IX. **Golf Course Rules**

The Board of Directors has adopted the following rules for the use of the Golf Course.

A. **Regulation of Golf Play**

1. **Golf Starting Times**
   
   a. **Reserved starting times** can be made up to a week in advance, by phone, in person with the Golf Shop or online via the club website (reservations for the current day's play cannot be made online). Reservations can be made for play at these times:
   
   - Friday: 1:00 p.m. to 3:00 p.m.
   - Saturday: after 11:00 a.m.
   - Sunday: after 9:30 a.m.
   - Holiday: all day

   b. **Day-Of Reservations/Play:** Any Saturday or Sunday morning starting time still unreserved on the day-of-play is available for Open Play, at the discretion of a Golf Professional Staff member.

   c. **First-Come, First-Serve starting times** will be assigned to groups by the Golf Shop for that day’s play as they check in, and each group will be notified when the tee is available for play. First-Come, First-Serve times are as follows:
   
   - Tuesday: after 11:30 a.m. (12 p.m. PST) (after 18 Hole Ladies)
   - Wednesday: all day
   - Thursday: after 10:00 a.m. (opposite side of 9 Hole Ladies)
   - Friday: all day (excepting 1:00 p.m. - 3:00 p.m.)
   - Saturday: until 11:00 a.m.
   - Sunday: until 9:30 a.m.

2. **Hours of Golf Operation**

   a. Operating hours for the Golf Shop, golf course and practice facilities are set by the Head Golf Professional and the Golf Operations Committee. Normal operating hours are stated in *Clubhouse Operating Hours* (page 5) of these policies.

   b. The Golf Shop will be closed all day on Christmas and New Year's and after noon on Thanksgiving Day.

   c. The Golf Course and practice facilities may be closed at the discretion of the Head Golf Professional and the Course Superintendent in cases of emergency, inclement weather, maintenance, etc.

3. **Tournament Play**

   Club tournaments are restricted to Proprietary and Senior Emeritus Members only (plus invited guests for invitational events).
4. **Open Play**  
During Open Play the golf course and practice facilities may be used by Proprietary and Senior Emeritus Members, their Spouses and Juniors, Special Members and their Juniors, and their guests.

5. **Junior Play**  
a. Juniors may play and practice during Open Play hours.

b. Juniors under twelve (12) years of age and non-certified Juniors must be accompanied by a member (or spouse of) at all times. See *Junior Qualification and Rules* (page 28).

6. **Swim & Racquet Member Play**  
a. Swim & Racquet Members are allowed eight (8) tee times per year.

b. Play is allowed after 1 p.m.* (12 p.m. PST) at the discretion of the Golf Shop Professional Staff.

c. The member and family may play in a foursome, each paying a fee equal to the family rate guest green fee. Guests may be included in the foursome, each paying an appropriate guest green fee. See *Guest Golf Privileges, 1.c. "All accompanied..."* (page 26).

d. Swim & Racquet Members and family may play as guests of other members for the standard rate guest green fee.

7. **Social Member Play**  
a. Social Members and family do not have golf privileges but may play as guests of other members for the standard rate green fee.

8. **Unaccompanied Guests**  
a. Juniors and Social and Swim & Racquet Members may not sponsor unaccompanied guests.

9. **Practice Facilities**  
a. Proprietary and Sr Emeritus Members and Spouses, and Special Members have unrestricted daily use of the practice facilities.

b. Swim & Racquet members and family may use the practice facilities after 1 p.m.* and on the day-of-play.

c. Social Members and family may use the practice facilities after 1 p.m.*

d. Juniors may use the practice facilities during Open Play and after 11 a.m. on Wednesday, Saturday and Sunday/Holidays.

e. All players may use the practice facilities beginning approximately one (1) hour before their scheduled tee time.

* Wednesday and certain tournament days excluded.
Daily Priority of Play

(Changes will be noted in the Golf Shop's daily morning e-mail broadcast.)

Monday
- Course is closed except for scheduled tournaments and major holidays. During scheduled tournaments the course and practice facilities are open to participating players only.

Tuesday
- Course is reserved for 18-Hole Ladies Group until 11:30 a.m. (12 p.m. PST)
- Open Play begins at 11:30 a.m. (12 p.m. PST)
- Swim & Racquet Member play begins at 1 p.m. ¹
- Swim & Racquet and Social Members may play as guests.
- Unaccompanied and Reciprocal Play begins at 12 p.m.

Wednesday
- Course is reserved for Proprietary and Sr Emeritus Mbrs and guests until 2 p.m. ¹
- Open Play begins at 2 p.m. ¹ Juniors must be accompanied by a member.

