



# GARFORTH GOLF CLUB

*“Getting the most out of your Membership”*

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# WELCOME

We are delighted to welcome you as a Member of Garforth Golf Club and we hope you will enjoy many years of good golf, good company and good fun with us.

This guide is intended to help you get the most out of your Membership and to introduce you to all the activities in the Club.

Our Club prides itself on making all Members welcome but if at any time you have any queries or positive suggestions, please let a Member of the Board or the Managing Secretary know.

# THE CLUB AND ITS HISTORY

The Club was founded in 1913 and our Centenary year was one of celebration. We held many events including a full week of various golf competitions for all our Members including a day when the Ryder Cup was on display, a Gala Dinner and Dance and a Family Fun Day attended by Members and their families.

The original course was designed in 1913 by Dr Alister MacKenzie, designer of many famous courses around the world including Augusta National, the home of the US Masters, and more locally, Alwoodley and Moortown golf courses. This year our Club hosted and successfully competed in the MacKenzie Medallion, a prestigious trophy played for by the Clubs associated with Alister MacKenzie.

The course has been improved gradually over the years providing a mature parkland course, rated as one of the best in Yorkshire. The course has been extended in length to over 6300 yards, par 70 (SSS71) and although not long by today's standards still provides a stern challenge to players of all abilities with water coming into play on numerous holes, tight fairways and challenging greens.

The present Clubhouse was built in 1935 and like the course has been extended over the years to provide excellent facilities for Members and visitors including a large attractive lounge and separate dining room, both with panoramic views of the course.

The Clubhouse is fully owned by the Members and the Board of Directors ensure appropriate investment is made in the Club's facilities, including having the most modern equipment available, to maintain the standard of the course and Clubhouse.

We are proud of our course, Clubhouse and our tradition.

Recently the Club membership are involved in competitions hosted by YUGC, LDUGC and the County Seniors,

The Club can boast of success at both National and County level, the highlight being Aran Wainwright winning the English Amateur Championship in 1998 and being runner-up in the Amateur Championship in 1999 where he lost to Graham Storm who is now having success on the professional circuit.

The Club has significantly invested in the course development and drainage over the last 3 years. There has also been a significant refurbish of the club house including the Parlinton Lounge, 19<sup>th</sup> Bar, Gents and Ladies shower rooms, Pro Shop and entrance to the club.

# CONTACT DETAILS

Our helpful staff are always available to answer any questions. You can get in contact with the Club by the following means –

By post	Garforth Golf Club Ltd Long Lane Garforth Leeds LS25 2DS
By e-mail	<a href="mailto:office@garforthgolfclub.co.uk">office@garforthgolfclub.co.uk</a>
By telephone	0113 286 3308
Managing Secretary – Stuart Carnie Email; <a href="mailto:manager@garforthgolfclub.co.uk">manager@garforthgolfclub.co.uk</a> Assistant Secretary – Vicki Allison Email; <a href="mailto:office@garforthgolfclub.co.uk">office@garforthgolfclub.co.uk</a>	Option 1
Professional – Gareth Johnson and Lee Morrisroe Email: <a href="mailto:thegolfroomgarforth@foremostgolf.com">thegolfroomgarforth@foremostgolf.com</a>	Option 2
Bar Manager – Marcus Fox-Kent Email; <a href="mailto:Events@garforthgolfclub.co.uk">Events@garforthgolfclub.co.uk</a>	Option 3
Caterer – John Kirk Email; <a href="mailto:Events@garforthgolfclub.co.uk">Events@garforthgolfclub.co.uk</a>	Option 4
Head Green keeper – Richard Scott	Option 5
Course Information (updated daily)	Option 6

The Club website address is <http://www.garforthgolfclub.co.uk>

To enable new Members to have access to the website and BRS tee booking system (see below), they must initially register by creating their own password. Members e-mail addresses should be registered with the Managing Secretary otherwise access will be denied. The website provides a great deal of information and also includes results from competitions. Please take time to browse the website, you will find it very useful.

The Club operates an on-line tee booking system (BRS) which is accessed via the website. Registration is required before using the system and, if required, you will be guided through the process by the Managing Secretary when logging onto the system for the first time. Smartphone, tablet access can be gained by using a direct link [http://www.brsgolf.com/garforth/members\\_home.php](http://www.brsgolf.com/garforth/members_home.php)

# HOW THE CLUB IS MANAGED

The Club is a limited liability company and is owned by the Members

The affairs of the Club are run by a Board of Directors who are elected by Members at the Annual General Meeting which is held on the first Friday in March each year, in the Clubhouse.

