



**Club Manual**

CLICK & DRAG ON BOTTOM RIGHT HAND CORNER  
OF PAGE TO REVEAL NAVIGATION TIPS & CONTENTS



# NAVIGATING THIS ONLINE DOCUMENT

Click on any of the items in the Table of Contents to be transferred to the relevant page.

or

Click and drag the bottom right hand corner of each page to flip to the next page.

or

Navigate using the icons at the bottom of the page



To return to the relevant page of the Table of Contents click on the golf ball icon at the bottom right of any page.

## TABLE OF CONTENTS

<b>SECTION 1 – NEW ZEALAND GOLF AT A GLANCE</b>		Page
<b>PART I</b>	<b>DIRECTORY</b>	<b>1-1</b>
	New Zealand Golf Inc Officers	1-1
	Contact Data	1-2
<b>PART II</b>	<b>NEW ZEALAND GOLF AT A GLANCE</b>	<b>1-3</b>
	Introduction to New Zealand Golf	1-3
	New Zealand Golf Objects	1-3
	Four Year Strategic Plan 2006 – 2010	1-4
	Responsibilities and Functions	1-5
	Legislation	1-5
<b>PART III</b>	<b>RESOURCES AND SERVICES</b>	<b>1-5</b>
	Items available from New Zealand Golf Office	1-5
	New Zealand Sports Turf Institute	1-5
<b>PART IV</b>	<b>FINANCE</b>	<b>1-6</b>
	Overview	1-6
	Mutual Assistance Plan	1-6
<b>PART V</b>	<b>MAJOR TOURNAMENTS AND EVENTS</b>	<b>1-8</b>
<b>PART VI</b>	<b>AFFILIATED MEMBERS</b>	<b>1-8</b>
	Alphabetical Club List	1-8
 <b>SECTION 2 – CONSTITUTION AND POLICIES</b>		
<b>PART I</b>	<b>CONSTITUTION</b>	<b>2-1</b>
<b>PART II</b>	<b>ANTI-DOPING POLICY</b>	<b>2-1</b>
<b>PART III</b>	<b>USE OF A MOTORISED GOLF CART POLICY</b>	<b>2-6</b>
<b>PART IV</b>	<b>DISCIPLINARY POLICY</b>	<b>2-10</b>
<b>PART V</b>	<b>SELECTION POLICY</b>	<b>2-13</b>
 <b>SECTION 3 – CLUB ADMINISTRATION GUIDELINES</b>		
<b>PART I</b>	<b>CLUB ADMINISTRATION</b>	<b>3-1</b>
	Guide for Office Bearers	3-1
	Guide for Committees	3-2
	General Information	3-3
	Levy Collection Process	3-3
	Club Competition Manual	3-3
	Reciprocal Playing Rights at Other Clubs	3-4
<b>PART II</b>	<b>COURSE SET UP</b>	<b>3-4</b>
	Daily Approach to Keep the Course Rating Accurate	3-4
	Annual Strategy for Course Set Up	3-5
	Varying the Challenge of Your Course	3-5
	Hole Positions Recommendation for Competition Play	3-5
	Measuring and Distance Recommendations	3-7





## **SECTION 3 – CLUB ADMINISTRATION GUIDELINES** continued

<b>PART III</b>	<b>THE IMPORTANCE OF MARKING THE COURSE</b>	<b>3-9</b>
	General	3-9
	Out of Bounds	3-9
	Water Hazards	3-9
	When a Lateral Hazard Might be Reclassified as a Water Hazard	3-10
	Ground Under Repair	3-10
	Obstructions	3-11
	Environmentally Sensitive Areas	3-11
	Dropping Zones	3-11
<b>PART IV</b>	<b>SETTING CONDITIONS FOR COMPETITION PLAY</b>	<b>3-11</b>
<b>PART V</b>	<b>GENERAL</b>	<b>3-18</b>
	Draws for Match Play	3-18
	Standard Length of Holes	3-20
	Tee Markers & Standardisation of Colours	3-20
	Marker Trees – Distance Markers	3-21
	Allocation of Handicap Stroke Indices	3-21
	Hole in One Badges	3-21
	Course Record and Best Gross Scores	3-22
<b>APPENDIX I</b>	<b>Sample Competition Conditions</b>	<b>3-23</b>
<b>APPENDIX II</b>	<b>Pace of Play Guidelines</b>	<b>3-24</b>

