



## INTERCLUB HOSTING GUIDELINES

### To be read in conjunction with the Conditions of Play for the Competitions

- Reconfirm that your Club/Proshop/Office has the course booking in place with appropriate starting tees. Book golf carts for referees if they are going to be present.
- Liaise with your Greenkeeper to ensure GUR and any other special areas are appropriately marked.
- Ensure opening of clubhouse and facilities in good time for player preparation.
- Clubs with DotGolf facilities - Email participating clubs for players names and IDs to be forwarded in plenty of time so cards can be pre-printed.
- The above email should also ask for any special dietary requirements or use of electric carts.
- Users of electric carts must produce a current medical certificate, which must be noted on the Interclub Result Sheet as sighted.
- Catering - numbers and special dietary requirements (if any) to caterers.
- Results sheets printed with team names and starting time/tees. Results sheets are on the Canterbury Golf Website attached to each competition.
- Ensure that teams are aware of any Local Rules or other course conditions that are not already on the back of the card.
- Be aware of Health & Safety and Extreme Weather obligations and inform players of any abnormal course conditions (GUR, works, construction).
- Extreme Weather Guidelines  
For temperatures 30°C and above, the host club may suspend or abandon play, in accordance with Rule 5.7b. Play should not be cancelled prior to teams arriving at the course and commencing play.

Temperatures should be verified by NZ Met Service or on-course information.

Interclub conditions of play require abandoned matches to be declared null and void as we cannot guarantee alternative dates and courses. However, every effort will be made to reschedule.

- Have available a copy of the draw, Conditions of Play and Dispute Procedures. (CGI Website)
- Have available a list of the email addresses and phone numbers for team contacts so quick communication is possible.
- Know the postponement/cancellation policy and club responsibility on the day.
- Ensure host club member(s) are available for starting, being present **during the whole day**.
- Name of the Team Advice Giver is to be entered on the result sheet.

- Monitor pace of play on the course to ensure no hold-ups.
- Check that all cards are returned, and sheets are properly completed and process results at the end of the day.
- Send results to Canterbury Golf by email (scanned) as soon as possible, but preferably on the day of the event so that results can be updated on the Canterbury Golf website.
- Ensure that cards are entered into NZ Golf DotGolf system for handicapping. This should be done on the day of play, if possible, to enable up to date handicaps to be available the following day for any official golf events.