

*Nevada State Golf Association*

*Procedures Manual for State Events*

*Nevada State Amateur Championship*

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*Revised November 8, 2010*

# ***INTRODUCTION***

The purpose of this binder is to insure that all state tournaments held in the name of the Nevada State Golf Association are consistent in their quality and format, whether hosted by the Northern Nevada Golf Association or the Southern Nevada Golf Association. Realizing that there are different golf seasons and venues in the North and South, it is our hope that by adopting the following guidelines the amateur golfer in Nevada can expect a consistent level of competition, whether he is playing in the North or South.

All state tournaments should be held at the best possible venue obtainable. The courses chosen should reflect the pride of the host association.

This binder has been adopted by both the Northern and Southern Nevada Golf Associations in a spirit of cooperation that we hope portends a successful relationship for many years to come.

## ***General Tournament Guidelines***

The following guidelines are applicable to all Nevada State Golf Association events:

- **Tee prizes** will not be distributed (Exception: The host association may provide mementos for the Cobb-Whalen Cup Matches or State Net Amateur Championship).
- **Pace of play** will be established and distributed for all events, along with penalties for violating the pace of play policy. The pace of play policy will be established by the NSGA.
  - **Code of Conduct:** The policy adopted by the NSGA, October 21, 2008 will be effect for all Nevada state events. (see below)
  - **The use of cell phones:** is prohibited and could result in a disqualification penalty under the code of conduct guidelines. (see code of conduct)
  - **The use of distance measuring devices:** is allowed under NSGA guidelines. Use of distance measuring devices is subject to local rules for USGA events.
- **Eligibility requirements:**
  - Competitors in senior events must have reached their 50<sup>th</sup> birthday on or prior to the opening day of the event.
  - Competitors must be an active member of a handicap service of a Northern or Southern Nevada member club.
  - Competitors in Net or Net Senior events must have an active USGA handicap index listed on the association's handicap revision prior to the closeout date of the event.
- **Amenities**
  - Player lunches will not normally be included in the event budget.
- **Qualifying fees** will be deposited in Nevada State Golf Association Tournament fund. Over budget items for state events will be covered from this fund.

- **Refunds for State events:** After the established deadline for a state event, players can only receive a refund if there is a waiting list of players and a wait listed player agrees to play. Cases such as death in the family or serious illness such as hospitalization can be reviewed on a case by case basis.
- **Deadlines for State events:** All deadlines shall be no less than (2) two weeks from the first day of the event. Each association is responsible for deadlines; if an opening is filled by the hosting association after the deadline the spot will remain filled by that player.
- **Committee Expenses:** Only food/beverage for officials would be part of event budget. Travel, lodging, and other expenses for officials would be borne by their respective associations.
- Nevada State Golf Association events will normally be scheduled between June 1 and August 31. State events must not conflict with other association events with precedence given to state events. Every effort should be made to schedule as much time between state events as possible.
- **Handicaps:** Net and Net Senior Division competitors will play to their modified course handicap or rolling 12 month Lowest Index (L.I.) as determined by their individual golf associations. The hosting committee reserves the right to reduce the course handicap of any competitor after the first, second, or subsequent rounds, should his scores warrant a reduction. The NSGA reserves the right to remove a player that is believed to have a fraudulent handicap. No refunds will be offered to such a player.
- **Playoff in Stroke Play Championship Events:** In the event of a tie for first place in the Championship, the winner will be determined by a hole-by-hole playoff. If weather, darkness, or other conditions prevent a playoff, the winner will be determined by matching scorecards as recommended in Appendix I Rules of Golf. If this method fails to determine a winner, the winner will be decided by drawing lots. All other ties will share prizes.
- **Playoff in Stroke Play Net Events:** In the Net Divisions a three hole playoff will be conducted with 1/6 of each of the competitor's course handicap being subtracted from his gross score to determine his three hole Net score. If there is a tie score the players will proceed in a hole by hole sudden death using the players full course HCP, strokes where they are allotted. If weather, darkness, or other conditions prevent a playoff, the winner will be determined by matching scorecards as recommended in Appendix I Rules of Golf. If this method fails to determine a winner, the winner will be decided by drawing lots. All other ties will share prizes.
- **Exception:** Do to time constraints, the Northern Nevada Net Amateur Championship ties for the last place qualifier spot only will be by sudden death playoff using full course handicap and strokes where assigned on the official scorecard.



