

# CGA POLICIES AND PROCEDURES



COLORADO GOLF  
ASSOCIATION  
1915

Thank you for your entry into a CGA Championship. Your participation enables the CGA to conduct an extensive tournament program for golfers in the state. When you enjoy these opportunities, please thank the club, course managers, professionals, and volunteers who make it possible. Your positive input helps the CGA to continue to obtain quality courses and retain outstanding volunteers for statewide competitions.

**Player Responsibilities.** Rule 6-1 states, “The player and his caddie are responsible for knowing the *Rules* and the conditions under which the competition is to be played.” We strongly recommend all players study the *Rules of Golf*, examine the *CGA Local Rules and Conditions of Competition for 2016 CGA Tournaments and Championships* (Hard Card), and review this section prior to competing. Any player in a CGA event may request and receive from the starter, a free copy of the *Rules of Golf* and the CGA Hard Card.

**Tournament Committee.** The CGA Tournament Committee sets policies and procedures for CGA events. CGA members are encouraged to contact the CGA with comments and concerns about CGA competitions.

**CGA Colorado Cup Point Series.** The CGA will once again administer the annual cup point series with CGA members earning points through top finishes in CGA and USGA Championships, pre-selected club hosted events, and select national tournaments. Points accumulated throughout the current season can earn players an invitation to play on the following year’s Colorado Cup Team, as well as possible exemptions into CGA Championships and invitations to represent the CGA in various national and international competitions. For the complete point allocation information [CLICK HERE!](#)

## NEW FOR 2016!

**CGA Championship Name Changes** – The former CGA Stroke Play and Senior Stroke Play will now be called the CGA Amateur Championship and CGA Senior Amateur Championship. The format of these championships will not change.

**CGA Senior and Super-Senior Ages** – Beginning in 2016, we will be starting a year-by-year process of raising the age for Senior tournaments to 55 and Super-Senior tournaments to 65. Players who are 50 years old at the start date of any Senior tournament this year or 60 at the start date of any Super-Senior tournament, will still be eligible to compete in 2016 and each year going forward. Starting in 2017, we will raise the age to compete in these tournaments by one year, until ultimately reaching 55 and 65, for Seniors and Super-Seniors, respectively, in year 2021.

**CGA Senior Match Play Championship** – Beginning in 2016, the [match play round will begin with 32 players](#), as opposed to 64. This will shorten the tournament to only four days. This was done because the demand and participation for the tournament has been dwindling.

**CGA Super-Senior Match Play Championship** – This year, we will be at a different site than the Senior Match Play, but on the same dates. [The tournament field has been reduced to 24 players](#), as we have had trouble filling the 32 player field in recent years. For complete info, [CLICK HERE](#).

**CGA Parent/Child Championship** – The former “Father/Son Championship” will now be called the Parent/Child. New this year, the Parent/Child is open to male and female participants who are CGA or CWGA members or members of the Colorado Section of the PGA. The Parent/Child relationship must be a blood or legal relationship (no in-laws). A player can only play on one team. Teams can consist of mother/daughter, mother/son, father/son or father/daughter. Grandparents may play with their grandchild.

**CGA Senior Four-Ball Championship** – The Senior Four-Ball Championship will be held on May 2-4 at Black Bear Golf Club. This is a different date than the CGA Four-Ball Championship, allowing players to compete in both tournaments if they wish. There will once again be a Super-Senior Flight in 2016. If both players on a team are 60 or older, they will be automatically put into the Super Senior Flight, but they will still be able to win the overall Championship.

**DMDs Allowed for All USGA Amateur Events** – Starting in 2014, the USGA approved the use of distance-measuring devices (DMDs) in all USGA amateur championships and their respective qualifying events. The devices may be used to measure distance only. **\*\*For the U.S. Open and U.S. Senior Open championships and qualifiers, the use of DMDs is still prohibited.\*\***

## CHAMPIONSHIP INFORMATION

**Online Registration.** Nearly 100% of CGA players entered 2015 CGA Championships through online registration. We encourage players to continue to use this resource on our website at [www.coloradogolf.org](http://www.coloradogolf.org).

**Paper Entries.** Players who choose to use a paper entry for CGA events may print them out from the CGA website or contact the CGA offices to have a copy faxed or mailed.

