

COURSE RULES, REGULATIONS AND ETIQUETTE

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Golf Course

A. General

1. The following activities are prohibited on the grounds or facilities except as authorized by the Management:

- Storage of private or personal property.
- Solicitations of any kind.
- Circulation or posting of non-golf related hand bills, petitions, advertising matter, promotional material, and literature. Operator to monitor and enforce policy.
- Selling of any goods, wares, or merchandise.
- Carrying or discharging any fire arm, air gun, slingshot, or fireworks of any kind.
- Use of the Course for any purposes other than to play and practice golf in the accepted manner.
- Being intoxicated or under the influence of illegal drugs.
- Throwing trash (paper cups, candy wrappers, etc.) anywhere on the Course is prohibited.

2. It is not permitted for any person to litter on the premises, and unauthorized persons are not permitted.

3. Picnicking or recreational play, other than golf, is prohibited,

4. Overnight or day camping is not allowed on any part of the Course or parking lot.

5. Cars must be parked in designated parking areas only, and overnight parking in the parking lot is prohibited.

6. Reserved parking may be provided for select personnel.

7. If necessary, local law enforcement agencies may be called up on for assistance in enforcing these regulations.

8. Holes must be played in sequence. Golfer in the wrong fairway must give way to players playing that hole.

9. No more than one golfer shall play out of each golf bag. Players must have their own clubs.

10. It is the responsibility of each player to replace divots, rake and smooth sand bunkers, and repair ball marks or other damage on the greens.

11. Golfers are responsible for injuries or damages resulting from their golf shots.



12. Spectators Rule. The golf course Management, at its discretion, shall have the right to allow spectators, at the "spectators own risk."
13. In the interest of all, players must play without delay, and all groups must keep their pace on the Course.
14. Management reserves the right to cancel playing privileges for individuals or organizations using Course facilities if, at any time, behaviors justify such action.
15. Golfers may be refused playing privileges and/or removed from the course for:
 - a. Submitting false information for the purpose of securing golfing privileges.
 - b. Playing golf without paying a green fee or registering with the starter.
 - c. Obvious inability to maintain their position on the Course.
 - d. Intoxication, disorderly conduct, use of abusive/profane language, or other behavior detrimental to the normal and orderly operation of the Course.
 - e. Failure to comply with the existing rules and regulations governing golf play, practice, operation of carts or pull carts, personal conduct, and appropriate dress.

B. Dogs/ Pets Policy

- a. Dogs/pets to be allowed in designated area only.
- b. There will be a standard charge levied on the customer accompanied by their pets.
- c. Responsibility of pet will be completely with owners.



C. Dress Code for Players

1. Appropriate golf attire must be worn at all times. Enforcing appropriate golf attire and specific dress guidelines are left to the discretion of the Management. Specified dress code guidelines include:



- a. Swim trunks and bathing suits are not allowed in the clubhouse or on the Course.
- b. Appropriate golf shirts must be worn on the Course at all times.
- c. Tank tops or halter-tops are not allowed.
- d. Short shorts, cut-offs, and jogging shorts are not acceptable.
- e. Shoes worn on the Course must be appropriate for golf.
- f. Soft spike golf shoes only.

D. Golf Play

1. Accepted local rules of play and etiquette will govern play at all times.
2. Golfers under the age of 14 may play on the Course only when they have demonstrated appropriate knowledge of golf course etiquette and are accompanied by a responsible adult or are certified to play without an adult.
3. All players must be registered with the starter



before playing any part of the golf course.

4. All players must have a current cash register receipt or valid daily ticket in their possession during play.
5. Practicing on the Course is prohibited.
6. When sufficient players are registered, four persons will be scheduled in each playing group on the first (1st) and/or tenth (10th) tee, as applicable.
7. Unless prior permission is given, golfers will tee off only between the appropriate tee markers.
8. Golfers will be encouraged, or when necessary, required to play from tees appropriate to skill level or handicap in order to maintain pace of play.

E. Non Reserved Players Policy

1. Golfers who do not have a reserved starting time must register with the starter on the daily Call Sheet prior to play.
2. Golfers without reservations who are at the Course and ready to play may register on the Call Sheet as a single or in groups of two, three, or four.
3. Playing group vacancies, cancellations, and open or unreserved starting times will be filled from the Call Sheet on a first come, first served basis, with priority determined by the time of registration with the starter. Those who have registered as a group will be called for play as openings become available for the number of players in the group.
4. When sufficient players are available from the Call Sheet, the starter will send groups of four to the starting tee. If fewer than four players are available, the starter may send out groups of two or three. A single player may be sent out alone only if no other golfers are available and if it appears they will not be available within a reasonable time.
5. As players on the Call Sheet are sent to the first tee,

their names will be scratched from the Call Sheet and entered into the Tee Sheet.