All Members over the age of 18 and who have paid their annual subscription are entitled to attend the meeting. Please note Social members are not eligible to vote at the AGM as per the Clubs articles of association.

If a formal proposition is to be put to the meeting it must have a proposer and seconder and must be submitted to the Managing Secretary at least 7 (seven) weeks in advance of the meeting. However, Members may raise any issue they wish at the meeting but a vote can only be taken in connection with a formal proposition.

An Annual Report and Accounts is provided to all Members prior to the meeting so that they are aware of the Club's financial position.

There are currently 8 elected Directors on the Board, plus the Captain, President and Hon Treasurer who are ex officio Members. The Hon Treasurer is responsible for reviewing the financial position of the Club and internal auditing.

In order to ensure the smooth running of the Club, sub-committees are in place for the following:

**Management** – made up of the Chairs of the major sub-committees. The Management committee, in conjunction with the Managing Secretary prepare the annual budget and review the affairs of the Club for presentation to the Board.

**Marketing and Membership** – responsible for promoting the Club through appropriate marketing and PR and to deal with all new Members including membership strategy.

**House** – responsible for the maintenance, capital and revenue expenditure and smooth running of the Clubhouse, Bar and Catering issues.

**Golf** – responsible for Club competitions and handicaps. Specific queries relating to golf matters should be made to the Competition Secretary

**Greens** – responsible for course maintenance, capital and revenue budgeting and planned works.

**Entertainments** – responsible for social events in the Club

The current Clubs officials and Directors are

President – Mr Alan Garbutt

Captain – Mr Ian Doughty

Vice Captain – Mr Ken Findlater

Honorary Treasurer –

Lady Captain – Mrs Janet Lobb

Chair of the Board – Mr Christian Cowley

Vice Chair and Membership and Marketing Chair – Mr Chris Cowley

Greens Chair – Mr Steve Carlisle

Golf Chair – Mr Ian Doughty

House Chair – Mrs Louise Hill

Entertainments Chair – Mr Ken Findlater

Gents Handicap Secretary – Mr David Mincher

Ladies Handicap Secretary – Mrs Nancy Castle

Other Directors – Mr Adrian Goldthorpe, Mr John Butterfield, Mr Craig White and Mrs Linda Mortimer

## ETIQUETTE

The R&A Rules of Golf sets out the etiquette and standards expected by all players and these can be found at –

<http://www.randa.org/rules/rulesub/rulespage>

<http://www.randa.org/videos/Etiquette> Video

We would however, highlight the following in particular –

### **The Spirit of the Game**

Golf is played, for the most part, without the supervision of a referee. The game relies on the integrity of the individual to show consideration for other players and to abide by the Rules. All players should conduct themselves in a disciplined manner, demonstrating courtesy and sportsmanship at all times, irrespective of how competitive they may be. This is the spirit of the game of golf.

## **Safety**

Greens staff have priority on holes on which they are working, and players must not play if there is a likelihood of danger to them.

Players should ensure that no one is standing close by or in a position to be hit by a club, ball or any stones and pebbles and the like when they make a stroke or practice swing.

Players must not play until the players in front are out of range.

If a player plays a ball in the wrong direction where there may be a danger of hitting someone, the player should shout a warning. The traditional word of warning in such circumstances is 'fore'. The Club would draw your attention to the safety leaflet on the notice board which details hazards and expectations of both members and visitors whilst on the golf course.

## **Pace of Play – [www.randa.org/paceofplay](http://www.randa.org/paceofplay)**

Players should play at a good pace. The Golf Committee may establish pace of play guidelines that all players should follow. It is a group's responsibility to keep up with the group in front. If a group loses a clear hole and is delaying the group behind, it should invite that group behind to play through, irrespective of the number of players in that group. Where a group has not lost a full hole, but it is apparent that the group behind can play faster, they should invite the faster moving group through.

It is also recommended that where the pace of play has slowed, the 'Ready Golf System' is adopted, in line with R&A pace of play manual rule 2.5 i.e. whoever is ready, tees off first irrespective of 'the honour' and also once a player has commenced putting, he or she is allowed to putt out if they wish.

