



**COUNTRY CLUB DE CHAPALA, A.C.  
GOLF RULES AND POLICIES  
Including Dress Code As Amended  
and Approved December 2022**

**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 (Pro Shop 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 from 7-30 a.m. until 4 p.m. Winter (Starting Daylight Savings in October), and from 7.30 a.m. until 6 p.m. Summer (Starting Daylight Savings in April). Range balls will not be sold within a half hour of range closing time.
  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.
    2. Does not close with the range.
  - iii. Chipping Green:
    1. Members must rake sand trap after use.
    2. Does not close with the range.

**c. CLUB STORAGE**

- i. Access must be secured by Pro Shop staff.
- ii. CCC is not responsible for any damaged 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. The golf club will not be responsible for the ongoing maintenance of member owned carts stored in the bodega.
- iii. Arrangements may be made at the Pro Shop for cleaning, maintenance and repair of carts. A golf cart repair form must be completed for all golf cart repair estimates and repair work.
- 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 members must employ a caddie, if available.
- iii. When a caddie is employed to carry a player's golf bag or pull the player's pull cart, 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. All caddies, regardless of the number of players in a group, shall be paid a minimum of 200 pesos for 9 holes, and 250 pesos for 18 holes. Players are encouraged to tip the caddies based on expertise and performance.
- v. At least once annually, members will be requested to complete Caddie Evaluation forms for the purpose of rating the Caddie's performance in the interests of consistency and improvement. Evaluation forms will periodically be placed with a member's monthly bill on a semi-annual basis, and can be submitted to the Pro Shop anonymously.
- vi. The Caddie Supervisor or Starter is responsible for assigning caddies.
- vii. Caddies shall wait in the area of the cart barn until summoned.
- viii. 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), unless otherwise advised by the starter, with no exceptions.
- 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. Golfers must form foursomes at the discretion of the Starter. No twosomes will be permitted without the express permission of the starter.
- g. Single players have no standing on the course.
  - i. If a single or twosome refuse to join another twosome as requested by the pro shop or starter, they must wait or come back and play after 1 p.m
- h. Fivesomes are permitted with starter approval and must follow the rules informed by the starter.
- i. Guests have the same rights and responsibilities as members when playing.
- j. The Starter has 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 by red stakes, in accordance with the USGA Rules of Golf. 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. Any ball coming to rest on a bare dirt area between the left edge of the Fairway and the cart path; the player is entitled to the nearest point of relief, being the nearest grassy area (green or dormant) and no closer to the hole.
    - 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.
    - 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)
  6. Balls on any part of a tee box must take relief. One club length from nearest point of relief, no closer to the hole. (December 15, 2022)
  7. If a sprinkler head is located within 2 club lengths of the putting green and within 2 club lengths of your ball and in your line of play you.
  8. If you and your playing partners agree that your ball is in a footprint created by a poorly raked sand trap by another group, you may lift, rake, and place your ball in the same spot. (December 15, 2022)
  9. Hole 9,18. If your ball lands in the red rock north of maintenance trail, you can take relief in the drop area. (December 15, 2022).
- 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.
  - f. The area to the left of the green on hole 6/15 which is commonly used as an alternative cart path is considered to be Ground Under Repair. A ball coming to rest on dirt path can be dropped etc.
  - 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.

h. **Balls Lost or Out of Bounds: Alternative to Stroke and Distance**

Golfers have the option to drop the ball in the vicinity of where the ball is lost or out of bounds (including the area nearest fairway), under a two-stroke penalty. It addresses concerns raised at club level about the negative impact on pace of play when a player is required to go back under stroke and distance. The Local Rule is not intended for higher levels of play, such as professional or elite level competitions. (*Jan 2019*).

## **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. Full Time 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 complete the cart permission form, provided in the pro shop, to indicate who has permission to use their cart and the duration for which the permission is granted. The Pro Shop staff will may release a member's cart with a verbal authorization, but that authorization must be followed up with a signed permission slip or e-mail message. Pro shop staff are not responsible for contacting members to seek approval for lending carts.

