

Golf Wellington Incorporated



JUNIOR INTERCLUB

Responsibilities of the Host Team

To assist with the administration of the Junior Interclub competitions run under the Golf Wellington umbrella, it is required that the host team for the day appoint a Host Team Coordinator to complete the duties described below:-

Responsibilities

1. Have printed Team Sheets from the Golf Wellington website and printed cards for the players from the info on these team sheets. Confirm players are as listed on the Team sheet.
2. Check the teams know their starting tees and times
3. Explain any local rules
4. Remind players about the pace of play and course etiquette
5. Set up the results sheets using team sheets
6. While play is on, ensure the field moves reasonably quickly
7. Collect scorecards and results. NB: For all handicap Interclub matches, completed scorecards are to be submitted for handicap purposes.
8. Put all cards in the club handicap box (as appropriate).
9. Enter match results into the Junior Interclub – Junior division page on the Golf Wellington website. <http://wgi.co.nz/interclub/division/4001> or take pictures of the completed result sheets and send to the General Manager by Pixt or e/mail.
10. If there have been late team changes prior to the start of the match, not already loaded on the website (team sheet) then please advise the General Manager by text or e/mail.
11. Following the completion of play, or prior to play depending on start times, the Host team is expected to provide a small lunch for all the players (based on a nominal \$7 per head). This cost is to be covered by the Host Club. Lunches for the Junior Interclub finals will be covered by Golf Wellington

It is important that the Host Team Coordinator for the day encourages a positive and sporting atmosphere with the etiquette of golf maintained. Any points of debate or conflict should be resolved in the first instance by the Host Team Coordinator and the Team Managers where possible, or by contacting the Golf Wellington General Manager.

The event should only be called off after discussion between the host club and the Golf Wellington General Manager. A decision to cancel a round should be made as early as possible prior to the competition, and immediately notified to the Club Junior Convenor and/or Team managers.