



**POLICIES  
AND  
REGULATIONS**

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# CLUB DE GOLF BOUCTOUCHE INC.

## 1. Policies and Regulations

WHEREAS the Board of Directors is committed to ensuring that the rights and obligations of golfers are clearly established and enforced by all members and visitors;

BE IT RESOLVED to adopt this document of "Policies and regulations".

### 1.1 PREAMBLE

This document of Policies and Regulation is intended to express the will of the members of the Board of Directors to adopt a frame of reference as to the behavior and the conduct that must prevail on the site of the Club de Golf Bouctouche, while respecting the tradition of the game of golf.

### 1.2 DEFINITIONS

For the purposes of this document of Policies and Regulations and unless otherwise provided, the following expressions mean:

- **The Club:** Club de Golf Bouctouche Inc.
- **The Board:** The Club's Board of Directors.
- **Member:** Members in good standing are persons 18 years of age or older who pay the full annual fee set by and accepted by the Board of Directors.
- **Friend of the club:** Anyone who pays a partial membership fee, i.e. mid-season. These people will be able to attend Club meetings but only as an observer, without the right to vote.
- **Annual Fee:** A membership fee pays for their right to play and is valid from the opening date of the field until the day before the opening date of the following year.
- **A golf group (foursome):** can include a maximum of 4 players.

## 2. OPENING HOURS

The opening hours of the golf course, the practice range and those of the club house may vary according to the season and the temperature. Monitor the postings (either by email, on our bulletin boards, on ChronoGolf, on our outdoor board, on social media) or communicate with the club house to inquire about opening hours during the season.

## 3. DRESS

### 3.1 FOR MEN (JUNIORS INCLUDED):

- The regulatory and traditional golf outfit must be worn on the course (including on the practice green);
- The vest with collar and sleeves is mandatory;
- Long pants, Bermuda or "knickers" are allowed and must be worn with golf stockings;
- Jeans of any color, shorts, trousers with elastic at the waist and vests with a predominant logo, as well as all clothing deemed incompatible with the intent of the regulation, is prohibited;
- On the course and on the practice green, the wearing of the golf shoe type soft spikes and or running shoes (sneakers) are always mandatory for all members and their guests;
- The wearing of shoes with metal studs is prohibited.

### 3.2 FOR LADIES (JUNIORS INCLUDED):

- Regulatory and traditional golf attire must be worn on the course (including the practice green);
- Sleeveless golf sweaters with collar, or with sleeves and without collar, trousers, as well as the wearing of Bermuda or skirt are allowed;
- Jeans of any color, shorts, trousers with elastic at the waist and vests with a predominant logo, as well as all clothing deemed incompatible with the intent of the regulation, is prohibited;
- On the course and the practice green, the wearing of the golf shoe type soft spikes and or running shoes (sneakers) are always mandatory for all members and their guests;
- The wearing of shoes with metal studs is prohibited.

## 4. THE GAME OF GOLF

### 4.1 Rules on the course

- The golfer must play promptly and respect the time limits set for a round of golf (4 hours 30 minutes);
- Each group of golfers must keep pace with the group that precedes it;
- Golfers must play all holes in numerical order (1 to 18). Thus, it is forbidden to start at hole #10 without permission;
- 2 carts maximum per group (unless restricted) and only drive in designated areas;
- Golfers who are looking for a ball must consider it lost if it is not found within three (3) minutes during a regular game and five (5) minutes during a tournament;
- Golfers must leave the green and its surroundings as soon as they have all finished their last shot;
- No golfer should play until the golfers in front of him are out of reach;

### 4.2 THE GOLFER MUST RESPECT THE COURSE:

- In the fairways: replace the divots;
- On the greens: repair ball marks; gently place the flag on the green and put it back once the hole is finished;
- In sand traps: take the time to properly rake the sand displaced and leave the rake inside the sand trap;
- Golf push carts (pull cart or pushcart or those that are remotely controlled) must not circulate on the greens or on the fringes of the greens nor should they be on the tee-off areas;

### 4.3 Etiquette:

- Do not speak while another player is preparing or executing his shot;
- Do not stand behind or in front of a player on the green while performing a rolled shot;
- Do not walk in the path of another player's roll;
- Shout "Fore" if a ball goes towards a player;
- Do not hesitate to let the next group pass, if your group slows down the game;
- Fill out the scorecard outside the greens;
- Promote the calmness of all players by using the cell phone as little as possible so as not to delay the game.

