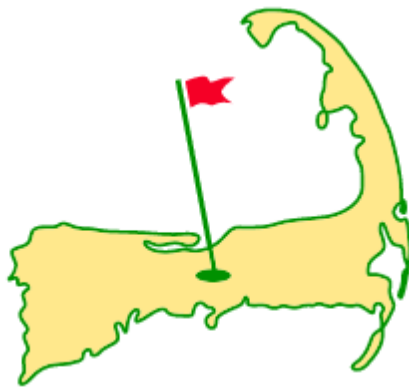


YARMOUTH GOLF



2021 POLICIES & PROCEDURES

Amended July 12, 2021

TABLE OF CONTENTS

Welcome	3
Staff and Contact Information	4
Annual Fee Player Categories	5
Tee Times & How to Book a Tee Time	6-9
Block Times & Club Tournaments	10
Pass Holder Suggestions	11
Refund Policy	12
Golf Cart Usage	13
Handicap Flag Policy	14
General Information	15-18
Handicap Posting Reminders	19-22

WELCOME TO YARMOUTH GOLF

The purpose of this guide is to communicate the rules and conditions governing the use of Yarmouth Golf for all resident and non-resident pass holders. We hope that this guide will be useful and that you enjoy your golfing experience at our courses.

As a public golf course owned by the Town of Yarmouth, the purpose of the policies and procedures is to provide fair and equitable access to our customers, while maintaining sound financial controls. Your cooperation in following these guidelines is greatly appreciated and will help ensure that all can enjoy the experience at our facilities.

It is every member's responsibility to know the rules as outlined in this guide.

Pass holder status entitles you to unlimited greens fees designated by your member type and also entitles you to membership rates for motorized cart rentals.

Please use the on-line system at www.yarmouth.golf to make and verify reservations other than day of play requests.

STAFF

Scott Gilmore Director of Golf
Becky White Operations Manager, Bass River Golf Course
Dennis Hoye Operations Manager, Bayberry Hills Golf Course

Scott Gilmore Golf Course Superintendent
Josh Lyon Assistant Superintendent, Bayberry Hills Golf Course
Jared Dwyer Assistant Superintendent, Bass River Golf Course

CONTACT INFORMATION

Bass River Pro Shop (508) 398-9079
Bayberry Hills Pro Shop (508) 394-5597
Automated Tee Time System (508) 398-4112
Yarmouth Golf Website www.yarmouth.golf

LEAGUE PRESIDENTS – 2021

60's League	Bill Farrow wrf241@gmail.com	508-394-4911
18 Hole Ladies League	Linda Swensen ljswen@comcast.net	508-394-1338
9 Hole Ladies League	Bev Canfield-Woods bevwoods@tampabay.rr.com	508-760-1595
Two Bitters	John Puleo jkpuleo99@gmail.com	508-760-1999
Dawn Patrol	Dave Reid dsreid@verizon.net	508-394-7718
Raiders	Eddie Petruccelli eddiepetruccelli@icloud.com	339-229-1923
Forty Thieves	Mike Barry reddog1171@comcast.net	774-836-7444

The Golf Enterprise Committee is responsible for setting policy for the Town of Yarmouth courses. Policies are subject to change. Their meeting notices are posted on the Town website as well as both courses. These meetings are public and all are welcome to attend.

ANNUAL FEE PLAYER CATEGORIES

Resident Pass \$1200	Allows pass holders unlimited play at both Bayberry Hills or Bass River pending availability.
Non-Resident Pass \$1200	Allows pass holders unlimited play at both Bayberry Hills or Bass River pending availability.
Senior Pass (80+) \$760	Allows pass holders unlimited play at both Bayberry Hills or Bass River pending availability.
Under 35 (to age 34) \$760	Allows pass holders unlimited play at both Bayberry Hills or Bass River pending availability.
Young Adult (Ages 19-22) \$325	Allows pass holders unlimited play at both Bayberry Hills or Bass River pending availability.
Junior (to age 18) \$110	Allows pass holders unlimited play at both Bayberry Hills or Bass River pending availability. Junior play is not allowed on either course prior to 12 p.m.
Links Pass \$330	Allows pass holders unlimited play at the Bayberry Links course ONLY . Play is restricted to after 12 p.m. daily.

