

ATTACHMENT A

**PGA TOUR OPEN QUALIFIER GUIDELINES  
2018-2019 SEASON**



1. PGA TOUR TOURNAMENT OFFICIAL

In addition to the yearly contact from the PGA TOUR office regarding contracts and financial obligations, the PGA TOUR will have a PGA TOUR Tournament Official present at all Open Qualifiers to oversee the Open Qualifier competition. The PGA TOUR Tournament Official assigned to your Open Qualifier will be on site by Sunday prior to the competition. In addition, he will be in contact a few weeks prior to the competition and will want to review these guidelines with you.

2. APPLICATION TO ENTER OPEN QUALIFIER FORM

The PGA TOUR has provided an Application to Enter Open Qualifier form, which the PGA Section must use. The form will be emailed to you as a MS Word file. There are sections that need to be completed by the PGA Section on pages 1 and 3, including the number of spots advancing through the pre-qualifier and into the actual tournament. The first two pages are meant to be returned by the applicant to the PGA Section and the remaining pages kept for informational purposes. If you use electronic entries in your PGA Section, we ask that the form be posted on the website and that applicants agree to the terms and conditions on it as part of the electronic process.

3. DEADLINE

2018-2019 season PGA TOUR, current Web.com Tour and current PGA TOUR Champions Regular Members, local PGA Section exemptions (3), Former PGA TOUR Members from 2016 - 2018, players making a cut on the PGA TOUR in 2018-2019 season, players in the top 100 on the World Golf Rankings as of the non-member entry deadline and players in the PGA TOUR event immediately preceding the Open Qualifier: 5:00 p.m. local time on the Friday preceding the Open Qualifying Round.

All Others: 5:00 p.m. local time on the second Friday preceding the Open Qualifying Round.

4. OPEN QUALIFYING SITES

To the extent possible, conditions of the Open Qualifier site shall be comparable to those of the Tournament site in conditioning, speed of greens, etc. The course should be of a traditional nature, in good condition, and a good test of golf. A course where a player must hit an iron off of a majority of tees or a course that is in poor condition from a maintenance perspective is unacceptable. While the proximity of the course to the Tournament site should be considered, it is more important to play a higher quality course located ninety (90) minutes from the Tournament site than it is to play one of less quality thirty (30) minutes away.

5. FIELD SIZE

The Open Qualifier field size ideally will be 78 players or less, including PGA TOUR, Web.com Tour and Regular PGA TOUR Champions members. If the field size as of the entry deadline for members exceeds 78 players because of the number of PGA TOUR, Web.com Tour, and Regular PGA TOUR Champions members who enter, the field size will be expanded to accommodate the PGA TOUR, Web.com Tour and Regular PGA TOUR Champions members.

6. GROUPINGS / STARTING TIMES

The groupings and starting times for the Open Qualifier must be approved by the PGA TOUR Tournament Official assigned to your Open Qualifier competition and shall be posted by 3:00 p.m. (local time) on Saturday preceding the competition. Normally the competition will be played in groups of three (3) players, with starting times off both the first and tenth tees. The first starting time should be at the earliest reasonable time which provides time for maintenance procedures and provides the first group forty-five (45) minutes to warm up. The following guidelines are suggested for creating the groupings for the Open Qualifying round.

- (a) Limit the number of PGA TOUR members in a group to no more than two.
- (b) To the extent possible, group PGA TOUR members in the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> starting times off both starting tees in both waves of starting times.
- (c) To the extent possible, use later starting times for PGA TOUR members that are in the top 10 alternates for the tournament or made the cut in the previous week's PGA TOUR tournament.

7. QUALIFIER POSITIONS / PLAYOFFS

The number of players advancing is normally four; to the extent possible, hole-by-hole playoffs for qualifier positions shall be conducted immediately following the completion of qualifier competition play. It is not necessary to identify alternates, since a withdrawal by one of the four open qualifiers will result in that qualifier being replaced with a player on the PGA TOUR alternate list. In no case will a playoff be decided by any means other than a hole-by-hole format, even if this means continuing the playoff on the next day.

Upon approval by the on-site PGA TOUR Rules Official or designee of the Open Qualifying site round scores and prior to starting a hole by hole playoff, contestants that earn a qualifying position are in the field of the above named tournament. In the event of a tie for the last Open Qualifying position, a separate hole-by-hole playoff competition will be conducted to determine the player(s) that will earn the remaining qualifying position(s) for the above named tournament.

Prior to the approval of the round scores at an Open Qualifying site, an Open Qualifying contestant who gains entry into the field of the above named tournament shall be removed from the Open Qualifying competition, even if the player has completed his Open Qualifying round and returned his scorecard.