## **SECTION 4 – HANDICAP SYSTEM AND COURSE RATING**

<b>PART I</b>	<b>EXPLANATION OF COURSE RATING SYSTEM</b>	<b>4-1</b>
<b>PART II</b>	<b>HANDICAP MANUAL</b>	<b>4-3</b>
	Section 1 Purpose and Requirements	4-3
	Section 2 Definitions	4-4
	Section 3 The Player	4-6
	Section 4 Adjusting Hole Scores	4-9
	Section 5 Scores	4-10
	Section 6 Scoring Records	4-12
	Section 7 Clean and Place	4-13
	Section 8 The Handicap Committee	4-14
	Section 9 Handicap Competitions	4-18
	Section 10 NZG Handicap Formula	4-24
	Section 11 Handicap Controls	4-25
	Section 12 9-Hole Golf	4-26
<b>APPENDIX I</b>	Method for Determining Most Improved Player	4-27
<b>APPENDIX II</b>	Twilight Tournaments	4-28



## SECTION 5 – TOURNAMENTS AND EVENTS

<b>PART I</b>	<b>HOSTING NEW ZEALAND GOLF EVENTS</b>	<b>5-1</b>
<b>PART II</b>	<b>INTERNATIONAL TOURNAMENTS</b>	<b>5-1</b>
	<b><i>Men's Tournaments</i></b>	<b>5-1</b>
	Eisenhower Trophy	5-1
	Trans Tasman Cup    Clare Higson Trophy	5-1
	Sloan Morpeth Trophy	5-1
	Asia Pacific Teams Championship	5-1
	Four Nations Cup	5-2
	Southern Cross Cup	5-2
	<b><i>Women's Tournaments</i></b>	<b>5-2</b>
	Espirito Santo	5-2
	Queen Sirikit Cup	5-2
	Commonwealth Tournament	5-2
	Trans Tasman Cup    Tasman Cup	5-2
	Junior Tasman Cup	5-2
<b>PART III</b>	<b>NATIONAL REPRESENTATIVE TOURNAMENTS</b>	<b>5-3</b>
	<b><i>Men's Tournaments</i></b>	<b>5-3</b>
	Interprovincial Tournament	5-3
	Freyberg Masters	5-3
	SBS Golf Invitational	5-3
	<b><i>Women's Tournaments</i></b>	<b>5-3</b>
	Interprovincial Tournament	5-3
	Women's Masters	5-4
<b>PART IV</b>	<b>NATIONAL TOURNAMENTS</b>	<b>5-4</b>
	<b><i>Charles Tour Events</i></b>	<b>5-4</b>
	<b><i>Men's and Women's Tournaments</i></b>	<b>5-4</b>
	North Island Stroke Play Championship	5-4
	South Island Stroke Play Championship	5-4
	New Zealand Secondary Schools Golf Championship	5-5
	<b><i>Men's Tournaments</i></b>	<b>5-5</b>
	NZ Men's Foursomes, Stroke Play & Amateur Championship	5-5
	North Island Men's Under 19 Championship	5-5
	South Island Men's Under 19 Championship	5-5
	New Zealand Men's Under 19 Championship	5-6
	New Zealand Men's Seniors Championship	5-6
	<b><i>Women's Tournaments</i></b>	<b>5-6</b>
	NZ Women's Foursomes Amateur & Stroke Play Championship	5-6
	NZ Women's Under 19 Championship	5-7
	NZ Women's Veterans Tournament	5-7
	NZ Women's Veteran Handicap Foursomes Tournament	5-8
	NZ Women's Autumn Foursomes Tournament	5-8



## **SECTION 5 – TOURNAMENTS AND EVENTS** continued

<b>PART V</b>	<b>SUSPENSION OF PLAY PROCEDURE</b>	<b>5-9</b>
<b>PART VI</b>	<b>GENERAL TOURNAMENT CONDITIONS</b>	<b>5-10</b>
<b>PART VII</b>	<b>NATIONAL CLUB BASED COMPETITIONS</b>	<b>5-11</b>
	<i><b>Women's Competitions</b></i>	<i><b>5-11</b></i>
	National Teams Championship	5-11
	Gross Stableford Rosebowl	5-12
	18 Hole Home Links	5-14
	9 Hole Home Links	5-15
	LGU Competition	5-16
<b>PART VIII</b>	<b>GENERAL COMPETITIONS</b>	<b>5-18</b>
	Handicap Allowances	5-18
	General Competitions	5-19
	Suggestions for Other Competitions	5-19
<b>PART IX</b>	<b>ANNUAL AWARDS</b>	<b>5-22</b>
	Marilynn Smith (USA) Golfer of the Year	5-22
	Oliver Hollis Memorial Trophy Under 21 Golfer of the Year	5-22
<b>PART X</b>	<b>HISTORY OF TOURNAMENT RESULTS</b>	<b>5-23</b>
	<i><b>Men's Tournament Results</b></i>	<i><b>5-23</b></i>
	<i><b>Women's Tournament Results</b></i>	<i><b>5-50</b></i>
<b>PART XI</b>	<b>REPRESENTATIVE PLAYERS</b>	<b>5-76</b>
	<i><b>Men's Representative Players</b></i>	<i><b>5-76</b></i>
	<i><b>Women's Representative Players</b></i>	<i><b>5-85</b></i>
<b>PART XII</b>	<b>COURSE RECORDS</b>	<b>5-89</b>
	<b>Women's Course Records</b>	<b>5-89</b>