- Walking is allowed Monday-Thursday at Bayberry Hills. Carts are mandatory Friday-Sunday until 1 p.m.
- Walking is allowed daily at Bass River.

TEE TIMES AND HOW TO BOOK A TEE TIME

Yarmouth Golf uses the Chelsea Tee Time Point System. This system maintains a 30 day rolling history of each pass holder's points. Priority in assigning pass holder tee time placements is given to pass holders with the lowest number of points over the past 30 days.

Pass holder tee times can be reserved on an "as available" basis with the exception of block times that are set aside for league play. Daily fee reservations, may affect the availability of tee times for pass holder placement. Tee time requests may be made up to two days before any given date, when requests made by pass holders using Chelsea are placed, and then until 12 p.m. the next day when bookings made by pass holders using Chelsea can be placed for any remaining available tee times.

The Chelsea System is accessed by calling (508) 398-4112 for the automated tee time system or by logging onto yarmouth.golf and choosing "Book a Tee Time/Member Tee Times". All pass holders are required to book their tee time via these links. Failure to do so will result in points added to any pass holder who fails to follow these guidelines.

TEE TIME REQUESTS

Tee time requests may be made from 3 to 7 days in advance of your date of play. You will be able to enter:

- Your desired time
- The number of players in your group
- Preferred course
- What matters most: the course or the tee time?

Please note: Pass holder numbers **MUST** be entered for **ALL** members in your group. If you have more than one group playing, they can be "linked". Keep your tee time request confirmation number as we do not send emails to tell you what tee time you have received. You must call the automated system or log onto our website to see what time you have been allocated.

PLACEMENT OF REQUESTS

The system will place your tee time requests in the early morning hours two days prior to your date of play. At that time, you may review your tee time by logging onto our website and selecting “review my schedule”.

OTHER BOOKING OPTIONS

At 12 noon the day before you wish to play, available tee times are released. Use the prompt “booking” to secure a next day reservation. In person or telephone requests to the pro shop will not be accepted until 2 p.m. the day before play.

POINTS

Request point: Issued when a tee time is requested and granted. This includes any block time play and any tournament play.

Play point: Issued when checking in for a tee time.

10 points: Given to any player who is a no-show or has not cancelled their Tee time.

10 points: Abuse of the tee time system (i.e., entering guests when you are playing with pass holders to get a choice tee time or making a tee time as a foursome when there are really only two players so you can play “alone”).

HOW A REQUEST IS PLACED

Placement is based on a 30 day point average. Example: Two groups Request Monday at 8 a.m. at Bayberry Hills.

Group 1 – Total points for the foursome = 47 $47/4 = 11.25$
Group 2 – Total points for the foursome = 25 $25/4 = 6.25$

Group 2 has the lower point average, therefore, they are granted the tee time. Group 1 now becomes a candidate for the next available tee time and is evaluated again in comparison to any other requests for that tee time. Points are averaged for all members of “linked” groups. Guests are not counted in group point averages.

Day of play and last minute cancellations may be made by calling the Bass River Pro Shop (508) 398-9079 or Bayberry Hills Pro Shop (508) 394-5597.

The integrity of this system is based on the honesty of the users. Abuses of the system will result in suspension or revocation of playing privileges.

TEE TIMES WITH GUESTS

If you are booking a tee time and you have more pass holders than guests, you must book through the automated system.

If you have an equal number or a greater number of guests, you may call the pro shop as far in advance as you wish to secure a tee time.

Pass holders must use the “member tee time” link to book tee times. Using the guest tee time booking system is not allowed and is punishable by suspension.

If a pass holder books a tee time for guests and a pass holder is substituted for a guest, the pro shop has the right to charge greens fees for the guest who did not play.

BLOCK TIMES

Block times are held at Bass River Golf Course three days per week and run from April 1-October 31.

The 60's League – Wednesday mornings (limit 60 players)

Two Bitters – play starts on Hole #10 concurrently with The 60's League
(limit 16 players)

Bass River 18 Hole Ladies League – Tuesday mornings (limit 56 players)

Nine Hole Ladies Golf League – play starts on Hole #10 concurrently with
The 18 Hole Ladies League (limit 40
players)

Dawn Patrol – Sunday morning (limit 16 players)

Raiders – Sunday morning following Dawn Patrol (limit 16 players)

Forty Thieves – Sunday morning following Raiders (limit 20 players)

*no league play on holidays and holiday weekends

*league members must abide by the rules set by Yarmouth Golf

*all block times subject to availability

CLUB TOURNAMENTS

Various club tournaments are run throughout the year, usually on weekends. Please check our website or bulletin board for schedules and details. Handicaps are required for tournaments.