**Over-Subscribed Field.** All CGA qualifiers are filled on a first-come, first-serve basis using the original registration date. If a player is unable to compete at the selected site because the qualifying field is over-subscribed the player will have the option of being placed on a wait list in order of entry, or being moved to another qualifying location on a space available basis. If a championship field is oversubscribed (number of entries exceeds the field limit) players/teams will be rank ordered according to their handicap index. Exceptions are the Father/Son Championship and the Four-Ball Championships (see event description)

**CGA Match Play Championship.** The 2016 CGA Match Play Championship, at Lone Tree Golf Club, is a walking only event.

**CGA Amateur Championship.** The 2016 CGA Amateur Championship, at Boulder CC, is a walking only event.

**High Plains Amateur.** The Kansas Golf Association (KGA) will again administer this popular event in 2016. Further information and registration is available on the KGA website, [www.kansasgolf.org](http://www.kansasgolf.org).

**Exemptions.** A complete list of exemptions and exemption criteria for the 2016 season is available online or can be requested from the CGA offices. If you do not have access to the internet or have questions concerning exemptions please contact the CGA Tournament Department at (303) 366-4653 ext. 4.

**USGA Qualifiers.** All applications have to be sent to the USGA. Players over the age of 18 can enter a USGA Championship online at [www.usga.org](http://www.usga.org). Junior players may have their parent/guardian enter events for them on-line, or fill out a paper application and have their parent/guardian sign it and then mail it to the USGA. Players who wish to use a paper entry may print it off the USGA web-site or call the USGA (908-234-2300) and request the form.

Players wishing to participate in a CGA qualifier that is also a USGA qualifier must be registered with the USGA to compete in that specific qualifier. These events are first and foremost USGA qualifiers, which means all players must be trying to qualify for the national event. There are **NO EXCEPTIONS** to this policy! These are combined as a service to players who cannot take two days off to try to qualify for both events. Player's may qualify at separate sites, using the USGA qualifier only for the USGA event, and signing up for the CGA qualifier at a separate site. This decision needs to be made prior to the close of the CGA registration.

When a USGA qualifier is being used as a CGA qualifier, the combined score from all rounds will be used to determine qualifying for the CGA. However, in the case of a 36-hole qualifier that needs to be completed on a subsequent day, only the score from the first 18-hole round will count for CGA qualifying.

Except for the U.S. Senior Amateur Championship, all players are required to walk, unless a waiver has been specifically granted in advance by the USGA. Players can either carry their own bag or have a caddie. Parents, step parents, or guardians may not caddie during the U.S. Junior Amateur. Spectator carts are not allowed at any USGA qualifier.

For a complete list of conditions for the USGA event you are competing in please refer to the entry blank, or the USGA website at [www.usga.org](http://www.usga.org).

**CGA Qualifier Registration.** Players may only register for one qualifier per CGA championship. If a player misses the deadline for a qualifier or fails to qualify on his first attempt he may register for the "Last Chance Qualifier" for that Championship (when available). There will be a pre-determined number of qualifying spots available for each "Last Chance Qualifier". A player who has registered for a qualifier and then notifies the CGA that he must WD prior to the start of the qualifying round may be placed in another qualifier at the discretion of the CGA on a space available basis. If a player is a no show (has not contacted the CGA), or begins a qualifying round and then subsequently WD's he will not be issued a refund or placed in another qualifying field. He may, however, register and pay the full entry fee to play in a "Last Chance Qualifier".

Players who register for a qualifying location where the CGA qualifying is secondary to another competition must complete the primary competition in full for the CGA qualifying to stand. If a player completes the first round of such an event and subsequently withdraws from the primary competition without reason, his registration into the CGA championship is subject to rejection.

When a USGA qualifier is being used as a CGA qualifier, the combined score from all rounds will be used to determine qualifying for the CGA. However, in the case of a 36-hole qualifier that needs to be completed on a subsequent day, only the score from the first 18-hole round will count for CGA qualifying.

The CGA reserves the right to cancel qualifying for a championship if less than 10 players would be eliminated from the qualifying process. In such case, the championship field will be selected on a first come, first serve basis using the date of registration for qualifying.

**Championship Alternates.** Each CGA qualifying location, except “Last Chance Qualifiers”, will have at least four alternates added to the alternate worksheet for the championship. In the event that a player finishes with the same qualifying score as the last alternate, the player will be awarded an alternate position even if this number exceeds four. Alternates will be ranked in order based on a blind draw to set the allocation schedule for the championship’s qualifiers. If an exempt player withdraws from the championship, alternates will be admitted in rank order. If a qualifying participant withdraws from the championship, the next available alternate from the same qualifying site will be selected to fill the void spot. Alternate worksheets and allocation schedules are available for each CGA championship upon request.

