5 April 2023

MEMORANDUM FOR INTRAMURAL GOLF COACHES

FROM: 87 FSS/FSVS

SUBJECT: Intramural Golf By-Laws

1. **Purpose:** The purpose of the Intramural League is to encourage participation, enhance sportsmanship, promote good physical conditioning, and improve esprit de corps.
2. **Eligibility:**
	1. Open to all Military, DOD personnel, Dependents 18 years of age or older, assigned or attached to Joint Base MDL. All individuals, military and civilian, must participate with their unit of assignment.
	2. Individuals TDY for 30 days or more must participate with the assigned unit for the duration of that TDY. Individuals must present a valid Military ID and a copy of his/her orders to the Intramural Sports Director.
	3. Members of a team that forfeit out of the league will be permitted to join the Player’s Pool if, and only if, their team has **NOT played more than 50% of the season matches**.
	4. Individuals assigned to a unit that does not field a team in the league will be placed in the players’ pool. Individuals must submit a letter of release from their squadron to the Intramural Sports Director before they will be placed in the players’ pool. The release letter must be signed by his/her Unit Sports Representative authorizing them to be placed in the players’ pool.
	5. Individuals assigned to a unit that has a team in the league and plays for any other team is defined as an illegal player.
	6. Teams found to have illegal players on their roster shall forfeit all matches that the player participated.
	7. **It is the responsibility of the coaches to ensure the eligibility of all players.**
	8. Individuals who are placed on a team from the players’ pool are to remain on that team for the duration of the season. **If that team forfeits out during the season, having played 50 % of the matches, the member will not be placed back into the players’ pool, nor can any other team gain this member. *The season is over for this member.***
3. **Team Rosters:** Rosters must be submitted to the Intramural Sports Director prior to the first scheduled match. Team rosters must be typed, without exception, and must include each individual’s full name, rank, organization, and duty section. **Failure to submit a team roster will be a loss for each match until it is submitted.**

 3.1. Teams may consist of as many players as desired by the squadron, if the squadron enter more than one team into the league, it must specific to what team A or B the player is assigned too. Players’ assigned to team A, cannot participate in a match as a member of team B, and vice versa. Any such roster changes would deem the players’ involved as illegal players’. Only coaches or assistant coaches can make changes to the roster.

 3.2. Roster changes must be submitted to the Intramural Sports Director, in writing, no later than 1000hrs the following duty day of the match. Notifying the sports office that a player has played in a match that was not on your roster prior to that match (This simply means that if you had a game Monday night and Amn Smith played for you but was not on your roster you have until Tuesday at 1000hrs to update your roster). Roster changes can be made anytime during the regular season. No additions will be made after the regular season is complete.

1. **Postponements:** To ensure the league is conducted appropriately, postponements will be kept to an absolute low. Postponements will be made for inclement weather, military necessity, base alerts, and mobility exercises.
	1. Requests for postponements must be due to official military commitments that limit more than 50% of the team roster from participating in scheduled games.
	2. The team coach will notify the Intramural Sports Director NLT 1000 hrs the day before the matches.
	3. All requests for postponements will include the nature of the emergency, percentage of personnel involved, conflicting dates and time, etc and be endorsed by the Commander/1st Sergeant. *Note:* Leaves, recreational tours, permissive TDY’s and unit social events are not legitimate reasons for postponement. The written notification **MUST** be in the Intramural Sports Directors hands NLT 1000 hrs the day of the matches.
	4. The Intramural Sports Director may postpone scheduled matches prior to 1000 hrs the day of the matches. After 1000 hrs the decision to postpone or cancel the game will be made by the Golf Course management. If you are **NOT** notified of a cancellation, you must report as scheduled.
	5. Failure to comply with any policies mentioned above is cause for a forfeit.
2. **Conduct and Sportsmanship:**
	1. Sportsmanship can be defined as abiding by the rules of the match and accepting victory or defeat graciously.
	2. Unsportsmanlike conduct by a player or coach will not be tolerated.
		1. First Offense: Will result in the automatic disqualification from his/her teams next

2 scheduled matches.

* + 1. Second Offense: Will result in the disqualification of that player for the duration

of the season.

