

# GOLF COURSE RULES AND REGULATIONS

## A. Applicability

These rules and regulations apply to all persons using the Aquia Harbour Golf Course or its facilities. Use of the golf course is restricted to registered players and non-playing guests accompanying the player.

## B. Membership Eligibility

1. Only the following individuals are eligible to apply and obtain a membership to use the Association's Golf Course:
  - a. Resident Association Members
  - b. Non-Resident Association Members
  - c. Associate Association Members
2. Resident Association Members shall be defined to include all individuals who:
  - a. Reside on a lot within Aquia Harbour, as their primary place of residency, at the time they apply for membership, and such fulfillment of the residency requirement to be established by the production of either a valid drivers license or voter registration card to the Board of Directors, Management and/or the Board's appointed Committees; and
  - b. Are lot owners; or
  - c. Are tenants of lot owners, who have properly registered and filed a copy of their executed lease agreement with the Association's Management and have or have caused to have all applicable initiation fees paid in full to the Association; or
  - d. Immediate Family members of lot owners; and
  - e. Have no current violations of the Association's governing documents existing on their lot of residency; and
  - f. Have no delinquent charges (assessments or other) remaining due on their lot's account.
3. Non-Resident Association Members shall be defined to include all individuals who:
  - a. Do not reside within Aquia Harbour, as their primary place of residency, at the time they apply for membership, and such fulfillment of the residency requirement to be established by the production of either a valid drivers license, voter registration card, or military identification card to the Board of Directors, Management and/or the Board's appointed Committees; and
  - b. Are lot owners; and
  - c. Have no current violations of the Association's governing documents existing on their lot of residency; and
  - d. Have no delinquent charges (assessments or other) remaining due on their lot's account.
4. Associate Association Members shall be defined to include any individual who:
  - a. Does not qualify for Resident Member or Non-Resident Member status.
5. **Fees-** The Association reserves the right to charge a different membership fee for each class of membership. Such membership charge shall be established within the sole discretion of the Board of Directors.
6. All terms of the Aquia Harbour Property Owner's Association's Bylaws and Rules and Regulations apply, and should a golf course member who is also an Association member become more than sixty (60) days delinquent in the payment of their dues, AHPOA may suspend and/or terminate the rights and privileges associated with membership of the golf course.

## C. Definitions

1. **Golf Course Member:** A member is any person who, in addition to fulfilling the above eligibility requirements, has paid either an annual golf membership fee (resident associate members and non-resident associate members) or an associate membership fee (associate Association members) for the privilege of playing at the golf course. A member is also a person who is covered under an annual family membership fee.
2. **Family:** A golf course member, husband and spouse, and their dependent children living in the household, who are either:
  - a. younger than 18 years
  - b. full time student through age 22 years
  - c. person of any age who is legally handicapped and legally dependent upon the Aquia Harbour member or tenant.

## D. Fees

1. Annual membership fees and daily green fees for members and guests shall be established by the Board of Directors annually and may be adjusted at any time by the Board. **Annual membership fees are normally non-refundable.** However, a partial refund may be granted, if in the opinion of the AHPOA General Manager, special circumstances warrant a refund. Annual fees are paid at the golf shop.

2. Owners of private motorized carts shall pay a separate annual fee, also established by the Board of Directors and paid to the golf shop. Certification of adequate liability insurance must be provided. Transfer of ownership of a private cart during a fiscal year will entail an additional fee from the new owner.
3. AHPOA provides a storage barn for private carts on a space available basis. An annual fee, established by the BOD, is charged to cart owners. The storage shed was established for the convenience of private cart owners and AHPOA incurs no responsibility for damage or theft of carts stored in the shed.
4. Any person riding on a private golf cart will be charged a cart fee unless they are; a member of the immediate family of the cart owner and reside at the private cart owner's residence, or have paid an annual cart fee.
5. In the event the private cart owner cart becomes unavailable for any reason, the private owner is not entitled to unlimited use of AHPOA golf rental carts. The golf course manager is authorized to grant the private cart owner a grace period not to exceed five (5) calendar days.

#### **E. Registration**

1. All players and guests accompanying the players must register in the golf shop prior to play.
2. Children under 12 years of age may not use the golf course without adult supervision.
3. No person shall use the golf course during the period the greens superintendent or golf course staff declares it closed due to turf or weather conditions. Violators may be subject to be cited for trespassing.

#### **F. Tournament Events**

1. Tournaments scheduled by the Golf Committee or the Aquia Harbour Golf Association and approved by the BOD shall have priority over all other users of the golf course.
2. Open play on tournament days is established by the golf course manager or his/ her representative.
3. Organizations or individuals that wish to conduct tournaments or outings may do so by contacting the golf shop staff.