## Code of Conduct for NSGA events

All players in Nevada State Golf Association (NSGA) events shall abide by the code of conduct set by the Tournament Players Committee (TPC).

Players are to conduct themselves in a manner that is conducive to sportsman like play.

### **1. Major Offense penalty; DQ**

*Destruction of golf course property.*

### **2. Major Offense penalty; DQ**

*Endangerment of Competitors or Opponents.*

- a. Throwing of clubs in anger.
- b. Physical or verbal abuse of a competitor, opponent or NSGA rules official or volunteer.
- c. Excessive outbursts of anger or verbal tirades causing disruption to the competitors or opponent.

### **3. Minor Offense penalty; warning.**

- a. Excessive offensive language.
- b. Slamming clubs or bags.
- c. Excessive display of anger or disruptive behavior.
- d. Use of cell phones during competitions.

### **Procedure for minor offense:**

- a. Complaint from players or witnessed by NSGA official or volunteer.
- b. Player will be warned that this is not acceptable for NSGA events.
- c. 2<sup>nd</sup> complaint in same tournament the player will then be considered under number 2 major offenses and will be DQ.

**As the result of the DQ for the First or Second offenses listed the following procedure will be followed.**

Players suspended under the following rules will have the letter of notice on file. The letter will remain on file for said period and will be considered as part of the time period used to determine what is a second, third or fourth offense.

#### **First Offense:**

The player will receive by registered mail a letter from the TPC stating the cause of DQ from the tournament proper and the player's letter will remain on file for a period of 12 months.

#### **Second Offense:**

The player will receive by registered mail a letter and a suspension from all NSGA events including Northern Nevada Events that will be conducted during the suspension period of 3 months from the date of the disqualification. The letter shall remain on file for a period of 15 months.

#### **Third Offense:**

The player will receive by registered mail a letter and a suspension from all NSGA events including Northern Nevada Events that will be conducted during the suspension period of 12 months from the date of the disqualification. The letter shall remain on file for a period of 24 months.

#### **Fourth Offense:**

The player will receive by registered mail a letter and a suspension from all NSGA events including Northern Nevada Events. The player will not be allowed to enter NNGA or NSGA events from the NNGA office for an indefinite period of time.

#### **Recourse for the player:**

Players will be allowed to have the disqualification reviewed by the TPC and will have the opportunity to address the TPC personally. The player must address the TPC personally and letters to the TPC will not be used for review. If there is no challenge the TPC ruling stands.

# *Nevada State Amateur Championship*

**Locations:** The North and South shall rotate responsibility for the Amateur Championship. Championship competitions will be conducted by the NNGA and SNGA alternating each year. NNGA will host in 2011. (for reference only)

**Field size:** 60 player spots available. Each association shall have 30 available spots to be filled by deadline.

**Exempt Players guidelines:**

- The top ten finishers from the previous year Championship.
- The top ten players from each association's qualifying points list.

If players are exempt on both points and their prior year's finish, the additional spots available will added to the qualifier. The remaining spots to fill each association's 30 player quota will be determined by a qualifier designated by the association. If either association fails to fill their quota of players two weeks or deadline prior to the event the other association may assign players to fill the field. Players will first be selected from the associations qualifier list and then from the association points list.

**Entry fees:** The qualifier entry fee shall be \$25, with the balance of the entry fee paid after successfully qualifying. Associations may collect the entire entry fee and refund all but the qualifying fee to non-qualifiers. The entry fee for the event will vary depending on the host course. Every attempt will be made to limit the entry fee to the best available price.