## ELIGIBILITY

**General.** Entry is open to any amateur golfer who is a current CGA member. Entrants must have an active GHIN number through a CGA member club, verifiable upon entry deadline. All entries are accepted until the tournament closing date deadline. Late entries may be accepted at the discretion of the CGA staff, however an additional fee may apply. **Entries are subject to rejection at any time** (including during the tournament) by the CGA. Reasons for rejection may include a fraudulent entry, fraudulent handicap, unbecoming conduct, or dress code violations.

**Entries.** All players, including exempt players, must apply for entry either online at [www.coloradogolf.org](http://www.coloradogolf.org) or by mailing a completed entry blank to the CGA. These can be obtained on the CGA website or by contacting the CGA tournament department. A photocopy of the entry form is acceptable. Incomplete entries will be returned. Players should allow ample time in case of delay or error in delivery. Player tee time information will be e-mailed at least one week prior to the tournament and posted on the CGA website. Please do not call prior to one week before the tournament.

**Mailed entry forms, accompanied by the appropriate entry fees, must be in the CGA office by 4:00 p.m. on the closing date of the tournament. Incomplete entries or entries by e-mail, telephone or FAX are not acceptable. Deadline for entries means time of receipt at the CGA, not when sent.**

**Payment.** Entry fees will be deposited upon receipt. This does not assure an entrant a spot in the tournament. Entrants will be notified as soon as possible after the entry deadline by U.S. mail or e-mail of their entry status. Personal checks, traveler’s checks, money orders or cash are accepted. Credit cards are accepted only for on-line registration. There is a \$25 service fee for returned checks. Make checks payable to the Colorado Golf Association and mail to:

**Colorado Golf Association  
5990 Greenwood Plaza Blvd., Suite #102  
Greenwood Village, CO 80111**

**Students.** High school or college golf team members should check with their coaches and/or their leagues governing body (CHSAA, NCAA, etc.) regarding participation and the effect, if any, on their eligibility.

**Handicaps.** The player’s USGA Handicap Index as shown on the latest GHIN Handicap revision is used for tournament eligibility and determination of Course Handicap in net events.

## CGA AGE REQUIREMENTS

**Senior.** A player must be 50 years of age\* or older as of the first day of a tournament. For those events with a super-senior category, the player must be 60 years of age\* or older as of the first day of a tournament. In team events, both partners must meet the age requirements to play in the Senior Flight or the team must play in the Open division. A player may qualify prior to his 50<sup>th</sup> birthday.

**\*See NEW FOR 2016! section for announcement about changes to this policy in the future.**

**Mid-Amateur.** A player must be 25 years of age or older as of the first day of a tournament. A player may qualify prior to his 25<sup>th</sup> birthday.

## REFUNDS AND WITHDRAWALS

**General.** Full refunds are issued to players who did not get into an event because the field was over-subscribed or were on a waiting list and did not get in. Entry fee will be refunded, less a \$10 service charge for CGA qualifiers or a \$25 service charge for CGA Championships, regardless of reason if the CGA is notified of withdrawal before the close of the entry deadline. Players will receive a 50% refund of the entry fee if the CGA is notified after the deadline but at least two business days prior to the first day of the tournament (this gives us time to contact an alternate). Normally there is no refund after the two business day cutoff up to the start of the tournament. After the tournament has started, there is no refund for any reason. NOTE: Players must notify the CGA, not the host course, to receive a refund. All refunds will be sent to the person named on the entry form. Processing refunds may take up to two weeks. There is no partial refund if a player fails to advance to the next stage of any competition. Players who withdraw from an event and who wish to apply their refund to another CGA event in the same calendar year, may do so provided it is requested prior to the entry deadline and the entry fee amount is the same.

**Team Events.** In team competitions, if a player needs a substitute for his original partner after the field has closed, he must arrange to get the substitute. Any substitute must meet all eligibility requirements of the specified competition. The CGA must be notified of any substitutions prior to the start of the tournament.

## RULES OF GOLF AND CONDITIONS OF PLAY

**General.** *The Rules of Golf* govern play. The *Local Rules and Conditions of Competitions for 2016 Colorado Golf Association Tournaments and Championships* (CGA Hard Card) and any site-specific *Notice to Players* will supplement *The Rules of Golf*. Host course local rules are not applicable, unless they are on the *Notice to Players*. The Committee, whose decision is final, shall settle questions. Selected policies from the CGA Hard Card are listed below.

