

**NKWGA TEAM PLAY GUIDELINES**  
**ADOPTED FEBRUARY, 1994**

(REVISED APR '96, FEB&OCT '98, OCT '00, OCT '03, APR&OCT '05, OCT '06, OCT '07,  
MAY '11, JUNE '12, APR '13, SEP '13, APR '14, MAY '16, OCT '16, MAY '17, SEP '18, FEB '19,  
JUNE '20, APR '21)

1. Only Regular Member Clubs may field teams.
2. Clubs must have dues paid by May 1 to be eligible.
3. The season usually begins in May, but no earlier than May 20, and continues until the end of August or early September, allowing a match at each club. Also, a few possible rain dates are figured into the schedule.
4. One club hosts the Best Ball Tournament in late August or early September. There is an alphabetical rotation for this obligation. The Best Ball is considered to be the finale to the Team Play season.
5. To be eligible to participate in Team Play a player must be a resident of Northern Kentucky (Boone, Campbell, Grant, Kenton or Pendleton counties), or be affiliated (defined as being a dues-paying member or active league participant) with a Regular Member Club. In addition a player must have a current USGA handicap for 18 holes and must have five scores posted in a recognized handicap system from the previous calendar year or the current calendar year up until the time she plays for a team AND these scores must be part of the revision being used for the date of play. The maximum handicap index to be used in all NKWGA events is 40.4. A player with a higher index may play but she must reduce her index to 40.4. A handicap for 9 holes may not be doubled and become an 18-hole handicap. The term "current" indicates that a player is currently enrolled in a handicapping system, which regularly re-computes the individual's handicap regardless of the frequency or infrequency of her play. Handicaps must be verifiable. Eligible players may play for any number of teams. A player may be "borrowed" from another team's roster with approval of that team's captain.
6. A Team Play Chair is elected every two years. In cooperation with the Delegates from each club she should schedule the Team Play matches each season. The Team Play Chair should work very hard with the clubs to avoid scheduling more than one match in a week. She should draw up a schedule of matches for each week. Each club should play each other club one time. Shotgun starts are preferred.
7. The format for Team Play is as follows:
  - a. Each club fields a team of six players. Each club decides how its players are chosen.
  - b. Play is in foursomes. In foursome "A" are the first and second lowest handicap players from each of the two opponent clubs. In foursome "B" are

the third and fourth lowest handicap players, and in foursome "C" are the fifth and sixth lowest handicap players.

- c. Each player has one opponent, determined by handicap order, and the difference in strokes between opponents is given. The two players from each club are not partners in a match. They are teammates, and may not share information other than that pertaining to distances and line of play.
  - d. There are 18 points available in each match, one point per hole. A win is +1, a loss is 0, and a tie is + ½.
  - e. The Team Play Chair keeps cumulative points. The winner at the end of the season is the club with the most points.
  - f. There are penalties for forfeited matches. Each unopposed player is awarded points equal to the average of the rest of her team for that day or 9.5 points, whichever is greater. The missing player receives zero points. In addition, the offending team is penalized –9 points for each missing player on that day. The unopposed player has the option to stay and play.
8. U.S.G.A. rules govern play, with the following exception. In September 2019 a motion passed that stated "for all NKWGA events players are permitted to improve their lie, but not position, anywhere except in penalty areas or bunkers, moving the ball no more than six inches and no closer to the hole."
9. The player's signature on the scorecard makes the result official. In the event of a question or a controversy, the players involved must determine the answer and the official score before signing the scorecard. This should be done with the help of the Team Play Chair, the pro at the host club, and the officers of the Association, if necessary. Once the signed cards have been turned in to the Team Play Chair the only change she may make is to correct addition mistakes. The Team Play Chair must keep all scorecards until the end of the season.
10. Scorecards should be prepared by the host club captain, prior to that week's play. Each other Team Captain must contact the host club captain five days or more before the scheduled match to report the names, handicap indexes, and GHIN numbers of her six players. The host club captain will compute the handicaps from the indexes, based on the slope of her course. She must put both the index and the handicap of each player on the scorecards. She should attach cards for players 1, 3, and 5 with a paper clip and label the group with the name of one team. Then attach cards for players 2, 4, and 6 with a paper clip and label with the name of opponent club. These will be given to captains when they pay for all six carts, and then be given to individual players by captains. The host club captain **must** bring a written list of players for the day, their handicaps, and their tee assignments to be left in the pro shop. She should arrange for extra scorecards to be put on each cart.
11. Each Team Captain should collect money for carts from her team, and pay for her team's carts in the pro shop all at once, upon arrival. The cart charges for each club should appear on the Team Play Schedule. A separate sheet of the cart charges for each club should be prepared by the Team Play Chair and given to each Captain.

