



# Rules & Regulations & Guidelines for Host Committee Organizers

*“The International Golfing Fellowship of Rotarians is a association of Rotarians dedicated to promoting golf as an opportunity for fellowship and service. This fellowship operates in accordance with Rotary International policy, but is not an agency of or controlled by Rotary International.”*

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## 1. HISTORY

The International Golfing Fellowship of Rotary was founded in 1963. It started with a friendly exchange at a golf outing between a Rotary Club in Butlers, Pennsylvania (District 728) and a Rotary Club in Dundee, Scotland (District 101), and has since become of great interest to golfing Rotarians throughout the world,

Through the efforts of Past President of Rotary International, Carl Miller of Honolulu, Hawaii/USA; Gavin Reekie, PDG D 010 of Cupar, Fife/Scotland; Willie MacAslam, PDG D 102, Scotland, W.A.P Milne of Glasgow/Scotland and many, many others the Organization has become a highly interesting and successful fellowship.

The aim of the International Golfing Fellowship of Rotarians is to foster International Fellowship and understanding through a common interest in golf and, although the challenge of finding the World Champion is important, it must be remembered that Fellowship is of equal importance.

This guidelines/manual draws on many years of experience of organizing the World Championships and, while stating certain requirements, puts forward guidelines and suggestions that have stood the test of time or have emerged as the number of participants has grown.

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## 2. APPLICATION PROCEDURE

- A. Requests to organize a world championship must come from the Chairman of the Organizing Committee of the world championship confirming that the necessary golf facilities are available and the financial aspects of such an event are sufficiently secured for the time required. The organizing country should be a country with an IGFR structure and/or Interested Rotary club with have/or being experienced with the organization of such events.
- B. Requests should be forwarded to the Secretary of the IGFR.
- C. Upon receipt of a request, the Secretary of the IGFR will forward to the interested Rotary Club an *"Application Questionnaire"* which, when completed is to be returned to the Secretary and will then be submitted to the annual meeting of the Board of Directors.
- D. Requests will be considered by the Board of Directors, normally held prior to the Championship. Host countries should be prepared to present their request, in person, at least two years in advance (preferably earlier) of their requested date. The Board of Directors will select venues at least two years in advance, but not more than four years.

After the location has been determined for a given year, the IGFR will assist the local organizers in planning the IGFR Championship.

## SELECTION CRITERIA

In the selection of a venue and a proposed facility, the following features will be considered:

- Character and quality of the golf course(s), choice of hotels, etc.
- Facilities such as accommodations, meeting and dining space, electric carts, caddies etc.
- Cost of the Registration Fee for participants should be not more than €950.00 for the week for each Golfer-participant. IGFR International is to be consulted.
- Additional entertainment and recreation facilities available;
- Accessibility of location to participants and Organizing Committee;
- Venue dates – Liaise with IGFR Secretary for selection of dates;
- House of friendship facilities;
- A financial plan is to be submitted to the Secretary of IGFR International

## PREPARATIONS

Once the Board of Directors have given approval to hosting the World Championships, the Organizing Committee may proceed with preparations for holding the tournament.

The organizers of the next World Championship will also be given an opportunity to present it at the player's meeting which normally takes place the day before the tournament begins.

A detailed financial budget is to be submitted to the IGFR Board of Directors 18 months ahead of the World Championship.

### 3. IGFR FELLOWSHIP EVENTS & SCHEDULE

The IGFR World Championship takes place over a one-week period. The event will typically follow the same structure from year to year to provide consistency in the content and quality of the event. The week is full of activities to promote fellowship and comradery among Rotarians from around the world. If the Host Operating Committee (HOC) wants to change the structure they must notify the IGFR Secretary. The event outline is as follows:

Saturday	9:00AM to 5PM	- Welcome Participants & Registration Desk Open Hospitality/Friendship Room – Open all week
Sunday	9:00AM to 5PM	- Welcome Participants & Registration Desk Open
	9:00AM	- Board of Directors Meeting – Room to be Reserved
	9:00AM	- Practice golf round – All Divisions – Optional for golfers
	5:30	- Flag Raising Ceremony (outside if possible)
	6:00	- Players Meeting, AGM, Non-golf Partners Briefing (inside meeting)
	7:30	- Welcome & Cocktail & Buffet Reception
Monday	7:00 – 9:00AM	- Transportation to Competition & Practice Facilities
	9:00AM	- Fellowship “4 Ball Best Ball” Competition – All Divisions
	7:00PM	- Host Organizing Committee & Board of Directors Appreciation Event Free evening for participants
Tuesday	7:00 – 9:00AM	- Transportation to Competition & Practice Facilities
	9:00AM	- 1 <sup>st</sup> Round World Championship – Rotarian Division 1 & 2 & 3 & 4
	9:00AM	- 1 <sup>st</sup> Round World Championship – Partners & Guests Division 1 & 2
	9:00AM	- Partner’s Program Event (Non-golfers)
	7:00PM	- Home Hospitality Event – for All participants - Announcement of Winners – Fourball Competition
Wednesday		DAY OFF
Thursday	7:00 – 9:00AM	- Transportation to Competition & Practice Facilities
	9:00AM	- 2 <sup>nd</sup> Round World Championship – Rotarian Division 1 & 2 & 3 & 4
	9:00AM	- 2 <sup>st</sup> Round World Championship – Partners & Guests Division 1 & 2
	9:00AM	- Partners Program Event (Non-golfers) Free Evening for Participants
Friday	7:00 – 9:00AM	- Transportation to Competition & Practice Facilities
	9:00AM	- 3 <sup>rd</sup> Round World Championship – Rotarian Division 1 & 2 & 3 & 4
	9:00AM	- Partner’s Program Event (Non-golfers)
	7:00PM	- Cocktail Reception
	8:00PM	- Gala Dinner and Awards Night

The Host Operating Committee will organize and provide for the following Events/Functions:

#### HOSPITALITY ROOM IN THE HOTEL

A Hospitality/Friendship room must be made available at a suitable and convenient location throughout the duration of the Championship. The friendship room (house) should be adequately manned at all times, sufficient sign-boards and space/tables should be made available. Storage room facilities should also be available.

#### BOARD OF DIRECTORS MEETING

The Organizing Committee must provide conference room fully equipped for a meeting of the Board of Directors of IGFR on Sunday morning at 9:00AM free of charge. The details are to be worked out between the Organizing Committee and the IGFR Secretary. The hotel may provide a room free of charge.

#### BOARD OF DIRECTORS & ORGANIZING COMMITTEE DINNER/COCKTAIL EVENT

The Organizing Committee shall organize one evening function with the IGFR Board of Directors and the Organizing Committee members. The details are to be worked out between the Organizing Committee and the IGFR Secretary.

#### HOME HOSPITALITY EVENT:

The Organizing Committee may also consider making on the evening of the second day of competition, a fellowship event.

In the spirit of international understanding and goodwill, an evening of hospitality, hosted by local Rotarians, is encouraged but not required. Small and well-organized hospitality dinners/cocktails are very much appreciated by participants. Depending on the total number of participants, efforts should be made with neighbouring Rotary Clubs. If necessary, organizers can limit the number of participants. Hospitality dinners serve also to promote IGFR to non-golfers.

#### NON-GOLFERS PROGRAM

Some of Partners or Guests of Rotarians that attend the IGFR are non-golfers. A suitable program should be developed to host the non-golfers with day programs on Monday, Tuesday and Thursday. These are typically day trips to points of interest in the City/Community where the IGFR World Championship is being held. A separate cost is determined for this program and paid at the time of registration

## OPENING FLAG CEREMONY, PLAYERS MEETING, AGM & OPENING RECEPTION

The players meeting will take place before the first day of the competition. The competition usually begins on Monday and therefore the event will take place on Sunday Evening. The agenda for the evening will be as follows:

- 5:30 PM            Flag Raising Ceremony – Outside if possible – raise IGFR, Country Flag & National Anthem  
International Flag Ceremony - Parade of flags of the country of all participants
- 6:00 PM            Players Meeting – Indoors with seating for all participants  
Annual General Meeting (AGM) for IGFR Members only – led by the President of the IGFR  
If the AGM was held on-line prior to the event this time allocation will not be needed.
- 7:30 PM            Opening Reception

## THE FLAG RAISING CEREMONY

An essential aspect of the proceedings is on the first evening – the Flag rising ceremony – it is the central piece not only for our guests, but also for the participants from all over the world and, in particular, for first timers.