## **Local Etiquette**

The Club has a number of traditions which all Members are expected to follow. These include –

- Allowing priority to the Club Captain and President on the first tee.
- When 2 tee starts are in operation, all players (those commencing their round and those continuing after playing their first 9 holes) must alternate on the 1<sup>st</sup> and 10<sup>th</sup> tees.
- A single player is not allowed to play two balls, as this is considered to be practising on the course and is prohibited.
- Players should not push/pull trolleys between the greens and rear of greenside bunkers at any time.



- In winter, the greens and surrounds are protected by either ropes, metal wires or a 'painted' white line. Please ensure that you do not take your trolley beyond these areas.
- When leaving the 18<sup>th</sup> green, exit to the left onto the perimeter path leading to the first tee. Please do not cross in front of or over the 10<sup>th</sup> tee.
- Giving priority to those players competing in major competitions.
- Within the Clubhouse mobile telephones should be placed on 'silent' mode and if answered the Member should move to a quiet area ie staircase landing or car park to continue the conversation.  
The use of mobile telephones on the course is only permitted in an emergency.
- Being courteous to visitors on the course and in the Clubhouse.
- The Club also takes your Health & Safety both on the course and in the clubhouse very seriously. Attached at the end of this booklet in particular is the course safety information which we would request you consider.

There is a rules and regulations of play document on the Club notice board and on the website for your information.

# DRESS CODE

A reasonable standard of dress is required at all times.

## On the course

The wearing of the following is **NOT** permitted...

- Track, shell or jump suits, leggings, or football/rugby shirts (or similar).
- Training shoes or any denim clothing.
- Sports or Beach shorts including cargo shorts.
- Collarless Shirts – except those specifically designed for golf.
- Gentlemen may not wear sleeveless shirts or exposed braces.
- Untucked shirts or trousers tucked into socks.
- Hats/ caps with the peak facing backwards.

The following items are permitted...

- Knee length tailored shorts paired with either long socks or predominantly white sports socks.
- Golf shirts with sleeves and a collar.
- Golf shoes and socks.
- Golfing hats/ caps worn with the peak facing forward.
- Ladies shirts or blouses that are custom made to hip length for wearing outside skirts or trousers are permissible.

## In the Clubhouse

The wearing of the following is **NOT** permitted...

- Hats/ caps of any kind.
- Denim which is ripped, bleached, or frayed.
- Golf shoes, however soft spikes are allowed in the 19<sup>th</sup>.

The following items are permitted...

- Smart, clean training shoes.
- Smart, casual wear including collarless t-shirts.
- After 7pm for the Annual General Meeting, Annual Prize Presentation and Captain's Day, gentlemen must wear a jacket, collar, and tie.
- Any group or party hiring the dining room may designate their own dress code, in some circumstances this may be subject to board approval.

**If you are in doubt about the suitability of any item of clothing you have probably answered the question in your own mind – if in doubt, please do not wear it!**

# GENTLEMEN'S SECTION

## General

The Club operates an on-line tee booking system which is accessed directly via our Website. Registration is required for both the website and tee booking system and guidance in the use of this system can be given by the Managing Secretary's office if required. Competition bookings can be made up to 6 days in advance, so for example, Members are able to book for a Saturday Medal on the previous Sunday from 7:13pm. Insofar as 'social' golf is concerned, you can book up to 14 days in advance. Arrangements are in place to suit all our Members including those without a computer at home or without an e-mail address. Please contact the Managing Secretary for further information.

If you are unable to play in any competition that you have entered, you must cancel your booking using the on-line system, out of courtesy advise your playing partners and the professional. This will enable other players looking to book a tee time to do so. It is not acceptable to only advise your playing partners.

Prior to commencing your competition round, an entry fee should be paid to the Professional who will present you with your score card. You must sign in on the 'touch screen' computer located inside the Professional's shop using your name or 'bar' card. Afterwards, make your way to your allocated tee (1st or 10th). You and your playing partners should be on the tee at least 5 minutes before your allocated time.

Ensure that your correct handicap is indicated on your card and for all competitions record your start and finish time in the allocated section of your card. Following your round, enter your score on the computer, signing in, as described above and post the card in the letterbox below the computer.

**Important: If you are recording a 'no return' you should still enter your score as described above. Even in Medal play, if you have 'no score' at a particular hole, record 'no score' and play out the remaining holes for handicap purposes.**

A 2-tee start (from the 1st and 10th) is operated for competitions on a Saturday or Sunday to ensure that as many Members as possible are able to play. Medal and Stableford competitions are played in 4 balls.

