



### TOURNAMENT COMMITTEE - MISSION

To provide quality playing opportunities for Kentucky PGA members and apprentices.

### TOURNAMENT CHAIR – APPOINTMENT

On the Section's Annual Fall Meeting and election of officers, the newly elected KPGA President shall appoint a Tournament Committee Chair or Co-Chair (hereafter referred to as Tournament Chair).

On the occasion of the first Board of Directors meeting following the KPGA's Annual Fall Meeting, the Tournament Committee Chair, with approval of the KPGA President, may appoint additional members of the committee. In addition to the Tournament Committee Chair, the committee shall consist of a minimum of six additional members to include a senior representative, assistant/apprentice division representative and a minimum of three “at large” members. All aforementioned committee members shall have one vote. KPGA officers are invited to attend all meetings without voting privileges. The KPGA Executive Director, and Director, Amateur and Professional Competitions shall serve as ex-officio members of the committee.

The Tournament Chair or the KPGA President, with at least three days’ notice of such meeting, may call meetings of the Tournament Committee. Five members shall constitute a quorum with a simple majority of those present deciding matters requiring a vote. In the event of a tie vote, the Tournament Committee Chair or Co-Chair with longer service as chair will cast the deciding vote.

### DUTIES - TOURNAMENT COMMITTEE

1. Annual review of the tournament schedule prior to publication.
2. Approve any change to tournament calendar after publication by committee vote.
3. Annual review of KPGA Player of the Year points allocations.
4. Arbitrate any member/apprentice grievances relating to tournaments that cannot be resolved by the tournament director.

### DUTIES – TOURNAMENT DIRECTOR

1. Publish all event schedules inclusive of site and date selections, entry forms, and corresponding notices and distribute them according to parameters set forth by the KPGA Tournament Committee and the Executive Director. This duty includes disseminating the annual tournament schedule to all members, apprentices, and media contacts by the scheduled date of the KPGA Spring Meeting.
2. Contact the host professional of any scheduled event in advance of the tournament and offer assistance to insure success of the tournament.
3. Coordinate tournament sponsor relationships with Tournament Chair and the Executive Director.
4. Insure tournaments are conducted in accordance with the Rules of Golf.
5. Oversee tournament entry acceptance and/or withdrawal in accordance with the KPGA Rules and Regulations guidelines.

6. Process all entries and return confirmation notices to registered participants.
7. Secure, coordinate, and supervise staffing for KPGA Section events.
8. Coordinate trophy and award purchases with Tournament Committee Chair and the Executive Director.
9. Administer the KPGA Player of the Year programs and publish updated results on a timely basis.
10. Perform administrative responsibilities as they relate to fines and suspensions.
11. Communicate periodically with the Committee/Committee Chair to discuss feedback from tournament participants and how to insure the future success of the tournament program.
12. Provide administrative direction as it pertains to conducting KPGA Tournaments and their operations. Any other specific responsibility may be located in the job description for Director, Amateur & Professional Competitions.

## TOURNAMENT RULES AND REGULATIONS

### GENERAL

All players in KPGA competitions shall be aware of and guided by the following:

1. Section tournaments are conducted primarily to serve the interest and welfare of the Members and Apprentices of the Kentucky PGA.
2. Players are responsible for being aware of their starting time.
3. Players are responsible for knowing the Rules of Golf, Local Rules, and Conditions of the Competition.
4. Players are responsible for their scorecard in accordance with Rule 6-6.
5. Entry fee must accompany the entry form to qualify as a valid entry. All entry forms must be completed in entirety in order to qualify as a valid entry. Entries must be received at the KPGA office either by mail, hand delivered or via the Kentucky Section's website. Entries by fax, e-mail, or phone will not be accepted. Entries will not be accepted at any location other than the Section office. No entry will be accepted unless it reaches the Section office by the designated deadline or as outlined for that tournament.
6. Players are entitled to a refund, less a \$15.00 service charge, when withdrawing from a scheduled tournament prior to the start of that tournament. No refund will be given for a withdrawal made after the start of the tournament. The Tournament Committee may review refund requests for exceptional situations on a case-by-case basis.
7. A player may withdraw from a multi-day tournament by notifying a member of the Rules Committee, and should do so no later than (15) fifteen minutes after the completion of the round. During the round, a player may withdraw because of illness or other physical disability that requires medical attention, or serious personal emergency. A player failing to notify a member of the Rules Committee of withdrawal prior to his/her scheduled starting time or prior to leaving the golf course during a stipulated round, shall be subject to a suspension of up to (60) sixty days during which the player may not compete in any tournament, either conducted by or sanctioned by the KPGA. If this violation occurs within (60) sixty days of the final scheduled tournament of the current year, the

suspension will include the first tournament of the next year. If a player incurs a second violation of this policy, he/she shall be subject to suspension from any KPGA tournament for a period of (1) one-year from the date of the suspension.

