

OLD TAPPAN GOLF CLUB

POLICIES & PROCEDURES

MANDATORY REGULATIONS

FOR

OLD TAPPAN GOLF COURSE MEMBERS

- All members **MUST** check in with the Pro Shop/Ranger before going on the course.
- All members **MUST** have their own golf clubs and bag.
- All play **MUST** begin on the 1st tee box unless directed by the Pro Shop/Ranger. There will be no starting on Hole #8 or other holes without specific permission from the Pro Shop/Ranger.
- Members **MUST** stay in the order in which they started.
- **No Jumping or Skipping holes** is permitted without permission from the Pro Shop/Ranger.

In the absence of the Golf Pro, the member in charge of the Pro Shop is the final authority. Please respect the other members, course workers, Pro Shop and ranger.

As a member of the Old Tappan Golf Course, I agree to abide by the above regulations.

Member Signature

Member #

Date

OLD TAPPAN GOLF CLUB POLICIES & PROCEDURES

KEMPERSPORTS MANAGEMENT

Is responsible for the supervision and control of the operation and regulation of the Old Tappan Municipal Golf Course and overall forms of recreation, playground and public entertainment and activities carried on therewith.

No such rates, charges, rules, regulations, or bylaws shall become effective without the approval of the Mayor and Borough Council.

Review regular and accurate financial records and make same available for review by the Mayor and Council and present the same to the Mayor and Council during the course of the year.

GOLF COURSE COMMITTEE

Shall review and advise the Mayor and Council on policy and regulations concerning golf memberships, fees and all other golf-related activities carried out in connection therewith.

OLD TAPPAN GOLF CLUB

POLICIES & PROCEDURES

MEMBERS AND GUESTS

- Members and guests of Old Tappan Golf Course are expected to conduct themselves as ladies and gentlemen at all times.
- Offensive behavior will not be tolerated. This includes but is not limited to:
 - Vulgar language
 - Obscene gestures
 - Verbal or physical abuse and/or harassment
- Such behavior, whether it occurs on the golf course or in the club house, will be grounds for immediate suspension of membership at the sole discretion of the Old Tappan Golf Course Management.
 - **First Strike:** Written warning that will be placed in member profiles
 - **Second Strike:** 1-week suspension from play
 - **Third Strike:** 3-week suspension from play
 - **Fourth Strike:** Consideration of permanent suspension with no refund

OLD TAPPAN GOLF CLUB

POLICIES & PROCEDURES

GOLF COURSE CALENDAR

The course is open for play to all members at 7:00am on weekdays, weekends and holidays. During periods of heavy play on weekends, the course may be closed to new play from approximately 9:00am to 11:00am at the discretion of the Pro Shop Staff.

The Golf Course will be closed every Monday. When the holiday falls on a Monday, the Course will remain open for the day.

Holidays are:

Memorial Day Independence Day (July 4 th) Labor Day Columbus Day	Course Open for Full Members Weekend Rates Apply
Thanksgiving Christmas	Course Closed

On these holidays the course is open to FULL members only - weekend rates apply.

OLD TAPPAN GOLF CLUB

POLICIES & PROCEDURES

GENERAL RULES AND REGULATIONS

1. All golfers must begin play at the first tee unless otherwise authorized by the Pro Shop Staff.
2. Players starting at the first tee will alternate with players coming off the ninth green one for one.
3. Members must play with the guests they introduced to the club.
4. Only threesomes and foursomes are permitted to play prior to 11am on Saturdays, Sundays, and holidays. Twosomes may tee off after 11am on Saturdays, Sundays, and holidays.
5. Twosomes are required to join up with others to improve play. The Pro Shop Staff and Rangers have the authority to enforce such requirements at their discretion.
6. No singles are permitted on the golf course without permission of the Pro Shop Staff.
7. If there is a clear hole ahead of your group, you are required to allow the following group to play through — or — pick up your ball and move to the next open tee.
8. The putting green is for members, guests, and public players with tee times only. NO unauthorized children under 11 are permitted on the golf course, practice tee, or putting green.
9. Players are expected to repair ball marks on greens, rake sand traps, and replace divots.
10. Players causing damage to the golf course will be held personally responsible and may be asked to leave the premises.
11. Proper attire is required at all times. Members or guests not properly attired will not be allowed to use the Golf Course. The Pro Shop Staff is expected to monitor and enforce this rule. Jeans are not considered appropriate.
12. Practice must be confined to the grounds specifically provided for such purposes.
13. Caddies are not permitted on the Golf Course.
14. More than one person playing out of a bag is not permitted.
15. Only two (2) players are permitted to occupy golf carts.
16. All rental carts must be returned 15 minutes before sundown.
17. Certain holes may be closed to play at the sole discretion of the Superintendent.
18. Spikeless shoes are required to play.
19. ATTENTION: JUNIOR GOLFERS: SEE ADDENDUM to Course Rules (next page).
20. Holes should be played in proper sequence. Golfers should not "cut ahead" of other groups without permission.
21. The golf course is officially closed each day at posted times.
22. The club house is a non-smoking facility.
23. No outside alcohol permitted (no exceptions). We reserve the right to confiscate outside alcohol and remove players from the course.