On a Sunday, Members have a choice to enter the competition of the day or social golf. A 2-tee start is in operation but with an alternating pattern when starting your respective 'back 9'.

If you do not have a handicap, you are required to play three rounds with a Member who will sign your card. Your card should be submitted to the Competition Secretary via the Club's Office who will allocate you a handicap based upon the three scores.

## Supplementary Cards

If you are unable to play in qualifying competitions but wish to submit cards to maintain an 'active' handicap, you may do so providing –

- You register with the Professional prior to playing
- You play with another Member who will sign your card
- You identify on your card which tees you have played from
- Unless you are a category I golfer there is no limit on the number of supplementary cards a player submits in a calendar season

## Medal and Stableford Competitions

These are played from April to October each year.

Medal competitions are generally played on the first Saturday and Sunday of each month. Stableford competitions are generally played on the third Saturday and Sunday of each month.

Additional Medal and Stableford competitions are played every Wednesday throughout the playing season.

## Major Competitions – No Member can use a buggy without a Medical Certificate

Entry sheets for the Parlington and Harvey Foursomes are posted in February/March and posted on the notice boards in the rear foyer. Each competition has a qualifying criteria and all entrants must have a 'competition' handicap. Competition entry fees should be paid at the time of entering.

A 'Finals Day' when all finals are played, is generally held on a Sunday in September. The date is shown in the Club Diary. Any Member who is not available for Finals Day should not enter the Competition. Similarly, any Member who realises they will be unable to play on Finals Day after playing in earlier rounds must immediately withdraw from the Competition.

5 Day Members are not eligible

Postponement of any final will only be sanctioned in exceptional circumstances or if a player has been chosen to represent the County or the L&DUGC, or is in more than one final, in which case the order of precedence of the respective competitions will be decided by the Golf Sub-Committee.

**For all Major competitions, all competitors share a joint responsibility for contacting opponents to ensure the match is played before the closing date of the respective round per Rules. In the event of a failure to agree a date the match shall commence at 5.00pm on the last day of the round and any competitor failing to start at this time will be liable to disqualification.**

## Annual Medal & Stableford Competitions

These are played in conjunction with the May monthly Medal and Stableford competitions. Only those players who have qualified by winning a monthly Medal or Stableford in their division in the previous year are eligible to win the annual prize.

## Parlington Cup

The 'Parlington' is the premier competition for male members. The competition is a knock out competition decided by match play, played over 18 holes, other than the final which is played over 36 holes.

There is a course handicap limit of 24 with full handicap allowance between players. Each match is played from white measured disks.

Matches finishing 'all square' after 18 holes must be decided by sudden death, commencing at the 1st tee and a result must be obtained on the same day. If a result cannot be obtained, due to an acceptable reason e.g. poor light, the match must be replayed over 18 holes.

The winner will receive the Parlington Cup for one year and a prize voucher. In addition, the runner up and losing semi-finalists will receive a prize.

5 Day members not eligible

## Rabbit Cup

Entries are invited for this competition subject to the following conditions:

Medal Play from the White tees.

Course Handicap Limit **16-28** inclusive on the day of the competition

The winner will receive the Rabbit Cup for one year and a prize voucher, the runner up and third place competitors will also receive

a prize vouchers. The competitor recording the lowest gross score will receive the Emmerson Tray and a prize voucher.

Restricted and 5 Day Members are not eligible.

## Nelson Grimshaw Plate (DRAWN COMPETITION)

Entries are invited for this competition subject to the following conditions:

Medal (White Tees)

Draw for times and partners

Course Handicap limit **28**

**Any competitor failing to start at the stipulated time will be liable to disqualification. No times to be changed without the permission of the Competition Secretary.**

Entry Fee is to be paid before the closing date for entries using the envelopes provided and posted into the competitions box or through the office letterbox marked competitions. Please include the entry number on the envelope.

The winner will receive the Nelson Grimshaw Plate for one year and a prize voucher second place through to eighth place competitors will also receive a prize voucher.

Restricted and 5 day members are not eligible.

## Harvey Foursomes

At the time of entry, each side shall have a player with a course handicap of 15 or less and the other, with a course handicap of 16 or over.

