

# CTLG GUIDELINES

Amended January 2020

Page 1 of 2

The group will be known as *CTLG OR Central Texas Ladies Golf* and will operate independent of any WGA or LGA organization. CTLG will be made up of Club Reps and a CTLG Coordinator and a Coordinator Assistant. CTLG will have NO officers.

## GUIDELINES FOR CTLG:

### 1. CTLG Coordinator:

- Selected by the member Reps
- Serves a term of two (2) years unless asked to continue in the position
- Compiles CTLG Rep List and distribute to Reps
- Compiles CTLG Calendar and distribute to Reps
- Holds and facilitate annual meeting in November after CTLG

### 2. CTLG Reps:

- Each club will have one person known as the “REP” or representative
- Each REP may have a second REP to assist her
- Club Rep to distribute Guidelines to CTLG Members
- Place sign-up sheets and money envelopes in your designated location
- Collect all golf fees and tournament fees BEFORE turning the players list over to the hosting Club Rep by Wednesday week prior
- Use Handicap Index from pro shop as of the Tuesday prior to sending on Wednesday
  - This will ensure we are all consistent on the day we get the handicap from pro
  - This will also give time for the rep to organize and send on Wednesday
- Check in and register their club entries the morning of the tournament

### 3. CTLG PLAY:

- 1<sup>st</sup> Thursday of the month March thru November
- Open to all lady golfers with an established handicap
- Player with a handicap of 35 or more must play at a handicap of 35

### 4. CONCERNS/QUESTIONS:

- Player(s) should bring any problem(s) that arise to their REP as soon as possible
- REP should bring the problem(s) to the CTLG Coordinator
- CTLG Coordinator will send it to all REPS for discussion and/or decision
- CTLG Coordinator will send decision to all REPS

### 5. HOST CLUB PRO:

- Set up FLIGHTS
- Foursomes with A, B, C & D players
- Players flighted according to their handicap index for the course handicap being played
- Flight according to the number of players participating
- Post scores on Score Board when play has completed

# CTLG GUIDELINES

Amended January 2020

Page 2 of 2

## 6. TOURNAMENT PARTICIPATION:

- Entry into the tournament is optional
- Pro is to be notified of ladies who are not paying to play in the Low Gross/Low Net

## 7. HOST CLUB REP will provide:

- Local rules for players
- Host club arranges for all score cards addition to be checked
- Host club will choose score card play-off holes
- Provide cart tags for all players
- Send winners list to all REPS

## 8. 9x STROKE PICK UP:

- No more than two 9 x's to be eligible for flight prizes and/or CTP

## 9. PICK UP 12" RULE:

- Mark putter for 12" from top of club (Make sure club is measured for 12")
- Pick up when the ball is within 12 inches
- Count a stroke for the pick-up

## 10. PAY OUTS:

- Must have paid \$5 to be eligible
- CTP (Closest to the Pin) prize
- Low Gross/Low Net
  - 3 Gross/3 Net unless field is large enough to accommodate more places
- NO MONEY IS TO BE CARRIED OVER

## 11. REFUNDS:

- NO Refunds given after the Monday before play
- Forfeited money goes into the pot to be used for tournament
- Money can be used for proximity prizes or more tournament places
- HOST Club REPS decide how to distribute

## 12. EMERGENCY CANCELLATIONS:

- Given in cases of emergency by host club
- Check to be refunded if host club agrees
- \$5.00 Prize money will be forfeited to host club

## 13. PLAY DAY CANCELLATIONS:

- Host club will contact All Reps NO LATER than 3 pm day before play

## 14. POSTING SCORES IN GHIN

- Players are to post their own scores in GHIN day of tournament, hole by hole
- Post as AWAY, not as a Tournament