under Tournament/League Play).
- f. During the busy season, November 1st to April 30th, golfers must form foursomes at the discretion of the Starter. No twosomes will be permitted before 12pm from Monday to through Friday during this busy season. (February 21, 2017)
- g. Single players have no standing on the course.

- h. Fivesomes are prohibited. However, under exceptional circumstances the starter may permit a fivesome to tee off if, in the sole opinion of the starter, course usage and pace of play would be enhanced.
- i. Guests have the same rights and responsibilities as members when playing.
- j. The Starter and Marshal have the authority to enforce all rules and etiquette.
- k. There are times when the Starter or Pro Shop Manager must use his best judgment in making decisions predicated upon existing circumstances, even if they are not in accord with the current policy. Members and guests are to refrain from challenging his decisions.
- l. All players must have their own equipment. Equipment is available for rent or purchase at the Pro Shop.
- m. Only soft spike golf shoes are permitted.
- n. Players must ensure that their ball marks are repaired, their divots are filled and sand traps are raked after use.
- o. No more than 2 persons/players may ride on a golf cart at any time.
- p. No more than two bags per cart at any time
- q. Practice is limited to areas designated for same – the driving range, putting green, pitching range and practice sand trap areas. Practice is not allowed on the course. Qualified instruction is allowed on course.
- r. Players are not to alter the placement of Tee Box markers.

3. LOCAL RULES OF GOLF.

- a. Out of Bounds is defined by white stakes or by barbed wire fences and/or walls bordering Holes 1/10, 2/11, 3/12, 4/13, 5/14 and 6/15; the parking lot, the edge of the club house patio, and beyond the painted line and/or sign on the pathway leading from Hole 9/18 to the first tee.
- b. Hazard areas are defined in accordance with the USGA Rules of Golf (Red or Yellow Stakes). For the water hazard in front of the back tee on Hole 13, a designated drop area is located near the front tee for Hole 4.
- c. ALL USGA Rules of Golf apply with only the following exceptions:
 - i. As provided by Rule 13-1, the ball is played as it lies except as permitted by the Rules of Golf, and in the following instances:

1. When the white weather flag is up, players may lift, clean and place balls (within 6 inches, no closer to the hole) from tee through the green.
 2. Players may, without penalty, lift and place balls (within 6 inches, no closer to the hole) when their balls come to rest in a crack in the ground caused by dry conditions. (March 18, 2014)
 3. When a player's ball comes to rest in the maintenance groove which separates the green from the fringe, the ball is considered to be on the green. When the player's ball lies in the maintenance groove or on the green, sufficiently close to the maintenance groove that the fringe of the green impedes the player's putting stroke, the player may take relief by placing the ball either on the fringe or the green (at the player's discretion) at a point, no closer to the hole, which offers the closest point of relief. (14 June, 2016))
 4. Man-made wells around a tree or bush on the course and gardens on the course adjacent to any walls defining the boundary of the course may be treated as abnormal ground conditions as defined by Rule 25.1 and appropriate relief may be taken one club length from nearest point of relief not closer to the hole. (March 18, 2014)
 5. If a player's ball comes to rest in (a) the garden area to the right of the cart path adjacent to 3/12 green or (b) the garden area immediately behind number 7 blue, 16 red/white tee the ball must be played, without penalty, from the marked drop area adjacent to each garden area. (December 20, 2016)
- d. Drainage ditches throughout the course, not marked as lateral hazards by red stakes, are part of the course and the ball is to be played as it lies with the exception that ditches not marked as lateral hazards lined with concrete or brick may be treated as immovable obstructions and appropriate relief taken in accordance with Rule 24.2 (March 18, 2014)
- e. Play is prohibited in areas of the course clearly marked as being under repair or maintenance. A ball coming to rest in such an area must be dropped within one club length of the nearest point of relief, no closer to the hole. The option to play the ball as it lies in such areas does not exist due to the potential for damage to the course. (March 18, 2014)

f. Areas to the left of holes 6/15 and 9/18 which are commonly used as alternative cart paths are considered to be Ground Under Repair whether marked as such or not. A ball coming to rest in such an area must be dropped within one club length of the nearest point of relief, no closer to the hole. (March 18, 2014)

g. USGA Rules 18-2, 18-3 and 20-1 are modified as follows:

When a player's ball lies on the putting green, there is no penalty if the ball or ball-marker is accidentally moved by the player, his partner, his opponent or any of their caddies or equipment. The moved ball or marker must be replaced as provided in Rules 18-2, 18-3 and 20-1. This local rule applies only when the player's ball or ball-marker lies on the putting green and any movement is accidental. (January 1, 2017)

4. GOLF CARTS

a. RENTALS

- i. The CCC has the exclusive right to purchase or lease rental carts.
- ii. The Golf Shop shall ensure that all visitors renting or using carts understand the rules and etiquette pertaining to cart usage this includes the signing a cart rental agreement prior to using the equipment.

b. PERMISSION TO USE PRIVATE CARTS

- i. Members are permitted to use private (not owned by the CCC) carts on the course, subject to the Rules of Use on the Course below. Members must inform Proshop in writing or email of specific member(s) who have their permission to use their cart in their absence. This can be a blanket document for one year.
- ii. Members may have non-members riding on their cart without cost, provided the member is also playing golf at the same time.
- iii. All other non-members shall use rental carts provided by the CCC.

c. USE ON THE COURSE

- i. Players must keep carts outside of the areas designated by signs in front of all greens and 15 yards (13.5 meters) from the sides and back of greens except on the par 3's, where carts must be kept on the cart

paths at all times. The left side of #4 is considered a cart path in dry periods.

- ii. Whenever possible we would ask all golfers using golf carts to please use the 90-degree rule.
- iii. No person under 16 years of age may operate a powered golf cart.

5. SLOW PLAY

- a. Slower groups must allow faster groups to play through if there is an open hole ahead of them. If, in the opinion of the Starter or Marshal, a player is delaying the progress of play, his/her group shall be required to allow other groups to play through, or at the discretion of the Starter or Marshal, move ahead without playing to close the gap with the group ahead. If the problem persists, the offender(s) shall be caused to cease play and if a Guest NO refund shall be provided. All groups are required to follow slow play procedures.
- b. The Marshal may request a player on the green on Par 3's to allow the following group to play their tee shots.
- c. Players are encouraged to report problems to the Marshal on duty or, in the absence of a Marshal, to the Starter, and are to refrain from directly confronting or verbally abusing offenders.

6. NON-PLAYING VISITORS

- a. Walking non-playing visitors are not allowed on the golf course at any time. The non-playing guest must be in a cart at all times. Those visitors must not leave the golf cart to walk for any reason. (All children under the age of 16 must be accompanied by an adult golfer).

7. TOURNAMENT AND LEAGUE PLAY

- a. Tournament and League Directors shall schedule events to start and finish as early as is reasonable. If shotgun starts are used, and the number of players dictates more than one group per hole, then two groups shall be scheduled per hole as follows:

Groups	Hole						
10	4						
11	4	6					
12	4	6	1				
13	4	6	1	7			
14	4	6	1	7	2		
15	4	6	1	7	2	8	
16	4	6	1	7	2	8	3

Normally, non-tournament golfers shall not be allowed to tee off until the last group of the tournament has completed Hole #10 unless permitted to do so by the Starter.