8. Participation points will not be awarded to players withdrawing from an event during a stipulated round or between rounds of a multi-day event, for any reason.
9. Separate Tees / Same Purse Policy: The competition course for KPGA tournaments will use this guideline where men and women are competing for the same purse:
  - Women professionals' tees will be set up to a maximum of 85 percent range of the professional men's yardage.
  - Senior professionals' tees will be set up to a maximum of 95 percent of the professional men's division yardage.

## **SPECIFIC POLICIES REGARDING PERSONAL CONDUCT**

1. ***Policy on Conduct*** - Although conduct is covered in the PGA Code of Ethics, the Tournament Committee wishes to establish more clearly its policy on conduct of Members and Apprentices in any tournament. Conduct that is judged potentially injurious to the individual professional, the host professional, or the KPGA shall be subject to review by the Tournament Committee and/or the Board of Directors. Abuses include, but are not limited to, excessive displays of temper, damaging club property, excessive consumption of alcohol, excessive swearing, failing to comply with club or tournament policy, or other actions that cause hardships or embarrassment to the employees of the host club. Individuals will be subject to disciplinary action in the form of a fine and/or suspension of playing privileges as deemed by the Tournament Committee or Board of Directors.
2. ***Policy on Dress*** – KPGA Members and apprentices are expected to maintain an appropriate image in their attire and personal appearance that will reflect positively on them and the PGA of America. When a member or apprentice is playing in a KPGA Sanctioned Event, whether as a contestant or otherwise, shall wear slacks and approved shirt styles until the event has concluded. Shorts and denim jeans are not permissible. Female professionals shall wear slacks, culottes, walking shorts, or golf shorts and appropriate tops that constitute acceptable clothing worn by women. However, if a host facility for a KPGA Sanctioned Event has a policy prohibiting certain attire (i.e. short sleeve mock turtleneck shirts, cargo style slacks); the KPGA will honor this policy and prohibit such attire among participating professionals. Though the KPGA will make an effort to communicate such policies, it is the responsibility of the participating professionals to contact the KPGA or host facility to obtain this information.

The exception to this policy shall apply to the “qualifying rounds” of the Kentucky Open at which professionals and amateur may wear an appropriate style of shorts, unless such attire is prohibited by the host facility and all professionals and amateurs competing in the Kentucky Senior Open are required to wear slacks during all competition rounds.

If the Tournament Committee deems the attire or personal appearance of a KPGA member or apprentice during a KPGA Sanctioned Event to be inappropriate, the committee has the power to take action in the matter. The general procedure will be to request that the professional make the appropriate changes to comply with the dress code. If the request goes unheeded, the professional will be subject to disqualification from the event, exclusion from a future KPGA Sanctioned Event or possible disciplinary action.

3. ***Policy on Card Playing*** - In general, the KPGA frowns on card playing at the site of any tournament and feels that abusing a privilege such as this can injure the KPGA and cause embarrassment to the host professional. For this reason, card playing by a group of professionals on the premises of a tournament site shall only be allowed with the consent of the host professional. Warnings shall be given to those who abuse this policy and if the warning goes unheeded, violators will be subject to disciplinary action.
4. ***Policy on Gambling*** - In general, the KPGA feels that when players engage in betting on themselves or on their teams and the primary purpose is the playing of the game for the enjoyment, that any such wagers should be made discretely and not in any way cause embarrassment to the host professional or to the KPGA. Anyone who abuses this policy shall be subject to disciplinary action. No KPGA Member or Apprentice is permitted to participate by owning or sharing tickets or receiving financial benefit from a ticket in a Calcutta event held in conjunction with a KPGA tournament in which he/she is participating.
5. ***Policy on Slow Play*** - Slow play is detrimental to the game. For this reason and in the interest of making the game as enjoyable as possible for all, the pace of play will be monitored at KPGA tournaments. Players in KPGA tournaments are responsible for knowing the pace of play guidelines in effect at that particular competition.

