

OPERATIONAL PROCEDURES

General Policies:

1. Tee Time Sign-up Procedures:

- a. SignUpGenius.com will be used to sign-up for tee times. An email invitation will be sent out on Tuesdays.
- b. Members may email tee time requests to Tee Time Chair after the email invitation has been sent out.
- c. Members may sign up only one (1) other player.

2. Tee Time Cancellation Procedures:

- a. SignUpGenius.com will be used to cancel tee times before Sunday.
- b. Members may email cancellation requests to Tee Time Chair before Sunday.
- c. Tee Times will be sent to the Pro Shop on Sunday. Members are required to call the Golf Course as soon as possible to cancel their tee time, if unable to play.

Players Responsibilities and Procedures:

Competition Committee may make corrections and give warnings for infractions.

1. POST scores on GHIN.com, posting Hole-by-Hole scores is recommended with a DEADLINE of MIDNIGHT on the day of play to be eligible for prizes. (Posting season March 1 – Nov 14).
2. Players who sign up to play in the club block are expected to play the Weekly Competition in accordance with the Rules of Golf and BWGC Local Rules.
3. Competition Scorecards must include:
 - a. FULL NAME with PRINTED LETTERS
 - b. READABLE NUMBERS
 - c. COURSE HANDICAP (Red Tee)
 - d. COMPETITION SCORES (follow SAMPLE format)
 - e. CIRCLE FINAL COMPETITION SCORE
 - f. DATE
 - g. SIGNED by playing partner
 - h. ATTEST by player.
4. Competition Envelopes: (on the bulletin board)
 - a. Submit your individual competition scorecard into the appropriate Handicap Division envelope.
 - b. You must submit your scorecard for Handicap review, but if you do not want to be in the competition, notify the weekly competition committee.
5. Flights for Payouts: Competition Committee has the right to adjust flights for equitable payouts.
6. Record Sheet (ECCY): record scores after each round for end of the year prizes.

STANDING RULES

1. Standing Rules include:
 - Operational Procedures
 - Membership Requirements
 - Posting Rules (GHIN.com)
 - Competition Rules
 - BWGC – Local Rules
 - BWGC – Team Rules
 - General Reminders
2. The Board of Directors has the authority to retain, change, or eliminate Standing Rules as already written.

MEMBERSHIP REQUIREMENTS

1. Membership shall consist of women who are free to play 18 holes of golf at Bellevue Municipal Golf Course.
2. New members without a Handicap Index must submit three (3) score cards of 18 holes and score 125 or less.
3. Annual Dues: as determined by the Board of Directors, must be paid online with WaGolf.org.
4. Refunds: no membership dues will be returned after the playing season begins.

POSTING RULES (GHIN.com)

1. Post on the Day you play. Players are responsible for posting all acceptable scores using a maximum net double bogey on any hole. This includes all rounds played under the Rules of Golf on all rated courses.
2. Unfinished Holes must be recorded with a **MOST LIKELY** score. Player picks up and does not finish the hole.
3. Unplayed Holes must be recorded as **NET PAR** (Par plus any Handicap strokes). Hole is not played.
4. Temporary Greens must be recorded as **NET PAR**. Do not POST if there are 5 or more Temporary Greens.
5. Incomplete Rounds:
 - a) Players must post an 18-Hole Score, if 14 or more holes are played.
 - b) Players must post a 9-Hole Score, if 7 to 13 holes are played.
6. Hole by Hole entry method is recommended for POSTING scores on GHIN.com. The system will automatically adjust your scores.
7. Errors in Posting: if you should make an error when entering your score, please contact the Handicap Committee Chair.
8. Maximum Score for posting is equal to Net Double Bogey for any hole based on your Course Handicap.

COMPETITION RULES:

Rules Committee includes Captain, Co-Captain, Handicap Chair with Pro Shop Assist.

1. Handicaps: to be eligible for competition a member must have an established Handicap Index.
2. Divisions:
 - a) Divisions are determined by Handicaps and all players will play from the Red Tees (unless directed otherwise).
 - c) Tees: when posting on GHIN.com, players must select the correct Tee (for example, Red Tee).

COMPETITION RULES (continued)

