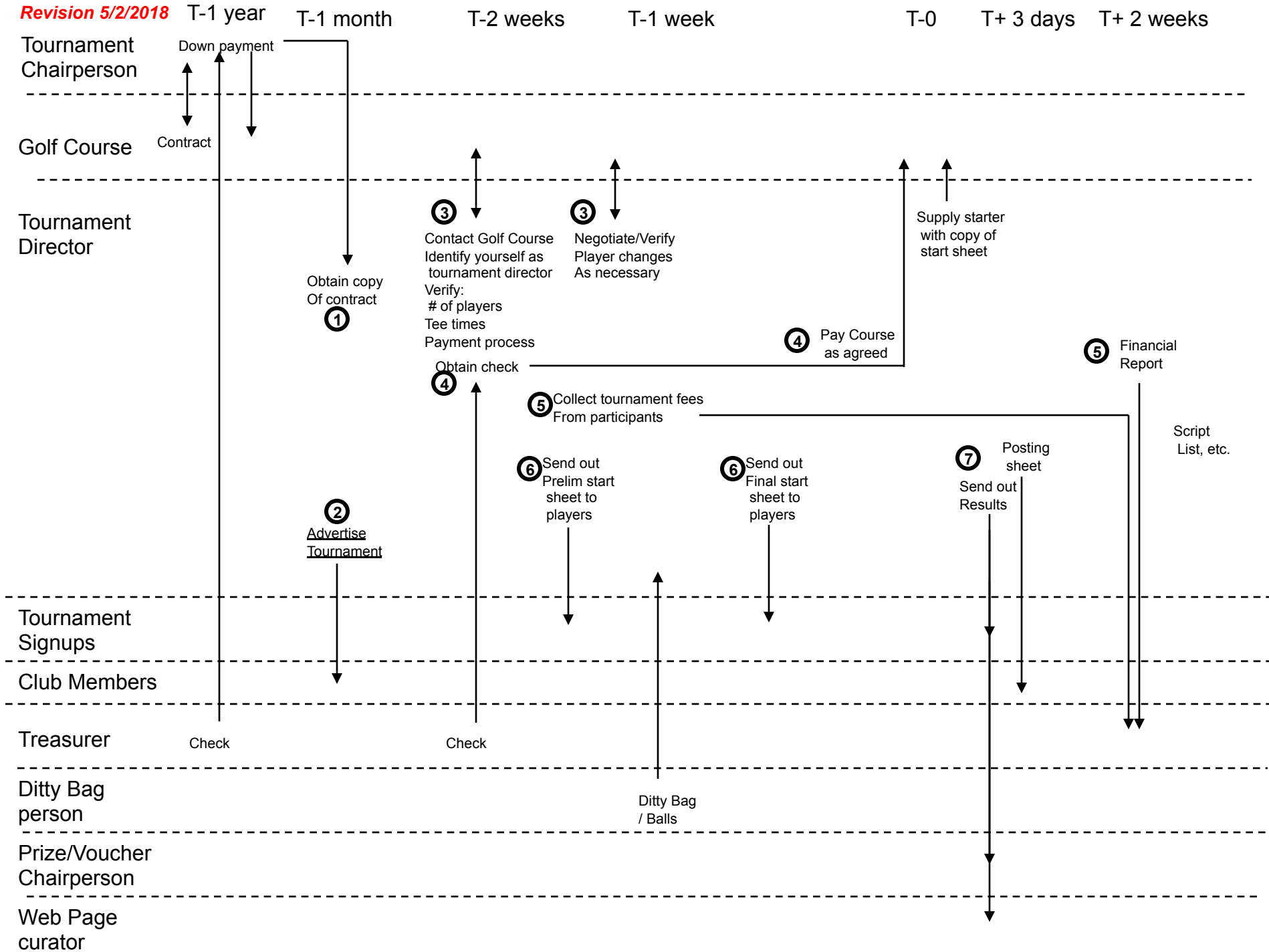


Revision 5/2/2018



BSGC Tournament Director Rules

- Play by USGA rules unless amended by the course (i.e. no gimmies, no “winter” rules, stroke and distance for lost or out-of-bounds ball)
 - If course conditions dictate or you see a need to make exceptions to the rules, state those on the start sheet
 - e.g. establishing a drop zone for difficult carries (tournament director would need to identify this on the course with a sign that says something like “Drop Area, within 2-club lengths of sign”)
 - e.g. establishing an area as “lateral hazard” that may be defined as O.B. by the course or treated as through the green, which may be unreasonable to play from. (intent is to speed up play)
- Men play “white” tees and women play “red” tees
 - At the tournament director’s discretion, you can allow players to play a different set of tees provided they play there for the entire tournament. **Ideally different tees would warrant different flights; otherwise, adjust handicaps as shown below.**
 - Adjust handicaps for those competing in the same flight but playing different tees by rounding off the course rating difference
 - Example: a women playing from the red tees (rating 74.2) is competing in the same flight with the men (white tees rating 70.1), then add 4 strokes to the women’s handicap ($74.2-70.1=4.1$, rounded to 4)
- Use Callaway handicap system for: [Note: all these people will play in the “Guest” Flight]
 - anyone without an established handicap,
 - all that are not members of the BSGC except for reciprocal clubs (none at this time)
- Use USGA recommended system for breaking ties
 - Last nine holes (minus 1/2 their handicaps), last six holes (minus 1/3 their handicaps), last three holes (minus 1/6 their handicaps), last hole (minus 1/18 their handicaps)
 - If it is a shotgun start (i.e. people starting on different holes), assume last nine to be holes 10 through 18, etc.

BSGC Tournament Director Guidelines

- Use the **most recent** handicap indices (**either the 1st of the month or the 15th**). If the tournament falls within the first week of the **latest index**, the tournament director can opt to use the **previous** indexes (state this on the start sheet).
- Number of flights and positions paid: (**suggested**)
 - Per number of indexed men or women playing or Callaway players
 - 0 – 10 players: one flight
 - 11 - 20 players: two flights
 - 21 – 30 players: three flights
 - If there is only one or two women members playing put them in with the men’s flight and adjust their handicaps based on the difference in slope rating between the men & women
 - Pay out for any given finish is suggested to not be less than \$10; therefore,
 - Flight with less than 5 players – pay one place
 - Flight with 5 to 9 players – pay two places