**Group Pace of Play Penalties.** The Colorado Golf Association utilizes a group pace of play policy in all stroke play rounds of our championships as authorized by Rule 6-7, Undue Delay; Slow Play. When group penalties are in effect for a qualifying or championship round each player will receive a course specific time sheet explaining the event's policy times and parameters. The policy's goal is to reduce the average round time in all CGA events, thereby increasing the satisfaction level of all participants. The CGA policy will closely model similar policies already in effect throughout the country including the one that is used by the USGA in their amateur championships.

**Distance Measuring Devices.** The CGA Rules and Tournament Committees have approved the use of distance-measuring devices by Local Rule (allowed by Decision 14-3/0.5) in all 2015 CGA Championships and qualifiers. Please note that these devices are allowed in USGA amateur qualifiers only. They are prohibited for U.S. Open and U.S. Senior Open qualifying.

CGA Local Rule for Distance-Measuring Devices: *For all CGA events, a player may obtain distance information by using a device that measures distance only. However, if, during a stipulated round, a player uses a distance-measuring device to gauge or measure other conditions that might affect his play (e.g., gradient, wind-speed, etc.), the player is in breach of Rule 14-3, for which the **penalty is two strokes in stroke play or loss of hole in match play for the first offense. For any subsequent offense, the penalty is disqualification.***

**Approved Medical Devices.** Players wishing to use equipment for medical reasons under Exception 1 to Rule 14-3 must do so in writing to the CGA prior to the event. On site requests will be evaluated on a time available basis.

**Cell Phones and Pagers.** A player may only use devices that do not make an audible noise. If his cell phone or pager does make an audible noise (including vibrations which can be heard) during the stipulated round the penalty is: First offense – warning; Subsequent offense – Disqualification.

Annoying cell phone use during a stipulated round is considered unbecoming conduct and the Committee may disqualify a player under Rule 33-7 for a serious breach of etiquette and/or reject a player's entry in future events. Spectators who misuse cell phones will be asked to leave the course.

**Automotive Transportation.** Permitted in all CGA events except the Match Play Championship and CGA Amateur Championship. It is also prohibited for players in all USGA Qualifiers except for the U.S. Senior Amateur qualifier. Any variation to this policy will be on the event's *Notice to Players*. When prohibited, the optional condition prescribed in Appendix I is in effect. Please note the definition of caddie and equipment when using carts. If a course hosting agreement requires paying cart fees, players may still walk and/or use a caddie. All drivers must have a valid driver's license. All players, both walkers and riders, are required to maintain the pace set for the competition. Spectators are not authorized to ride in a player's cart.

**CGA Walking Only Policy.** Players wishing to use a golf cart in Colorado Golf Association (CGA) events which are walking only must submit a request, in writing, to the CGA at the time of entry and provide a statement from their medical doctor stating that they need a motorized golf cart in CGA events. **Please note** that if you intend to request a golf cart, both the request and entry into the championship must be submitted together by mail prior to the application deadline. Players will receive written notification after a decision has been made whether or not their request has been granted.

**Also see: Approved Medical Devices**

**Ties.** Ties for first place or qualifying positions are broken by sudden death playoff as determined by the CGA, or by matching scorecards as recommended in Appendix I. In the absence of an announced policy for an event-requiring tie breaking, matching scorecards will be used (this includes all CGA qualifiers for Stroke Play, Senior Stroke Play, Junior Stroke Play, Junior Match Play and Mid-Am). If all options in Appendix I are used and a tie still exists, the tie will be decided by lot. If the competition has a multiple tee or shotgun start, the last nine holes, last six holes, etc., are considered to be holes 10-18, 13-18, etc.

**Score Posting.** For handicap purposes, the CGA will post all applicable tournament scores to the GHIN Handicap service. In most match play or four-ball events, players are required to return a scorecard with actual or most likely scores for holes played (when a stroke or hole is conceded, or when a player picks up). Holes not played will be scored at par plus any handicap strokes. The computer will calculate this automatically, allowing the score to be posted.

**Failure to Complete.** In stroke play, failure by a player to return his scorecard to the scoreboard official, or withdrawal during play without notifying an official and surrendering his scorecard to that official, is considered a serious breach of etiquette and unbecoming conduct. This can result in the player being suspended from future CGA events. This also applies in match play if both players leave the course without notifying the scoreboard official of the match result.