A contestant competing in an Open Qualifying hole-by-hole playoff that gains a position in the field via the alternate list of the above named tournament shall be removed from the hole-by-hole playoff.

A contestant competing in an Open Qualifying hole-by-hole playoff that earns an Open Qualifying position is in the field of the above named tournament and is removed from the alternate list.

8. TRADITIONAL SPIKES

Facilities hosting Open Qualifiers may not prohibit the use of traditional metal spikes for the Pre-Qualifier and Open Qualifier. Players may be required to use soft-spikes during practice rounds.

9. GOLF CARTS / PULL CARTS

Golf Carts are not permitted during the Open Qualifier. Manual or electric pull carts are permitted.

10. CADDIES

Players are not required to have a caddie. Players and caddies shall walk at all times, except when permitted by the Rules Committee to ride. Caddies are not permitted to walk on the competition course putting greens the day(s) of the Open Qualifying competition except during the stipulated round when accompanying their player.

11. APPEARANCE / CONDUCT

Players: While on the host facility property on the day(s) of competition, players shall present a neat appearance in both clothing and personal grooming. Blue jeans, shorts, cutoffs, T-shirts or shirts with no collar shall not be worn.

Caddies: While on the host facility property on the day(s) of competition, caddies may wear either long pants or tailored solid colored knee length shorts or skorts. Blue jeans, cutoffs, T-shirts or shirts with no collar shall not be worn. Smooth rubber sole shoes are required. Sandals, open toe shoes, and golf shoes with traditional metal or soft spikes are prohibited.

Players and Caddies shall conform to the host facility's appearance policies while onsite during any practice round.

A player or caddie conducting himself in a manner unbecoming a professional, or found to be using or selling illegal substances, or using alcohol in an abusive manner could result in the removal of the player from the competition for conduct unbecoming a professional.

12. EVACUATION PLAN

An evacuation plan is required for the Open Qualifier competitions in the event inclement weather or other emergency necessitates a prompt evacuation of the golf course.

13. SCORECARDS

Scorecards must be for the course being played and need to include the competitor's name, date, starting hole (i.e., #1 and #10), the yardage and par for each hole and a place for both the competitor and marker to sign. Ideally, the Section will create its own scorecard for the competition as opposed using the normal card for the course.

14. RULES OF PLAY

The Rules of the USGA govern play, as modified by the PGA TOUR. An allotment of PGA TOUR Local Rules and Conditions of Competition ("Hard Cards") will be provided to the Section by TOUR. In addition, and under the guidance of the PGA TOUR Tournament Official, a Notice to Competitors that conforms to the Rules of Golf will be provided to the competitors by the Section.

DISTANCE MEASURING DEVICES

For play in Open Qualifying, a player may obtain distance information by use of a distance-measuring device. If during the stipulated round, a player uses a distance-measuring device to gauge or measure other conditions that might affect his play (e.g. elevation changes, wind speed, etc.), the player is in breach of Rule 14-3.

### GROOVE SPECIFICATIONS

Open Qualifying contestants MUST use equipment which conforms to the Condition of Competition for Groove Specifications as implemented in the PGA TOUR, Champions Tour and Web.com Tour Local Rules and Conditions of Competition (Hard Card). The complete specifications for grooves in elite competitions along with a public database listing conformity of many clubs can be found at [USGA.org](http://USGA.org) or by contacting the USGA Equipment Standards Department at (908) 234-2300. Players should confirm that their equipment conforms to the new specifications well in advance of the competition and should be aware that conforming equipment must be used in Open Qualifying.

If, before the competition, a player has doubt as to the conformity of a club, PGA Section officials will attempt to determine the status of the club(s), but play will not be delayed in doing so. There will be no on-site field testing for groove conformity at Open Qualifying. If the club(s) in question is not listed on the public database listing conformity of clubs, the club shall not be used in the competition.

In the event that it is discovered that a player's club(s) do not conform after the close of the competition, the provisions of Rule 34 of the Rules of Golf shall apply.

15. PACE OF PLAY

The PGA TOUR Pace of Play Policy will be in effect for the Open Qualifier, except the fine structure shall not apply. Sections will be required, under the guidance of the PGA TOUR Tournament Official, to create a Pace of Play Time Chart.

16. OFFICIALS AND OTHER VOLUNTEERS

The host PGA Section is required to coordinate the starters, scoring officials and scoreboard operator and to provide at least four on-course rules officials at each qualifier course. We expect that one or more of these be certified by PGA/USGA examination to the level of USGA or PGA of America guidelines.

17. COURSE CONDITIONS

Generally, there should be no change in the usual maintenance program of the course. However, all putting greens must be mowed the morning of the Open Qualifier. Fairways and tees must be cut within the preceding day and bunkers should be smoothed prior to play. The PGA TOUR requests that the course generally be firm and fast and not overly wet on the competition day. If possible, divots in landing areas and on tees should be filled and dew on fairways, tees and putting green collars should be removed.