#### 4.4 PRACTICE AREAS

- The golfer must check beforehand, if there are any possible restrictions on the use of the driving range;
- On the driving range, it is mandatory to use only the areas reserved for this purpose (inside the roped areas);

### 5. POLICY FOR OPENING THE FIELD IN THE SPRING

No one can play golf before the "official" opening of the season. Before the golf season begins, it is usually necessary to:

- Have the temporary greens (if any) be distinguished by white paint and the grass inside these greens be cut shorter than that of the fairways.
- Have the benches in place on the starting mounds.
- Have distance markers 100 yds, 150 yds, and 200 yds in place.
- Have the scorecards and pencils in the boxes designated at hole number two and eleven. (Responsibility of the clubhouse).
- Have the ball washers in place with water, soap and towels.

This policy is not intended to delay the opening of the Golf Course but rather to ensure that everything is in place to improve the playing experience of the players.

#### 5.1 OPENING OF THE COURSE, DEPARTURE TIMES, RESERVATIONS

Upon the official opening of the course "Club de Golf Bouctouche Inc. ", the first departures will start at 8:00 am, and this for a period of about 6 weeks. Thereafter, the first departures will start at 7:00 am until mid-September and after this time will come back to 8:00 am. The decision on the exact dates of these departure times will be made by the Clubhouse Liaison Officers in consultation with the Course Manager and the Clubhouse Manager. As soon as the season begins, the following procedures will be in force:

#### 5.2 DEPARTURE TIMES

- All members and visitors must register with the starter before starting their round of golf on the course. They cannot start their game without being specifically authorized to do so by the Starter Attendant.
- All members of a foursome must report to the starting mound at least ten (10) minutes before the set time.

### 5.3 RESERVATIONS

- It is strongly suggested that members use Chronogolf for reservations, which can be made:
  - 6 days in advance for members
  - 5 days in advance for the general public
- Reservations for a departure time can also be made in advance, by phone, with the employees of the Clubhouse.

## 6. REASONS FOR A REFUND

### 6.1 Illness or death

- In the event of the death or illness of a member (see Appendix 2 for details):
  - In the event of death, an amount will be refunded on a pro-rata basis less the cost of registering for Golf NB, if applicable.
  - In case of illness there are two possibilities:
    - An amount will be refunded on a pro-rata basis for the following year's membership fee less the cost of registration with Golf NB if applicable.
    - An amount will be refunded on a pro-rata basis less the cost of registering for Golf NB if applicable.

Note: The pro-rata may also include a refund for one of the following packages if applicable: cart, practice field, locker or 50/50.

### 6.2 IN CASE OF RAIN

- The visitor will be given a credit according to the following policy.
  - i. For an 18-hole: If the visitor has played 12 holes or less, we will give an 18-hole playing right. If the visitor has played beyond 12 holes, there is no refund.
  - ii. For a 9-hole: If the visitor has played 5 holes or less, we will give a 9-hole playing fee.
  - iii. If a cart has been used, a credit will also be given.



## 7. GIFT CERTIFICATE POLICY

- Gift certificates do not have an expiry date;
- Gift certificates can be used for purchases inside the Club House, for the rental of equipment, carts as well as for the use of the driving range;
- No partial refunds will be made.

## 8. CARTS

### 8.1 CART RENTALS

- All carts must be paid for in advance to the shop attendant. To ensure the availability of a cart, it is preferable to make a reservation in advance on Chronogolf;
- All carts must be returned immediately after the round of golf is completed with all equipment removed.
- There are packages for carts that are paid in advance. For more information on these packages, contact the Club Administration or the Club House attendant;
- Please respect the rental terms by avoiding in particular:
  - To use a cart for eighteen (18) holes when only the amount for nine (9) holes has been paid;
  - Use a cart for two (2) people when only the amount for one person has been paid;
  - Get into a cart without paying the fee or leave a golf cart (push cart) on the field.

### 8.2 TERMS OF USE

- a. The driver of a cart must be at least sixteen (16) years of age;
- b. The passenger may be under sixteen (16) years of age;
- c. A maximum of two (2) people and two (2) golf bags is allowed on a cart.
- d. See legal document in Annex 3.