**Caddies.** Players may bring their own caddie. CGA dress code and conduct requirements apply to caddies. Caddies are not necessarily extended all the courtesies of the host golf club. Caddies are allowed in the U.S. Junior Amateur Qualifier with exceptions – parents, step parents and guardians are not allowed to caddie (see U.S. Junior Amateur entry blank).

**Dress Code.** Proper golf attire is required of players and caddies on the golf course, in the clubhouse and on the grounds. Slacks and Bermuda length shorts are acceptable. Golf shirts must have a collar, and mock turtle necks are acceptable. Shoes must be worn at all times. Jeans, short shorts, cut-offs, T-shirts and tank tops are prohibited. All clothing must be in good repair. Footwear must be worn at all times, all CGA championships and qualifiers have a spikeless shoe policy (see CGA hard card). Violation may result in the player's entry being rejected.

**Conduct.** Unbecoming conduct by a player or his caddie, reported to the Rules Committee before, during or after a competitor's round, may be cause for rejecting a player's entry or action under Rule 33-7. Objectionable conduct includes club throwing, foul language, abuse of the golf course or course property, abuse of officials, alcohol/drug impaired behavior, or any conduct unbecoming a gentleman. Players may also be suspended from playing in future CGA tournaments.

**No Shows.** Players failing to appear for their assigned tee time without notifying the CGA or host club before or on the day of a tournament, may be denied entry from play in all CGA tournaments for up to one year.

**Spectators.** Spectators are welcome at all CGA and USGA events as long as they maintain proper golf demeanor while watching the event. This ensures all players have the opportunity to perform at their very best. Spectators should remain on cart paths or in the rough, and at least 10 yards away from players during the play of a hole. There may be no communication between spectators or players that could be deemed advice of any nature (Rule 8-1) during the round. Spectators are not permitted to ride in a player's cart, as this privilege is reserved for caddies only. For medical reasons, the Tournament Director may authorize a spectator to ride in his/her own cart during CGA events. Spectator carts are not allowed during USGA events. If a spectator is riding in a player's cart, the player will be warned and asked to follow the CGA policy. If the player refuses, his entry will be withdrawn.

## MISCELLANEOUS

**Practice Rounds.** Practice rounds are generally not complimentary. Before an event, each host site will establish times for players to play a practice round on a space-available basis. Please check with the host club for availability and charges.

**Prizes.** An amateur golfer plays primarily for the love of the game, and as a non-remunerative or non-profit making sport. Symbolic prizes such as medals, plaques or trophies are generally awarded to champions. Prize money, if given, is in the form of gift certificates redeemable in the host club golf shop. In general, if an individual is eligible to win two prizes, he will be awarded only one prize, the one with the greatest value. Normally, merchandise prizes will be split among those tied, except in those cases where a playoff is used to determine a winner.

**Photographic/Video.** By submitting an application, the player agrees to allow the CGA to use the player's photographic/video image for any CGA media related use.

**Liability.** By submitting an entry form and subsequently playing in a CGA event, players agree to indemnify, defend and hold harmless the CGA and its respective affiliates, directors, officers, employees, agents, and assigns from and against any and all claims, damages, liabilities and losses, including without limitation reasonable attorney's fees and costs and expenses of litigation, arising out of any act of God, negligent act or omission of the indemnifying party in connection with this competition. Contingent upon successful entry into this tournament the participant agrees to all conditions, policies, procedures and terms set forth in this booklet.

## THE CGA RULES OF GOLF COMMITTEE

**Ed Mate**, *CGA Executive Director*

**Dustin Jensen**, *CGA Director of Operations*

**Alex Crall**, *CGA Manager of Rules and Competitions*

**Greg With**, *CGA Rules Committee Chairman*

**Leo Barabe**, *Chief Rules Official*

**Mike Boster**, *Chief Rules Official*

**Richard Langston**, *Chief Rules Official*

**Jim Magette**, *Chief Rules Official*

**Ken McGechie**, *Chief Rules Official*

**Gene Miranda**, *Chief Rules Official*

**Mike Rice**, *Chief Rules Official*

**John Sova**, *Chief Rules Official*

**Brad Wiesley**, *Chief Rules Official*

## THE COMMITTEE

The Committee for any competition consists of the designated Tournament Director, the designated Chief Official, and any member of the CGA Rules of Golf Committee at the competition or contacted by phone.