

**TOURNAMENT POLICIES AND PROCEDURES FOR THE  
PROFESSIONAL GOLFERS' ASSOCIATION OF AMERICA  
SOUTHWEST SECTION**



**Section 1.** Participation in Section events requires that a PGA Member of the Section be a member of the Section for at least 30 days. Members with the Classification of A-1, A-2, A-4 through A-24 are eligible for the following events: 1. Section Championship; 2. Stroke Play Events; 3. Match Play Championship 4. Bob Goldwater Cup Team; 5. Player of the Year; 6. Pro-Pro events; and 7. Pro-Am events. Life Members are eligible for participation in all Section events, unless their classification prohibits them from competing in National Qualifiers. Members and apprentices who participate in these events must be employed at the recognized golf facility at the time of the event and or in good standing. All Active and Life Members are eligible to play in the Pro-Am events.

Members who are Class F or are suspended are restricted from playing in Section events.

**Section 2.** Participation in Section events requires that an Apprentice be employed a minimum of 40 hours per week, have attended an Apprentice Orientation Program (when offered), have passed the Player Ability Test, or have shot one 18 hole score in a PAT that is equal to or less than the PAT target score for 18 holes, + 5 strokes (completed within the required time frame set by the National office). Apprentices wishing to play in Southwest Section events must be registered in the Apprentice Program and be employed in the Section for a period of not less than 90 days. In addition, each year apprentices in the Section must earn three (3) education points in order to be permitted to play in the following year. The Apprentice can accumulate education points from the following; (1.) Attend Section Education Seminar -1 point; (2.) Attend Apprentice Education Seminar - 1 point; (3.) Assist with SWSPGA Junior Tour - 1 point. These requirements must be completed between January 1 and December 31 to be eligible for the following year. Apprentices meeting these requirements are eligible for participation in the following Section events; Pro-Am Series, Pro-Pro events, Stroke Play Events, Match Play Championship and the Assistant Professional Championship. Apprentices who are registered in the Apprentice Program but have not yet completed the eligibility requirements to play in Southwest Section PGA events are allowed to participate in the one day Pro-Assistant event.

**Section 3.** No event will be held at a golf facility that does not employ an A-1, A-4, or A-13 Professional who meets the eligibility requirements of the Section. Amateurs from clubs who do not employ a PGA professional, or whose professional does not meet the requirements of the Section, will not be eligible to compete in Section sponsored events. Amateurs competing in PGA sanctioned events must have available, upon registration, either a current USGA handicap card or show proof of same.

**Section 4.** The host professional is responsible for organizing his facility in a tournament condition acceptable to the Tournament Committee. All tournament requests must be submitted to the Tournament Director and contain information as to dates, purse, format, prize distribution and other pertinent facts needed to evaluate the event for approval by the Tournament Committee.

**Section 5.** Rules of Play will be in compliance with those of the U.S.G.A. Modifications to these rules must have the approval of the Tournament Committee. These changes must be posted in a conspicuous place at the tournament site and rule sheets made available to all contestants.

**Section 6.** The dress regulations of the Section will be that of proper attire for all contestants.

The following attire will not be allowed:

*Sleeveless apparel, jeans, collarless shirts or other distasteful apparel*

Male Professionals must wear slacks at the following events:

*Section Championship, Southwest Professional Championship, Senior Professional Championship/ Section Championship, Assistant Championship and any qualifying events for national championships, or Tour (PGA, Web.Com or Tour of Champions).*

Note: When a “Must Wear Slacks” policy is in force, this may include any practice rounds. Male Professionals are allowed to wear appropriate dress shorts at all other section events.

The Tournament Director of the Section, when performing duties related to tournaments, will have the authority to enforce regulations.

A processing fee of \$8.00 has been added to all SWPGA tournaments and events. This processing fee covers the direct Section expense related to the processing of credit card payments and BlueGolf transaction fees.

All events will have a hard deadline date. No entries will be accepted after the deadline. The website will feature colors (Green, Yellow, Orange and Red) to indicate when registration is open, closing and closed. Full payment required at time of entry.

A contestant may withdraw from an event prior to closing date: Full refund, less a processing fee of \$10.00. Withdrawal after closing date: An official refund request form (available on the Section website) must be submitted to the Section office to the attention of the Tournament Director. Refund requests will be reviewed by the Tournament Committee on a monthly basis.

If a competitor decides to withdraw from a tournament once play has begun, that competitor must not leave a group until a SWSPGA Official is notified of the need to withdraw and has ample opportunity to provide the remaining player(s) with a marker. If no marker is needed, the player withdrawing must still notify a SWSPGA Official prior to leaving the tournament site. Professionals failing to notify a SWSPGA Official prior to leaving a competition under these circumstances will be subject to disciplinary action upon review of the circumstances, as recommended by the Tournament Committee and approved by the Board of Directors.

