



2017

POLICY MANUAL





AMENDMENT LIST

<u>Revision Number</u>	<u>Revision Date</u>	<u>Section Number</u>	<u>Page Number</u>	<u>Description of Change</u>	<u>Approved By</u>
1	10/30/16			General restructuring of the Policy Manual and section numbering.	
2	10/30/16		5	Added "Purpose" of the Policy Manual	
3	10/30/16	2	6	Golf Fees policy reworded.	
4	10/30/16	2.1	6	Payment options reworded.	
5	10/30/16	2.2.4	7	Riding Membership small change in paragraph 4. Reworded.	
6	10/30/16	2.2.5	7	Young Adult age date "as of April 30" added.	
7	10/30/16	2.3	7	Refund policy totally revised.	
8	10/30/16	3	8	Changed 2 day nonmember advanced booking. Added sign in 15 minutes prior to tee time.	
9	10/30/16	4	9	Minor edit and rewording to Dress Code policy.	
10	10/30/16	5	9	New Refusal of Play policy added.	
11	10/30/16	6	9	New Code of Conduct policy added.	
12	10/30/16	7	11	New Food and Beverage policy added.	
13	10/30/16	10	12	Removal of Junior Golfer restriction and changed NLGA to Golf NL in Tournament policy.	
14	10/30/16	11	12	New Pace of Play policy added.	
15	10/30/16	16	13	Minor changes to wording if Refusal of Play policy.	
16	10/30/16			Removal of old C7 policy Penalty for Violation.	



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PURPOSE

The purpose of this Policy Manual is to establish expectations, uniform rules, procedures and operating policies for the Blomidon Golf Club. It is the intent and goal of the Blomidon Golf Club be operated in a professional, efficient and productive manner and to ensure the highest level of golf play and food and beverage operations for its patrons. This Policy Manual provides direction and pertinent information for the golf course and clubhouse operation.

All matters pertaining to the operation of the golf course and these Policies shall be directed to the General Manager of the Blomidon Golf Club.



1 SEASON

The golf season is from May 15 to October 15, depending on weather conditions.

1.1 Shoulder Season

Should weather conditions allow for an early opening of the golf course, the “shoulder season” will be considered the period prior to May 15 and after October 15. During that period Blomidon may elect to charge golfers using the golf course on a “green fee” basis. Such fees will be set by the Board at the time it is decided to open the course to the public. This fee will be nominal in nature when compared to the regular green fee price.

The Board will also decide which other facilities to open (Pro Shop, Club Storage, Club House, etc.), hours of operation, and any additional fees which may be levied for the use of those facilities during that period.

2 GOLF FEES

Golf fees are established by the Board. The Fee Structure can be obtained at the Main Office or from our Website, www.blomidongolf.com.

2.1 Due Date

Members participating in one of our payment plans should contact the office for details and payment options. Fees must be paid in full by April 30. Junior members must have fees paid in full by June 30.

2.2 Membership Categories

2.2.1 Adult Memberships

Any individual not falling into any other category as outlined below.

2.2.2 Spousal/Partner Memberships

Any couple living together in a legally recognized union is eligible for a reduced rate as set by the Board of Directors.

2.2.3 Senior Memberships

Members reaching the age of 65 by April 30 in the current golf season qualify for the senior rate as set by the Board.



2.2.4 Riding (Shared Cart) Memberships

An individual may purchase a membership that includes the use of a golf cart at a rate set by the Board and outlined in the Fee Structure.

A riding member is entitled to a shared cart providing one is available. Carts shall be allocated on a first come, first served basis. Should a cart not be available, the member will be given the first available as close as possible to his/her tee time.

Only a fellow riding member will be entitled to share a cart or use the cart to transport their golf clubs. Other members must pay 1/2 the regular cart rental fee before riding.

Riding members playing in the same grouping/foursome will share a cart. Violations shall result in the member's privileges being suspended for a period to be determined by the Board.

Carts may not be available during special events such as the Speedy/Blomidon Fundraiser and other course rentals where the course is closed to the general membership.

All Pro Shop staff are expected to monitor and enforce the restrictions which apply to the riding membership privileges.

2.2.5 Young Adult Memberships

Persons between the age of fourteen (14) and twenty-five (25) years as of April 30 are eligible for a "Young Adult" rate as set by the Board of Directors. A "Young Adult" has all the rights and privileges of a full membership.

2.3 Refund of Membership Fees

Request for refund of membership fees must be submitted to the Blomidon Golf Club in writing (Membership Termination Request Form) and dated. Refunds will only be considered due to - medical conditions, supported by a doctor's certificate, or a transfer of employment, resulting in relocating to a distance beyond a 75 km radius from the golf course, supported by a letter from your employer. Refund date will be one (1) week from the relocation date as stated in letter from employer. In case of death, the next of kin must submit a letter in writing to the Blomidon Golf Club requesting a refund.