Thursday
- Nine holes are reserved for the 9-Hole Ladies Group until 12 p.m.
- Open Play begins at 10 a.m. on the other nine holes.
- Swim & Racquet Member play begins at 1 p.m. ¹
- Swim & Racquet and Social Members may play as guests.
- Unaccompanied and Reciprocal Play begins at 12 p.m.

Friday
- Open Play all day.
- Swim & Racquet Member play begins at 1 p.m. ¹
- Swim & Racquet and Social Members may play as guests.
- Unaccompanied and Reciprocal Play available all day.

Saturday
- Course reserved for Proprietary and Sr Emeritus Members until 11a.m.
- Spouses and Special Members may play beginning at 11 a.m.
- Open Play begins at 12 p.m. Juniors may play beginning at 11 a.m. when accompanied by a member, at the discretion of the Golf Shop Professional Staff.
- Swim & Racquet Member play begins at 1 p.m. ¹
- Swim & Racquet and Social Members may play as guests.

Sunday/Holidays
- Course is reserved for Proprietary and Sr Emeritus Mbrs and guests until 9:30 a.m.
- Spouses and Special Members may play beginning at 9:30 a.m.
- Open play begins at 12 p.m. Juniors may play beginning at 9:30 a.m. when accompanied by a member, at the discretion of the Golf Shop Professional Staff.
- Swim & Racquet Member play begins at 1 p.m. ¹
- Swim & Racquet and Social Members may play as guests.

¹ One hour earlier during Pacific Standard Time (PST).
## Summary of Daily Play

### MEMBERS

<table>
<thead>
<tr>
<th></th>
<th>Tues ⁴</th>
<th>Wed</th>
<th>Thur ⁵</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun/Holiday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proprietary &amp; Senior Emeritus</td>
<td>&gt; 11:30 am</td>
<td>All day</td>
<td>&gt; 10 am</td>
<td>All day</td>
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<td>All day</td>
<td>All day</td>
<td>&gt; 11 am</td>
<td>&gt; 9:30 am</td>
</tr>
<tr>
<td>Open Play</td>
<td>&gt; 11:30 am</td>
<td>&gt; 2 pm ¹</td>
<td>&gt; 10 am</td>
<td>All day</td>
<td>&gt; 12 pm</td>
<td>&gt; 12 pm</td>
</tr>
<tr>
<td>Juniors (certified)</td>
<td>&gt; 11:30 am</td>
<td>&gt; 2 pm ¹,²</td>
<td>&gt; 10 am</td>
<td>All day</td>
<td>&gt; 12 pm</td>
<td>&gt; 12 pm</td>
</tr>
<tr>
<td>Juniors (non-cert)²</td>
<td>&gt; 11:30 am</td>
<td>&gt; 2 pm ¹</td>
<td>&gt; 10 am</td>
<td>All day</td>
<td>&gt; 12 pm</td>
<td>&gt; 12 pm</td>
</tr>
<tr>
<td>Swim &amp; Racquet &amp; family ⁵</td>
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<td>&gt; 1 pm ¹</td>
<td>&gt; 1 pm</td>
<td>&gt; 1 pm</td>
<td>&gt; 1 pm</td>
</tr>
<tr>
<td>Social &amp; family</td>
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<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

### GUESTS

<table>
<thead>
<tr>
<th></th>
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<th>Wed</th>
<th>Thur ⁵</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun/Holiday</th>
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</tr>
<tr>
<td></td>
<td>3</td>
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<td>3 &gt; 12 pm</td>
<td>2 &gt; 9:30 am</td>
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<tr>
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<td>&gt; 12 pm</td>
<td>All day</td>
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</tbody>
</table>

### Table 4: Summary of Daily Play for Members and Guests

## Summary of Daily Practice

### MEMBERS

<table>
<thead>
<tr>
<th></th>
<th>Tues</th>
<th>Wed</th>
<th>Thur</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun/Holiday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proprietary, Senior Emeritus, Spouses &amp; Special</td>
<td>All day</td>
<td>All day</td>
<td>All day</td>
<td>All day</td>
<td>All day</td>
<td>All day</td>
</tr>
<tr>
<td>Juniors (certified)</td>
<td>&gt; 11:30 am</td>
<td>&gt; 11 am</td>
<td>&gt; 9 am</td>
<td>All day</td>
<td>&gt; 11 am</td>
<td>&gt; 11 am</td>
</tr>
<tr>
<td>Juniors (non-cert)²</td>
<td>&gt; 11:30 am</td>
<td>&gt; 11 am</td>
<td>&gt; 9 am</td>
<td>All day</td>
<td>&gt; 11 am</td>
<td>&gt; 11 am</td>
</tr>
<tr>
<td>Swim &amp; Racquet &amp; family</td>
<td>&gt; 1 pm ¹</td>
<td>No</td>
<td>&gt; 1 pm</td>
<td>&gt; 1 pm</td>
<td>&gt; 1 pm</td>
<td>&gt; 1 pm</td>
</tr>
<tr>
<td>Social &amp; family</td>
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<td>No</td>
<td>&gt; 1 pm</td>
<td>&gt; 1 pm</td>
<td>&gt; 1 pm</td>
<td>&gt; 1 pm</td>
</tr>
</tbody>
</table>