The competition is a knock out competition decided by match play, played over 18 holes, other than the final which is played over 36 holes. Each match is played from the white tees. There is no handicap limit other than as stated above and the handicap allowance is half of the combined difference.

Matches finishing 'all square' after 18 holes must be decided by sudden death, commencing from the 1st tee and a result must be obtained the same day. If a result cannot be obtained, due to an acceptable reason, e.g. poor light, the match must be replayed over 18 holes.

All competitors share a joint responsibility for contacting opponents to ensure the match is played before the closing date of the respective round per Rules. In the event of a failure to agree a date the match shall commence at 5.00pm on the last day of the round and any competitor failing to start at this time will be liable to disqualification.

The winners will receive the Harvey Foursomes Trophy for one year and a prize voucher and the runners up will also receive a prize voucher.

5 day members are not eligible.

### **Braime Trophy / Fryer Cup / Nelson Grimshaw Scratch Cup**

The Braime Trophy is medal play over 36 holes played from the White measured disks. There is a course handicap limit of 12 and all players play from 'scratch'. Any player failing to start at the stipulated time, and without entry fee, will be liable to disqualification.

After round one the top 8 and ties will return to play in round 2 to decide the winner.

The winner will receive the Braime Trophy for one year and a prize voucher and will play with the seven competitors with the best nett returns to compete for the Fryer Cup. The Fryer Cup is played over 18 holes, other than the final which is played over 36 holes.

The Nelson Grimshaw Scratch Cup is match play played by the winner and the next 7 best gross, played over 18 holes, other than the final which is played over 36 holes and played off scratch handicap. Matches shall be played from White measured disks. In the event of a match finishing 'all square' after 18 holes, it shall be decided by sudden death commencing from the 1st tee. If a match cannot be decided due to an acceptable reason, e.g. poor light, the match must be replayed over 18 holes.

The Fryer Cup is match play, played by the next best nett top 8 players, played over 18 holes, other than the final which is played over 36 holes and is subject to full handicap allowance. Matches shall be played from White measured disks. In the event of a match finishing 'all square' after 18 holes, the match shall be decided by sudden death, commencing at the 1st tee. If a match cannot be decided due to an acceptable reason, e.g. poor light, the match must be replayed over 18 holes.

The winner will receive the Fryer Cup for one year and a prize voucher the runner up will also receive a prize voucher.

Restricted, 5 Day and Country members are not eligible.

The winner will receive the Nelson Grimshaw Scratch Cup for one year and a prize voucher the runner up will also receive a prize voucher.

Restricted, 5 Day and Country members are not eligible.

### **Annual Mixed Foursomes**

An annual match play competition for Gentlemen and Ladies. Course Handicap limit – Men 28, Ladies 36 played of yellow tees and the allowance is half of the combined difference.

Matches are played from yellow tees over 18 holes, the exception being the final which is played over 36 holes. Matches finishing 'all square' must be decided by sudden death commencing at the 1st tee. If a result cannot be obtained for an acceptable reason i.e. poor light, the match must be replayed over 18 holes.

All competitors share a joint responsibility for contacting opponents to ensure the match is played before the closing date of the respective round per Rules. In the event of a failure to agree a date the match shall commence at 5.00pm on the last day of the round and any competitor failing to start at this time will be liable to disqualification.

The winners will receive the Mixed Foursomes Trophies for one year and prize vouchers. The runners up will also receive prize vouchers.

5 Day members not eligible.

### **C.H.L.O. Brown Trophy**

Medal Play (White tees)

Course Handicap Limit: 10 - 15 inclusive on the date of entry.

The winner will receive the C.H.L.O. Brown Trophy for one year and a prize voucher.

Restricted, 5 Day Members are not eligible.

### **J.H. Townsend Trophy**

The eight competitors with the best nett returns in the C.H.L.O. Brown Trophy will compete by Match Play for the J.H. Townsend Trophy, which will be played from white tees over 18 holes, the exception being the final which is played over 36 holes, subject to FULL difference in handicaps and otherwise in accordance with normal Match Play Rules.

Both competitors share a joint responsibility for contacting opponents to ensure the match is played before the closing date of the respective round per Rules. In the event of a failure to agree a date the match shall commence at 5.00pm on the last day of the round and any competitor failing to start at this time will be liable to disqualification.

All square matches must be decided by "sudden death" starting at the 1<sup>st</sup> tee. If a result cannot be obtained for an acceptable reason i.e. poor light, the match must be replayed over 18 holes.