## **DISCIPLINE**

Any player deemed guilty of unbecoming conduct while participating in a KPGA tournament or in activities related thereto or who otherwise violated the Code of Ethics of the PGA shall be subject to disciplinary action as determined by the Tournament Committee and/or KPGA Board of Directors.

## **PENALTIES (Fines and Suspensions)**

1. The Tournament Committee shall have the authority to impose penalties consisting of a minimum fine of \$100 for the first offense, a minimum fine of \$500 for the second offense, and suspension from tournament play for the third offense.
2. Any reported violation of conduct of a player must be submitted in writing to the Tournament Committee and must be signed. (Name of person reporting violation will be kept confidential).
3. Any professional accused of cheating shall be required to appear before the KPGA Board of Directors and if found guilty, shall be automatically suspended for the remainder of the year and fined a minimum of \$500.

## **4. APPEALS**

A player may appeal, within 30 days, to the KPGA Board of Directors any imposition of disciplinary action by the Tournament Committee.

1. Such an appeal shall be in writing and may include defenses or mitigating circumstances, including written statements of witnesses.
2. Any letter of appeal must include payment of fine. Fine will be refunded if appeal is upheld.
3. Any KPGA Member who has been fined and has not paid such fine shall not be eligible for any future events until such fine has been paid.
4. Any appeals of eligibility status must be made in person to the KPGA Board of Directors.

## ELIGIBILITY

Professionals eligible to compete in KPGA competitions must fall within the scope of the following eligibility requirements as of the entry deadline posted on each entry form.

1. A Member in good standing of the KPGA.
2. A registered PGA Apprentice in good standing in the KPGA. This individual must have passed all pre-qualifying requirements and has reached Level 1 stage toward membership in the PGA of America.
3. Eligibly employed in an active PGA classification in the KPGA within 30 days of the deadline posted on the application form of that tournament, or be a PGA Life Member-Retired or PGA Life Member-Active.
4. A Kentucky resident professional (granted invitation to compete in certain KPGA competitions, i.e. the Kentucky Open Championship & Kentucky Senior Open).
5. Inactive and Class "F" members are ineligible to compete in KPGA competitions.
6. In KPGA Supported Tournaments, the host professional may extend a limited number of invitations to Non-KPGA Members.
7. Amateurs shall be required to have an active Handicap Index at a Kentucky Golf Association Member Club at the time of entry. The effective revision date used for a player's Handicap Index shall be the current posted revision date the day before the event.
8. Individuals who have petitioned and are waiting to regain their amateur status through the United States Golf Association are not eligible to register and compete in Kentucky Section PGA Sanctioned events. Exception: An individual may register and compete as an (AR – Amateur Awaiting Reinstatement) in the Kentucky Open. They must waive their right to any prize money offered and must not accept any prize reserved for an amateur golfer.
9. KPGA members and apprentices are responsible for the eligibility of his/her team members. If a team competes in a sanctioned event with an ineligible amateur, that team will be disqualified from the competition.
10. The KPGA Tournament Committee reserves the right to extend a playing invitation for Pro-Amateur events to sponsor representatives of the specific KPGA Sanctioned Tournament of which they are affiliated. Sponsor representatives must meet the eligibility requirements that include having an active Handicap Index and meet the USGA definition of an amateur golfer.
11. Entries are subject to approval or rejection, with or without reason, at any time at the discretion of the Kentucky PGA Board of Directors.

## **KPGA SANCTIONED TOURNAMENTS**

Sanctioned tournaments are scheduled, operated by, and fiscally accountable tournaments of the KPGA. All such tournaments are to be approved and scheduled by the KPGA Tournament Committee with approval by the KPGA Board of Directors. The KPGA will, for the edification of its members, publish the names and dates of the sanctioned tournaments on the KPGA website and in other forms available to KPGA Members and Apprentices.

KPGA tournaments held within the geographical territory that defines the KPGA shall be held at KGA member clubs participating in Golf House Kentucky's handicap computation service. Such clubs must employ as a head professional a KPGA Member or an Apprentice registered in the PGA Apprentice Program.

Selection of the sites for the Kentucky PGA Championship and the Kentucky Open Championship are subject to the approval of the KPGA Board of Directors. Such sites must employ a KPGA Member or Apprentice in good standing at the time the event is scheduled.