### Table 5: Summary of Daily Practice for Members

1. One hour earlier during Pacific Standard Time (PST).
2. Must be accompanied by a member or spouse of a member.
3. Play is at the discretion of the Golf Shop Professional Staff.
4. Open Play starts at 11:30 am (12 p.m. PST) for those not playing with the 18-Hole Ladies.
5. Open Play starts at 10 am on the nine holes opposite the 2-Hole or 9-Hole Ladies Groups, for those not playing in one of the Ladies groups.
6. May play Sat. at 11 am & Sun/Holidays at 9:30 am when accompanied and at the discretion of the Golf Shop Professional Staff.
7. May play golf as a guest of another member.

"<" Means before the stated time. ">" Means after the stated time.
B. General Rules for Use of the Golf Course

The following rules will be observed by all who play the golf course so that there is an orderly routine and a maximum use of the golf facilities:

1. **Check-in:** The golf course and practice facilities are to be used strictly for golf purposes, unless otherwise authorized by the Board of Directors, and anyone on the course or practice facility is required to check-in with the Golf Shop.

2. **Practicing** on the Golf Course is not permitted. All players must sign-in at the Golf Shop to play except for play in outside tournaments.

3. **Starting times** will be maintained at all times and players will be notified of their order of teeing off by the Golf Shop.

4. **Golf clubs:** Each player must have their own set of golf clubs.

5. **Golf groups:** Groups of two, three and four are the recommended number of players in any one group. Groups of five are permitted with prior permission by the Golf Shop.

6. **Cart fees:** Individuals who choose to ride in an electric cart are subject to a daily fee, a monthly cart lease or a private cart fee. See *Rules for Golf Cart Use* (page 29).

7. **Pace of Play**

   The goal of the Almaden Golf & Country Club is to provide an exceptional golfing experience for all players. Part of this enhanced experience is having a pace of play policy that is consistent with the USGA and their recommendations. Although this policy is focused on position rather than pace, it is recommended that groups adhere to a 4-hour round for 18 holes. The policy is as follows:

   a. A group with more than one hole open in front of them must invite the group behind to play through. If the group behind is not being asked through they should call the Golf Shop and a staff member will come out to resolve the situation.

8. **Course Administration**

   Golf Shop employees have the responsibility and the full authority from the Board of Directors to administer the golf course and practice facilities per the club’s Policies and Bylaws.

   This encompasses pace of play, dress code, cart riding violations, abusive behavior, administering of tee times, etc. Those who do not abide by the Policies and Bylaws of the club will be subject to actions from the Golf Shop, Golf Operations Committee and/or the Board of Directors.
9. **Player’s Liability**

The club shares no liability for broken windows or damage caused by players to private property. It is the responsibility of the player to contact the owner whose property has been damaged. The incident should also be reported to the Golf Shop or General Manager. If the club is required to pay for damages, it will claim reimbursement from the responsible party.

10. **Practice Facilities**

These facilities are made up of the upper and lower driving range and the lower chipping green. Only range balls shall be used on these facilities and these balls shall remain in these areas unless otherwise directed by the Golf Shop.

   a. No one is allowed to hit balls on the driving range while balls are being retrieved unless a mechanical retriever is being used.

   b. The upper driving range is controlled by a red and green flag system; under the red flag no woods may be used; under the green flag all clubs are allowed. On the lower range, only drivers and fairway woods may be used. The red flag restriction does not apply to females or male juniors under the age of twelve.

   c. Use of designated practice tees is indicated by location of markers, ropes, and/or bag stands and is limited to that area only.

   d. The lower practice green may be used only for chipping, pitching and sand bunker practice.

   e. The Golf Shop shall govern the use of practice facilities for teaching, trying out new clubs, exhibitions and outside tournaments.