**Prizes:** Gift certificates will be awarded to the top 14 places in each division, assuming a full field of 60 players, as follows: See attachment "Nevada State Amateur Prize Breakout" The amount of the payout will be reduced proportionately according to the size of any reduced field or if the golf fees are higher than anticipated.

**Format:**

- 54 hole stroke play with no cut.
- Pairings for the first round should be random with some equality bias toward players' performance records and previous state finishes. Second round pairings shall remain the same with tee times changed by moving the first half of the field to the later time and second half to earlier times. Final round will be paired by gross score. Starting times will be from high score to low score. The NSGA will award a symbol of recognition to the winner and place their name on the perpetual trophy.

# *Nevada State Match Play Championship*

**Locations:** The North and South shall rotate responsibility for the Match play Championship. SNGA will host in 2011. (for reference only)

**Field size:** 32 players (16) from each association.

**Exempt Players guidelines:**

- Defending champions and runners up from the previous year's Championship.
- Top eight players from the association's points list prior to the scheduled qualifier.

If players are exempt on both points and their prior year's finish, the additional spots available will accrue to the qualifier. A qualifier that may be held in conjunction with another event will determine the remaining spots. Non-committed spots for exempt players will be distributed to the qualifier. If either association fails to fill their quota of players two weeks prior to the event the hosting association may assign players to fill the field. Players will first be selected from those who attempted to qualify and then from the association points or waiting list.

**Entry fee** may vary depending on cost of fees to host golf course. Associations will attempt to keep entry fees at the best available price. Entry fee must be paid by exempt players by entry deadline. Qualifiers pay \$25, and then pay balance if successful in qualifying. Associations may collect the entire entry fee and refund all but the qualifying fee to non-qualifiers.

**Seeds and pairings** will be published 3 days prior to the first round. No changes in seeding or pairings will be allowed after 12:00 noon PST the day before the Championship proper.

**Seeds:**

- Each association will submit a list of their players. The association seed order shall be determined by defending champion/runner up, followed by points list, exempt players, and qualifier finish.
- The defending champion will be seeded number 1 and the runner up number 2 unless they are from the same association, in which case the runner up will be seeded number 3.
- The order of seeding for the event will then be determined by the number 1 seed.
- If neither the defending champion nor runners up are in the field, the number 1 seed from the host association will be seeded number 1, and their remaining players will assume the odd numbered seeds. The visiting association will assume the even numbered seeds.
- Alternates and standbys will be seeded last.

**Event format:**

- First round matches will be scheduled 18 holes in groups of four or two.
- Finals will be scheduled 36 holes.
- No consolation rounds.
- No host lunch after each round (30 minutes minimum for lunch).
- No tee prizes or gift certificates. The NSGA will award a symbol of recognition to the winner of each division and place their name on the perpetual trophy.

# *Nevada State Net Amateur Championship*

**Locations:** The North and South shall rotate responsibility for the Net Amateur Championship. Championship competitions will be conducted by the NNGA and SNGA alternating each year. NNGA will host in 2011 (for reference only)

**Field size:** 60 player spots available. Each association shall have 30 available spots to be filled by deadline. The NSGA reserves the right to increase the number of spots available.

**Exempt Players guidelines:**

- The qualifiers from the previous years' Championship.
- The top ten players from each association's qualifying points list.
- Exception: *For 2011*, the top ten from the State Am and the Winner – runner up from State Match play.

The remaining spots to fill the associations 30 player quota will be determined by handicap index (12 month L.I. as of the events deadline) from lowest to highest. If either association fails to fill their quota of players by the deadline of the event the hosting association may assign players to fill the field, using a waiting or calling list.

**Entry fees:** The entry fee for the event will vary depending on the host course. Every attempt will be made to limit the entry fee to the best available price.

**Prizes:** A special recognition for lowest total score in the qualifier (low medalist). The top 8 players will advance to match play and will receive symbol of recognition. Players will receive a merchandise certificate based on their finish in the Match Play portion. Amounts will be posted at the event.