Flags from each country represented at the championship must be available for the flag ceremony. This demonstrates the international aspect of the tournament. The Organizing Committee is responsible that all flags needed are available.

A suitable flagpole must be available in such position that all participants at the Ceremony have an uninterrupted view of the ceremonies. It is, desirable that sufficient flagpoles be available to enable the flags of all countries represented at the tournament to be flown.

The flag rising ceremony call also have a local/national touch. The incoming national flags or the parading of the participating nations flags is still a must.

School children, exchange students or representatives of charity institutions can be involved in the parading of nations flags.

It is left to the Organizing Committee to invite Government Officials, RI International Directors, District Governors, and other Guests to attend the Ceremony. Press and sponsors should attend this event.

Attendance is compulsory for Organizing Committee members and Board of Directors.

IGFR recommends to the Organizing Committee to ensure that the Flag Raising ceremony is well orchestrated and is the central piece of the week long event. This ceremony should, whenever possible take place outdoors.

## PLAYERS MEETING & AGM:

The hall or conference room must be big enough to give seating to all participants with a view of the speakers. Alcoholic drinks are not to be served or made available until completion of the Player's meeting and the AGM.

Seating must be provided for the Players Meeting and the AGM.

The Organizing Committee will make sure that a qualified referee and the Directors(s) of Golf are available at the Players Meeting. Details are to be coordinated between the responsible person of the Committee and the IGFR Secretary.

At the AGM, IGFR President and directors must be given an opportunity to inform the participants about points of general interest to the audience, including information about financial matters regarding the IGFR. The Organizing Committee makes sure that during the AGM only IGFR members or Participants are present.

#### WELCOME COCKTAIL & BUFFET

A 'get acquainted' function to follow the Flag Raising Ceremony/Players Meeting & AGM with a special invitation for the first timers. The Organizing Committee should host drinks and buffet. The 'get acquainted' function is compulsory for both members of the Board and members of the Organizing Committee. The IGFR Secretary will provide the Organizing Committee and the board members with a list of first timers.

#### CLOSING CEREMONY & AWARDS BANQUET

The members of the IGFR Board, the Chairman of the Organizing Committee, and some of his team, must be present to greet members and guests as they arrive.

Speeches should be limited to the strict, minimum and any entertainment should be well chosen and short. To be coordinated with the IGFR Secretary, preceded by the flag lowering ceremonies, an Awards Banquet (Dinner) is the final function, during which the trophies will be presented at a seated dinner – cost to be included in the entry fee unless this event is sponsored by a third party.

Provisions should be made for the IGFR Flag to be passed on from the current Host to the Next years Host.

The Organizing Committee is to provide a photographer. The photographs from the Award Ceremony will be given at the end of the day, on CD, to the IGFR Secretary for loading on the IGFR Website where all participants can view these photographs as well as all others from the tournament.

Sufficient copies of leader board lists will be made available to the participants during the Award Ceremony. The leader board list should carry the logos of the most important sponsors of the tournament. Beside the Surname and first name and Hcp of the player, the nationality must also be mentioned.

The room must be big enough that everybody can be seated and that everybody can be served during the seated dinner and that microphones and other technical installations allow good communication. The necessary equipment must be made available for video shows etc.

The Championship results must be available on the same day before the farewell dinner. An IGFR Board Member will meet with the HOC to review the results before they are released/presented at the Awards Dinner.



In order that fellowship can also be cultivated during the last evening, organizers will make sure that entertainment/music will be short to allow conversations at the tables. Entertainment should be adapted to the time available.

Recommended dress: dark jacket or suit for gentlemen and party dress for the ladies or national dress.

Every three years during the banquet dinner an adequate ceremony should recognize the passing of the President's chain to the new President of IGFR. The IGFR Secretary will advise the chairman of the Organizing Committee in time. One table will be reserved for IGFR international.

## 4. FINANCES & BUDGET

### FINANCE COMMITTEE

The Host Rotary Club must organize a Finance Committee to prepare the budget, handle registration receipts and all expenses. Tracking your progress as you go along is vital to ensure the event breaks even.

### BRIDGE FINANCES

Bridging Finances – Host committees: IGFR International may loan up to \$5,000 USD or the equivalent in Euro, to the upcoming venue chair, when requested, to be refunded three months prior to the championship and/or sufficient revenue has been generated by the Organizing Committee. The treasurer of IGFR will administer such loan agreement.