PASS HOLDER SUGGESTIONS

At Yarmouth Golf, we are committed to providing the best possible customer service experience; however, we understand that questions or suggestions regarding a policy or procedure may arise from time to time. The procedure for resolving a question or suggestion is listed below:

1. The pass holder should try to resolve the concern directly with a staff member.
2. If not resolved, the pass holder must bring their concern **by email** to an Operations Manager.
3. If the pass holder is not satisfied with that outcome, the pass holders email will be forwarded to the Director of Golf along with the Operations Manager's recommendation.
4. The concern will be brought to the Golf Enterprise Committee by the Director if the pass holder is still not satisfied with the recommendation presented.
5. If the pass holder is not satisfied with the GEC decision, the GEC will forward the concern, along with an explanation of the remedy presented, to the Board of Selectmen for final review.

If the above process is not followed, the issue will not be considered by Yarmouth Golf.

We also understand that many suggestions have been made by our pass holders and we want to continue to encourage these suggestions. Suggestions can be made to staff members, Operations Managers, the Director of Golf, or to the Golf Enterprise Committee in person or by e-mail.

E-MAIL ADDRESSES

Director of Golf: sgilmore@yarmouth.ma.us
Bass River Operations Manager: bwhite@yarmouth.ma.us
Bayberry Hills Acting Operations Manager: dhoie@yarmouth.ma.us
Golf Enterprise Committee: gecchairperson@gmail.com

REFUND OF FEES

A membership with Yarmouth Golf offers the purchaser the opportunity to play within the time frame specified. There is no guarantee of any number of rounds played.

REFUND POLICY

Refunds are available through the Golf Enterprise Committee under the following guidelines:

- a. Refunds will be considered only for documented medical reasons if a pass holder has played less than five (5) rounds that year. **No refunds will be considered after May 30.**
- b. If a refund is authorized for the above reason, the refund will be pro-rated relative to play history. Eighteen hole play will result in a \$65 pro rate; nine hole play will result in a \$45 pro rate.
- c. Requests for refunds must be received by the Golf Enterprise Committee no later than May 30 with appropriate documentation to support the request.
- d. Pass holder passes are non-transferable and cannot be extended to a subsequent year.

Requests for refunds are to be in writing or emailed to:

Golf Enterprise Committee
Refund Department
Bayberry Hills Golf Course
635 West Yarmouth Road
West Yarmouth, MA 02673
gecchairperson@gmail.com

The request must include the pass holder's golf pass number, date and method of payment of the annual fee, and documentation from a medical professional indicating the medical reason for the pass holder's requested refund.

The GEC will make a determination on the refund and present their decision to the Director of Golf for approval or denial.

GOLF CART USAGE

- a. Golf carts must stay on the paths on all Par 3 holes at all times. Golf carts must also stay on the paths around tees and greens on all holes at all times.
- b. At no time are non-handicap golf carts allowed to go inside of the golf cart directional signs, ropes, or stakes.
- c. The 90 degree rule is in effect at the discretion of the Golf Course. Under certain conditions, golf carts may be restricted to rough only. If golf cart use is restricted, it will be posted in the Pro Shop.
- d. Any pass holder who purchases a riding cart at the single cart rate agrees that no other rider will join him/her during the round without paying for the other half of the cart. Violators will not be allowed to purchase a single cart in the future.
- e. All golf carts **MUST** be returned to the designated cart drop-off area.
- f. If a golf cart is observed by a staff member in a restricted area as outlined above, the staff member will notify the Pro Shop or Ranger immediately and will identify the cart number, the exact location of the infraction, and give a description of the infraction. The staff will report the infraction to the Manager on Duty.
- g. Both the operator and the passenger of the cart will be given a verbal warning by the Manager on Duty for the first and second offense and the warning will be recorded in a file maintained by the Director of Golf. The third offense will result in the Manager on Duty confiscating the offender's golf cart. There will be no refund of the golf cart fee or the greens fee.
- h. Any offense by a pass holder, either operator or passenger, will be recorded and kept on file the by Operations Manager. The third offense will result in the loss of golf cart rental privileges for a period of two (2) weeks.