 - Flight with 10 or more players – pay three places
- Closest-to-Pin
 - If there are two or less women playing, then there will be no separate women’s CTP (i.e. just one CTP for both men and women). Note: guests are included in the CTP.

1

Obtain a copy of the contract from the Tournament Chairperson

•check for the required notification and payment schedules

3

•Contact the person identified on the contract about a month before the tournament

•Identify yourself as the person running the tournament and provide your phone #

•Verify the number of players, tee times, payment and verification schedules

•notification: typically the course wants a final player count at least 12 days in advance (this is because that is when then let the general public to start filling tee times)

•Our tournaments typically don't fill up until you are within the required reporting period, so it is best to give them the count you have at that time and let them know that you might still be expecting more signups. Most times they will give you some latitude and allow you to add to the count going into the final week.

•Payment: many of the contracts require full payment 2 weeks ahead of the tournament, but if you call and talk to them ahead of time that is usually negotiable

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•Obtain a blank check from the treasurer

•If they are hard over and want something ahead of time, offer to pay them for the number of signups you have at that time and then pay the difference on the day of the tournament – usually this makes them feel comfortable that they will cut you some slack

•Pay attention to the contract wording regarding what we are required to pay for – some contracts allow a 10% decrease in the count, which means if 10% of the people don't show up on the day of the tournament, we aren't obligated to pay for them

•If the course is allowing you to pay for the number of people that show up, as opposed to the number of people you committed to, then see if you can't pay them when you make the turn (i.e. everyone has teed off by then and you know the actual count) or when you are finished. If you pay them for the full amount before you tee off, it is unlikely that the people working the desk on the weekend have the authority to reimburse you at that time. You may have to contact the course tournament director during the week to negotiate any reimbursement for people that didn't show up and they probably aren't contractually obligated to do so anyway. If you are ever trying to negotiate a reimbursement, it is perfectly acceptable to see if it can't be applied as a down-payment for next year's tournament – but make sure that is okay with our Tournament Chairperson first, as we might not be playing there next year.