18. COURSE MARKING

The marking of the course is the Section's responsibility, though the PGA TOUR Tournament Official will review the course markings prior to competition. The course should be marked prior to the Pre-Qualifier if necessary. Please contact the facility and develop an action plan for marking the course. The use of 1" x 2" x 24" stakes for water hazards and 1" x 2" x 30" or 36" stakes for out-of-bounds is preferred. The Section shall ensure that there is enough red, yellow and white marking paint to mark the course, as well as some green marking paint, enough paint guns and a stake mallet. Out-of-bounds must be defined and marked with white stakes and all water hazards must be identified with stakes and defined by painted lines. The marking of any ground under repair will be coordinated by the PGA TOUR Tournament Official.

19. HOLE / TEE MARKER LOCATIONS

*Hole Locations:* The PGA TOUR Tournament Official will coordinate the location of the hole on each green for the Open Qualifier. Hole locations are not to be marked (dotted) prior to cutting the hole for the qualifying round. Hole locations should be determined and paced from the front and side of the green, however DO NOT dot the green to indicate the hole location prior to the day of the qualifying round. Doing so allows the Open Qualifying contestants playing practice rounds the ability to practice putt to the hole location.

*Tee Markers:* All competitors in the field are required to play from the same tee markers, including females. Therefore only one set of markers is needed on each hole. Please make arrangements to have all other tee markers removed from the competition course prior to the first starting time. The PGA TOUR Tournament Official will coordinate positioning of the tee markers.

20. SCOREBOARD / SCORING AREA

An Official Scoreboard with a minimum of nine and eighteen hole scores and a summary is required for the Open Qualifier. A scoring area(s) for players to sign and return their scorecard is required. The area should be in close proximity to the finishing green(s) and needs to be large enough to allow all players in a grouping to be seated comfortably. The perimeter of the scoring area must be defined.

21. VOLUNTEERS / TENTS

Please coordinate with the host facility the recruitment of volunteers if necessary and the construction of starting and finishing tents.

22. OPEN QUALIFYING RESULTS

At the conclusion of the Open Qualifier competition, the Section shall provide the PGA TOUR Tournament Official a results report. This report will include the four qualifiers' full names as they would want them to appear, their hometown and state, birth date and their score for the Open Qualifier. Please also e-mail this report to [KateD@pgatourhq.com](mailto:KateD@pgatourhq.com) as soon as possible so the successful qualifiers can be added to the competition. A copy of this report will be e-mailed to your office prior to the competition.

23. REDUCTION/CANCELLATION/FORCE MAJEURE GUIDELINES

Any reduction or cancellation in the respective qualifying competition shall be in accordance with Reduction/Cancellation Guidelines as found in the PGA TOUR Tournament Regulations. In the event that the competition is canceled without any player having been able to play, all entry fees will be refunded. In the event the competition is canceled after play has begun, all entry fees will be refunded, minus a \$25 administrative charge per player.

The term "Force Majeure" shall mean acts of God, earthquakes, blizzards, tornadoes, hurricanes, fire, flood, malicious mischief, insurrection, riots, labor disturbances, public enemy, war, landslides, explosions, epidemics, compliance with any order, ruling, injunction or decree by any court, tribunal or judicial authority of competent jurisdiction and any other similar circumstances beyond the reasonable control of PGA TOUR. Section acknowledges and agrees that PGA TOUR shall have the right to cancel or reschedule the Tournament as a result of a Force Majeure event. In such event, PGA TOUR shall not be responsible to reimburse any expenses.

If in the judgment of the on-site PGA TOUR Rules Official or designee, whose decision shall be final, conditions render commencement or continuation of tournament play inadvisable, play shall be postponed until such time as the PGA TOUR Rules Official or designee determines that such weather conditions or other occurrences or conditions have improved sufficiently for play to commence or resume.

In situations involving adverse weather conditions or any other occurrence or condition, our first priority is the completion of the qualifying competition. Every effort will be made to achieve this objective by the end of the scheduled competition day.

In the event the qualifying competition cannot be completed by the end of the scheduled competitive day, play will be extended. Every effort will be made to complete the qualifying competition as soon as possible. The Open Qualifying competition will not continue beyond the end of the day immediately preceding the first scheduled tournament round of the competition. In the event one or more of the 18-hole Open Qualifying contestants cannot be identified, those qualifying spots will be filled by the next available players on the PGA TOUR Alternate List.

PGA TOUR Reserves the right to change the format, venue(s), qualifying spots and other criteria as presently contemplated.