HANDICAP FLAG POLICY

Handicap flags/placards will be made available to those golfers who have a special need, or for various circumstances are unable to walk between the fairway cart boundaries and the green. These flags are for golfers who present a valid handicap placard issued by any state or by a letter from a physician with supporting documentation. The following rules will apply in the use of these flags:

- a. Handicap flags/placards will be requested by pass holders or guests at the time of registration. By requesting a handicap flag/placard, the golfer will indicate his/her acceptance of the handicap rules.
- b. The flag/placard must be affixed to the golf cart and be readily visible during the round.
- c. When leaving the teeing area and proceeding to the ball, the 90 degree rule will apply when crossing from the cart path to the fairway.
- d. The handicap flag/placard entitles the golfer to go beyond the fairway cart boundaries to address a ball. All carts are prohibited from those areas designated as “environmentally sensitive”.
- e. The cart will be permitted **no closer than 15 feet from the fringe area** of the green and will be parked so as not to interfere with the play of other golfers. **No carts are to be driven in areas between the green and the bunker.**
- f. No golf carts are permitted in the parking lot at Bass River.
- g. After use by the golfer, the cart must be returned to the designated cart drop off area.

These rules apply, without exception, to all golfers requesting a handicap flag/placard. The rangers and staff have been instructed to warn any golfer who violates or abuses these rules and to report such warnings to the Operations Manager. Failure to heed such warning will result in loss of privilege to use a handicap flag/placard. Repetitive violations will result in further disciplinary action which could include the suspension of golf privileges.

GENERAL INFORMATION

PACE OF PLAY: The expectation is to play in 4 hours and 15 minutes.

In order to improve the pace of play:

1. Play ready golf!
2. Be ready when it's your turn.
3. Don't spend more than 5 minutes looking for a lost ball.
4. Don't let conversation interfere with the pace of play.
5. Take a rake into the bunker when playing bunker shots.
6. Park carts toward the rear of the green (between the green and the next tee).
7. Line up your putt while others are putting.
8. Finish putting unless you are in another player's line.
9. Record your scores at the next tee, not at the green.
- 10 Most importantly, **keep up with the group in front of you**, not just ahead of the group behind you.

Yarmouth Golf has established the following policy which now gives authority to the Ranger or the Manager on Duty to act as follows to speed up play:

The Ranger will have a hole-by-hole time chart to compare the pace of play of any group. The Ranger will ask the group to pick up their pace of play if they fall behind the established pace of play. If, after a second warning by the Ranger, a slow group has not kept up the pace of play, they will be asked to pick up their ball and move forward in order to get back into the desired position. If the group fails to pick up or again falls behind, the Ranger will then call the Manager on Duty, who will have the option to suspend play and discontinue the group's round at that point.

It is the objective of Yarmouth Golf to make the golfing experience at Bass River and Bayberry Hills enjoyable for all golfers. One slow group can affect the entire golfing experience for as many as 300 golfers. We hope that these recommendations and this policy will improve pace of play and make golfing at Yarmouth Golf an enjoyable experience.

LIGHTNING WARNING SYSTEM: Yarmouth Golf has no lightning warning system. It is every golfer's responsibility to leave the course if they feel unsafe.

RECIPROCAL PLAYING PRIVILEGES: The five towns on Cape Cod that have municipal golf courses have a reciprocal agreement. Any member of any of these municipal courses may play any of the other municipal courses for a greens fee of \$30. The participating courses are Bass River, Bayberry Hills, Captains, Cranberry Valley, Dennis Highlands, Dennis Pines, Hyannis Golf Course, Olde Barnstable Fairgrounds and Sandwich Hollows. This applies to daily play from November 1-March 31, and Monday-Thursday from April 1-June 14 and September 15-October 31. Play is not allowed from June 15-September 14. Tee times may be made up to two days in advance. Each course has the option to change these parameters.

PRO SHOP CREDITS: Credits may be used for pro shop merchandise. Credits may not be used for golf carts, greens fees, annual fees, driving range charges, and gift cards. Credits expire on December 31. Credits are non-transferrable and can only be accessed by the account holder.