### BUDGET

A budget must be produced by the Organizing Committee. The IGFR Secretary will provide a copy of a previous budget to use as a means of a starting point.

### PARTICIPANT ENTRY FEE

The entry fee for the tournament shall cover the green fees, IGFR assessment, souvenirs, trophies, social and dining functions and local transportation (if applicable). The entry fee should be reduced for the Partner or Guest Division as they only play 2 games of golf in the world championship instead of 3. This should be addressed when putting together the budget.

### BOARD OF DIRECTORS MEETING

The Organizing Committee must provide conference room fully equipped for a meeting of the Board of Directors of IGFR on Sunday morning free of charge. The details are to be worked out between the Organizing Committee and the IGFR Secretary. The hotel may provide a room free of charge.

### BOARD OF DIRECTORS DINNER

The dinner for the Board of Directors is at the expense of the individual board members. Normally this dinner takes place the Saturday evening before the opening ceremony. The IGFR Secretary will work with the Host Operating Committee to plan this dinner.

The HOST ORGANIZING COMMITTEE is responsible for the collection and payment to IGFR-International for the following:

#### IGFR PARTICIPANT FEE

The Organizing Committee will collect and pay IGFR International \$30 USD or Euro equivalent per participant of the tournament. This fee should be included in the Budget and Registration Fee. The participants include Rotarians, Partners, Non-Golfers, Sponsors, Non-Rotarians etc. A complete list of the participants is made available to the IGFR Secretary at the beginning of the tournament. The payment is made to the IGFR immediately after the tournament.

#### COLLECTION OF IGFR MEMBERSHIP DUES

The Organizing Committee will collect and pay IGFR International a fee of \$100 USD or Euro equivalent for a Rotarian golfer who is not Life Time Member. This fee should be included in the Registration Fee. The Host Operating committee is to provide the Secretary with the registration list to confirm who is and is not a Life-Time Member.

This membership fee is not required for Partners, Guests or Rotarians who want to play in the Partners and Guests competition.

#### 10% OF PROFITS TO THE IGFR

IGFR International is a fellowship and also relies on the funds from this event to enhance and expand our fellowship world wide. In the case of profit, IGFR gets 10% of the net profit before distribution of the funds.

The Organizing Committee submits to the IGFR Secretary its financial accounts before distribution of profits, no later than 180 days after the end of the World Championship showing how profits are planned to be distributed.

The HOST ORGANIZING COMMITTEE is responsible to provide & pay for the following:

#### IGFR ORGANIZING COMMITTEE ACCOMODATION

The Organizing Committee should budget for the accommodation (2 rooms) for two persons from the IGFR Board of Directors for the duration of the event. The IGFR Secretary may arrive a day or two early to ensure that the Tournament details are adhered to.

### WEBSITE & EMAIL NOTIFICATIONS

IGFR will assist in creating the website and the registration/payment system. Host Organizing Committee will make a contribution for the use of the IGFR system. Currently this will be \$1000 USD or the equivalent in Euros.

### LIABILITY INSURANCE

The Organizing Committee is to have sufficient liability insurance to hold harmless the Board of Directors, the IGFR International, Rotary International, their local Rotary Club(s) and the Organizing Committee members. This information has to be forwarded to the IGFR Secretary 60 days before the start of the World Championship.

### FINAL REPORT

The Organizing Committee will produce the final report and the financial accounts of the World Championship to the IGFR Secretary for onward reporting to the Board of Directors, not later than 120 days after the conclusion of the Championship.

## FUND RAISING AND SPONSORSHIPS

### SPONSORSHIPS

In the past, a number of Rotary Clubs have assigned any excess funds from the World Championship to go towards a local community need or project. This has increased their ability to get sponsorships for the event, raise funds for their community and offset some of the costs for the tournament.

In many cases this has been quite successful and allowed the Rotarians in the Host Club & Community to feel more connected to the event. The community project can be highlighted throughout the event. All funds raised through sponsorships will also be included in the revenue/income earned for the event.

### HOST RAFFLE

A Raffle can be administered by the Host Organizing Committee to benefit a charity of the Host Rotary Club. Each Rotarian participant family attending the championship is asked to bring one international gift for a raffle. The prizes are to be displayed during the competition in the House of Friendship. The Host Organizing Committee will sell tickets for the raffle during the event and the draw can be made before the end of the tournament. All funds raised through this Raffle will be used for the local charity project.