2

Advertise the tournament

- It isn't necessary to advertise the tournament, since all members should have the schedule and it is posted on our website, but it typically won't fill up unless you remind people
- Use the distribution list provided but be sure and send with distribution list as BCC (blind carbon copy) so that we do not share people's e:mail addresses
- If you aren't getting the number of signups you were hoping for, look to see who played that tournament last year and send a special invite to those individuals – people seem to play the same tournaments from year to year.

5

Collect tournament fees from the signups

- Have the master scrip list so you know if the individuals have money on the books that they can apply
- Checks are payable to “BSGC”
- Cash is okay
- It is up to you as to whether you require them to pay before the day of the tournament, but for the most part we don't have any problem with people paying the day of the tournament. The more you can get collected ahead of time the better; otherwise it gets a little chaotic on the day of the tournament. Don't drive yourself crazy trying to collect fees prior to your teeing off, tell them you will get it when you're done playing – this makes it easier on you.
- Encourage people to use their scrip
- Some people might use another person's scrip – which is okay assuming they paid that person off. We encourage buying out others scrip who might not otherwise play in many of our tournaments, so this is a perfectly acceptable practice.

Send financial report to the treasurer

- give collected monies to the treasurer
- If you want to convert the cash to a personal check, that is okay

6

Send out start sheets

- Preliminary start sheets should go out between one and two weeks before the tournament
 - Helps identify any errors
 - Gives people a chance to make any special requests (start times, pairings, etc.)
 - Reminds people they owe money and can be used to identify outstanding script
- There will be a lot of changes going on the closer you get to the tournament, so don't be surprised if you send out numerous revisions to your start sheet

7

Send out results

- Sometimes you may want to run your results sheet by someone that has run tournaments before just as a double check before you send it out to the players
- Send results just to the participants and web curator (i.e. not to the entire membership)
- Send the posting sheets to the handicap chairperson
- The results should include:
 - The gross, hdcp, and net scores for all participants
 - Flight results and scrip payouts
 - CTP results
 - It is not necessary to show the gross points awarded, as this is handled separately by the committee persons responsible for the membership data and points accumulation. This data will be posted on our website
 - It is a good idea to provide information on the next couple of tournaments (e.g. course, date, contact, cost)
 - If you opt to run your own sidepots, it is okay to post those on your results sheet, but not necessary (i.e. this could be sent out separately).

The "Official Callaway System"

The Callaway System is a so-called "one-round" system or "worst-holes system" that compresses the spread of gross scores when converted to net scores. It produces a result such that the player with the lowest gross score almost always becomes the low net score winner. Most players with higher gross scores end up with net scores within a few strokes of the winner so that most players can feel competitive.

By the Callaway System, a player's allowance is determined after each round by deducting the scores of the worst individual holes during the first 16 holes. The table shows the number of "worst hole" scores he may deduct and the adjustment to be made, based on his gross score.

For example, if his gross score for 18 holes is 96, he turns to the table and opposite that score finds that he may deduct the total for his three worst holes scored on holes 1 through 16 inclusive. Thus, if he has one 9, one 8, and a 7, his deduction totals 24. Further adjustment is then made according to the table below each column. For the sample score of 96, the deduction is reduced by 2 strokes, resulting in a final allowance of 22. Thus 96 minus an allowance of 22 equals a net score of 74.

THE "OFFICIAL CALLAWAY SYSTEM"					
Score				Deduct	
--	--	70	71	72	no holes and adjustment
73	74	75	--	--	1/2 worst hole and adjustment
76	77	78	79	80	1 worst hole and adjustment
81	82	83	84	85	1-1/2 worst holes and adjustment
86	87	88	89	90	2 worst holes and adjustment
91	92	93	94	95	2-1/2 worst holes and adjustment
96	97	98	99	100	3 worst holes and adjustment
101	102	103	104	105	3-1/2 worst holes and adjustment
106	107	108	109	110	4 worst holes and adjustment
111	112	113	114	115	4-1/2 worst holes and adjustment
116	117	118	119	120	5 worst holes and adjustment
121	122	123	124	125	5-1/2 worst holes and adjustment
126	127	128	129	130	6 worst holes and adjustment
Adjustment to Deduction				Maximum Handicap - 50	
-2	-1	0	+1	+2	

Notes:

1. No hole may be scored at more than twice its par.
2. Half strokes count as whole.
3. The 17th and 18th holes are never deducted