## **SECTION 6 – SPORT DEVELOPMENT**

<b>PART I</b>	<b>SPORT DEVELOPMENT OVERVIEW</b>	<b>6-1</b>
	Areas of Responsibility	6-1
	Golf Specific Services	6-1
<b>PART II</b>	<b>JUNIOR GOLF</b>	<b>6-1</b>
	New Zealand Junior Golf	6-1
	Junior School Programmes	6-1
	Other Programmes	6-1
	Club Programmes	6-2
<b>PART III</b>	<b>HIGH PERFORMANCE</b>	<b>6-2</b>
	Performance Phase	6-2
	Coaching	6-3
	Support	6-3
<b>PART IV</b>	<b>COACH DEVELOPMENT PROGRAMME</b>	<b>6-4</b>
	Volunteers to High Performance Coaches	6-4



## **SECTION 7 – AMATEUR STATUS**

<b>PART I</b>	<b>AMATEUR STATUS</b>	<b>7-1</b>
	Preamble	7-1
	General	7-1
	Rules of Amateur Status	7-1
<b>PART II</b>	<b>GUIDE TO THE RULES OF AMATEUR STATUS RELATING TO HOLE-IN-ONE PRIZES</b>	<b>7-2</b>
	General	7-2
	Improper Prizes	7-2
	Cash Prizes	7-2
	Insurance Policies	7-3
	Conclusion	7-3
<b>PART III</b>	<b>GUIDELINES FOR GOLF SCHOLARSHIPS AND BURSARIES</b>	<b>7-3</b>
	General	7-3
	Academic Scholarships or Bursaries	7-3
	Golf Related Scholarships or Bursaries	7-3
	Approval of Golf Scholarships or Bursaries	7-4
	Procedural Criteria for Approval of Golf Scholarships or Bursaries	7-4
	Permitted Purposes of Golf Scholarships or Bursaries	7-4
	Golf Scholarships in the United States of America	7-4
<b>PART IV</b>	<b>A BRIEF GUIDE FOR 'LOW HANDICAP' GOLFERS</b>	<b>7-5</b>
	General	7-5
	Retaining Amateur Status	7-5
	Application for Reinstatement	7-6
	Conclusion	7-6
<b>PART V</b>	<b>COMMERCIAL SPONSORSHIP OF AMATEUR GOLF – POLICY ON PUBLICITY FOR SPONSORS</b>	<b>7-7</b>
	Golf Bags	7-7
	Luggage Carried by Teams	7-7
	Golf Clothing (Including Golf Shoes and Head Gear)	7-7
	Umbrellas	7-8
	Caddie Smocks	7-8
	Acknowledgements and Publicity	7-8
	Exhibition Tents	7-8
	Photographs	7-8
	Hospitality	7-8



## **SECTION 8 – RULES AND RULES OFFICIALS**

<b>PART I</b>	<b>GUIDE FOR THE MAKING OF LOCAL RULES</b>	<b>8-1</b>
	General	8-1
	Out of Bounds	8-1
	Roads and Paths	8-1
	Integral Parts of the Course	8-2
	Young Trees	8-2
	Ground Under Repair	8-2
	Dropping Zones	8-3
	Stones in Bunkers	8-3
	Immovable Obstructions Close to Putting Green	8-4
	Embedded Ball	8-4
	Preferred Lies and Winter Rules	8-4
<b>PART II</b>	<b>QUERIES ON THE RULES OF GOLF</b>	<b>8-4</b>
	Assistance with Queries	8-4
<b>PART III</b>	<b>GOLF REFEREES</b>	<b>8-4</b>
	A Guide to the Duties of a Referee	8-4
	Equipment for Rules Official	8-7
	Golf Referee Rules Courses	8-7
	Golf Referees Associations	8-7
<b>PART IV</b>	<b>RULES OFFICIAL PATHWAY</b>	<b>8-8</b>
	An Explanation of the 3 Step Pathway	8-8
	Level Two – District Rules Official	8-10
	Resource Material	8-10
	Helpful Information for Effective Officiating in Golf	8-12
	Training District Rules Officials	8-12