#### **G. Starting Times**

1. The Golf Shop Staff will institute starting times as needed during the golfing season.
2. Starting times will be available by phone or in person beginning one week in advance, on a priority of request basis. Reserved starting times may be made only by your own playing group.
3. No more than a foursome in one group shall be permitted. Priority shall be given to foursomes over threesomes and twosomes during the golfing season. Single players shall have no priority. Singles and twosomes will be combined when necessary as determined by the Golf Shop Staff.

#### **H. Rules of Play**

1. The United States Golf Association Rules of Golf shall govern all competitive play, unless modified by local rules as determined by the Golf Committee in cooperation with the Golf Shop staff and printed on scorecards or posted in the golf shop.
2. Established golf course behavior and etiquette shall be practiced by players and accompanying guests at all times. At the discretion of the golf course staff, violators are subject to immediate removal from the golf course.
3. Each player must be equipped with a set of clubs, including a putter, and carrying apparatus before play begins. Under no circumstances will players be allowed to play out of one bag.
4. **No metal spikes allowed.** (See section I, paragraph 6.)
5. Players must be appropriately attired. Men's dress code: Mid-thigh walking shorts, golf shirts with sleeves and collars (neat collar-less shirts may also be worn), and slacks or neat jeans. Unacceptable attire: Tank tops, bare tops, and any shirts with slogans or offensive illustrations, cut offs, short shorts, beach wear, and jogging or bike shorts. Women's dress code: Slacks, neat jeans, mid-thigh length shorts or skirts and tops with at least 2" wide shoulder straps. Unacceptable attire: Halter and spaghetti strap shirts, shirts with slogans or offensive illustrations, cut offs, short shorts, beach wear, and jogging or bike shorts.
6. **All players and accompanying guests are required to respond courteously to the Golf Course Staff upon their request for evidence of registration, or to correct any infraction of the rules/regulations which may be brought to their attention. Golf Course Staff, after issuing a warning, may suspend without refund a player for the balance of a round for a rule infraction.**
7. All play must begin on Hole # 1, unless authorized by the Golf Shop Staff.
8. The game of golf is played with one golf ball. **On course practice or the use of multiple balls while playing is prohibited.** Violation of this rule may result in suspension of playing privileges by recommendation of the Golf Committee.

## **I. Motorized Carts**

- 1. Aquia Harbour Golf Course reserves the right to mandate cart usage during peak weekend (Saturday & Sunday) morning hours.**
2. A fleet of motorized carts is available for rental by the AHPOA on a first come first served basis. The Golf Shop Staff may reserve the right to refuse rental of a cart to anyone who abuses the carts or refuses to follow established rules and regulations.
3. Privately-owned carts shall be operated on the golf course only by the owner or a member of his immediate household, and after compliance with paragraph B.2 (a through c)
4. No one under the age of 16 is permitted to operate golf carts.
5. **Golf carts shall be operated on cart paths only.**
6. No more than two persons are permitted in a cart at a time and the carts are to be driven at reasonable speeds at all times, with particular caution to be exercised on downgrades.

## **J. Other Limitations and Liabilities**

1. Children under the age of six are not allowed on the golf course.
2. Pull carts are not allowed on greens, green collars, or tee boxes.
3. NO motor vehicles of any type, other than golf carts, golf course maintenance equipment, and emergency vehicles are allowed on the golf course unless approved by the Golf Course Manager.
4. No pets, leashed or unleashed, are permitted on the golf course.
5. Members and registered guests shall be held liable for any damages to AHPOA property inflicted by them or their guests.
6. In addition to any other penalties that may be levied by the AHPOA, violators of these regulations may suffer loss or suspension of their golfing privileges as recommended by the golf course staff and approved by the Golf Committee.

## **K. Complaint Procedure**

1. Any person may file a complaint regarding a violation of the rules/regulations to a member of the Golf Course Staff or Golf Committee member. Complaint forms are available in the golf shop and the staff will provide assistance in filling out the form. The staff will notify the Golf Course Manager as soon as possible that a complaint has been filed. The Golf Course Manager will present any complaint forms that have been filed to the Golf Committee at its monthly meeting and report any action that he may have taken with the offending party (i.e. verbal warning, removal from golf course, etc). The Golf Committee will review all complaints and determine whether any additional action is necessary. All written complaints will be filed and referred to in the event of repeat offenses by any player or guest of the Golf Course.
2. In the event further action is required, the Golf Committee will establish an Investigative Subcommittee, this committee shall:
  - a. Request additional written documentation from the complainant. Unless circumstances prohibit, the written complaint must be submitted within five days of the request. If not received in five days, the seriousness of the complaint may be questioned.
  - b. Immediately share the written complaint with the person (preferably in person) accused of the violation and request a written response to the complaint within five days of notification.
  - c. Upon receipt of both written versions of the violation in question, both parties may be asked to appear before the golf committee. If either party desires such a meeting, it must be set as soon as practicable usually within 10 days. During the appearance, both parties may present additional information including witnesses.
  - d. A written report on the results of the meeting including copies of all previous documentation related to the complaint, the Committee's findings of fact, and if appropriate, recommended sanction. The report will be provided to both parties within 72 hours.