The winner will receive the JH Townsend Trophy for a year and a prize voucher, the runner up will also receive a prize voucher.

### **Veterans Cup**

Entries are invited for this competition subject to the following conditions:

Stableford Played from the days white tees.

Course Handicap Limit **28**

Competitors must be at least **60** years of age on the day of the Competition.

The winner will receive the Veterans Cup for one year and a prize voucher, the second and third place competitors will also receive a prize voucher.

Restricted and 5 Day Members are not eligible.

### **Wren Cup**

Entries are invited for this competition subject to the following conditions:

Stableford (White tees)

Course Handicap Limit **28**

The winner will receive the Wren Cup for one year and a prize voucher, second place through to sixth place will also receive a prize voucher.

Restricted and 5 Day Members are not eligible.

### **Walker Cup (DRAWN COMPETITION)**

Entries are invited for this competition subject to the following conditions:

Medal (White Tees)

Draw for times and partners

Course Handicap limit **28**

**Any competitor failing to start at the stipulated time will be liable to disqualification. No times to be changed without the permission of the Competition Secretary.**

Entry Fee is to be paid before the closing date for entries using the envelopes provided and posted into the competitions box or through the office letterbox marked competitions. Please include the entry number on the envelope.

The winner will receive the Walker Cup for one year and a prize voucher second place through to eighth competitors will also receive a prize voucher.

Restricted and 5 day members are not eligible

### **Childe Rose Bowl**

Entries are invited for this competition subject to the following conditions:

Medal play (White tees)

Course Handicap Limit **28**

The eight competitors with the best returns in the qualifying round will go forward to the Match Play stage, which are played from white tees over 18 holes, the exception being the final which is played over 36 holes, subject to FULL difference in handicaps and otherwise in accordance with normal Match Play Rules.

Both competitors share a joint responsibility for contacting opponents to ensure the match is played before the closing date of the respective round per R&A Rule 33-3 or longstanding local rule relating to the 1st tee at 5pm on the last day the round is to be played by.

All square matches must be decided by "sudden death" starting at the 1<sup>st</sup> tee. If a result cannot be obtained for an acceptable reason i.e. poor light, the match must be replayed over 18 holes.

The winner will receive the Childe Rose Bowl for one year and a prize voucher. the runner up and the losing semi-finalists will also receive a prize voucher.

The best nett score in the qualifying round will receive a prize voucher.

Restricted and 5 Day Members are not eligible



### **Kershaw Cup**

Entries are invited for this competition subject to the following conditions:

Mid-week Medal play (White tees)

Course Handicap Limit **28**

The eight competitors with the best returns in the qualifying round will go forward to the Match Play stage, which are played from white tees over 18 holes with the final also played over 18 holes, subject to full difference in handicaps and otherwise in accordance with normal **Match Play** Rules.

Both competitors share a joint responsibility for contacting opponents to ensure the match is played before the closing date of the respective round per R&A Rule 33-3 or longstanding local rule relating to the 1st tee at 5pm on the last day the round is to be played by.

All square matches must be decided by "sudden death" starting at the 1<sup>st</sup> tee. If a result cannot be obtained for an acceptable reason i.e. poor light, the match must be replayed over 18 holes.

The winner will receive the Kershaw Cup for a year and a prize voucher. The runner up will also receive a prize voucher.

The best nett score in the qualifying round will receive a prize voucher.

### **Peter Stelling Centenary Plate (DRAWN COMPETITION)**

Entries are invited for this competition subject to the following conditions:

Stableford (White Tees)

Draw for times and partners

Course Handicap limit **28**

**Any competitor failing to start at the stipulated time will be liable to disqualification. No times to be changed without the permission of the Competition Secretary.**

Entry Fee is to be paid before the closing date for entries using the envelopes provided and posted into the competitions box or through the office letterbox marked competitions. Please include the entry number on the envelope.

The winner will receive the Peter Stelling Centenary Plate for one year and a prize voucher, second place through to eighth place will also receive a prize voucher.

Restricted and 5 day members are not eligible

### **Seniors Cup**

Entries are invited for this competition subject to the following conditions:

Stableford Played from the days white tees.

Course Handicap Limit **28**

Competitors must be at least **60** years of age on the day of the Competition.