3. **Course Handicap Maximum**: any member playing in competition must play to no more than a 40 Course Handicap.
4. **Player Partners**: all competition rounds must be played with another BWGC member.
5. **Weekly Competition** will be played on Tuesday only.
 - a) Must play within our scheduled club block of tee times.
 - b) Must submit your scores even if you withdraw or do not complete your round.
 - c) Net Double Bogey or Maximum Score is allowed on any non-counting hole for the weekly competition.
6. **Individual Scorecards** must be submitted to the appropriate division envelope on the bulletin board on the day of competition to be eligible for prizes.
7. **Competition Score**, players must use their current Course Handicap, check Score, Sign their partner's card, Sign/Attest their card, and Date the card. Competition Committee may make corrections and give warnings for infractions.
8. **Handicap Divisions** will be established to insure competition between comparable handicaps. The break in Divisions may be adjusted by the Weekly Competition Committee Chair.
9. **Prizes** will be determined by Division and awarded as Pro Shop Credit.
10. **Home Course**: Bellevue Team members must designate Bellevue as their Primary Home course, before competing in a City Team Competition and may only compete for Bellevue for that current season.
11. **Captain's Cup and Club Championship Tournaments**: The Tournament Committee shall determine the conditions under which these competitions are to be played.
 - a) **Captain's Cup Tournament** - to be eligible to play a new member must have **an established handicap with 8 rounds posted with** at least three (3) rounds in competition at Bellevue on Tuesday play days during the current year.
 - b) **Club Championship Tournament** - to be eligible all members must **have an established handicap with 8 rounds posted with** at least six (6) rounds on Tuesday play days at Bellevue during the current year.
12. **Eclectic (ECCY) Prizes**: only games played during the BWGC competition are eligible for Eclectic competitions.
 - a) Members are responsible for recording their scores each week on the record sheet provided.
 - b) Players may record scores for holes with **Temporary Greens**, using a 2-putt maximum rule for both ECCY and Competition Scores. Remember to post NET PAR for all Temporary Greens.
 - c) To be eligible for the Eclectic prize, members must have played at least six (6) rounds on Tuesday play days.
13. **Accolades**: recognition shall be made to a member who breaks 70, 80, 90 or 100 for the first-time during club competition. (Sheet posted on bulletin board).
14. **Birdie Awards**: shall be given to members who record Birdies on Tuesday competition days.
15. **Most Improved Golfer**: A yearly award shall be given to the most improved handicap player, which is computed by the World Handicap System on a percentage basis from established handicaps running from March thru October. Players must have played at least six (6) rounds in competition at Bellevue Municipal Golf Club to qualify.

BWGC – LOCAL RULES

- You are expected to know, understand and play by the current rules of golf as approved by the USGA.
 - Always have your Rule Book in your bag and look up the rule when a question occurs.
 - Do not assume that anyone in your group knows the answer. Look it up!
1. Summer Rules apply June 1 – Sept. 30 unless Tournament Chair(s) indicates Winter Rules apply.
 2. Winter Rules apply Mar 1 – May 31 and Oct. 1 – Nov. 14
 - a) 6-inch Rule – you may improve your lie on the fairway or rough by 6 inches, after you have marked your ball, but no nearer the hole, not in hazard, and not on putting green.
 - b) Ball may be moved only once per shot without penalty.
 - c) Carts – on play days when carts are not allowed off the cart path:
 - 1) A player in a cart, because of physical limitations, may request her playing partners to move her ball closer to the cart path no nearer the hole, with no penalty or loss of competition eligibility.
 - 2) The player shall not have the line of sight to the hole or the lie improved (i.e., a ball in the rough must be replaced in the rough).
 - 3) If a ball lies in a penalty area or in an unplayable position, a one (1) stroke penalty shall be assessed.
 3. Cart Paths (RULE 24 a. b.) are immovable obstructions.
 - a) You may drop your ball away from an immovable obstruction if it interferes with your swing or stance.
 - b) Mark your ball, establish the nearest point of relief (for the ball), no nearer the hole and drop the ball within one (1) club length of that point, no penalty.
 - c) Stance, ball, area of intended swing must not pass-through obstruction to take relief.
 4. Boundary fences – play ball as it lies or treat as unplayable (RULE 28). Protective fences, wires and pump house one (1) club length, no nearer the hole, no penalty.
 5. Putts – putt out all putts.
 6. Embedded ball – a ball imbedded in its own pitch mark, in the ground, in any closely mowed area through the green, may be lifted, cleaned and dropped, w/o penalty as close to the spot, but no nearer the hole.
 7. Relief from unusual course condition (waterlogged, muddy, etc.) – you may drop another ball in the general location no closer to the hole, without penalty with the consent of the foursome.
 8. Relief from Casual Water:
 - a) Ball deemed to be in casual water in playing field, with the agreement of the group.
 - b) Improvement may be taken to an area of less density, no closer to the hole.
 - c) Relief, plus one (1) club length, no penalty.
 9. Seasonal Leaf Rule – if a ball is lost in the leaves, the player plus one (1) other player in the group must agree the ball is lost before taking a drop without a penalty. The rules will be in effect in September and October.
 10. Guest Policy – any potential new member may play with a current member one (1) time per year on Tuesday play days.

BWGC – TEAM

1. Team shall consist of six (6) members of the BWGC with the lowest handicaps, who are available for that day of play.
2. Brackets – based on handicaps there shall be three brackets of two (2) each.
3. Signups – any golfer who desires to play a team match should sign her name to the team sheet which is posted on the board.
4. All Members must:
 - a) Abide by City Constitution and By-Laws for team play.
 - b) To maintain her eligibility, must designate Bellevue as her Home Course prior to City competition and have a minimum of one (1) game in her home club competition each month, prior to team matches.
 - c) Post all scores from all organized play.
 - d) Understand Match Play scoring.