

## STARTER'S NOTES

### EQUIPMENT REQUIRED:

- Copy of the draw for the pool playing at your course.
- Copy of the Terms of the Competition for CCWGA Pennants.
- Rules Book
- Contact details of CCWGA officials.
- Copy of local rules in play on the day.
- Watch
- A coin to toss.
- Calculator (to check handicap totals)

### DUTIES:

- Team captains must give you their team list 15 minutes before the start of their match.
- Identify the captains of the different teams and warn them 10 minutes before this time that they should have their lists ready.
- Advise all team captains to double check that their players are in the correct G.A. handicap order and that G.A. handicaps add up to at least 130.
- Synchronise watches with yours so that there is no argument about what the exact time is.
- Collect the lists and ensure that each captain has received a list from their opposition.
- Prior to sending players off, remind them of any pertinent local rules. Ensure ALL players are given the same information.
- Toss to see who has the honour.
- Start the field on time, hitting groups off at 7-minute intervals.
- Monitor the field for slow play in a cart if possible. Please remind players that they only have 3 mins. to look for their ball & to hit a provisional ball if it may be lost.
- After everyone has hit off check G.A. handicaps are right. Remembering that the G.A. Handicap used is after all clubs have played their main day which is Thursday.
- **Email results sheet to CCWGA Pennant Co-ordinator Bev Way [bevway@live.com](mailto:bevway@live.com)**

## **WEATHER:**

- In the event of bad weather check the course conditions with the pro shop and the course superintendent if possible. If you can check on the radar even better. It is better to call the match off before players go out than to have to cancel halfway through.
- You should only suspend temporarily or cancel play if the course becomes unplayable or there is lightning. Bad weather conditions are not in themselves a reason to cancel.
- If it looks like a storm cell is coming through you may suspend play until it has gone through. On no account send players out if there is lightning in the vicinity.
- If you must cancel the match because the course becomes unplayable make sure all players are informed and notify the CCWGA. Tell players that they will be informed when/if the match is to be replayed asap.

## **TROUBLESHOOTING:**

- Team lists have been exchanged & a player is late: The player must be at the tee ready to play at her tee time. As players go at 7-minute intervals her tee time will depend upon her position in the team. Thus, for a team hitting off at 8.00am the number 3 player has a tee time of 8.14am and must be on the tee by this time.
- She has 5 minutes grace and if she arrives ready to play after 8.14 but before 8.21am, she forfeits the first hole. (See conditions of play)
- If a player must forfeit the first hole the players walk to the second hole and commence play from there.
- If she arrives any time after this she is disqualified, and the match goes to her opponent.
- Even if the tee is running late, the player still must be at the tee by the original specified time.
- Team Lists have been exchanged and the player does not show up or does not get there in time: All other players move up in the order of play and the last match is a forfeit.
- Team Lists have not been exchanged and a player is running late, or you are informed will not be arriving and there is no replacement, the only option is to exchange lists.
- If the player doesn't make it in time, or does not arrive, all players move up in the order of play and the last match is a forfeit.

## **PROTESTS:**

- Protests must be lodged in writing by the Club Captain or her authorised representative as soon as possible after the match but no later than 10am the following day.
- Protests are to be lodged with the CCWGA Secretary [ccwga.secretary@gmail.com](mailto:ccwga.secretary@gmail.com) or President [donnamitchell2697@gmail.com](mailto:donnamitchell2697@gmail.com)

- All protests will be settled by the CCWGA Committee, whose decision will be final.