6. The golf course starter on duty is responsible for assigning foursomes, and for scheduling and starting all players. Golfers are not permitted to buy, sell, or transfer starting times or Call Sheet positions. Only those golfers who are properly registered and called by the starter will be allowed to start play. The golf course starter may switch or interchange starting times if in their judgment, such change would prevent delays, eliminate confusion, correct a problem, or be of general benefit to the players involved and those following.

F. Reservation Policy

1. Golfers may make reservations up to 5 days in advance. Requests may be made in person, by phone, or automated system in accordance with the Course operating hours to be established and approved by the CIDCO. Management reserves the right to modify the reservation starting time due to seasonal changes in daylight hours, hours of operation and demand.
2. When golfers are lined up at the starter's station to make reservations, two requests will be taken from the line and one from the phone. This procedure will continue until the line is exhausted. Thereafter, reservations may be made in person or by phone on a first-come, first-served basis until all reservations for the playing date are issued.
3. Reservations will be made only for groups of two, three, or four players, and openings in a group will be filled from the Call Sheet. Reservations will not be accepted for a single player, unless done so in filling a spot in another group that has a vacancy.
4. Only one reserved time per person is allowed, and that person must be a member of the group for which the reservation is made.
5. The name of the person making the reservation will be recorded on the Tee Sheet opposite the time assigned. On the day of play, the starter will permanently record all players as they check-in and payment of fees are verified.
6. A reservation may be forfeited if the golfer making same does not check in with the starter at least 15 minutes prior to the assigned starting time. A reservation may also be forfeited when only one member of a group having a reserved time is

present ten minutes prior to starting time. If a reservation is forfeited, the players involved may be registered on the Time Sheet in priority order if they desire.

7. Reservations are not transferable to another player. If a reservation is canceled, the starter will offer the time to the next applicant, or if the time is open on the day of play, it will be filled with names from the Call Sheet in the order listed.
8. If, for any reason, the Course is closed for the entire day, all golf play reservations for that day will be canceled. If the Course is only temporarily closed, players whose reservations are the earliest starting time of the day will be the first group off the tee and all other times will follow in sequence. The starter will make every effort to get all players on the Course as soon as possible. Players unable to begin at their assigned starting time due to inclement weather will be reassigned starting times at the discretion of the starter, as soon as possible.

G. Cancellation Policy

1. All cancellations upto 24 hours before date and time of booking may be amended depending on availability of slots.
2. Last minute change in bookings will be considered null and void.

H. Hours of Operation



Generally, the Course will open ½ hour prior to daylight and close ½ hour after sunset.

- a. Approximately 6:00a.m.–4:00p.m. (Summer-Spring)
- b. Approximately 6:30a.m.–4:00p.m. (Winter-Fall)
- c. Driving range hours shall be at least the same hours of the Golf Course, but may be open longer hours, as business dictates and as directed by management.

I. Closing Course

1. The Management is responsible for decisions concerning temporary or all day closing of the Course. In making such decisions, due consideration will be given to the welfare of the general public and potential damage to the golf course.
2. All Course closures must be immediately reported to the office of the Director or designee.



J. Suspension Policy

1. Upon breach of any KVGC/Golf rule a written warning will be issued to defaulter.
2. Upon repeat of breach the person in question can be suspended upto the term of 6 months.
3. Subsequent default will result in permanent suspension of players/guests from the premises of the KVGC.
3. All suspensions to be approved by VC & MD only.

K. Golf Cart Operations

A. Vehicle Operation

1. No more than two bags and two riders are permitted on a cart.
2. Handcarts must not be taken over aprons, greens, tees, sand bunkers, or areas between the greens and traps surrounding the green.
3. When play has reached the green, handcarts must be left Atleast 20 feet away from the side of the green.
4. Carts of any kind should not be driven or pulled through wet or muddy areas, or over sprinkler head.
5. It is the responsibility of every golfer to be familiar and comply with the rules and regulations covering the use and operation of golf carts. Failure to observe such rules and regulations could result in the denial of golf cart use and/or playing privileges.
6. All players using a golf cart will sign an Undertaking prior to cart being issued.
7. Operators of carts must be 18 years of age or older, with a valid drivers license.
8. A 90-degree cart policy will be in effect at the Course, when appropriate.



L. Driving Range Operations



A. Hours of Operation

1. The driving range hours of operation shall be as close to the same as the Course hours, if possible.
2. There will be a minimum of one day per week set aside for mowing of the driving range. This procedure may require that the range be closed at least two hours before dark the evening prior to mowing, to allow for complete ball retrieval.
3. Summer Timings : 6:00 am to 4:00 pm
Winter Timings : 6:30 am to 4:00 pm

B. General Policies

1. The Range Head shall provide quality range balls that will meet the needs and desires of the golfers.
2. The KVGC will be required to maintain the following amenities:
 - a. Properly maintained standing mats, brushes, and grass tee boxes.
 - b. Accurate and aesthetically pleasing yardage indicators.
 - c. Signs indicating safety procedures for all patrons.
 - d. Adequate quantities of clean range balls to allow for peak usage periods.
3. The KVGC shall have clubs available for rental use on the driving range.

