

SSGA Tournament Procedures

- The Tournament Director will email all members on the **15th of each month at 4:00 pm** with a link to the online form to register for the following month's tournaments.
- There will be a **\$20 administrative fee** for anyone that has signed up for an event and subsequently finds they cannot play. This fee is applicable to those that cancel **prior to 12PM on the Thursday** before the tournament.
- Anyone that cancels **after 12PM on the Thursday before the tournament will be assessed a \$40 cancelation fee.**
- After signing up for an event a member can drop **only by using the appropriate online form** available on the SSGA website.
- The Tournament Director will do their best to fill the spot that was created due to cancellation prior to the 12PM deadline on Thursday.
- Final pairings will be sent to the golf course on Saturday morning at 8AM.
- The Tournament Director is not responsible for finding a replacement for any cancellations after Saturday at 8AM.
- A person who has signed up for a tournament, has not used the Drop procedure and does not show up will be responsible for the full amount of the greens fee for that tournament.
- If a member is on the waiting list and does not opt out of the tournament via email to springfieldseniorgolf@gmail.com, and is notified that they are in the tournament, a fee of \$40 will be charged.

- All applicable fees must be paid prior to the next tournament, or he will not be allowed to play in the tournament.
- The Board will review a request for a fee waiver. This waiver request must be submitted via email to springfieldseniorgolf@gmail.com

Credible fee waiver requests will be approved if they fall into the categories of a medical issue or unforeseen personal event.

Please note: If a member drops from a tournament due to a Cart Path Only policy being announced prior to the start of play no fee will be assessed.