**Format:**

- 36 hole qualifier.
- Top 8 players advance to match play.
- Seeding will be done by qualifier finish and in the case of ties for all but the last spot will be determined by lot. Ties for the last spot will be broken using sudden death, full handicap, strokes where assigned on the official scorecard.
- The USGA general numeric draw for matches will be used.
- 1 vs 8 2 vs 7 3 vs 6 4 vs 5
- Pairings for the first round should be random with some equality bias toward players' performance records and previous state finishes. Second round pairings shall be paired by first round Net score highest to lowest.
- Players' course handicaps will be computed using the rolling 12 month lowest index or an association listed index, which ever is lowest.
- Match play handicaps will remain the same as assigned for the qualifier unless a players two day total differential is less than the players current L.I. being used. The course handicap will be adjusted down for match play and the player will continue thru all rounds with the assigned lower course handicap. (*see below page 17*)
- The NSGA reserves the right to remove a player that is believed to have a fraudulent handicap. No refunds will be offered to such a player.

## ***Handicap reduction formula for Nevada State Net Amateur***

### ***Course handicap reduction for match play:***

- Determined by using the average of the differentials as computed by the following formula:

**ESC Gross Score – Course Rating x 113 / Course Slope = Differential**

**Day 1 Diff + Day 2 Diff = Total / 2 = Differential for C.H. Match Play**

If the Differential is lower than the players entered index a reduction in the course handicap is warranted. The player will then be required to play at the reduced C.H. for the remaining matches. Players will be adjusted down only and not up.

The Nevada State Golf Association reserves the right to disqualify a player for a fraudulent handicap. This will be at the discretion of the tournament committee.

## *Nevada State Senior Stroke Play*

- **Locations:** The North and South shall rotate responsibility for the Championship. SNGA will host in 2011. (for reference only)
- **Field size:** 60 players, with 30 player spots available to each association; 15 Championship and 15 Net. Players must declare on the entry form in which division they wish to compete. Spots unfilled by an association two weeks prior to the event will be available to the hosting association. If the event is overbooked, competitors in each division with the lowest handicap indexes will receive priority. In the case where fewer players enter a division, the hosting association will use the waiting list to add more Championship or Net players to fill the field of 60. Wait listed players will be called after deadline to fill the spots by lowest index regardless of association.
- **Example:**  
There are only 25 Championship players and there is a waiting list of 5 Net players, the association can call those players and they will be added to the Net side of the competition. This will make up a field of 25 Championship and 35 Net for 60 players.
- **Exempt Players guidelines:** Top 5 previous years' winners. Top 5 players from the association points list for each division, championship and net.
- **Format:** 54 hole stroke play with no cut.
- **Pairings:** 1<sup>st</sup> day pairings will be paired using bias toward past performance and association standings on the point list. 2<sup>nd</sup> day will remain the same with the division that went first on day 1 going second on day 2. The last day pairings will be by gross score, high to low for Championship and Net score high to low for Net division.
- **Prizes** will be awarded for both Championship and Net.
- **Entry fee:** The entry fee for the event will vary depending on the host course, but every attempt will be made to limit the entry fee to the best available price.
- **Eligibility:** A player must have reached his 50<sup>th</sup> birthday prior to the first day of the competition.
- **Gift certificates** will be awarded as follows: See attachment "Nevada State Amateur Prize Breakout." (Based on a full field of 60 competitors). Prize funds will be reduced or increased proportionately for less than full fields for each division, or if golf fees are higher than anticipated.
- The NSGA will award a symbol of recognition to the winner of each division and place their name on the perpetual trophy.

