

## BY-LAWS

These By-Laws were adopted by the committee on 23<sup>rd</sup> November 2006, in pursuance of Article 22.1 of the Club's Constitution and updated on the 27 November 2013.

### INTERPRETATION

1. These By-Laws should be read in conjunction with the Rules of Golf and the Constitution of the Club. The terms used in any By-Law unless inconsistent with the context shall be taken as having the same respective meaning or import as is assigned thereto by the Constitution.

### DUTIES OF MEMBERS

2. It is the duty of every member:
  - (i) to study the Rules of Golf and the Etiquette as prescribed in Section 1 thereof and the Club's Constitution and these By-Laws.
  - (ii) to protect the Club's property in particular the trees and ornamental shrubs from damage. Through the green a player should ensure that any turf cut or disturbed by him is replaced at once and to carry a sand bucket and to use the soil provided for the purpose of repairing divots.
  - (iii) to ensure that golf buggies are not wheeled across tees or greens.
  - (iv) to smooth out holes and foot prints in bunkers and to avoid walking up the face of bunkers.
  - (v) to repair, subject to the Rules of Golf, ball marks on the green. Spike marks may only be repaired **after** completion of the hole.
  - (vi) to replace the flagstick correctly in the hole before leaving the green. When putting down bags or the flagstick, to ensure no damage is done to the putting green and that neither they or their caddies damage the hole by standing close to the hole or in handling the flagstick.
  - (vii) to obtain permission from the committee to bring their own motorised cart onto the course.
  - (viii) to play from the tee markers of the day.
  - (ix) to observe the Rules for Practice as hereinafter set out.
  - (x) to report orally, or in writing, any breach of the By-Laws to the Secretary.
  - (xi) to afford the President and the Captain the courtesy of the 1st and 10th tee.
  - (xii) the player with the lowest handicap to assume the position of Captain of the match and as such to be responsible for the observance of all Rules of Etiquette. As Captain of the match, where his match loses its place in the field and falls one clear hole behind the preceding match, to ensure that his match stand aside and that he calls any overtaking players through.
  - (xiii) to observe the Rules of Golf relating to lost balls and slow play.

### USE OF THE CLUB HOUSE

3.
  - (i) All categories of Members have equal rights to the use of the Clubhouse and Clubhouse facilities.
  - (ii) Youth Members Under 18 and Under 15 are entitled to the use of the Clubhouse and its facilities - except they may not be served at the bar with, nor partake of any alcoholic drink either in the Clubhouse or on the course except with a meal when accompanied by a parent or legal guardian (Rule 11.2).

## **VISITORS**

- 4.
- (i) Immediately on arriving at the Club all visitors must be signed into the Visitors Book by the Member introducing them and where appropriate green fees paid. The name, address of the visitor and the name of the introducing Member must be printed in the Visitors Book.
  - (ii) No more than any three playing visitors shall be introduced at any one time.
  - (iii) No person shall be introduced as a playing visitor more than twelve times per year.
  - (iv) Playing guests may only be introduced by Ordinary members, Senior Ordinary members, Honorary Life members, and Youth Category one (under 21) members.
  - (v) Playing visitors may not be introduced on Saturday except with the permission of the President, Captain or a member of the Match Committee.
  - (vi) Other than is provided by Rule 10 playing visitors must play with the Member introducing them or with another Member arranged by him. Visitors under 18 years of age are subject to the same restrictions in relation to the service of and partaking of alcoholic liquor and use of the Clubhouse facilities as is provided for Youth Members in By-Law 3 hereof.
  - (vii) Visitors shall not be supplied with liquor unless in the company of a Member.
  - (viii) Visitors may not remain on the Club premises once the introducing Member has left.
  - (ix) Members are responsible for the conduct of their visitors on and off the course. The Committee at its discretion reserves the right to refuse any visitor.
  - (x) Children under the age of 11 years must be under the charge of a parent or guardian who will be responsible for the conduct unless they are participating in an event supervised by club officials.