### 8.3 POLICY FOR PERSONS WITH LIMITED MOBILITY

- Upon presentation of an official card for this purpose provided by the Government of New Brunswick regarding persons with restricted mobility or by presenting as proof, a medical paper to the management;
  - The player can approach the greens from the side only at 15 feet away and return to the trail after the rolled shot;

- When the restriction is second cut circulation, the player can move 90 degrees in the fairway, avoiding places that are too wet;
- When the restriction is trail only, the player must comply with the rules in full;
- The player must place in evidence on the cart the blue flag provided by the Club. This is in order not to create confusion among other golfers and course attendants.

#### 8.4 TRAFFIC

- The golfer's use of the carts on the Golf Course must be carried out according to the display and indications placed in all relevant places;
- Cart traffic may be restricted on certain days, given the weather or the condition of the field. If necessary, the management of the Club determines the restrictions;
- On par 3 holes, carts must always remain in the trails provided for this purpose;
- Respect the signs that direct traffic;
- Carts do not give priority on the course and do not eliminate the need for players to replace divots or to rake the sand traps;
- Never go into the woods with a cart;
- Golfer must stick to the trails that have been constructed for this purpose. It is necessary to bring the carts as far back as possible from the greens so that the players can leave the green without going back on their steps;
- Only two (2) players are allowed per cart and no more than two carts per foursome;
- No cart must pass through the protected zones established around the greens, pass through the sand traps or on the Tee-Offs or drive in soggy terrain;
- Golf pull carts, must not be hung, moved or pulled by carts.

#### 9. CONSEQUENCES

Any person who does not comply with the rules set out in this document may be refused access to the Golf course, the driving range, the practice green and the clubhouse, as the case may be.

## 10. ACKNOWLEDGMENT POLICY

### GOAL:

Customer recognition and loyalty.

### WHAT FOR:

Maintain good relationships and demonstrate professionalism and courtesy.

### WHEN TO SEND THE LETTER:

No later than 7 calendar days after the event and signed by the President of the Board of Directors.

### Recipients:

- Sponsors.
- Donations of materials or other by an individual, a company or association.
- Responsible person (organizer, organizer of the golf tournament) to thank them and get feedback
- To the member of the board of directors upon departure.
- Volunteers

## 11. REQUEST FOR DONATIONS TO GOLF BOUCTOUCHE INC.

- Since Golf Bouctouche Inc. is a non-profit organization;
- Since the financial situation of Golf Bouctouche Inc. is difficult to predict and can become precarious;
- It is within protocol to refuse any request for donations, regardless of the amount and who requests it.



## APPENDIX 1: GOLF TOURNAMENT CONTRACTUAL AGREEMENT

Golf Bouctouche Inc. (GBI) and \_\_\_\_\_

Responsible person: \_\_\_\_\_

Email: \_\_\_\_\_

### Tournament Details:

- Tournament Date and Time: \_\_\_\_\_
- Number of players: \_\_\_\_\_ to be confirmed 7 days before the tournament date.
- Cost of the tournament:
  - Golf Course \$\_\_\_\_\_ taxes \$\_\_\_\_\_
  - Carts \_\_\_\_\_ X \$\_\_\_\_\_ \$\_\_\_\_\_ + taxes \$\_\_\_\_\_ = \$\_\_\_\_\_
  - Total Cost \$\_\_\_\_\_
- Payment must be made in cash or by cheque and must be paid in full no later than one week after the event is held.
- All GBI carts must be rented before other carts can be brought into the field, except for those of the members.
- It should be noted that this contract becomes formal once the document has been signed.

Signature: \_\_\_\_\_

Tournament Manager Golf Bouctouche

**Note: Take note of some general regulations on the back**

Our regulations:

- We take it for granted that the people who will participate in the tournament want to have fun and have fun. Please ask participants to respect golf etiquette and use our equipment responsibly.
- Golf teams will consist of up to **4 players**.
- Proper dress is required for all golfers.
- The wearing of golf shoes with metal studs is prohibited.
- We are very proud of the exceptional quality of our Course. Please remind participants:
  - In the fairways to replace the divots.
  - On the greens to repair the ball marks.
  - To take the time to rake the sand in affected sand traps.
  - That carts must be driven responsibly:
    - do not circulate on the greens, the tee-off areas and in the sand traps.
- If we must close the course due to temperature or for any other practical reason, a later date will be established by mutual agreement.
- **Most people are not aware that provincial alcohol consumption laws are very specific:**
  - **Any beer and or alcoholic beverage consumed on the golf course must absolutely have been purchased at Bouctouche Golf Club Inc.**
  - **No distributor of alcoholic goods has the right to give his product free of charge on the property of the course of Golf Bouctouche Inc. We can lose our beverage sales license if we violate this law. Our intention is not to be unnecessarily strict, but it is the law.**
  - **So, it is not allowed for anyone to bring their own beer or alcoholic beverage.**
  - **I have read the regulations: Initials: \_\_\_\_\_**

## APPENDIX 2: REIMBURSEMENT



Annual contribution fees are not refundable except in the event of death or illness.