HANDICAPS: Yarmouth Golf is a member of the USGA GHIN Handicapping System and provides handicap services through the Massachusetts Golf Association (MGA). Members can obtain a handicap by paying a fee at the pro shop. Players may enter their scores on the computers located at each course or by logging in at www.ghin.com. You must have an established handicap in order to play in any tournaments at Yarmouth Golf.

DRESS CODE: All players are required to wear proper and clean golf attire. Men's shirts must have collars and sleeves; women's shirts must have collars **OR** sleeves. Turtlenecks and mock turtlenecks are acceptable.

The following attire is not appropriate:

- Halters, tank tops, mesh shirts, cut-off shorts, shorts without a minimum 4" inseam, bathing suits, sweat pants, gym shorts, jeans or jean shorts.

PLAYER RESPONSIBILITY: Be at the golf course at least 20 minutes prior to your tee time. Each player must register at the Pro Shop before play. All players must obtain a register receipt from the desk and present it to the starter in order to play.

The policy of checking in at the Pro Shop is necessary in order to accurately maintain play records for management purposes.

Each player must have his/her own bag and clubs.

The golf course restaurant concessionaire has exclusive rights for providing alcohol on the golf course property. No outside alcohol is allowed and is grounds for immediate expulsion.

Please keep golf bags and pull carts off all tees, collars, and approaches.

The use of metal spikes is not allowed.

GUIDELINES FOR SUSPENSION:

- a. Behavior offensive to patrons or employees of the course, including loud or offensive language.
- b. Any abuse of the tee time system outside of normal parameters for obtaining tee times.
- c. No alcohol use is allowed in the parking lots. This is both policy and Town of Yarmouth ordinance. Alcohol may be purchased and consumed on the course from the concessionaire only.
- d. Non-cancellation or no-show for a scheduled tee time.
- e. Failure to abide by directions issued by the Starter or Ranger or any authorized member of the course management team.
- f. Pass holder purchasing a nine hole cart and continuing past the ninth hole.
- g. Pass holder starting on any part of the golf course without prior Pro Shop approval or playing holes out of sequence without management approval.
- h. Playing or practicing on a course that has been closed.
- i. Play of more than four in a group.
- j. Practicing on the course outside of the designated practice areas.
- k. "Sneaking on" the golf course without checking in at the pro shop.

- l. Violation of the driving range policy, including collecting balls from the driving range, taking balls from the driving range for use at another time, taking baskets, or utilizing the driving range without proper payment.
- m. Not exercising proper care of the course. It is the responsibility of each player to repair ball marks, replace divots, and rake bunkers.
- n. Play of more than one ball on the course is prohibited.

FIVE-SOMES AND “RIDE ALONGS”

Yarmouth Golf does not allow groups of more than four people at any time. Additionally, people are not allowed to “ride along”. The only people who are allowed on the course are people who are actively golfing.

Suspension or revocation decisions will be made by the Director of Golf.

HANDICAP POSTING **USING THE WORLD HANDICAP SYSTEM (WHS)**

Three New Safeguards that Protect the Integrity of Your Handicap Index

When the World Handicap System (WHS) was implemented in January 2020, three new safeguards designed to protect the integrity of your handicap index were built into the system. Now that more golfers are seeing these features come into play, here are three things to know about each one:

Playing Conditions Calculation (PCC)

1. *The PCC is entirely based on scoring data.*

Simply put, the PCC compares the actual scores made at a given course each day to the expected scores of the players who made them. If the number of players who score at or below their expected score is higher than anticipated, the course plays easier. If the number of players who score at or below their expected score is lower than anticipated, the course played more difficult. PCC adjustments are applied automatically and clearly identified within a player's scoring record.

2. *The more scores, the better!*

For the calculation to take place, at least 8 scores must be posted at a course by players with a handicap index of 36.0 or below---and the more scores that are posted, the more reliable the data becomes. The calculation also takes into consideration each player's course handicap and the course rating and slope rating of the tees that were played.

3. *When you post matters!*

The PCC takes place at the end of each day, so only scores posted on the day of play will contribute to the data pool. With that said, if you forgot to post on the same day, the result of the PCC will still be applied to your score when it is posted, as long as you post it to the appropriate date. In

2020, 58% of scores have been posted on the same day. Let's all do our part to increase that number!

Soft Cap and Hard Cap

1. It starts with your low handicap index

A low handicap index serves as the baseline for the cap procedure and is the lowest handicap index achieved by a player within the 365 day period preceding the most recent score in their scoring record. A player does not establish a low handicap index until they have 20 scores in their scoring record.

2. The caps are applied automatically

Each time your handicap index updates, the new value is compared to your low handicap index and:

- If a 3.0 stroke increase takes place, the soft cap reduces the rate of upward movement beyond 3.0 strokes by 50%.
- If a 5.0 stroke increase takes place (after the soft cap is applied) the hard cap prevents any additional upward movement from taking place.

3. The handicap committee can override the cap, but only if necessary

All of us as golfers experience a poor stretch from time to time, but since underlying ability does not typically change significantly over a short period, a player's handicap index usually works its way back toward their low handicap index. However, if a player experiences an injury or illness that causes higher scores and the cap(s) to be applied, the handicap committee at their home club can override the cap by adjusting their handicap index to a level reflective of their current ability.

Exceptional Score Reduction (ESR)

1. A score that is 7.0 strokes or better than the player's handicap index is considered exceptional

WHS research shows that a player who shoots an exceptional score is more likely than others to score at or below their handicap index in subsequent rounds. As a result, the ESR is designed to better reflect demonstrated ability and prevent a player from having an advantage.

2. The procedure is simple

When a score is between 7.0 and 9.9 strokes better than the player's handicap index at the time the round was played, their handicap index is reduced by 1 stroke. If the score is 10.0 strokes or better, their handicap index is reduced by 2 strokes.

3. The impact of the ESR diminishes over time

When an ESR takes place, a -1 or -2 adjustment is applied to the most recent 20 score differentials in the player's scoring record. However, scores made from that point forward will not include the -1 or -2 adjustment unless they are also exceptional, which allows the ESR to work itself out of the player's scoring record over time.

For more information, or to learn more about the World Handicap System, visit www.usga.org/whs.

Net Double Bogey is the maximum hole score under the World Handicap System

What is Net Double Bogey?

Net Double Bogey is the maximum allowable hole score for handicap purposes.

The procedure is typically applied after the round and before a score is posted. However, when the format of play allows, or when playing a recreational round, you can pick up once you've reached your Net Double Bogey limit.

Net Double Bogey prevents the occasional bad hole from impacting your Handicap Index too severely.

How is Net Double Bogey calculated?

Net Double Bogey =
Double Bogey +/- any handicap strokes received on a hole (minus applies to plus-handicap players)

If you post hole-by-hole scores, the Net Double Bogey adjustment should be applied automatically.

Can I see an example?

A player with a Course Handicap of 10 can post a maximum hole score of **Double Bogey +1** on holes allocated 1 through 10 on the scorecard (denoted with red *). The max score on all other holes is Double Bogey.

Hole	1	2	3	4	5	6	7	8	9	OUT
Yardage	393	133	375	490	333	378	155	416	357	3030
Par	4	3	4	5	4	4	3	4	4	35
Stroke Index	5 *	17	9 *	1 *	11	7 *	15	3 *	13	
Player A	9	9	5	6	9	5	3	9	9	39

Front 9	39
Back 9	44
Total	83
	-1
Adjusted Score	82

Hole	10	11	12	13	14	15	16	17	18	IN
Yardage	341	152	360	131	471	323	314	375	340	2907
Par	4	3	4	3	5	4	4	4	4	35
Stroke Index	8 *	16	6 *	18	2 *	10 *	14	4 *	12	
Player A	9	9	8	9	6	9	9	5	5	44

The player's score of 8 on the 12th hole would be reduced to a 7 for handicap purposes. This is because their Net Double Bogey maximum was **Double Bogey +1**, which on a Par 4 = 7. The score for the competition is 83, but the score for handicap purposes is 82.

What if my Course Handicap is above 18?

If your Course Handicap is between 19 and 36:

Triple Bogey is your baseline - post up to **Triple Bogey +1** on holes with stroke index values less than or equal to your **Course Handicap - 18**.

If your Course Handicap is between 37 and 54:

Quadruple Bogey is your baseline - post up to **Quadruple Bogey +1** on holes with stroke index values less than or equal to your **Course Handicap - 36**.

For more information or to learn more about the WHS, visit usga.org/whs

