

**BYE-LAWS**  
**(Updated December 2022)**

These bye-laws supersede all previous editions of the bye-laws, and all clauses in this document will apply to all members, irrespective of the date they joined the club.

**COURSES**

**1. General**

- a. The Rules of Golf, as they may from time to time be approved by the Royal & Ancient Golf Club of St. Andrews, will, except where otherwise specifically provided in these Bye-Laws, be the Rules of the Club.
- b. Local Rules will be those set forth on the scorecards for the Club's Course or as they may be altered by the Board from time to time and set forth on the Club notice board.
- c. The Board will have power to regulate or restrict play on the course, and to adjudicate on any queries or disputes that may arise in connection with all Club competitions.
- d. The handicaps of members shall be determined based on the World Handicap System (WHS). Members may, in special circumstances request a handicap review, but in all cases the Committee's decision is final.
- e. The "Board" shall refer to the Board of Directors of Muckhart Golf Club.

**2. Player Identification**

- a. A member must display a current membership tag on his or her golf bag at all times whilst on the golf course and will permit inspection of the tag by any Club Official.
- b. A player not displaying a valid bag tag may be asked by any Official of the Club to leave the course or pay the visitor rate.

**3. Pace of Play**

- a. If a group fails to keep its place on the course and loses more than one hole on the players in front, it must invite the group following to play through. The correct position for a group is behind the game in front, not just in front of the game behind. In keeping with standard golf etiquette, if a following group is being held up, it must be invited to play through by the preceding group unless that group is also being held up.
- b. Players are reminded of R&A Rule 5.6b 'Prompt Pace of Play' and are advised to follow the recommendations contained, in particular with regard to 'ready golf'

**4. Etiquette**

- a. Players must not play until the greenkeepers are safely out of range. Greenkeepers have priority on the course at all times.
- b. Players must leave bunker rakes in the bunker ensuring that the handle is within reach.

**5. Dress Code**

- a. Members and Guests are requested to wear suitable golf attire.

**6. Dogs**

- a. Dogs are welcome on the golf course but must be kept on a lead at all times.
- b. Dogs are not permitted on the greens or in bunkers.
- c. Any fouling must be removed and disposed of by the owner.
- d. Dogs are not permitted in the clubhouse at any time with the exception of guide dogs.

**7. Rules of Competition / General Play Scores**

- a. Competitors are required to hold a valid WHS Competition handicap.

**8. Reserved Tee Times**

- a. Tee times will be reserved on the designated course as required for member competition as follows:

**Mondays**

Seniors: 8.00-9.30

**Tuesdays**

Ladies: 8.50-9.40 (9.50 – 10.00 available if required)  
11.00-11.30 and 13.00-13.30  
17.00-18.00 (May-August)

**Wednesdays**

Seniors: 8.00-10.30

**Thursdays**

Ladies: 10.00-10.30  
Juniors: 16.30-17.00 (Season)

**Fridays**

Seniors: 8.00-9.30

**Saturdays**

Gents: 7.00-9.30  
10.20-11.00  
12.20-12.30  
13.20-13.30  
14.20-14.30  
15.20-15.30

Ladies: 9.40-9.50  
12.00-12.10

Mixed: 10.00-10.10

- b. The non-designated course and practice areas are reserved for the sole use of the Junior Development Programme on Thursdays between 16.30 & 18.30 (Summer season).
- c. Reserved tee-time allocations are subject to change and may be released for general booking subject to demand, at the discretion of the Club Operations Manager and Pro Shop Staff.

**9. Golf Reservations**

- a. Casual tee times may be reserved 14 days in advance through BRS, the Pro Shop or online through the web site at [www.muckhartgolf.com](http://www.muckhartgolf.com)
- b. For information on Gents competition entries, please refer to the Members' Handbook.
- c. Golfers are required to report to the Pro Shop before commencing play.

**10. Cancellation of Tee-times**

- a. Unrequired tee-times must be cancelled in advance.
- b. Repeated failure to cancel may result in the withdrawal of booking privileges.

**11. Guests**

- a. Members are responsible for their guests and their guests' conduct, for the duration of their visit.
- b. Members are responsible for ensuring all guest fees are paid prior to the commencement of their round.
- c. A guest is entitled to a maximum of six rounds in the season (April – October inclusive) at member guest rate.
- d. Members are entitled to bring a maximum of seven guests per booking at member guest rate.
- e. Junior Members are not entitled to bring guests at member guest rate.