All refunds will be calculated using the criteria as outlined below. All refunds are subject to a \$50 administration fee.

<u>REFUND CRITERIA</u>	<u>PERCENTAGE REFUND</u>
Prior to Opening	100% (Including Locker and Storage fees)
Opening to June 1	90% (Including Locker and Storage fees)
June 2 to June 15	75% (Including Locker and Storage fees)
June 16 to July 1	50% (No refund of Locker and Storage fees)
July 2 to July 15	25% (No refund of Locker and Storage fees)
No refunds will be issued after July 16.	

Should a member qualify for refund he/she would receive the % of dues applicable at the date of request.

Approval and reimbursement of dues will constitute the cancellation of membership.

3 TEE-OFF TIMES

Tee-off times are in effect throughout the playing season. Tee-off times may be booked by members three (3) days in advance. Nonmembers should contact the Pro Shop to book tee-off times in advance with a credit card. A 24 hour cancellation policy will apply. Only Pro Shop staff may use the tee reservation software in the Pro Shop. Pro Shop staff must be informed at least two (2) hours in advance if a reserved tee time will not be used. Golfers failing to do this can have their tee time booking privileges revoked. All golfers with reserved starting times must report to the Pro Shop at least 15 minutes before the scheduled time. Those failing to do so may forfeit their reserved time and may be required to wait for the next open time slot.

A member cannot have his/her name in the tee times booking system more than once each day.

3.1 No Shows

Members who book tee times and do not advise the starter two (2) hours prior to the scheduled tee time that they are unable to play, will be sent a letter asking for future cooperation in canceling booked tee times.

A member golfer who's a "no show" a second time will be advised in writing that his/her booking privilege will be suspended for one week (seven days). During

that one week period, the golfer will not be allowed to book a tee time. The Pro Shop staff will not accept his/her name on the booking sheet. The golfer may play only if he/she is at the Pro Shop ready to play and there happens to be an opening.

A third infraction will result in suspension of booking privileges for a month (thirty days).

4 DRESS CODE

Proper dress is required at all times. Unacceptable dress includes bathing attire, clothing that contains offensive language or pictures. Soft-spiked or spikeless golf shoes/sandals, sneakers or flat shoes only are permitted.

5 REFUSAL OF PLAY

Golfers may be refused playing privileges and/or removed from the course with no refund for the following reasons.

- Playing golf without paying a green fee or registering with the Pro Shop.
- Driving a golf cart recklessly and speeding along cart paths.
- Inability to maintain pace of play.
- Intoxication, disorderly conduct, use of abusive/profane language, or other behavior detrimental to the normal and orderly operation of the golf course.
- Failure to comply with the existing rules and regulations governing golf play, practice, operation of carts or pull carts and personal conduct.
- Failure to comply with food and beverage policy.
- Intentionally hitting errant balls.

6 CODE OF CONDUCT

As a member of the Blomidon Golf Club and or green fee golfer a certain standard of behavior is expected that reflects the basic requirements of sportsmanship, integrity, courtesy and respect to be shown to all other members, competitors, officials and the public.

Without limiting the basic requirements of sportsmanship, integrity, courtesy and respect, matters of conduct likely to reflect unfavorably on the game include:

- Ill-mannered behavior, club throwing, foul and abusive language.
- Failure to adhere to the rules and etiquette of the game of golf.
- Unsportsmanlike conduct and unnecessary gamesmanship.
- Improper treatment of equipment.
- Use of club other than within the intentions of the game e.g. damaging trees with clubs etc.
- Failure to complete a round when representing the club in any sanctioned tournament/interclub match.
- Behavior bringing the club into disrepute.
- Breaking clubs.
- Any serious misuse of alcohol or drugs on the course or club premises.
- Theft of any nature.
- Sexual or verbal harassment.
- Physical violence of a player, official, member, guest or member of the public.
- Threatening behavior towards a player, official, member, guest or member of the public.

A person engaging in any behavior that may be detrimental to the game of golf or the Blomidon Golf Club is in breach of the code of conduct and should be reported to the General Manager or a Member of the Board of Directors. An incident report detailing the occurrence will be completed.

It is in the best interest of the game that such behavior is reported and all players, members and members of the public are encouraged and have a duty to report such behavior.

The Board of Blomidon Golf Club will oversee any complaints and conduct investigation, hearings and impose penalties as may be deemed necessary. The Board will be responsible for implementing this policy in a fair and impartial manner.

Depending on the seriousness of the offence the Board will issue one of the following:

- Verbal warning with notice on file.
- Written warning issued to member.
- Penalty of suspension.
- Penalty of expulsion.



7 FOOD AND BEVERAGE

Food and drink must be purchased from the Club House/Pro Shop or from the food/beverage cart operated by the Blomidon Golf Club. No outside coolers or food and beverage are allowed.

