

SCGA GUIDELINES FOR STARTERS

PREPARATIONS:

- Arrive at your assigned tee at least 15 minutes in advance of the first starting time.
- Ensure that you have a scorecard and Hole Location/Local Rules sheet for each player on the pairing sheet.
- Place the official clock in a visible position on the table.

WELCOME PLAYERS:

- Introduce yourself to the players and have the players introduce themselves.

DISTRIBUTE MATERIALS:

- Hand each player his/her own scorecard and Local Rules/Hole Location Sheet.
 - In net events make sure the players are aware of the handicap they are playing to which is listed on their scorecard.

GATHER ALL THE PLAYERS TOGETHER IN A GROUP AND ISSUE THESE REMINDERS:

- Have players exchange scorecards so each player keeps the official scorecard of another player in the group.
- Remind players that the SCGA Pace of Play Policy is in effect – ask if they have any questions about it.
 - *Exception: U.S. Open or U.S. Senior Open Qualifying.*
- If a player needs to play a second ball under Rule 20.1c(3), the procedure for doing so is listed on the back of the scorecard.
- Inform players that the Notice to Players is their responsibility to read and understand.
 - Discuss items from the morning meeting highlighted by Staff and Rules Chair.
 - In four-ball competitions, remind players that both partners should document an individually identifiable score for handicap posting purposes. If a player does not hole out, he/she must post the score he/she most likely would have made, not to exceed equitable stroke control.
 - In partner competitions, or events with caddies, players should be reminded of the major changes to Rule 10.
- Announce the scoring location, the number of qualifying and alternate spots, and the tie-breaking procedures.
- Inform the players of the order of play for the group and take a position on the teeing area where you can prevent premature play (e.g. in front of the tee markers).

HOW TO DEAL WITH A MISSING PLAYER/TIME OF STARTING:

- If a player has not arrived within four minutes of his/her starting time, notify Staff and the Rules Chair immediately. An effort will be made to look for the player.
- If the player has still not arrived with one minute to go, start the countdown procedure. Start those players present at the assigned starting time. If a player arrives late but within 5 minutes of the group's actual starting time, notify the player of the two-stroke penalty and have the player play from the tee and join his/her group. If a player doesn't arrive within the allotted five minutes, notify Staff and the Rules Chair (the player is disqualified).
- Don't start players early! At the starting time, if the landing area is clear, call the first player to the tee and take a position so that you can see the landing area.
- Announce the group as follows or in a similar manner: "Welcome to SCGA Mid-Amateur Qualifying. This is the 8:06 starting time. First to play, from Los Angeles, please welcome John McClure." After Mr. McClure has driven, "Next to play, from Canyon Lake, Robert Funk."
 - Continue this procedure for the remainder of the group.

STARTER CLOSE DOWN

- Announce via radio that the tee is clear and report any start time adjustments and no-shows.
- Place the clock and all materials in the Starter box and secure the box.
- Contact Rules Chair for follow-on assignment.