## 5. REGISTRATION & PAYMENT SYSTEM

### CHAMPIONSHIP REGISTRATION ENTRY FORMS AND DISTRIBUTION

Entry forms will be made available on the website for electronic registration as well as email or mail. IGFR will assist in creating the website and the registration/payment system. Host Organizing Committee will make a contribution for the use of the IGFR system. Currently this will be \$1000 USD or equivalent in Euros.

Informative literature will also be provided to the secretary to put on the website.

Email address lists will be put at the disposal of the organizers by the Secretary. These lists are confidential and should not be used by the organizers for commercial purpose and should not be given to any third parties, other than the Secretary of the IGFR.

The informative documents should be made available together with the entry form, giving details of the venue, accommodations, travel information, climate etc. A separate registration fee for those wishing to attend, but not playing golf, should be included.

Organizing Committees have the registration form approved by the Secretary prior to sending it out or putting it on the website.

Refund policy should be clearly established and communicated to the participants. On request, the Secretary can make available entry forms and refund policy guidelines.

### PARTICIPATION AND QUALIFICATIONS

In order to participate in the IGFR World Championship and any other golf tournament organized by IGFR International the following rules apply:

#### Qualification:

1. Be a member of a Rotary Club
2. Be a current member of IGFR International, be it a Life Time Member or a One-Year Member, having paid the membership dues.
3. Have a certified World Handicap Index from a recognized Golf Club or Golf Association.
4. If a World Handicap Index is not available, the Players Course Handicap from a recognized Golf Club or Golf Association will be used and not adjusted for the difficulty of the course

#### Participation:

- 1 Male and Female Rotarians play off of a maximum handicap of 28 hcp.
- 2 Female Rotarian Partners play off a maximum handicap of 36 hcp
- 3 Male Rotarian Partners play off a maximum handicap of 28 hcp
- 4 Male and Female Senior Rotarians in Division 4 play off a maximum handicap of 36

- 5 Handicap changes should be accepted up to 24 hours before the tournament begins. Every player is responsible to report his/her correct handicap changes should be communicated by the participant to the organizers by email if possible.
- 6 Immediate family members may participate at the discretion of the Organizing Committee, children should be of a minimum age of 14 years. All family members must be members of a recognized Golf Club or Association.
- 7 It is left to the Organizing Committee to accept a reasonable number of guests in proportion to the total number of participants. If in doubt, the organizers should clarify with the Secretary. Guests play in the "Partner's and Guest-Division".
- 8 Past Rotarians can participate in the World Championship. They will play in the Category "Partners and Guests-Division".
- 9 On acceptance of a participant's application, the name and particulars will be recorded and that applicant will be notified that his registration has been accepted. An up-to-date list of entries, containing at least the name, first name, country and E-mail address of the participant will be sent on a regular basis during registration to the office of the IGFR Secretary.
- 10 The Organizing Committee will also make sure that all participants indicate how many times they have attended the IGFR world Championship tournaments (request on registration forms).

#### REGISTRATION

1. Upon arrival the participant's current playing hcp is to be verified and the latest hcp is to be taken into consideration.
2. The Organizing Committee collects on behalf of IGFR (in cash), according to the list provided by the IGFR Secretary, membership dues from participants who have not paid. In doing so, the Organizing Committee will provide the IGFR Secretary in time and on a regular basis with an updated and complete registration list.
3. Each participant (including non-golfers) is to be provided with a folder containing the following:
  - A large name badge on which is clearly printed and readable, the surname, given name (or nickname, if requested), home country and the number of tournaments attended. First Timers should be easily identifiable (maybe a blue ribbon attached to their name tag).
  - A program for the tournament with full details of all functions golf and social, transportation schedules, details of the golf courses to be played, etc.
  - Player's lists with name, first name, Hcp., tee off time, home country (home country is much more important than either Golf club or RC) – clear indication on which golf club to be played on which day.
  - Pairing should be done fairly and intelligently – avoid that players are teamed up during two consecutive days etc. – indicate clearly the starting hole in case of a shot gun competition.
  - The list of WC entries, including partners, first names, Hcp., and number of championships in which they have participated (since participants are coming from many countries all over the world, name of Rotary or Golf Club or District numbers are not necessary. No

detailed addresses of participants should be published anywhere). Such lists should also give the nationality of the participant.