The Southwest Section Tournament Director and Rules Officials on site at an event have authority from the Tournament Committee to deal with behavior not considered in line with PGA standards. Examples of behavior that will not be tolerated are club throwing, abusive language or any conduct that would create embarrassment for the facility or the Association. This behavior could result in the player receiving penalties, disqualification, fines and/or suspension. Personal behavior of contestants not conducive to PGA standards will result in disciplinary action by the Section.

**Section 7. Pro-Amateur Tournaments:** Entry fees for all participants will be determined by the Executive Director and Tournament Director with input from the Tournament Committee. All amateur prizes from each Pro-Am will be issued from the host facility golf shop. To establish continuity in these events, a format of one best ball gross combined with one best ball net with 75% handicap allowance will be used. Request for a change in format may be obtained from the Tournament Chairperson.

Approximately thirty-three percent of the field will receive prizes based on the Section approved payoff chart. In the event of ties for last place and the amount is less than \$10.00, those monies will remain in the Tournament Account.

The host professional will receive a “host facility check list” from the Southwest Section tournament staff at least one month prior to the scheduled event. The host professional will need to return the completed form as soon as possible. This form will help the host identify any situations that the tournament staff should be aware of, and will also allow tournament staff to schedule time for golf course marking and setup.

Registration for Southwest Section PGA Pro-Am events are available on the Southwest Section website or using BlueGolf. PGA members shall have “Entry Priority” over apprentices for these Pro-Am events. Apprentice entries will only be accepted two weeks prior to the Pro-Am date. The Professional hosting a

Pro-Am or Pro-Pro has the privilege of inviting three PGA members or Apprentices in good standing from another Section. Members and Apprentices from other Sections may only play in three such events each year.

Professionals are responsible for the registration of the team and will insure that payment of the entry fee is received with the entry.. Professionals are responsible for the conduct of their team and the completion of the scorecard at the end of the round.

In the event of no shows, the professional will be responsible for the total entry of the team before he plays in the next Pro-Am unless the committee has reviewed his reason for not showing, and if the committee sees fit, it can waive payment. Professionals who secure a team from the host professional and do not appear for this event without proper notice or reason, will be fined \$50.00 for the first offense. The second offense will result in a six month suspension from all Section events. In the event an amateur team is left without a professional, a professional from the field will be drawn for their team.

**Section 8.** The Arizona Open will be a 54-hole stroke play event, with a cut after 36 holes. The field will consist of professionals and amateurs with handicaps not to exceed that of five. Amateurs will compete for the championship, low amateur recognition, and gift certificates. The entry fee and size of the field is at the discretion of the committees in charge of the Arizona Open. Amateur prizes will be redeemed from the host facility golf shop. In the event of ties for the championship, or low amateur, a sudden-death on course playoff will determine the winner.

**Section 9.** The Southwest Professional Championship (PPC) and Ping Section Championship will be scheduled for 54 holes with a cut after 36 holes. In the event of ties for the championship, a qualifying or alternate spot, a sudden death on-course playoff will be held. The Section reserves the right to declare a champion and or qualifiers if the championships are shorten to less than 54 holes for any reason.

**Section 10.** Unusual circumstances or conditions not covered by these Rules and Regulations will be subject to reconsideration by a majority vote of the Southwest Section Board of Directors.

**Section 11. Bob Goldwater Cup Team:** The top ten finishers in the SWSPGA Player of the Year points system (in both the Open and Senior Division) are invited to participate on the appropriate team. The Player Series Champion will earn the eleventh position if not already eligible. The remaining players to join each team are selected by the Tournament Director. Points accumulated from the start of the calendar year through the final points event prior to the Goldwater Matches will be used to determine the player invitations. The invitations to participate are limited to Arizona residents only, and members with A-3 classification are not eligible to participate.

**Section 12.** The leader in the SWSPGA Player of the Year Points system will become Player of the Year. The points events in the current calendar year will be used to determine the Player of the Year. If a tie exists for first place in either division, the tie will be broken by the individuals finish position in the Southwest Section PGA Championship. Members with A-3 classification are not eligible.

**Section 13.** The Player of the Year Points schedule following these Rules and Regulations will be used to determine the Player of the Year. They will also be used to determine the standings for the Bob Goldwater Cup for both the Open division and the Senior division. Only those eligible PGA Members of the Section can earn points. All point allocation given to events will be determined prior to play. New or old events will be evaluated by the Tournament Committee in regard to their point allocation when necessary.