- b. The Board, upon the recommendation of the Golf Committee, must approve all Club Tournaments and Leagues.
- c. Other than single person "horse race" events, tournaments shall consist of not less than 20 players, nor less than (5) teams. Lesser participation abrogates "Tournament" status. Prizes and prize money must be generated by entry fees paid by the participants. Exceptions must be approved by the Board. (December 15, 2015)
- d. Due to the number of members and demand for golf play on Men's and Ladies' Days, the golf course will generally be closed for play on Tuesdays and Wednesdays until 3:00 p.m. Regarding groups not participating in official events, when course loading is low, the Director of Golf/Starter may, at his discretion, permit groups to tee-off prior to 3:00 p.m. Similarly, when course loading is high, the Director of Golf/Starter may, at his discretion, withhold permission to tee-off until after 3:00 p.m. if he considers that doing so would prevent interference with the official events. Non-participating ladies' groups will have priority on ladies' day and men's groups will have priority on men's day. Non-participating groups who are permitted by the starter to tee off after the official morning group has teed off must vacate the course before the official afternoon group tees off at 12:30. (December 15, 2015)
- e. Club Tournaments; other than Men's Day, Ladies' Day and the Go-Go may not be scheduled on weekends or official Mexican holidays

- f. Except for Men's Day, Ladies' Day and Go-Go's, tournaments are restricted to members. Exceptions must be approved by the (Ladies and/ or Men's) Golf/Tournaments Committee/Board of Directors.
- g. Prizes and prize money must be generated by entry fees paid by the participants. Exceptions must be approved by the Board of Directors.
- h. On Holy Week, and from December 21 through January 3. Men's Day, Ladies' Day and the Go-Go may be held during these weeks provided that Green Fee players shall be entitled to play during the tournaments and shall be started as determined by the Pro shop.

8. HANDICAPS

- a. Handicaps/Indices shall be calculated in accordance with USGA calculation formulas and nomenclature.
- b. Handicaps shall be posted bi-weekly.
- c. Tournament Directors shall apply USGA guidelines for determining how handicaps are to be used in competitions.

9. WEATHER

- a. Flag Up (Wet Course condition) the following conditions will apply
 - i. No carts are allowed on fairways or in the rough, with all carts remaining on cart paths at all times, with no passing permitted.
 - ii. Players may lift, clean & place balls from tee through green.
- b. Flag Down – represents normal conditions.
- c. The Golf Course Superintendent is solely responsible for determining whether the Flag shall be up or down.

10. HANDICAP FLAGS

- a. A Handicap flag may be obtained through the office after approval by the Golf Committee with suitable medical documentation.
- b. Under normal conditions, Players with a Handicap Flag must obey the designated area in front of the greens, but may drive closer on the back of greens (10 Yards) provided that no damage results. Cart path rules do not apply for any member with a Handicap flag except Par 3's, where the player may drive on the fairways but no closer to the green than the distances outlined for Par 4's and 5's.

- c. Under wet course conditions when all carts are restricted to the cart paths, a player with a Handicap Flag may have his/her ball brought to the cart-path side of the fairway or rough, placed in accordance with its original lie
- d. Other players may accompany handicapped players on their carts.

11. **HOLE - IN - ONE INSURANCE**

- a. Participation is optional and is only available to Club members.
- b. Participants must register in the office.
- c. Participants will have a \$30 peso debit to their account whenever a hole-in-one is made by a participating member.
- d. A participating member who makes a hole-in-one will have credit posted to his account equal to \$30 pesos times the number of participating members.
- e. It is expected that this insurance will be used to meet the traditional social obligations incumbent upon the achiever of a hole-in-one.
- f. It is the responsibility of the participant who makes the hole-in-one to notify the office and provide verification by a witness.
- g. Members who choose not to carry insurance shall be considered self-insured.
- h. A list of members who have recently scored a hole-in-one shall be posted in the Clubhouse.

12. **GUEST PASS POLICY**

- a. Statement of Intent for Guest Passes
 - i. The intent of Guest Passes is to provide the Membership with discounted golfing for family and friends.
 - ii. The Guest Pass is not intended to be used for economic or financial gain, nor is intended to support individuals (other than those stated above) who might otherwise pay green fees or be a frequent player at the club.
- ~~b.~~ Guest Pass Usage – For visiting family members or close friends
 - i. CCC Golfing Members may purchase a maximum of 20 guest passes per calendar year at \$400.00 pesos per pass¹.