### **(A) Sanctions:**

Recommended sanctions may include:

- (1) Private reprimand - a letter to the person which admonishes them of their conduct which will remain in the Golf Committee record.
- (2) Suspension of playing privileges - The Golf Committee may recommend suspension of various privileges including, but not limited to (a) use of the practice facilities, (b) use of AHPOA rental carts, and/or (c) playing privileges. Suspension of playing privileges would not take effect until acted on by a decision rendered by the AHPOA Board of Directors.

## **L. Care of Golf Course**

1. Players are required to repair all divots in fairways and ball marks on greens, and rake all sand bunkers after exiting bunkers.

2. All practice **MUST** be accomplished on the driving range and the practice green. **Under no circumstances will practice be allowed on the golf course.**
3. No second, third, etc. shots shall be taken during a round of golf unless in accordance with the rules of golf.
4. Please respect the marked golf course and posted out of bounds. Please respect all private property bordering the golf course.
5. Vandalism is not tolerated and anyone apprehended doing damage to the golf course will be subject to legal action by the AHPOA.
6. Aquia Harbour Golf Course requires soft spikes or spikeless golf shoes to be worn during play.

**M. Handicap**

1. The official handicap season in Virginia runs from 1 March through 30 November annually.
2. Handicaps will be established in accordance with United States Golf Association (USGA) rules. A current and recognized handicap card will be required for all AHPOA Golf Course stroke play tournaments unless otherwise posted.
3. Members will have available to them and maintained at the Golf Shop a computerized handicap system, in compliance with the USGA. A fee for maintaining a handicap on the system will be set yearly and paid to the Golf Shop at the start of each season.
4. The purpose of the USGA Handicap System is to make the game of golf more enjoyable by enabling golfers of differing abilities to compete on an equitable basis.
5. Every player must be responsible for returning all acceptable scores for accurate and fair handicapping.
  - a. Scores To Post  
If 13 or more holes are played, the player must post an 18-hole score. If 7 to 12 holes are played, the player must post a nine-hole score.
  - b. All posted scores must be scores made in accordance with the principles of **The Rules of Golf**.
  - c. All scores played on a course with an active season and a USGA Course and Slope Rating, both at home and away must be posted by the player.
  - d. Scores in both match play and stroke play must be posted for handicap purposes, Following USGA guidelines for adjustment for holes not completed.
6. Equitable Stroke Control (ESC) is the downward adjustment of individual hole scores for Handicap purposes. ESC sets a minimum number that a player can post for a hole depending on the player's course handicap. ESC is used when a player's actual or most likely score exceeds his maximum number based on the ESC Chart and is applied to all scores for handicap purposes, including tournament scores. There is no limit to the number of holes on which a player may adjust his/her score.

<b>Course Handicap</b>	<b>Maximum Number on Any Hole</b>
<b>9 or less</b>	<b>Double Bogey</b>
<b>10 through 19</b>	<b>7</b>
<b>20 through 29</b>	<b>8</b>
<b>30 through 39</b>	<b>9</b>
<b>40 or more</b>	<b>10</b>

7. Any gross violation or deliberate misuse of the handicap system will be reported to the Golf Committee and appropriate action will be taken as contained in the USGA Handicap System handbook.

**N. Driving Range**

1. Range balls will be distributed from the Golf Shop for a nominal fee.
2. All practice will be conducted from the designated hitting area of the driving range and putting area.
3. Range balls are to be used on the driving range and not on the golf course.
4. Any person found removing range balls, ball baskets, tee markers, or other golf course equipment will be subject to legal action.
5. Players are responsible for their children at all times. Children are not permitted on the driving range unless permission is received from the Golf Course Staff.
6. Driving Range may be closed, as deemed necessary, by the Golf Shop Staff.

**O. Slow Play**

Slow play is indicated when one or more holes are open between playing groups. This is usually caused by excessive time spent looking for lost golf balls, preparing for and executing a golf swing, preparing to putt, or operating power or pull carts. A nine-hole round of golf should take no more than 2 hours 10 minutes.

Golf Course Staff monitor pace of play and will caution players or groups not maintaining pace.

Repeated warnings may result in a player or group's suspension of play without refund.