12. Serving of refreshments is at the discretion of the host club.
13. Six individual prizes should be purchased by the Team Play Chair to be awarded to the winning team. Six individual prizes should be purchased for the second place team. The prize-winning clubs must determine which players (or subs) receive the prizes. If a club wishes to purchase extra prizes for additional team members, the club must fund the purchase.
14. Team Captains should be advised to tell their players that a local rule regarding cell phones exists for all NKWGA events. The rule reads as follows: "During the course of play, cell phones, beepers and the like are to be turned off, must not ring, and conversations must not occur, except for emergency calls out or for a ruling clarification." The penalty for not complying with a local rule is the General Penalty: Loss of hole in match play and a two-stroke penalty in stroke play. Members of any foursome or match are responsible for enforcing this rule as they would any other in *The Rules of Golf*.
15. In April 2021 a new policy regarding rain delays and rain outs was established. In the event of bad weather after play has started, all officers present on the course, including the Team Play Chair (or her designated acting chair) and the pro will meet to consider the situation and make a decision to cancel immediately or suspend play temporarily, based on weather information available. If the decision is to temporarily suspend play and resume when bad weather has passed, all players will continue the matches where they left off. During a suspension of play we will try to keep all informed about the situation and possible restart time. If the delay is lengthy (never to exceed two hours), but we believe we can still get the matches in, and anyone has to leave due to commitments later in the day, they will have to forfeit the remaining holes. Players are encouraged not to schedule themselves too tightly on team play days.

If the event is cancelled and all matches have completed at least nine holes, the scores for the first nine holes remain in place. Points won or lost on the holes beyond the nine played on the original date are cancelled. **THE MATCH IS FINISHED AND WILL NOT BE RESCHEDULED.** If all matches did not complete nine holes the entire result for the original day is cancelled. A new date will be established and all 18 holes will be played. We must get approval of the host club for the new date. Also note that whether we suspend or cancel, the results of any match completed on that original day will stand. All other teams are required to play on the rescheduled date, and will forfeit the matches if they do not play.

For any rescheduled date, Team Captains must call the Host Captain, whether they have the same players or have different players, since the handicap indexes may change, and the Host Captain will need time to prepare new scorecards.

16. If a captain has a change in roster any time before the day of play she must call the host captain and insert the replacement player in the list. If necessary, cards must be re-done to reflect the new handicap order. If a player fails to show the morning of a match, the forfeit occurs in that player's spot and cards will not be re-done.
17. If a player calls in the morning of a match to announce a late arrival and subsequently arrives, she forfeits the holes missed and may begin play at the next unstarted hole.

**NORTHERN KENTUCKY WOMEN'S GOLF ASSOCIATION  
TEAM PLAY  
ADDENDUM TO GUIDELINES  
ADOPTED October, 1998**

(Revised Apr '03, 2004, Oct '09, May '11, Sep '18)

**INFRACTIONS AND PENALTIES**

Over the years certain infractions have occurred in Team Play and the NKWGA has addressed these issues and determined penalties to be applied should they occur in the future. These penalties are described here so that players and captains are fully aware of them. This document should be attached to the current copy of Team Play Guidelines.

Forfeited Matches: There are penalties for forfeited matches or parts of matches. In October 1998 it was decided that in the event of a player (or players) failing to show for a match, each unopposed player is awarded points equal to the average of the rest of her team for that day. In May 2011 it was decided that those points or 9.5, whichever was greater, would be awarded. In addition, the missing player (or players) receives zero points. Also the offending team is penalized -9 points for each missing player on that day. In October 2009 it was decided that in the event a player has to leave before a match is completed (e.g., for illness or injury) the player unopposed for the remainder of her match keeps the points earned before her opponent left and is awarded the average of the rest of her team for the unopposed holes for that day. The player who left gets the points she earned before leaving and zero for the holes she did not play. In an update to that statement, in September 2018, it was decided that if a player leaves for personal reasons (e.g., appointment, anger, weather) she is awarded the points earned before departure. Her opponent gets the points she earned before the departure and a whole point for each hole remaining in the match.

Cell Phone Abuse: Cell phones, beepers and the like are to be turned off, must not ring, and conversations must not occur, except for emergency calls out. The penalty for not complying with this local rule is the General Penalty: Loss of hole in match play. Members of any foursome or match are responsible for enforcing this rule as they would any other in *The Rules of Golf*. This decision was made in April 2003.

Incorrect Handicap: To be eligible to participate in Team Play, a player must have a current USGA handicap for 18 holes. If it is discovered that a player's handicap index was reported incorrectly by a team captain to the hosting captain and the error is not corrected before the match, that player is disqualified for that date and the match is forfeited. (See Forfeited Matches above.) This decision was made in 2004.

Five Scores Not Posted: To be eligible to participate in Team Play a player must have five scores posted in a recognized handicap system from the previous calendar year or the current calendar year up until the day she first plays Team Play. If it is discovered that a player does not have five scores posted as required, the player is disqualified for that date and the match is forfeited. (See Forfeited Matches above.) This decision was made in 2004.