¹ Amended on October 21, 2015 from 15 guest passes at \$300 pesos per pass.

- ii. Each guest may use a maximum of 10 passes in each calendar year (regardless of which members purchase the guest passes); subject to the maximum passes each member is entitled to purchase.
 - iii. Guests shall play in the sponsoring Member's Foursome or group (e.g. Men's Day, Ladies Day or Go-Go).
 - iv. The CCC Office shall maintain a Guest Pass ledger, and a file of Guest Pass Registration Forms. A spread sheet shall be maintained in the Pro-Shop
 - v. The Guest Pass Registration Form shall include a provision that the CCC member agrees to pay any additional fees resulting from this policy as determined by subsequent accounting reviews.
 - vi. All Guest Passes will be purchased at the Pro-Shop by the sponsoring member at the time the member and guest play.
 - vii. Advance purchases are not allowed.
 - viii. The terms of this policy shall be periodically reviewed by the Golf Committee and referred to the Board for action.
- c. Guest Pass Enforcement
- i. Potential abuses of the Guest Pass Policy should be brought to the attention of the Golf Committee which shall investigate and, as needed, recommend disciplinary action to the CCC Board of Directors.
 - ii. At their discretion of the Board of Directors, disciplinary action for violation of the policy is intended to be the suspension of Guest Pass privileges up to a period of 12 months from the date of the decision of the Board for both Member and Guest.

13. **OUTSIDE GOLF EVENTS**

- a. The Golf Committee may approve all "Outside" golf events, such as Green Fee Tournaments, with appropriate notification provided to the Board.
- b. The CCC shall host "Interclub" and "GADO" events as required under the terms of membership in those golf organizations.

14. **LOST BALLS**

- a. The CCC may allow individuals to find and sell those balls on golf course property.
- b. Balls lost in water hazards are the exclusive property of the CCC.

15. **MEMBERS ON LEAVE OF ABSENCE**

- a. Members who are on a leave of absence may play during that period by either paying the full Green Fee as if a Green Fee player or as a guest of another member whereupon the Guest Pass Green Fee will apply.

16. **CHILDREN**

- a. Children under the age of 16 are allowed to play golf only when:
 - i. the Golf Chair authorizes the play, after being satisfied that the Child is aware of golf etiquette and has sufficient playing ability to not damage the course and to maintain the pace of play, and
 - ii. the Child is accompanied by an adult golfing member or green fee player.
- b. Children of Members 16 years of age or under may play free of charge when playing with a Member.

17. **GREEN FEES**

- a. The CCC is a Private Club, which allows visitors to play by paying Greens Fees.
- b. Greens Fee prices are established by the Board of Directors.
- c. All Green Fee players must have the green fee tag attached to their golf bag by the Pro-Shop staff or the Starter and that it is placed in a visible location.
- d. All Greens Fee players will be required to leave a photo identification with the Proshop while on the golf course. The photo identification will be returned upon completion of play.
- e. Any Green Fee player violating these Golf Rules and Policies or refusing to comply with a request by a Marshal or Club employee, subject to Board of Director approval, will not be allowed green fee privileges for the course for one year after the 1st offence, and forever after the next offence.

18. **DRESS CODE**

- a. Members and Guests should, at all times be dressed in an appropriate and acceptable manner. It is generally recognized that a Private Golf and Country Club is judged, in addition to the course itself, by the dignity, conduct and decorum displayed by its members. Among these, a Dress Code reflects the pride of the membership in their club.
- b. Men:
 - i. No t-shirts, short shorts, cut-offs, tennis shorts, gym shorts, bathing suits, or jeans are allowed on the golf course.
 - ii. All shirts must have collars and sleeves unless it is a merchandized collarless golf shirt.
- c. Ladies:
 - i. No short shorts, cut-offs, tennis shorts, gym shorts, bathing suits, jeans, sun tops, camisoles are allowed on the course.
- d. Members are responsible for the dress and conduct of their guests.