**12. Golf Carts & Trolleys**

- a. Golfers hiring golf carts and those with private golf carts, are required to adhere to the regulations as displayed in the Pro Shop.
- b. Golfers using their own golf carts are required to provide proof of third party insurance.
- c. The use of golf carts may not be permitted if the greenkeeper deems that the weather or ground conditions are unsafe or that damage may be caused to the course.
- d. Only trolleys with wide wheels are allowed on the course.

**13. Dedications**

- a. Relatives of late members who wish to place a memorial dedication may at the discretion of the Board be permitted to provide a bench, with a small nameplate. The positioning of such will also be at the discretion of the Board.
- b. At the discretion of the Board or Club Operations Manager the club flag may be flown at half-mast with respect of late members ONLY, for a maximum of one week or the funeral has taken place, whichever is sooner.

## **CLUBHOUSE**

### **14. Clubhouse Hours**

- a. Daily clubhouse / bar hours of operation will be set at the discretion of the Club Operations Manager or, in their absence, the staff on duty.

### **15. Dress Code**

- a. Members and Guests are requested to wear suitable attire, which excludes the following: Singlets, football shirts.

### **16. General**

- a. Alcohol will not be served to any person under the age of 18.
- b. Advertising of goods or services is not permitted without approval.
- c. Members and guests are requested to consider others when using their mobile phone.

## **FINANCIAL**

### **17. Annual Membership Fees**

- a. Membership Fees must be paid in full to the Club by 31<sup>st</sup> January of the year in question or by monthly direct debit, by 31<sup>st</sup> August.
- b. A new member wishing to pay by Direct Debit is required to pay a minimum of 10% of their fees plus any affiliation fee on joining. The balance will be collected in equal monthly installments for payment in full by 31<sup>st</sup> August.
- c. New members joining in August through November are required to pay their fees in full on joining.
- d. If paying by Direct Debit and the Direct Debit is cancelled prior to fees being fully paid any balance becomes immediately payable in full.

### **18. Application Process**

- a. Individuals wishing to join the club should submit a completed application form, available online, at the bar, in the pro shop or from the Club Operations Manager.
- b. Application forms should be completed and returned together with either full payment of fees or completed Direct Debit mandate together with a minimum 10% of fees plus any affiliation fee.
- c. Different categories of membership are offered on a non-discriminatory and fair basis.

### **19. Refunds**

- a. Membership fees will not be refunded except at the discretion of the board.

### **20. Non-Payment**

- a. Any member who has not paid or undertaken to pay their Membership Fees by 1<sup>st</sup> March of the year in question will be deemed to have ceased their membership of the Club.

### **21. Reduction of Membership Fee**

- a. If a member requests consideration of a discounted membership fee for reasons such as health or incapacitation, the board may approve such a reduction, if they believe that the case merits such consideration.
- b. The board may choose to offer either a 25% or a 50% reduction in the annual fee, taking into consideration various factors including length of time as a member, contribution to Muckhart Golf Club and / or the severity of the issue.
- c. A reduction in fees may be applied to the membership year in question only and each case will be reviewed annually, on request.

## **VALUES AND SOCIAL RESPONSIBILITY POLICY**

### **22. Club Values**

- a. Muckhart Golf Club is a member-led, family-friendly and sociable community of golfers with common goals and aspirations, drawn together by our love of the game.
- b. We are committed to providing a friendly, caring and respectful environment for all of our members, staff, visitors and partners.
- c. We strive to provide an environment that is free of discrimination, harassment and intimidation for all members, employees and guests.

### **23. Member's Social Responsibility Policy**

- a. All members and visitors are reminded that an acceptable and respectful standard of behaviour and language must be maintained at all times, both on the Course and within the Clubhouse.
- b. Disrespectful behaviour will not be tolerated, will be investigated and may lead to further/disciplinary action where appropriate.
- c. In the Clubhouse - members, guests and visitors are reminded that:
  - a. Any form of discrimination, harassment, bullying or intimidation (verbal/non-verbal) is regarded as unacceptable behaviour.
  - b. Consumption of excessive quantities of alcohol is not permitted by law. Please do not be offended if service is refused.
  - c. The use of foul or abusive language has no place in the clubhouse and any member heard using unacceptable or offensive language may be asked to leave.
  - d. Smoking or the use of e-cigarettes is not permitted within any Club building.

### **24. Complaints Procedure**

- a. Complaints may be made by any person including employees, contractors, a competitor, member, visiting guests, other associated golf club members, and members of the public.
- b. A complaint may be made be the recipient of unacceptable behaviour or indeed if someone has witnessed such behaviour.
- c. The complaint must be made in the first instance to the Muckhart Golf Club Operations Manager within 3 working days of the matter occurring, either in person or in writing. If in person, the Manager may ask the complainant to set out the complaint in writing within an acceptable timeframe (typically, one week).
- d. Once received, the complaint will be referred to the Club Captain to investigate the allegations and determine whether further action is required. The Club Captain has discretion to investigate the matter as he/she considers is appropriate.