8 PRACTICE

Golfers may practice only in the area designated for practice by the Golf Committee. Practicing on the golf course is not permitted, and this includes playing more than one ball, except as required by the Rules of Golf. At no time are golfers permitted to hit balls from the practice area across the golf course or hit practice balls from other than designated practice areas.

9 CLUB GOLF CARTS

9.1 Damage

Proper care must be taken to ensure that no damage is done to any part of the course, or to the golf cart, and to prevent injury to golfers.

9.1.1 Carts must never be driven on teeing grounds, on or close to greens, or in bunkers.

9.1.2 Wet and soft areas should be avoided, as they are most likely to become damaged.

9.1.3 Carts must follow cart paths where possible.

9.1.4 Hills and steep banks should be negotiated straight up and down, and not diagonally.

9.1.5 There shall be **two (2)** passengers only per cart.

9.2 Course Closed to Carts

The course may be closed to golf carts whenever conditions warrant.

9.3 First Come – First Serve Rentals

In general, golf carts are rented on a first come, first-served basis.

9.4 Reserving Golf Carts

Persons with handicaps or medical problems, verified by a doctor, have a right to reserve golf carts. However, if the reservation is not used, the rental fee must be paid unless the reservation is cancelled six (6) hours in advance.

9.5 Fees for Golf Cart Rentals

Members will be assessed fees for the use of golf carts at a rate below the public rate as determined by the Board.

9.6 Annual Golf Cart Rentals

Members can rent a cart on an annual basis for a fee as set by the Board.

10 TOURNAMENTS

Sanctioned tournament play at Blomidon will include only members of Golf NL.

11 PACE OF PLAY

Golfers are expected to play at a moderate pace. To help ensure a fun round of golf for all players, please use these speed tips:

- Golfers must keep pace with the group in front of them all the way around the course. Slow players must allow faster players to play through.
- If a hole is open in front and you are holding up play for the group behind, let the group behind play through or skip the hole and catch up with the group ahead.
- Play ready golf - play your ball when ready regardless of being away after checking with other players. This includes honors on tee shots.
- Complete the hole unless you are in someone's line.
- Exercise a 5 minute limit searching for lost ball. Drop and play on.
- Write down scores on next tee box -- not while on the green.
- Position carts towards the next tee prior to putting.
- After completing the hole, move immediately to next tee - no practice putting.
- Be ready when it is your turn. Think about your shot and club selection while another player is hitting. Line up your putt while someone else is putting.
- Pick up the flagstick while the last person putts out.
- After completing your shot, move on to your next shot if you are not in other player's line.



CLUB HOUSE POLICY MANUAL

12 BAR TAB PRIVILEGES

All members are entitled to bar tab privileges at the clubhouse provided that an imprint of their credit card is left on file. All members must be in good standing before tab privileges are extended. All tabs must be paid in full by the end of each month. Unless the bill is paid by the end of the month, the outstanding amount will be automatically charged to the credit card.

13 RESTRICTED AREA

Members are absolutely not permitted behind the bar or in the kitchen area unless authorized by management.

14 DRESS CODE

Appropriate dress is required at all times. (See 4)

15 UNRULY BEHAVIOR

Unruly behavior in the Club House is prohibited and may result in suspension of privileges. (See 6)

16 REFUSAL OF CLUB PRIVILEGES

The management and/or bar staff has the right to refuse to serve any member or non-member whom they deem to be intoxicated, rowdy, vulgar, or otherwise acting in an unacceptable manner.

17 PARKING

Parking is permitted only in designated areas.



JUNIOR GOLFER POLICY MANUAL

18 ELIGIBILITY

To be eligible, a junior must be between ten (10) and seventeen (17) years old. The junior must be ten as of June 30th. Applications must be signed by a parent or guardian, and proof of age must be provided.

19 WAITING LIST

Persons wishing to be placed on a waiting list are required to complete an application form. The waiting list will be in two parts, children of members and children of non-members. Selection from the waiting list will be done on a 70/30 ratio. For example, if ten (10) children can be accepted from the waiting list, the first seven (7) on the “children of members” list and the first three (3) on the “children of non-members” list will be selected.

20 FEES

See 2

21 HOURS

The Junior Golf Season will begin June 30. Junior hours, Monday thru Friday, will be set at the beginning of each season by the Golf Committee and the Board. On weekends or holidays juniors can play after 3:00 PM if accompanied by a member who is nineteen (19) or older.

An exception to these hours will be made for out of town golfers (tourists) who wish to pay green fees and are traveling with children. **Please note that children must be age ten (10) or older to golf and must be accompanied by an adult golfer.**

22 RECORDING SCORES

All juniors must sign in before playing and record scores upon completion of the round.



23 RESTRICTED CLUB AREAS

No junior is permitted inside the clubhouse unless accompanied by a parent or guardian, except to purchase food and beverage and to eat in the outer room for a reasonable period of time during junior hours.