- Any other information considered necessary by the Organizing Committee.

#### CANCELLATION OF A REGISTRATION:

There are times when a Registrant (Golfer or Non-Golfer) will have to cancel their registration for health or personal reasons. As time gets closer to the event the Host Operating Committee may have already purchased items or committed the golf games etc. As a result, it will not be feasible to payback the full registration fee. The cancellation fee will be as follows:

Greater than 3 Months prior to the event	80% Refund
Less than 3 months prior to the event	No Refund

When the World championship event is cancelled due to a “Force Majeure”, this case is announced by IGFR President, the Cancellation fee will be as follows:

Greater than 3 Months prior to the event	90% Refund
Less than 3 months prior to the event	Will be determined by HOC & IGFR Board

# Appendix I

## Tournament Format, Rules, Scoring and Awards

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# TOURNAMENT FORMAT, RULES, SCORING AND AWARDS

## A. SCHEDULE OF PLAY

### **Rotarians Division 1 – 3:**

The schedule of play foresees a rest day in the middle of the week.

Sunday:	Optional practice round.
Monday:	Four ball/better ball (4BBB), stableford, net
Tuesday:	1 <sup>st</sup> day of individual competition
Wednesday:	Free day
Thursday:	2 <sup>nd</sup> day of individual competition
Friday:	3 <sup>rd</sup> day of individual competition

Attention should be given by the organizers that the players from Division 1- 4 are divided into half and paired by the higher handicap-player with a lower handicap-player.

### **Partners and Guests Division 1 -2:**

Sunday:	Optional practice Round
Monday:	Div. 1-2 four ball/better ball competition: participate together with the Rotarian Div. 1
Tuesday:	1st day of individual competition
Wednesday:	Free day
Thursday:	2 <sup>nd</sup> day of individual competition
Friday:	Free day

Organizers make sure that pairings are made in such a way that players do not play more than once with the same player in the same flight. Attention should also be given to avoid that the same Nationalities are in the same flight.

During the last round the Organising Committee should make sure that the best players are grouped together as per their placement on the Leaderboard.

Whenever possible, awards for the 4BBB competition on Monday should be distributed to the winners on the same day in the clubhouse or at the Hospitality Event on Tuesday night in order to reduce to a minimum the award giving on the last night of the championship.



## B. TOURNAMENT FORMAT

### DIVISIONS OF CHAMPIONSHIP

The Executive Board IGFR decided in their meeting of 25.01.2016 the following amendments and which were in the meantime accepted by the Board of directors of IGFR:

#### DIVISION 1:

Rotarian males: 0 — 12,4 World Hcp Index — medal play, gross

Rotarian ladies: 0 — 12,4 World Hcp Index — medal play, gross

The world champion will be from this division with the best Gross result during the duration of the championship.

Players in this Division cannot be mixed up with players from other Divisions.

#### DIVISION 2:

Rotarian males: 12,5 — 19,4 World Hcp Index - stableford net

Rotarian ladies: 12,5 — 19,4 World Hcp Index - Stableford net

Players from this division cannot be mixed up with players from other divisions.

#### DIVISION 3 FELLOWSHIP Division:

Rotarian males: 19,5 — 28,0 World Hcp Index - stableford, net

Rotarian ladies: 19,5 — 28,0 World Hcp Index - stableford, net

Players with hcp. 28,1 to 36 can participate, but have to play with World Hcp Index 28.0.

#### DIVISION 4 SENIOR Division (>age 70):

Rotarian males: 0,00 — 36,0 World Hcp Index - stableford, net

Rotarian ladies: 0,00 — 36,0 World Hcp Index - stableford, net

Players with hcp. 28,1 to 36 can participate, but have to play with World Hcp Index 28.0.

#### PARTNER and GUEST Division:

Mixed female and male

Division 1: 0 to 18,4 World Hcp Index - stableford, net

Division 2: 18,5 to 36 World Hcp Index - stableford, net

Past Rotarians and Rotarians who have not paid their membership dues play in this division.