M. Lesson Programs

A. Purpose

1. Provide a service to all levels of golfers so that they may enjoy golf by improving their individual skill levels.
2. Provide a means of introducing new golfers to the game of golf, therefore improving revenue potential and Course usage.
3. Provide different types of instruction to meet the needs and desires of all people wanting to play the game of golf.

B. Types of lessons available

1. The KVGC shall endeavour to provide the following types of professional instruction:
 - a. Private instruction available by single lesson, or in a series structure.

- b. Junior golf classes focusing on skill development for beginners, intermediate, and advanced players on an ongoing basis.
- c. Adult group lessons for beginning, intermediate, and advanced players on an ongoing basis.
- d. Periodic clinics for the Recognized Clubs, demonstrating various aspects of golf.
- e. Playing lessons.
- f. Prepare quarterly promotional materials for Social media & website.

N. Complimentary Golf Policy

1. The holders of the special membership Cards issued at the sole discretion of CIDCO Management – will be offered Complimentary round of golf.
2. KVGC will schedule complimentary rounds in accordance with the goals of the Management relating to List of complementary golfer will be given.
3. All complimentary rounds to be allowed post approval of VC & MD only.

TOURNAMENTS

A. General Information

1. Any golf club, corporate, golf association, or other golfers group may request authorization to hold a golf tournament on a first-come, first-served basis.
2. All tournaments to be held on prior approval of VC & MD only.



3. All tournaments or group events must have a group Event/Tournament Agreement requiring multiple reserved starting times, with a minimum of 8 players.
4. Tournament organizers will be liable to pay an advance security deposit which will be refundable fully subject to damages or other issues during tournament.
5. Tournament fees will be based on fees and charges in effect on the date of the tournament or event. All fees and charges in effect on the date of the tournament must be paid prior to the start of the event. Fees are set when contract is executed.
6. All re-scheduled group events will be charged at the contracted tournament/group event fee per player. Any discount rates or premium rates will be at the discretion of the Management.
7. Individual starting time reservation requests that fall within a scheduled tournament period will not be accepted; however, the Course may fill any unfilled or late starting time with players from the daily Call Sheet.
8. Unless otherwise authorized by the Management, tournament play-offs to settle a tie will not be permitted.
9. Refunds on tournament green fees will not be made except when the Course is officially closed due to inclement weather or other adverse conditions, within the terms of the Event/Tournament Agreement.
10. Tournament participants must observe all prevailing rules and regulations covering use of the Course, personal conduct, dress, and golf play as prescribed by the Management.

11. Tournament sponsors are liable for any personal injury, property damages or repairs resulting from tournament play.
 12. During "shotgun" tournaments, whereby a portion of or the entire course is closed for the event, notification of the event will be given by the Pro Shop staff and website for information to the general public at in advance of the tournament dates.
 13. The following information on each scheduled tournament will be entered in the tournament file by the Operator, or the designated representative:
 - a. Name of the organization holding the tournament.
 - b. Date and time of play
 - c. Number of players.
 - d. Name, address and phone number of the tournament contact person.
 - e. Tournament type (Shotgun start)
- B. Payment for motorized carts is mandatory for all players in golf group or tournament events.**
- Tournament Procedures**
1. No Tournament or Group Event will be confirmed until:
 - a. The representative booking the tournament and the KVGC/Management sign a Tournament Agreement.
 - b. A check for 10% of the total charges for the event is received as deposit. These fees must be received along with the signed contract. The deposit shall be applied to the balance.
 - c. The total remaining fees must be paid in full prior to the start of the tournament or the tournament may be canceled.



2. Weekend tournament starting times for all groups shall be determined by the Management.
3. In order to receive a refund of the 10% deposit, Operator must receive written notification of cancellation at least 30 days prior to the date of the scheduled tournament.
4. All tournament fees are calculated on the current tournament fee structure charged on the day the tournament is held. Fees may not change after a fully executed contract is in place.
5. On receipt of tournament fees within the time allocated, the Management will immediately fill out and sign the approved receipt for the fees paid. The original copy will be sent to the applicant and a copy will be placed on file with the contract/agreement. Receipt of payment will be noted in the daily receipt register and daily deposit summary sheets submitted to Management.
6. Starting times for which advance payment has been made and for which a Tournament Agreement has been executed will be blocked out on the Starter Sheet for the day of the event.