1. **Forfeits:**
	1. If a team doesn’t have at least 2 players ready for play at their scheduled start, a forfeit will be awarded to the opposing team.
	2. The Official or any member of the Fitness Center staff may declare a contest forfeited for reason of gross unsportsmanlike conduct. The Official or Staff member will provide a written report of the incident to the Intramural Sports Director NLT Noon the next duty day.
	3. If a team forfeits two consecutive contests, or three in a season, they will automatically be disqualified from further competition for the remainder of the season.
2. **Protests:**
	1. Any team wishing to make a protest must verbally protest and ensure the protest is annotated on the score card during the match or at the conclusion.
	2. A letter delivered to the Intramural Sports Director by Noon the next duty day must be submitted to follow up all protests.
	3. All written protests must include:
		1. The date, time, and teams.
		2. Disputed call for which protest is being made or the name of the player believed to be ineligible.
		3. The decision and outcome surrounding the making of the specific incident.
		4. All other essential information pertaining to the protested matter.
3. **Rules of Play:**
	1. Teams will consist of four golfers.
	2. Matches will not begin or continue with less than two golfers. Teams with less than two golfers will forfeit.
	3. League play will be in accordance with USGA rules subject to local exceptions as stated in these bylaws.
	4. Play Tees to be used: Men will play from the white tees. Women from red tees.
	5. The format of play will be two person select shot (scramble).
	6. All players hit from the tee. The team captain chooses the best shot and all the players will hit from that location. The process continues until the ball is holed out.
	7. Only win/loss is annotated on the card for the entire team.
	8. The ball selected will be played from the spot it lays. The team partner may be marked and

 placed the ball within one club length of the selected shot, no closer to the hole.

* 1. If a bunker or hazard lie is chosen as the best ball the shooter who hit the ball in the trap will shoot first with the usual rules considered. The other players will place one club length of the first player's ball position, no closer to the hole. Second player must take the second shot out of hazard.
	2. When a best ball is in the legal fairway the ball may be marked and placed, then picked up, so the second player may hit first. The second player may hit first in the ruff but the best ball must remain in the original spot.
	3. Intramural teams shall allow faster intramural teams to play through, thus speeds up play.
	4. Team coaches will be responsible for ensuring scorecards are signed, completed properly, and turned into the Fitness and Sports Staff Member at the clubhouse. If both coaches do not sign scorecards, **both teams will receive forfeits.**
	5. The Fitness and Sports Center will provide scorecards. These scorecards must be obtained at the clubhouse prior to tee time.
	6. No alcoholic beverages will be consumed before or during intramural match play.
1. **Play/Scoring:**
	1. Scoring will be match play (at the end of each hole, use W for Win, L for Loss, or T for Tie).  Since the match play system is being used, once a team concedes the hole, both teams will pick up and move to the next hole.
	2. The combination of both half matches (two golfers from one team versus two golfers from the opposing team) will be worth six points, by combining total points won from both halves of the team of 4 golfers.
		1. 1 point awarded to team with most wins on front nine.
		2. 1 point awarded to team with most wins on back nine.
		3. 1 point for the most holes won over all.
		4. ½ point awarded to both teams if a tie occurs in either scenario above.
		5. Total points won are calculated by the combination of both half teams point total.
		6. 6 points is the total amount of points that could be won by a team of 4 golfers.
2. **Starting Time**. Matches will be played every Tuesday. All teams will tee off at **12:01 hrs sharp.**  Teams need to be at the clubhouse NLT 11:30 hrs to sign-in and receive the tee off hole locations. Rainouts will be made up during the course of the season, as scheduled by the Intramural Sports Director.
3. **Ties in League Standings**:

### In the event of a tie: Tiebreakers will be determined from the best golfer selected from their individual teams to faceoff in sudden death. Starting with hole #1, #2, #3, etc. The tied participants play one extra hole at a time, if tied for the lowest score golfers will continue to move on to the next hole until a winner has been determined.

1. **Post Season Tournament:**
	1. Each team member participating in the tournament must have at least played in 2

matches during the regular season to be eligible for the tournament.

* 1. There will be a single elimination tournament at the end of the regular season.
	2. Top 8 teams will advance to the playoffs.

12.2. The tournament scoring system will remain the same as that of the regular season.

12.3. The only exception is during the Championship match. In the event of a tie breaker at the end of the match, two members from both teams will play sudden death hole(s) until a winner is determined.

1. **Awards:**
	1. One team award will be awarded to the JB MDL Champions.
2. **Fees**:
	1. Green fees for E1-E4 is $15 per person, E5 and above is $20 per person, riding golf cart E1-E4 is $8 per person, and $8 per person for E5 and above, pull carts $5. Golf course marshals will be present to verify annual green fees card holders.
	2. The sponsor’s family member dependents fees will be the same fee as their sponsor rank category. All other civilian’s fees will be the same as E-5 and above for green fees and riding golf cart, all other fees will be same.
3. **Safety:** Each participant should ensure that proper warm-up is conducted prior to participating in any contest. Coaches should ensure safety is the first priority for the team members and proper equipment and techniques are used to ensure player safety.
4. **Open Clause:** The Intramural Sports Director shall review and modify these Bylaws as necessary to ensure the integrity of this program. Anything not covered in these bylaws will be at the discretion of the Intramural Sports Director and the Fitness Center Director or their designated representative.