- 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. All players using driving carts must exit to the cart path at the 50 yard markers (yellow markers) on all holes except holes 6/15 and 18. The 90 degree rule is in place at all times except when the weather flag is up which stipulates cart path only, wet conditions. Players may use their discretion using 90 degree rule. In particular, when the next ball to be played is nearby and greater damage would occur to the fairway if players had to drive back to the cart path and then return to the fairway to play the next ball.
- ii. When the weather flag on hole #1 indicates wet conditions (flag up) no power carts are allowed to leave the cart path, with the exception to pass carefully on right side of cart path.
- iii. No child under the age of 16 shall operate a 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, 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, 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 starter, when informed of slow play, 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 starter on duty and are to refrain from directly confronting or verbally abusing offenders.

## **6. NON-PLAYING VISITORS**

- a. Walking non-playing visitors (non-members) 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 |

When nine (9) or more holes occupied, non-tournament players will not Tee-Off until the tournament players have cleared Hole #10 green. And, to accept changes to 7 B,C,D,E and F as proposed by the Golf Committee.

- 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 cancels "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 shotgun play on Tuesdays and Wednesdays until 3:00 p.m. Regarding groups not participating in shotgun play on men's and ladies' day, when course loading is low, the Starter may, at his discretion, permit groups to tee-off prior to 3:00 p.m. Similarly, when course loading is high, the 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 participants in shotgun play. Non-participating ladies' groups will have priority on ladies' day and non-participating men's groups will have priority on men's day.

- 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.

## **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. SENIOR ACCESS & HANDICAP FLAGS**

- a. A Senior Access or Handicap flag may be obtained from the Pro Shop after approval by the Golf Committee. Suitable medical documentation may be required if applying for a Handicap flag. Greens fee players may request a flag from the Pro Shop staff which may be provided at their discretion.
- b. Under normal conditions, a player with one of the above flags may drive on the fairways, including Par 3's, but no closer to the green than 8 yards in front of the greens, and 6 yards of the sides and back of greens, provided that no damage results.
- c. Under wet course conditions when **all carts** are restricted to the cart paths, a player with a Handicap / Senior Access Flag may have his/her ball brought to the cart-path side of the fairway or rough, placed in accordance with its original lie. Flag holders may not drive the cart onto any part of the course and must consider their capacity for walking from the cart to the green before deciding to play.
- d. Other players may accompany handicapped players on their carts.  
(Revised March 2019)

## **10. 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 spouse is not covered on his/ her spouse's hole in one insurance. Each individual member is responsible for paying the \$30-peso fee if that individual is to be covered by the insurance.
- i. A list of members who have recently scored a hole-in-one shall be posted in the Clubhouse.

## **11. 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 \$500 pesos per pass for 18 holes and \$300 pesos per pass for 9 holes.

- 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 not allowed
- viii. The terms of this policy shall be periodically reviewed by the Golf Committee and referred to the Board for action.

#### **b. 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.

## **12. OUTSIDE GOLF EVENTS**

- a. The Golf Committee may approve all "Outside" golf events, such as Green Fee Tournaments, with 30 days 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, and as approved by the Chair of the Golf Committee.

### **13. 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.

### **14. 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.

### **15. 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. Green Fee Tee times from 12 pm for Weekends (Saturday and Sunday). Effective on June 1, 2021.
- 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 Pro Shop 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 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.

- f. Other green fee packages can be recommended to the board by the Golf Committee, in consultation with the Membership Committee.

## **16. 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.

NO t-shirts

NO jeans

NO gym shorts

NO short shorts

NO sweatpants

NO yoga pants

NO flip flops

All shirts must have collars or sleeves unless they are a merchandized collarless golf shirt.

Mostly it in common sense. Nothing torn, stained or otherwise fit for only mowing your lawn.

If you are unsure about an item please feel free to ask.

**Members are responsible for the dress and conduct of their guests.**

(Approved Feb 2019 )

## **17. FOOD AND DRINK**

- a. No outside food or drink (except water) is allowed on the golf course or in the club house.