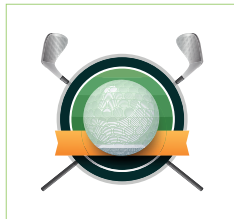
C. Number of Golfers.

Groups:

Minimum – 6 Players

Maximum – 24 Players

Tournaments – Minimum 24 Players



E. Junior Tournaments (IGU)

The Operator may schedule an annual Junior Tournament for boys and girls 17/under.

1. Participating junior golfers will pay a special discounted tournament entry fee,
2. The KVGC will conduct the Junior Tournament in cooperation with the co-sponsor, if any.
3. Scheduled hours are subject to approval by the Management.

F. Accounting

- a. On the date of the tournament or group event, play will be recorded on that day's Starter Sheet in the usual manner including payment for play.
- b. Payment and accounting shall be according to established Management policies and practices.

MARKETING AND PROMOTIONS

The KVGC will prepare yearly, a marketing and promotions budget and plan demonstrating various efforts to increase the golf course, banquet and special event businesses. They shall create and maintain a website as part of the marketing program and will periodically offer opportunities to increase market share and actively promote Kharghar Valley Golf Course and Clubhouse through database marketing.

The KVGC shall create special events to help promote golf activity and food and beverage business.

KVGC Code of Conduct Policy

The KVGC management may set its own standards of player conduct in a Code of Conduct adopted as a Local. If the KVGC does not set a Code of Conduct, it is restricted in penalizing players for inappropriate conduct to using. The only penalty available for an act that is contrary to the spirit of the game under that Rule is disqualification.

(1) Setting a Code of Conduct

In setting a Code of Conduct, the KVGC shall consider the following:

- When setting limits or prohibiting a player's actions through a Code of Conduct, the KVGC should consider the different cultures of the players. For example, something that may be considered inappropriate behaviour in one culture may be acceptable under another.

The KVGC may include the following within a Code of Conduct:

- A prohibition on players entering all or specified no play zones.
- Specific details of unacceptable behaviour that a player may be penalized for during a round, for example:
 - o Failure to care for the course, for example not raking bunkers or not replacing or filling divots.
 - o Unacceptable language.
 - o Abuse of KVGC or the course.
 - o Being disrespectful of other players, referees or spectators.
- A dress code.

The KVGC may provide in the Code of Conduct that a warning will be given for the first breach of the Code and not a penalty, unless the Committee considers the breach to be sufficiently serious.

The GOLF MANAGER needs to determine whether the Code of Conduct applies to a player's caddie, and whether the player can be penalized under the Code for actions of his or her caddie during the round.

It would not be appropriate to penalize a player under a Code of Conduct for a breach of a spectator code by the player's family or supporters. For example, in a junior competition where family members are not allowed to walk on the fairway, or within a specified distance of the competitors, the player should not be penalized for any breach by a spectator.

(2) Determining Penalties for Breach of Code

When determining the sanctions and penalty structure that will apply, the KVGC management should consider the following:

- There will be a warning system before any penalty or other sanction is imposed.
- Taking the sanctions will be of a disciplinary nature or involve penalties under the Rules.
- The penalty for each breach will be set as one penalty stroke, the general penalty, or if penalties will escalate. The Committee should not use any other types of penalties that would apply to a player's score.
- The Code will allow for disqualification for serious misconduct in failing to meet the Code's standards.
- A penalty will automatically apply whenever a player breaches one of its standards or if such a penalty will be left to the Committee's discretion.
- Different penalties will apply for breaching different aspects of the Code.
- Disciplinary sanctions that the KVGC management may impose including refusing to allow the player to enter one or more future competitions run by the Committee or requiring the player to play at a particular time of day. Such sanctions are separate from the Rules of Golf and it is a matter for the KVGC to write and interpret any such sanctions.

(3) Sample Penalty Structure for a Code of Conduct

The following model penalty structures give an



example of how the Committee may choose to penalize breaches of a Code of Conduct in the Local Rule.

The KVGC may decide to implement such a penalty structure without a warning or sanction for a first breach, or it may provide different penalties for each item within the Code of Conduct. For example, certain breaches may result in a one-stroke penalty, with other breaches resulting in the general penalty.

Model Penalty Structure

- First breach of the Code of Conduct – warning
- Second breach - one-stroke penalty
- Third breach - general penalty
- Fourth breach or any serious misconduct - disqualification.

(4) Spirit of the Game and Serious Misconduct

KVGC may disqualify a player for serious misconduct for acting contrary to the spirit of the game. This applies whether or not there is a Code of Conduct in place.

When deciding whether a player is guilty of serious misconduct, the KVGC shall consider whether the player's action was intentional and whether the act was significant enough to warrant disqualification without first giving a warning and/or applying other penalties .

The Decision of KVGC is appealable to PRESIDENT of KVGC, and the decision of President shall be final and bindin.