## **MOTOR BIKES/MOTORISED CARTS**

- 5.
- (i) Horsham Golf Club has an Electric Cart Only Policy. A visitor may not bring his own motor bike/motorised cart onto the Horsham Golf Club grounds unless they have permission from the committee of management.
  - (ii) A member may not bring his own motor bike/motorised cart onto the Horsham Golf Club grounds unless they have written permission from the committee of management. Procedure for applying to the committee of management is:
    - (a) Prior to application for use being lodged Motorbikes (and any attachments) or motorised carts are to be presented to the committee of management representative (nominated by the committee) who will inspect the unit to assess if it meets with committee of management requirements.
    - (b) Lodge written application to committee of management for use of motor bike/attachments or motorised cart following approval of equipment by committee representative. Letter addressed to secretary needs to state/include an agreement to abide by committee of management rules for usage on the golf course.
    - (c) Committee of management's written approval for usage; (1) committee of management (through secretary) will communicate the decision in writing; (2) members motor bikes/motorised carts must not be driven on the course until committee of management has formally approved in writing.
    - (d) Rules for use of motor bikes/motorised carts on course; (i) motor bikes/motorise carts must not be used when there is frost on the course; (ii) motor bikes/motorised carts are not to be driven over tees or edge of tees; (3) motor bikes/motorised carts

must be driven on designated cart paths, or fairways and light rough only; (4) motor bikes/motorised carts must not be driven between bunkers and greens or within 10 metres of a putting green; (5) motor bike/motorised cart users to make large turning arcs to avoid fairway damage.(7) carts MUST not be lent to other players unless a direct family member.

#### **DRESS & EQUIPMENT**

6. (i) The dress code shall be that as prescribed from time to time by the Committee.
- (ii) SOFT SPIKE GOLF SHOES OR SPORTS SHOES ONLY.
- (iii) Neat shirts must be worn – must have a traditional collar or mock collar---- no poor taste logos/slogans OR T Shirts
- (iv) Long or sports socks acceptable with shorts.
- (v) Each player must have own bag and clubs.
- (vi) No tracksuits or football attire.

#### **CONDITIONS OF PLAY**

7. (i) Play conditions generally and all competitions shall be controlled by the Match Committee and its decision at all times shall be final. The competition of the day, as determined by the Committee must be played at all times.
- (ii) Pennant and inter-club matches have precedence over all other matches. Subject to these, players in listed competitions or playing off ties or other such club competitions as the Match Committee shall decide, shall have precedence over ordinary matches.
- (iii) In the absence of special rules, two ball matches have precedence over and are entitled to pass any three or four ball match. A single player has no standing and should give way to a match of any kind. Any match playing a whole round is entitled to pass a match playing a shorter round. If a match fails to keep its place on the course and loses more than one clear hole on the players in front, it should invite the match following to pass.
- (iv) In all Club competitions where no referee is appointed by the Committee any protest must be lodged with the Match Committee within 20 minutes of the completion of the game and must be signed by the competitor making the protest and specifying the grounds for such protest. Where a referee has been appointed by the Committee his decision shall be final.
- (v) Time sheets are provided for Saturday, Sunday, Tuesday, Wednesday and Thursday play. These sheets are in the control of the Tee Master (Proshop) and the Tee Master or a person delegated by him shall have control of the tees at all times. Players must be on the tee ready to hit off at their allotted tee time and any player or group not so ready may be relegated to the end of the field. These time sheets are posted one week in advance and phone bookings must be made through the Proshop (5382 3312)  
When play is not controlled by a time sheet, it is the responsibility of the player to report to the Tee Master (Proshop) and the player with the lowest handicap to ensure etiquette is observed. Crossover players must defer to the first group of players ready to commence play.

- (vi) Competitors in all competitions must lodge their score cards, at the place provided on the day, no later than thirty minutes after the completion of their round unless otherwise directed by the Match Committee.
- (vii) Members have the obligation to return all score cards from competitions whether at Horsham or other clubs, so that an accurate handicap assessment can be made. Failure to return sufficient cards, or returning cards selectively may result in the Match Committee removing a player's handicap, or imposing such other restriction on the Member's rights to play in competitions as seen fit.
- (viii) Rules for Match play events.
  - (a) Match play events must start from the 1st Tee. (Except as designated by the Match Committee).
  - (b) Playing matches and stroke rounds concurrently is not permitted.
  - (c) Matches have no priority other than imposed by the Club Rules and the Etiquette of Golf.
  - (d) Current handicaps to be used.
  - (e) Responsibility for arranging matches to be vested in the first named players.
  - (f) Where dates are set by which matches are to be played, players available on that date may claim a forfeit if opponents are unavailable.
  - (g) Where dates are set on which matches are to be played, dates must be strictly adhered to.
  - (h) Members entering these competitions are deemed to agree to be bound by the conditions.
  - (i) In extenuating circumstances the Match Committee may at its discretion permit an extension of time to the date on or by which a match must be played provided always that:
    - (a) All parties to the match agree.
    - (b) That no interference shall occur to any subsequent match or matches and no inconvenience be caused to the players involved in those matches.