## **KPGA SUPPORTED TOURNAMENTS**

Tournaments that promote the visibility of KPGA Members and Apprentices but are not recognized as sanctioned tournaments may, with the approval of the KPGA Board of Directors, be published and listed as KPGA Supported Tournaments. Any facilities hosting such a tournament, may without charge, provide the KPGA Tournament Director such information as to the date, site, participation, and other pertinent details about the event. Such sites must employ a KPGA Member or Apprentice in good standing at the time the event is scheduled.

The KPGA will, for the edification of its members, publish these details on its host website for a period of time up to the date of said event. KPGA Members and Apprentices are personally responsible for knowing the status of KPGA Sanctioned Tournaments and KPGA Supported Tournaments. Participation in a tournament that is scheduled during the play of a KPGA Sanctioned Tournament and that is being conducted within 150 miles of such tournament is prohibited. The KPGA Tournament Committee shall determine a reasonable disciplinary action for such violations not to exceed the guidelines detailed in the Tournament Conduct Policy.

## **CHALLENGE CUP MATCHES**

1. The Tournament Committee shall govern the administrative affairs of the Challenge Cup and the KPGA Board of Directors through Special Events shall govern financial affairs.
2. Eligibility shall be limited to any KPGA Life Member or Class "A" Member who is eligible employed in an active PGA classification at the close of the final event for which Player of the Year points are awarded. An Apprentice may compete only as KPGA Assistants' Champion.
3. The Professional Team shall consist of the top six players on the previous year's KPGA Player of the Year Point List, plus the KPGA Senior Player of the Year, the KPGA Assistants' Player of the Year, and two at-large choices selected by the Team Captain.
4. The Amateur Team shall consist of the top six players on the previous year's KGA Player of the Year Point List, the KGA Senior Player of the Year, the KGA-PGA, Inc. Junior Player of the Year and two at-large choices selected by the Team Captain. All amateur team members must be amateur golfers at the time of the Matches.
5. Alternates shall be selected from the next highest finishers on the respective point lists from the previous year.
6. The KPGA Board of Directors shall select the Honorary Captain of the Professional Team.
7. The KGA Board of Directors shall select the Honorary Captain of the Amateur Team.
8. The competition will consist of five Four-Ball Matches and ten Singles Matches.
9. One point shall be awarded to the winner of each match. If a match is all square at the completion of 18 holes, ½ point shall be awarded to each side. (No extra holes shall be played).

## **MODIFICATIONS**

The Tournament Committees from the KPGA and the KGA shall reserve the right to modify conditions of play if necessary.

## **KAISER CUP MATCHES**

1. The Tournament Committee shall govern the administrative affairs of the Kaiser Cup and the KPGA Board of Directors through Special Events shall govern financial affairs.
2. Eligibility shall be limited to any KPGA Member or Apprentice in good standing who is eligible employed or a Life Member of the PGA of America.
3. Members of the Professional team must be a Class (A) Member or a Master Professional of the PGA of America, excluding Class (A-8).
4. Members of the Assistant/Apprentice Professional team must be a Class (A-8) PGA Member or a registered Apprentice.
5. Selection of team members is based on Player of the Year points in the Member and Assistant categories from the previous season. The top eight players from each of these lists will be invited to participate plus two at-large choices to be selected by each Team Captain. If any invitee is unavailable, the next player from the list will be invited until the teams are complete.
6. The KPGA Player of the Year from the previous year shall serve as Team Captain for the Professional team unless that member is an Assistant/Apprentice Professional at the time of the Kaiser Cup competition. If that individual declines the invitation, the participant with the most points from the KPGA Player of the Year list shall serve as Team Captain.
7. The KPGA Assistant Player of the Year from the previous year shall serve as Team Captain for the Assistant/Apprentice Professional team unless that individual is a non-Assistant/Apprentice Professional at the time of the Kaiser Cup competition. If so, the participant from the Assistant/Apprentice Professional team with the most points from the KPGA Assistants' Player of the Year list shall serve as Team Captain.
8. The competition will consist of five nine-hole Four-Ball Matches, five nine-hole Four-Some Matches and ten Singles Matches.
9. One point shall be awarded to the winner of each match. If the match is all square at the completion of the stipulated round, ½ point shall be awarded to each side (no extra holes shall be played).

## **MODIFICATIONS**

The KPGA Tournament Committee and the KPGA Board of Directors reserve the right to modify the above Tournament Rules and Regulations at any time.