

### **PRO-AM POLICIES & PROCEDURES**

**General**—Only professionals who have paid their Tournament Dues or Playing Privileges will be allowed to compete in a Pro-Am competition.

All participants, other than the host professional and his/her assistants, are restricted to 18 holes.

PGA Members and Associates shall be responsible for their partners' conduct, adherence to the rules of golf, and proper handicap information. The Metropolitan PGA reserves the right to verify handicap history and to adjust the handicap of any amateur if warranted by performance history. Professionals are responsible for accuracy of their amateurs' handicaps. Flagrant violations will be cause for disciplinary action.

In Pro-Am events there must be at least one amateur for a group to commence play. No fivesomes permitted unless authorized by the Tournament Committee.

**Pro-Am Fee**—Pro-Am fee will be \$645 per team (a team consists of one professional and three amateurs) unless otherwise posted. Fee will include lunch and a cart. NO CASH will be accepted. Unless otherwise posted, professionals shall bring 3 amateur partners to Pro-Am events.

**Amateur Partners & Handicaps**—Any professional competing with an amateur from a club other than his own must have approval from the amateur's head professional. Amateur's club affiliation shall be determined by the Metropolitan PGA affiliated site at which his lowest USGA approved handicap is recorded. Professionals are responsible for informing tournament staff of their amateur's affiliation. If an amateur has two or more handicaps he shall use the lowest handicap. Any amateur of a private or public golf course shall not be eligible to compete in any sectional event unless the head professional of his club is a member of the PGA of America, Metropolitan Section. 80% of handicap shall be used in Pro-Am Better Ball of Four competitions. The Met PGA reserves the right to change handicap percentages and handicap limitations for specified events as necessary. Maximum handicaps for men will be 36 and for women 40, unless otherwise posted. Managers and Superintendents are welcome to participate providing they have recognized handicaps.

If Pro-Am is scheduled to be played on an Monday or Tuesday, handicaps for all amateurs will be taken from the previous Thursday. If the Pro-Am is scheduled to be played on a Wednesday, Thursday, or Friday, handicaps for all amateurs will be taken from Monday of that week.

**Scoring & Prizes**—In the event of a tie in Met PGA Pro-Am events, amateurs will split value of merchandise certificates and professionals will split prize money. Amateurs may win a maximum 1 four-ball prize of the highest value. Unless otherwise posted, gross prizes will take priority. When Pro Am events culminate in a year end Championship, combined gross and net scores will be the qualification with ties broken by gross score.

Professionals shall be responsible for seeing that amateur winners receive their prizes promptly. Certificates will be sent to the head professional at the winning amateur's club or course. Professionals playing with amateurs from clubs other than their own must inform the Met PGA.

**Suspension, Discontinuance, Cancelling and Rescheduling of Rounds; Refunds**—The Tournament Committee or its appointed representatives shall have the authority to delay, postpone, or cancel play due to weather, course conditions, or darkness. In Pro-Ams, if 50% of the field has completed play, the tournament shall be deemed official and prizes will be paid out in the usual manner. Those amateurs who are unable to complete play due to suspension or cancellation shall be entitled to refunds. They shall not be counted in calculation of teams entered for the determination of purse. If less than 50% of the field is able to complete play, then all amateurs will be entitled to refunds and the tournament shall be cancelled. Refund amounts may vary based on costs incurred.

**Withdrawals**—Withdrawals will be accepted at the Met PGA office up to 2 business days prior to the event . After that time the professional is responsible for a \$200 fee.

**Starting Times**—Reservations for all events will be taken online at [www.met.pga.com](http://www.met.pga.com). PGA Members and Associates may reserve a spot as soon as event registration opens. Professionals hosting any Met PGA Championship or Pro Am Event may reserve spots prior to the open registration period by contacting the Met PGA Office.