11. **Disciplinary Action**

Any violation of these general rules shall be reported to the Golf Operations Committee who will determine if a formal “Grievance” should be submitted.
C. Guest Golf Privileges

1. Guests of Golfing Members, Spouses and Juniors

A guest may play six (6) times per year except there shall be no restriction on the number of times out-of-town (150 miles) guests may play the course.

a. Guest playing times are listed in *Summary of Daily Play* (page 23).
b. The host member is responsible for the guest’s actions and debts.
c. All accompanied guests must pay the standard rate green fee, except for the following who pay the family rate green fee when playing with their related member, spouse or junior: *grandparents, parents & in-laws, brothers & sisters (& spouses) and non-junior-eligible children & grandchildren (& spouses).*
d. Unaccompanied guests must pay the unaccompanied rate green fee. Play is allowed at the discretion of the Head Golf Professional. Juniors and Social and Swim & Racquet Members may not sponsor unaccompanied guests.
e. Swim & Racquet and Social Members and families may play as a guest of other members, and must pay the *standard rate* guest fee.

2. Club Guests

a. The Head Golf Professional, General Manager and Membership Chairman have discretion to allow complimentary rounds of golf. All such requests will be reported by the Head Golf Professional to the Board of Directors.
b. Arrangements for a complimentary round of golf may be made through the Head Golf Professional for Tournament Directors of prospective outside tournaments.
c. Members of other private country clubs wanting to play at Almaden must have a representative from their club contact our Golf Shop Professional Staff to arrange a tee time. An appropriate green fee will be charged.

3. Employee Golf Privileges

a. All employee golf privileges are controlled by the availability of the Golf Course, monitored by the Head Golf Professional, with members having priority at all times.
b. The total number of rounds allocated for employees cannot exceed four (4) rounds on any given day.
c. The Head Golf Professional and his or her staff may invite other PGA Professionals to play at times when members are allowed guests under the restriction of total employee rounds per day.
d. Members of club management have no restrictions on rounds permitted. All rounds of golf must be pre-arranged with the Head Golf Professional.

e. Greens and Grounds personnel are allowed one (1) round per week at the discretion of the Head Golf Professional on either Tuesday or Thursday. All play must be approved by the Dept. Supervisor.

f. Clubhouse personnel are allowed one (1) complimentary round per week on either Tuesday or Thursday.

g. Members of management may invite guests once per month. No other employees are allowed to invite guests.

4. Complimentary Golf Play

All complimentary golf play, such as home-and-home tournaments, Invitationals, Guest Days, celebrity play, etc., requires the approval of the Board of Directors.

5. School Team Play

School teams from selected local schools, as approved annually by the Board of Directors, will be allowed complimentary play under the following rules:

a. All play shall be confined to Tuesday and Thursday afternoons, and not to interfere with member play. Starting times must be obtained in advance of play.

b. A list of all team members must be submitted to the Head Golf Professional by the coaches. A duplicate list will be kept at the Golf Shop at all times to ensure proper team participation. Identification of team members and proper conduct will be the responsibility of the coaches or their designated representatives.

c. All play will be in groups of three or four in a manner so as not to create slow play. The maximum number permitted to play on any one day from any one team shall be twelve (12) players.

d. The practice facilities will be made available ½ hour before play at the discretion of the Golf Shop Professional Staff.

e. Members and their guests shall have preference over team play.

f. The coach of each school team is responsible for ensuring team member awareness of and compliance with club rules.

g. Infraction of club rules by an individual or the team shall, at the discretion of the Board of Directors, result in the loss of playing privileges.
D. Junior Qualification and Rules

Per the Bylaws, “Juniors shall consist of all unmarried children and step-children of Proprietary, Senior Emeritus and Special Members who reside at the home of the member, are under the age of twenty-five (25) years and are registered with the club office as such”.

1. Children NOT living at the home of the member, but otherwise qualified per above, may be allowed Junior playing privileges upon approval of the Board of Directors.

2. Juniors under twelve (12) years of age, and non-certified Juniors require approval from the Golf Shop Professional Staff to use the golf course or practice facilities and must be accompanied by a member or spouse of a member at all times whenever they do.

3. Certified Juniors are Juniors age twelve (12) or older who have demonstrated playing proficiency and have successfully completed a golf course etiquette and rules & regulations test with a member of the Golf Shop Professional Staff.

4. Infractions of the rules by Juniors shall be reported by the Head Golf Professional to the Board of Directors. Repeated serious infractions may result in loss of playing privileges.

E. Outside Tournaments

1. Outside tournaments may be held on Mondays and must be approved by the Board of Directors.

2. All players must either be registered with the Golf Shop or be listed with their Tournament Chairman and the list turned into the Golf Shop.

3. The Tournament Representative is to receive a copy of all rules pertinent to outside tournament play at Almaden Golf & Country Club, and it is their responsibility to inform the participants.

F. Hole-In-One Policy

1. All members, spouses and guests are entitled to one (1) free drink if they are in the clubhouse before 7:00 p.m. on the day when a hole-in-one is made by a member or spouse.

2. A guest’s hole-in-one is to be coordinated through the guest's club.