- e. If the allegation concerns an employee of the Club and further action is deemed to be required, the matter will be dealt with in accordance with the Club's Disciplinary Procedure for employees. (Complaints made by an employee about the behaviour of another employee will be dealt with exclusively under the Disciplinary Procedure).
- f. In all other cases, if further action is deemed to be required then the Club Captain will make a recommendation to the Board as to what sanction should be applied. The Board will make a final determination on the matter. The Club Captain will communicate the decision to those concerned.
- g. Any appeal can be made in writing within one week of receiving the decision. The appeal should be addressed to the Board but handed to the Club Operations Manager. The Board will consider the appeal and will make a final determination which will be communicated to the person concerned.

### **CLUB MATCHPLAY COMPETITION RULES & ENTRY PROCEDURES**

Entries can be made through HowDidiDo or the members section on the club website. Separate entries are required for each individual competition.

By entering Matchplay Competitions, members are committing to ensuring that their matches are completed by the stipulated deadline dates. All entrants are requested to be proactive in this regard with equal responsibility apportioned to all players. If agreement cannot be reached with regard to a mutually suitable time or date, advice should be sought from an official designated by the board. as soon as possible. If there is reason to believe that neither party has made sufficient effort to play a tie both parties will be excluded from the next round and their prospective opponent(s) given a bye. **Extensions may be granted in exceptional circumstances with the agreement of both parties and an official designated by the board.** All matches must be played on the designated course of the day unless agreed by all parties. Should it be necessary to suspend play due to adverse weather or any other justifiable cause, play must resume from the point at which play was suspended (R&A Rule 6-8 applies).

Matches will be played over 18 holes. A match that is all square after 18 holes shall be decided by sudden death with play resuming on hole 1. Strokes applied as usual.

### **REGISTERING AND RETURNING COMPETITION SCORES**

Prior to play, competitors must sign in on HowDidiDo. Competitors must also report to the shop and collect a scorecard. On completion of their round, competitors must input their score through HowDidiDo detailing the marker's name. The card must be kept for a period of 7 days in the event of any dispute. Please ensure that the information listed below is displayed accurately and clearly:

- Competitor's Name
- Date
- Competition Name / General Play & colour of tee used
- Competitor's Handicap Index, Course Handicap & Playing Handicap
- Score for each hole

- Signatures of competitor and marker.

### **REGISTERING AND RETURNING SUPPLEMENTARY SCORES**

Supplementary Scores will be accepted if played on the 9 or 18 hole designated course of the day and declared as a Supplementary Score prior to play by signing in on HowDidiDo or using the Scottish Golf App. Players must report to the Pro Shop before play. Members may submit a maximum of one Supplementary Score per day. On completion of their round, competitors must input their score through HowDidiDo or Scottish Golf App by 23:59 on the day of play.

### **WEDNESDAY 18 HOLE MEDAL**

Open to all members and guests with a competition handicap. There is no draw – book tee time through BRS as normal, sign in and play. Please refer to ‘Registering and Returning Competition Scores’.

### **SUNDAY 9-HOLE MEDAL**

Open to all members and guests with a competition handicap. Played over the Casual Nine. There is no draw – book tee time through BRS as normal, sign in and play. Please refer to ‘Registering and Returning Competition Scores’.

## FORMATS OF PLAY

### **Strokeplay**

The most common form of golf played. All strokes required to complete each hole are counted. The total number of strokes at the end of the round is your final score.

### **Stableford**

A form of strokeplay in which points are awarded according to the number of strokes taken (net) to complete each hole. Net bogey = 1 point, net par = 2 pts, net birdie = 3 pts, net eagle = 4 pts, net albatross = 5 pts.

### **Four Ball Better Ball**

Played in pairs. Each player plays their own ball and the best net score counts for the team score.

### **Texas Scramble**

Played in teams of 4, 3 or 2. All team members tee off. The preferred drive is selected and all team members play their own ball from there. This process is repeated until a ball is holed.

### **Greensomes**

Played in pairs, both players tee off. The preferred drive is selected, and the players play alternate shots from there until the ball is holed.

### **Foursomes**

Played in pairs, the team nominates in advance, which team member will tee off from even numbered holes, with the other player teeing off on odd numbered holes. Players hit alternate shots thereafter.