# *Nevada State Mid Amateur Championship*

- **Locations:** The North and South shall rotate responsibility for the Championship. NNGA will host in 2011. (for reference only)
- **Field size:** 40 players with 20 available to NNGA and 20 to SNGA
- **Exemptions:**
  - Top four finishers from previous year.
  - Top ten players on individual association's points list
- After exempting the previous year's top four finishers the remaining spots will be divided equally between the two associations
- Spots unfilled by an association two weeks prior to the event will be available to the host association. Entries will be accepted in the order received. Exception: If the event is overbooked, competitors with the lowest handicap indexes will receive priority.
- Remainder of the field determined by a qualifier which may be conducted with another event. Should an individual in the top ten be otherwise exempt, the additional spot(s) will go to the qualifier. If the response to the event does not warrant a qualifier, the association may select their share of field giving priority to the lowest handicap indexes.
- **Format:** Event shall consist of 54 holes with no cut.
- **Eligibility:** Competitors must have reached their 25<sup>th</sup> birthday on or prior to the first day of the Championship.
- No handicap limitation to enter qualifier.
- **Entry fee:** \$25 to enter qualifier if needed. Additional fees if successful. Associations may collect the entire entry fee for the qualifier and refund all but the qualifying fee to those players that fail to qualify.
- **Gift certificates** will be awarded as follows: See attachment "Nevada State Mid Amateur Prize Breakout." (Based on a full field of 40 competitors). Prize funds will be reduced or increased proportionately for less than full fields, or if golf fees are higher than anticipated.
- The NSGA will award a symbol of recognition to the winner and place their name on the perpetual trophy.

# *Cobb – Whalen Cup*

The Cobb – Whalen Cup Matches shall be a standalone event, not held in conjunction with any other State Championship event. The Cobb – Whalen Cup shall consist of 12 players from the NNGA and 12 players from the SNGA.

## ***Team make-up***

### *Championship Division*

- Top 4 from each association's point list

### *Net Division*

- Top 8 from points list

Each association shall determine the method of selection from their respective Players' Points List. The association has the option of choosing a cut-off point that will allow sufficient time to schedule travel, purchase uniforms, etc. Players' expenses may be subsidized at the discretion of the individual association. Expenses for the event would be borne by the host association.

## **Format:**

- Practice round.
- No host cocktails and dinner following the practice round
  - Mandatory attendance. (Players not in attendance may be suspended from subsequent state or association events)
  - Dress is coat and tie.
  - Pairings for the first round would be announced at this time.
  - The association holding the cup will post the first team with the opposing association countering with their team. This will continue until all team pairings in both Net and Championship divisions have been posted.
- Three competition match play rounds consisting of:
  - Four-ball
  - Modified alternate shot where both team members hit from the tee, select the best tee shot, and the team member whose shot was not selected plays the next shot. The team members then alternate shots until the ball is holed.
  - Singles
  - Scoring will be Ryder/Walker Cup format.
    - Team win receives one (1) point
    - Team halve receives one half (1/2) point.
    - Team loss receives zero (0) points

Groups (tee times) may be alternated between divisions, eg. Championship, Net, etc. Lunch will be served after the first round only.

# *Lou Oliver Cup Matches*

The Lou Oliver Cup Matches shall be a standalone event, not held in conjunction with any other State Championship event. The Lou Oliver Cup shall consist of 12 senior players from the NNGA and 12 senior players from the SNGA.

## ***Team make-up***

### ***Scratch Senior Division***

- Top five from the scratch senior point list.
- Top scratch over age 60 player, chosen by association discretion.

### ***Net Senior Division***

- Top five Net senior points list.
- Top net, over age 60 player, chosen by association discretion.

The association has the option of choosing a cut-off point that will allow sufficient time to schedule travel, purchase uniforms, etc. Expenses for the event would be borne by the players with possible help from the state association. Players' expenses may be subsidized at the discretion of the individual association.

## **Format:**

- Practice round.
- The association holding the cup will post the first team with the opposing association countering with their team. This will continue until all team pairings in both Net and Championship divisions have been posted.
- Three competition match play rounds consisting of:
  - Four-ball
  - Modified alternate shot where both team members hit from the tee, select the best tee shot, and the team member whose shot was not selected plays the next shot. The team members then alternate shots until the ball is holed.
  - Singles
  - Scoring will be Ryder/Walker Cup format.
    - Team win receives one (1) point
    - Team halve receives one half (1/2) point.
    - Team loss receives zero (0) points
  - Lunch will be served after the first round and final round.