NOTE: If a World Handicap Index is not available, the Players Course Handicap from a recognized Golf Club or Golf Association will be used and not adjusted for the difficulty of the course

The Players in each Division will play from the designated Tee as assigned by the Championship.

#### ON COURSE EVENTS:

If possible, Organizing Committees should consider to distribute special prizes such as nearest to the pin or longest drive on the same day when all participants are together (after shot gun etc.) . Prizes should be sponsored, if possible.

#### NATION'S CUP:

We would like that Organizing Committees see the benefits of the Nation's cup. The more participants participate from a Nation, the higher the chances that such Nation may win the nation's cup. The higher the number of player participants of a Nation the better the chances for such nation to win the cup.

The Nations Cup shall be awarded to the Country with the best net 3 stableford scores from all of the Rotary Divisions. In determining the result stroke play results will be converted into stableford scores. The nation's cup can bring additional Golfers/participants to the venue place.

#### SHOT-GUN vs NORMAL TEE OFF TIMES:

Organizers are free to choose, but should consider the pro and cons for the two systems.

#### STARTING LISTS:

Not only the Name, first name, Hcp, should appear on such lists per Golf club, but also the Nationality of the player. Such list should be made available by the respective golf clubs in time.

Closing day with award dinner remains Friday.

## C. RULES

Rules of the Royal and Ancient Golf Club and the rules of the US Golf Association, supplemented by any local rules, will apply. If a larger entry requires to play on several courses, players in each division must play the same course the same number of times. Local rules will be explained at the players meeting.

In the drawing of flights, players in each Division will play together. The drawing of flights will be changed each day without regard to handicaps.

Rounds will be drawn with 4 players and never less than 3.

Position of flags and length of courses should be so that all players can enjoy playing the given golf course.

(0 In the event of dispute or the need of decision, the ruling of the tournament committee (Rules) will be final. The IGFR Executive board members will be available for consultation, if required. The Arbitration Committee consisting of representatives from the Organizing Committee and IGFR International will have the final ruling.

### Scorecard countback will be conducted as follows:

Last nine (9) holes of the last day. If still a tie, then  
Last six (6) holes of the last day. If still a tie, then  
Last three (3) holes of the last day.

Any protest, by any participant, must be made to the Organizing Committee not later than two hours from the posting of scores on any given tournament day.

## D. Scores and Scoreboard

A scoreboard shall be available in a prominent position and brought up-to-date daily and/or television monitors in club facilities could be used for the display of leader boards and photographs of the day,

A daily print-out of each days play and cumulative scores should be made available and put on the main board in the Friendship house.

At the end of the tournament and after the trophies have been awarded, a complete set of results (leader board list), should be on display in front of the banquet room and the friendship house. Copies of the leader board list can also be made available to participants by way of Internet. The Organizing Committee will make sure that the results will be audited and then made available to the Executive Secretary by e-mail.

The coversheet of the score-list should have the correct title of the championship and the logos of the main sponsors.

The net and gross results must be clearly shown. The world champion as from 2016 is the best gross result, medal play, from division 1, 54-hole competition.

The leader board list must mention the following:

Last Name, First Name, Country, HCP, Results, Total (see below):

A daily IGFR news bulletin is welcome, but not a requirement.

Pl.	Last Name, First Name	Club	HCP.	1.	2.	3.	Tot.	
<b>NET Stableford</b>								
1	1	Sheth, Parag	INDIA	19,0	35	33	35	103
2	2	Knowles, Deborah	UNITED STATES	18,6	31	29	34	94
3	3	Riedel, Ulrike	GERMANY	17,7	36	28	28	92
4	4	Rehmann, Gert	GERMANY	15,4	24	20	27	71

### E. Trophies/Awards

The floating (rotating) trophies, with the exception of the Carl Miller Trophy for the world champion, have been discontinued.