#### **PLAYING RIGHTS**

- 8.** The course may be closed on any date as determined from time to time by the Committee and except when the course is closed:
- (i) Ordinary, Honorary, Life, Youth and Country Members have full rights to the use of the course.
  - (ii) Non Playing Members have no rights to use the course EXCEPT on twelve occasions over any twelve-month period, on payment of a green fee. This does not include competitions.
  - (iii) Provisional Members shall have rights to the course on such hours on any day as the Committee may determine.
  - (iv) Championships and Board events can be contested by all members with the exception of Provisional, Social Golf, Temporary and Summer Temporary Members.
  - (v) Tee times will be allocated for competition days as follows

**9. PRACTICE**

A member playing the course on his own shall not play more than two balls. Practice with more than two balls shall be confined to the practice fairway - such balls must not be played to a green. A member wishing to use the practice fairway must contact the Professional before so doing.

**MISCELLANEOUS**

- 10. (i) Complaints**  
(a) Any complaints concerning the affairs of the club or conduct of any Member of Committee or any employee of the club shall be made to the Committee through the Secretary who, if he/she considers it necessary, shall require the complaint to be in writing.  
(b) Members shall not reprimand any employee of the club.
- (ii) Loss of Property**  
The Club is not responsible for the loss or theft or damage to property of any Member or persons on or about the course or premises. Valuables may be handed to the office for safe keeping at the Member's responsibility.  
Members should note that the Club does not provide insurance cover in respect of members' property (including contents of the buggy room).
- (iii) Canvassing of Members**  
No person shall circularise or canvass in writing other members, in respect of any elections of the committee or of any political or municipal elections, or without the express authority of the Committee circularise other Members on any matter whatsoever. No subscription list shall be canvassed, and no placard, pamphlet, advertisement or notice of any kind shall be in any manner whatsoever exhibited in the club without approval of the Committee. Members so approached shall report the occurrence in writing to the Secretary.
- (iv) Use of Club for Business**  
No member shall give the address of the Club in any advertisement or use the Club address for business purposes.
- (v) Club Property**  
Removal or damage to Club property by Members is prohibited. Payment on demand of the full cost of restoration of or damage to property, shall be made by the Member concerned.
- (vi) Betting**  
The sale of lottery tickets or tokens of any kind, other than that as prescribed by the Committee, gambling, games of hazard, use of dice and betting of any description on or in any part of the course or clubhouse is illegal.
- (vii) Subscriptions**  
Annual subscriptions are due and payable in advance by the first day of July each year.
- (viii) Resignations**  
Any member intending to withdraw from the club shall signify his/her intention to do so in writing to the Secretary on or before the first day of August, or shall remain liable for the subscription for the ensuing financial year.

- (ix) Address  
Every member shall lodge, in writing; his or her current address, email address and telephone number with the Secretary and advise him of any changes. The address/s will be recorded in the Register of Members and all notices posted or emailed there shall be deemed to have been delivered in the ordinary course of post.
- (x) Members' Identification  
All members are required to carry membership identification at all times while playing or practising. It is a member's responsibility to obtain the correct identification should his type of membership change.
- (xi) Pets  
No pets shall be brought onto the Club property.
- (xiii) Parking  
The areas reserved for the Committee Ladies' Committee and Employees or their nominees must not be used by other members at any time
- (xiv) Green Cutting Procedures  
Greens are cut in a predetermined order. On days on which competitions are programmed, the aim is to cut each green before players on the time sheet are in a position to reach any particular green. At all times, competition, or otherwise, greens staff have been instructed to proceed with their program of work. This applies to greens only. On other occasions, i.e. no competition or members playing earlier than times shown on the time sheet players must allow work to proceed; be it on the fairway, tee, green or practice fairway. There are good reasons for this procedure, including the need to complete essential work on the entire course in the time available after allowing for scheduled competitions.
- (xv) Interpretation of the Rule  
In the event of any difficulty arising as to the meaning of **any** rule of the club, the decision of the Committee shall be final.
- (xvi) Members shall leave the bar promptly after closing.
- (xvii) The Constitution of Horsham Golf Club - copies are available at the office and may be inspected on application to the Secretary or Manager.
- (xviii) The collection of abandoned golf balls from water hazards is prohibited.