## *U.S.G.A State Team Championship*

- Team consists of three players with NNGA and SNGA alternately having one and two players.
- In 2012 the NNGA will have two players. (for reference only)
- The association with two players will appoint one player as the team captain.
- The team captain will be responsible for ordering equipment and clothing for the entire team. Team captains can seek help from their association.
  - Team shirts with USGA State Team logo with year and Nevada on sleeve
    - Three shirts for each team member.
  - Team bags for team member
    - Embroidery on bags must be ordered from the supplier so bags can be embroidered before assembly if possible.
    - Nevada embroidered in large letters on long pocket.
- Associations agree to share expenses equally. One third of the expenses will be paid equally from each association treasury and from the state treasury.
- Team members will be reimbursed for expenses as follows:
  - Per diem for a maximum of six days on a high/low basis at the Allowable area rate for the tournament site
  - Maximum airfare based on a two week advanced purchase ticket
  - Rental vehicle comparable to a minivan weekly rate
  - Cost of the host hotel

# *Nevada State Junior Amateur Championship*

## *(Stroke)*

- **Field size:** 72
  - Each association will send 36 players to this Championship
- **Championship Date:** First week of July (reserved)
- **Exemptions:** None
- **Qualifying:** Each Association will determine the method in which they will fill the 36 available places.
- **Entry fees:** \$30-\$40 will vary depending on the cost of the event from year to year.
- **Format:** 36 holes stroke play competition.
- **Pairings:**
  - First Day Pairings-Mix the players 2 from NNJGA-2 from SNJGA
  - Second Day pairings- repair by gross score high to low within each age group.
- **Host site** will provide:
  - Practice Round for all contestants one day prior to the start up of the event.
  - The contestant will be responsible for the cost of the practice round.
- **Housing:** will be provided by the Host site when needed. Visiting juniors will be housed by junior members from the host association.
- **Championship proper:** entry fee will include two rounds of golf, range balls (if available), awards banquet for players and family.
- **Awards:** Each contestant will receive a Medal with the Nevada State Golf Association Logo engraved on the front end of the medal, with the engraving on the back of each medal "Qualifier" Nevada State Jr. Champ- and the year.
- **"Thank you" plaque presented:** to the Host Site of this Championship on behalf of the Nevada State Golf Association and Contestants. Have all three logos on the plaque NSGA, NNJGA and SNJGA.
- **Each Champion** will receive a trophy for them to keep along with his or her name engraved on the perpetual trophy as well.

**Awards Banquet:** will follow play immediately after the final round of this event. Players and family members are invited at no charge.

**NEVADA STATE AMATEUR PRIZE  
BREAKOUT**

PLACE	CHAMPIONSHIP	SENIOR SCRATCH	SENIOR NET
1	\$500	\$400	\$400
2	\$400	\$300	\$300
3	\$300	\$200	\$200
4	\$200	\$180	\$180
5	\$200	\$160	\$160
6	\$180	\$140	\$140
7	\$160	\$120	\$120
8	\$150		
9	\$140		
10	\$130		
11	\$120		
12	\$110		
13	\$100		
14	\$100		
<b>TOTAL</b>	<b>\$2,700*</b>	<b>\$1,500*</b>	<b>\$1,500*</b>
*Payout is assuming a full field (payouts could be small do to lower prize fund contributions)			

## ***NEVADA STATE NET AMATEUR PRIZE BREAKOUT***

Match	Match Play Finish
Champion	\$300
Runner Up	\$250
Semi Final	\$150
Semi Final	\$150
Quarter Final	\$100
Quarter Final	\$100
Quarter Final	\$100
Quarter Final	\$100
<p>This is a suggested payout based on 50 players. As more players enter the payout can be adjusted.</p>	

***NEVADA STATE MID AMATEUR PRIZE  
BREAKOUT***

PLACE	AMOUNT
1	\$500
2	\$450
3	\$400
4	\$350
5	\$300
6	\$250
7	\$200
8	\$150
9	\$100
10	\$100
TOTAL	\$2800*

\*ASSUMING A FULL FIELD OF 40 PLAYERS