### Awards:

#### TEAM FELLOWSHIP COMPETITION (BEST BALL BETTER BALL):

##### ROTARIANS:

##### DIVISION I & 2 (combined)

1<sup>st</sup> Place Team - 2 trophies

2<sup>nd</sup> Place Team - 2 trophies

##### DIVISION 3

1<sup>st</sup> Place Team – 2 trophies

2<sup>nd</sup> Place Team – 2 trophies

##### PARTNERS & GUESTS:

##### DIVISION I & 2 (Combined)

1<sup>st</sup> Place Team - 2 trophies

2<sup>nd</sup> Place Team - 2 trophies

## WORLD CHAMPIONSHIP - Awards

### ROTARIAN DIVISION

<u>DIVISION 1:</u>	<u>DIVISION 1:</u>	<u>DIVISION 2:</u>	<u>DIVISION 3</u>	<u>DIVISION 4</u>
Gross Stroke Play World Champion Carl Miller Trophy	Net Stroke Play	Net Stableford	Net Stableford	Seniors (>age70) Net Stableford
1 <sup>st</sup> Place	1 <sup>st</sup> Place 2 <sup>nd</sup> Place 3 <sup>rd</sup> Place	1 <sup>st</sup> Place 2 <sup>nd</sup> Place 3 <sup>rd</sup> Place	1 <sup>st</sup> Place 2 <sup>nd</sup> Place 3 <sup>rd</sup> Place	1 <sup>st</sup> Place 2 <sup>nd</sup> Place 3 <sup>rd</sup> Place

### PARTNER & GUEST DIVISION

<u>DIVISION 1:</u>	<u>DIVISION 2:</u>
Net Stableford	Net Stableford
1 <sup>st</sup> Place 2 <sup>nd</sup> Place 3 <sup>rd</sup> Place	1 <sup>st</sup> Place 2 <sup>nd</sup> Place 3 <sup>rd</sup> Place

### NATIONS CUP:

Net Stableford

1<sup>st</sup> Place  
2<sup>nd</sup> Place  
3<sup>rd</sup> Place

All IGFR awards should be a suitable gift trophy, reasonable in size, distinguished, not cheap, but not extravagant either, taking country specific aspects into consideration as much as possible. However, all trophies should have engraved:

IGFR World championship and year and venue  
The name or type of the category

## The IGFR logo

Medals should be avoided. Organizer will have their trophies approved by the Executive Committee in time.

The winner of the Carl Miller trophy shall keep it in its possession until the next IGFR World championship. Thereafter he shall personally carry it to the next venue or ship it 90 days prior to the venue direct to the Organizing Committee of the next Championship, at the expense of the WC  
The World champion should be given a personal trophy beside the rotating Carl Miller trophy.

For the smooth and efficient presentation of awards the following will be required:

- Master of Ceremony from the Organizing Committee
- Perfect sound installations with the necessary amplifications
- Adequate tables for the display of trophies and possibly other prizes.

The following persons have to be present:

President IGFR

Secretary IGFR and

President of the Organizing Committee

Anybody the President IGFR or President of the Organizing Committee will name.

Award list is attached. In case of any questions, please consult Executive Secretary.

The Organizing Committee chairman will put at the disposal of the following year's chairman, any relevant information, if requested, without delay.

The Organizing Committee will submit its final report and financial results of the tournament to the Executive Secretary not later than 3 months after conclusion of the championship. The Executive Secretary will then inform the Board of Directors accordingly.

A summary of the report (without the finances) will be put on the web site.

A member of the Executive Committee may visit the upcoming venue some months prior to the beginning of the Championship in order to offer assistance and to review preparations for the Championship with the Organizing Committee.

## F. Tournament Brochure:

Some of the figures/results are made available by the IGFR Secretary, including the list of the board members to be reproduced in the Brochure— the Brochure should be a marketing tool in connection with Sponsors. Adverts should be sold the world over in order that the brochure is paid by adverts. The board members can assist in obtaining adverts.

Revisions of the Rules, Regulations for Tournament Organizers

Were made in:

1997, 1999, 2000, 2000, 2003, 2004, 2005, 2009, 2012, May 2016 and October 2016.

## APPENDIX II:

### CANCELLATION

1. The Host Operating Committee (HOC) shall give at least 18 months notice in writing to the IGFR Secretary should the HOC intend to cancel the Championship.
2. The HOC shall indemnify and save harmless the IGFR-International against all liabilities, costs, expenses, damages and liabilities incurred by the HOC arising out of or in connection with the HOC cancelling the Championship.
3. The HOC could cancel the championship anytime if it's due to a "Force Majeure" after IGFR International Board approval.

APPENDIX III:

ACKNOWLEDGEMENT OF UNDERSTANDING:

Read, understood and approved:

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Chairman of the Organizing Committee of the World Championship.

Dated: