



# New Member Material Checklist For the Handicap and Membership Chairs

The following supplies are provided by the handicap or membership chair to each new member joining the SCGA. The complimentary SCGA materials are available from the Handicap & Membership department and a supply should be kept on hand at the club.

- SCGA – Getting Started
- SCGA Membership Card
- SCGA Directory of Golf

The following materials make a great completion to the above required materials and can be handed out with your club information.

*\*All the following handouts are available through the handicap chair website\**

HANDOUTS	DESCRIPTION
<b>Your Club Policies and Procedures</b>	<i>Posting Scores, penalties, player manipulation, modifications</i>
<b>How to Fill Out a Scorecard Correctly</b>	<i>Sample scorecard</i>
<b>How to Calculate an Index</b>	<i>Step-by-Step tutorial on determining a Handicap Differential and calculating an Index based on the low differentials.</i>
<b>The Index</b>	<i>What is the Handicap Index? How to establish and use an Index? What score should be posted using equitable stroke?</i>
<b>What do I Post for Handicap Purposes?</b>	<i>What to post if holes are unfinished or not played under The Rules of Golf or if strokes are conceded?</i>
<b>How Well Should You Play?</b>	<i>How often, on average, should someone play to their handicap?</i>
<b>Golf Course Etiquette Manual</b>	<i>Golf etiquette such as dress code, speed of play and cell phones. Also includes important definitions of The Rules of Golf.</i>

If you have any questions, please contact the SCGA Handicap and Membership Department at (800) 913-7242 or email [handicap@scga.org](mailto:handicap@scga.org)