OLD TAPPAN GOLF CLUB

POLICIES & PROCEDURES

RULES AND REGULATIONS FOR JUNIOR GOLFERS

NOTE: Parents may not walk around the golf course unless they have a greens ticket.

JUNIOR MEMBERSHIP:

Ages 16 - 22

1. Must adhere to all other member rules and Regulations

Ages 11 - 15

1. Restricted to 18 holes of golf per day.
2. Must be accompanied by an adult at all times (may play alone at the discretion of the Pro Shop Staff).
3. Play is restricted to weekends after 3:00 p.m. and Weekdays after 1:00 p.m.

Violation of any of the Rules and Regulations may be cause for disciplinary action:

- **First Strike:** Written warning that will be placed in member profiles
- **Second Strike:** 1-week suspension from play
- **Third Strike:** 3-week suspension from play
- **Fourth Strike:** Consideration of permanent suspension with no refund

OLD TAPPAN GOLF CLUB

POLICIES & PROCEDURES

GUEST REGULATIONS

Members have the privilege of bringing guests to the Golf Course. For the purposes of this privilege, a member is defined as an individual holding a full weekday or weekend membership.

The Management Company Staff reserves the right to prohibit or exclude any guest from playing on the course at their discretion, when such action is deemed to be in the best interests of the Borough of Old Tappan.

- As stated, members must play with guests they introduce to the club.

OLD TAPPAN GOLF CLUB

POLICIES & PROCEDURES

GOLF CART REGULATIONS

- Golf carts are to be given on a first-come, first-serve basis.
- All rental carts and keys must be returned 15 minutes before sundown.
- You must have a valid driver's license to operate a golf cart.
- There is a limit of two passengers in any golf cart.
- Golf carts should be kept at least 30 feet from tees, greens, and hazards.
- Pull carts should not be pulled over the tees, greens or within 10 feet of the green.
- Carts must follow prescribed routes where designated by directional arrows.

Members and their guests are responsible for any damage to golf carts.

OLD TAPPAN GOLF CLUB

POLICIES & PROCEDURES

PROCEDURE FOR USE OF THE GOLF COURSE OR CLUB HOUSE

THE GOLF COURSE CLUB HOUSE FACILITIES MAY BE USED BY ANY MEMBER AND/OR RESIDENT AND THEIR GUESTS DURING THE PERIOD WHEN THE FACILITY IS AVAILABLE.

PRIOR APPROVAL FROM GOLF MANAGEMENT IS REQUIRED

Procedure for use of Golf Course and/or Club House:

1. For use of the Golf Course, see the Pro Shop Staff; for use of RESTAURANT, check with the General Manager to make sure the desired date is available.
2. A written request from the sponsoring member must be made to the Management Company stating the date, time, purpose, and approximate number of people involved.
3. Application must be made allowing sufficient time for approval. It is suggested that this be done at least four weeks prior to the date sought for the use of the Golf Course and/or Restaurant.
4. The use should not interfere with the normal operation of the golf course, i.e., the affair should not be held when regular members would ordinarily be occupying the building.
5. If any refreshments are to be served, the services must be negotiated with the Manager of Restaurant. It is forbidden to bring food and/or beverages from the outside into Restaurant.
6. Application forms are available on the Forms webpage of the Course's website (www.oldtappangolf.com).
7. If the Application is for a golf outing, it should be submitted to the Golf Pro. If the Application is for use of the club house or catering only, it should be submitted to the General Manager.

OLD TAPPAN GOLF CLUB

POLICIES & PROCEDURES

CERTIFICATION

The foregoing rules have been established by the Borough of Old Tappan and approved by the Mayor and Council for the benefit of all. Their primary purpose is to protect the integrity of the Golf Course and to enhance the quality of play for the enjoyment of all golfers. Accordingly, the Management Company will vigorously enforce these rules and reserves the right to take disciplinary action against any individual who violates them. Such disciplinary measures may include, but are not limited to, the following:

- Restriction from playing for a period of time
- Revocation of current golfing privileges
- Revocation of ability to become a member of the Golf Course for a year or indefinitely.

It should be clearly understood that the Management Company, operating under the supervision of the Mayor and Council, is responsible for the operation of the Golf Course, as well as for the interpretation and enforcement of these rules. Should circumstances warrant, the Management Company may, at its sole discretion, temporarily waive certain rules if it determines that doing so would facilitate the efficient operation of the Golf Course. However, under no circumstances may any waiver be granted with respect to the established rate schedule.