**\*\* the pro rata formula is based on weekly blocks**

Example:

Start / season	End / season	Number of weeks	Annual dues
1 June 2018	September 30, 2018	17	\$850 *

Date of cessation	August 10, 2018
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Weeks used	10	Debited	\$500
		Repayment	\$350

\*Please note that these figures are fictitious and only explain the reimbursement procedure.



## APPENDIX 3: DISCLAIMER

### **FOR GOLF CART OWNER**

In exchange for the privilege of operating and driving my golf cart on the grounds and premises owned or operated by Golf Bouctouche Inc., I, as the owner of the golf cart (hereinafter the "Owner"), hereby authorize my child (insert name) to operate and drive my golf cart on the courses and premises owned or operated by Golf Bouctouche Inc. and, as such, I accept full responsibility for my own negligence as well as the negligence of any operator and driver of my golf cart. I hereby agree to operate and drive my golf cart safely and to abide by all rules established and amended from time to time by Golf Bouctouche Inc. and to ensure that anyone who uses my golf cart behaves in accordance with the foregoing. I acknowledge that I am responsible for all medical and legal claims that may arise from operating and driving my golf cart.

I voluntarily accept the risks associated with operating and driving my golf cart and, on behalf of my child, my personal representatives and my heirs, I release and release forever Golf Bouctouche Inc., its directors, officers, employees, successors, and assigns and others for all actions, causes of action, claims and demands of any kind and related in any way related to the use of my golf cart.

I assume all responsibility for anyone who uses my golf cart on the courses and premises owned or operated by Golf Bouctouche Inc.

I acknowledge that I am responsible for possession and control of the keys to my golf cart when not in use. I recognize that golf carts are motorized vehicles and that driving or getting into these vehicles can result in serious injury, property damage and even death. Golf Bouctouche Inc. will not tolerate speeding, rides in stolen vehicles, non-compliance with traffic signs or any other unreasonable activity with the golf cart. I will limit the number of occupants of the cart to the number of occupants recommended by the manufacturer of my golf cart.

The nullity or impossibility of execution of a provision of this Agreement shall not affect the validity of the execution of another provision.

The owner acknowledges receipt of this exemption from liability.

I HAVE READ, UNDERSTOOD AND VOLUNTARILY ACCEPT THE ABOVE TERMS AND CONDITIONS.

Date: \_\_\_\_\_

Golf Bouctouche \_\_\_\_\_ Member \_\_\_\_\_



## APPENDIX4: EXEMPTION FROM LIABILITY FOR RENTED CART

In exchange for the privilege of operating and driving a cart rented by Golf Bouctouche Inc. on the lands and premises owned or operated by it, I accept full responsibility for my own negligence as operator and driver of the cart as well as for any other person to whom I allow to drive said cart.

I hereby agree to operate and drive the cart safely and to comply with all rules established and amended from time to time by Golf Bouctouche Inc. and, likewise, for any other passenger and for those who will drive the cart with my authorization. I acknowledge that I am responsible for all medical and legal claims that may arise from operating and driving the cart.

I voluntarily accept the risks associated with operating and driving a cart and I release and forever release Golf Bouctouche Inc., its directors, officers, employees, successors, and assigns and others for all actions, causes of action, claims and demands of any kind and related in any way related to the use of the cart.

I recognize that golf carts are motorized vehicles and that driving or getting into these vehicles can **result in serious** injury, property damage and even death. Golf Bouctouche Inc. will not tolerate speeding, rides in stolen vehicles, non-compliance with traffic signs or any other unreasonable behavior with the cart.

The nullity or impossibility of execution of a provision of this Agreement shall not affect the validity of the execution of another provision.

I HAVE READ AND VOLUNTARILY ACCEPT THE ABOVE TERMS AND CONDITIONS.

Date: \_\_\_\_\_

Golf Bouctouche \_\_\_\_\_ Client \_\_\_\_\_