The winner will receive the Seniors Cup for one year and a prize voucher, the second and third place competitors will also receive a prize voucher.

Restricted and 5 Day Members are not eligible.

## **Winter Knockout**

Entries are invited for this competition subject to the following conditions:

Fourball knockout competition played from the days Competition tees.

At the time of entry each side shall consist of 2 players each holding a competition handicap.

Handicap is full difference taken off low player.

The competition is a knock out competition decided by match play, played over 18 holes, with the final also played over 18 holes. Each match is played from the daily competition tees. There is no handicap limit other than as stated above and the handicap allowance is half of the combined difference.

Matches finishing 'all square' after 18 holes must be decided by sudden death, commencing from the 1st tee and a result must be obtained the same day. If a result cannot be obtained, due to an acceptable reason, e.g. poor light, the match must be replayed over 18 holes.

All competitors share a joint responsibility for contacting opponents to ensure the match is played before the closing date of the respective round per Rules. In the event of a failure to agree a date the match shall commence at 5.00pm on the last day of the round and any competitor failing to start at this time will be liable to disqualification.

The winners will receive the Winter knockout Trophy for one year and a prize voucher and the runners up will also receive a prize voucher.

Restricted and 5 Day Members are not eligible.

## **Summer Knockout**

A match play competition for Gentlemen and Ladies. Teams can be made up of 2 men, 2 women or mixed. Men to play from White tees and Ladies to play from Red tees and the allowance is 95% of the course handicap.

The competition is a knock out competition decided by match play, played over 18 holes, with the final also played over 18 holes. Matches finishing 'all square' must be decided by sudden death commencing at the 1st tee. If a result cannot be obtained for an acceptable reason i.e. poor light, the match must be replayed over 18 holes.

All competitors share a joint responsibility for contacting opponents to ensure the match is played before the closing date of the respective round per Rules. In the event of a failure to agree a date the match shall commence at 5.00pm on the last day of the round and any competitor failing to start at this time will be liable to disqualification.

The winners will receive the Summer knockout Trophy for one year and prize vouchers. The runners up will also receive prize vouchers.

All members are eligible to play but matches can only be played Monday to Friday.

Competition revenue breakdown

Every competition run by the Club are split as follows:

30% to the Club

35% Professional Shop winnings

35% Bar winnings.

Any bar winnings acquired can be transferred to the Professionals to spend in the shop.

# LADIES SECTION

The Ladies Section is administered by the Lady Captain and her Committee.

The Committee comprises –

- The Lady Captain who holds office for one year by invitation of the Past Lady Captains
- The Lady Vice-Captain who holds office for one year by invitation of the Past Lady Captains
- The Immediate past Lady Captain holds office for one year (ex officio)
- Hon Secretary, Treasurer, Handicap Secretary and Competition Secretary who are elected at the Ladies Section AGM and hold office for four years.
- One other Committee member is also elected to hold office for three years.

Members of the Ladies Section are allowed to put their names forward for election to the Board of the Club.

The Lady Captain may attend meetings of the Board of the Club as ex-officio but shall not be entitled to vote on Club matters.

## Competitions for Ladies

### Handicap

If Lady Members do not have an official handicap, a similar process to that described for Gentleman in the previous section should be followed. Cards should be submitted to the Ladies Section Handicap Secretary.

### Medal and Stableford Competitions.

These are played each month between April and October. Medals and Stablefords are generally played one Sunday and one Wednesday a month. Cards for these competitions should be obtained from the Pro shop prior to playing and entry to be made on the computer within in the Pro Shop

Ensure that your correct handicap is indicated on your card. Following completion of your round, enter your score in the computer, signing in, in a similar manner to that described above and post the card in the letterbox in the Ladies locker room. Unless play is in 'Members Times' – see previous section, times of play must be arranged through the Club's on line (BRS) booking system.

## Major Trophy Competitions –

All players must have a ‘competition’ handicap to enter the competitions.

### The Victory Cup

This is the most prestigious of the Ladies Section trophies.

- This is a match play competition, played over 18 holes, other than the final which is played over 36 holes.
- Handicap limit : 36 – with full handicap allowance between the players.
- Matches finishing ‘all square’ after 18 holes, must be decided by sudden death, commencing at the 1<sup>st</sup> hole and a result must be obtained on the same day. If a result cannot be obtained due to an acceptable reason, e.g. poor light, the match must be replayed over 18 holes.
- Both players have a joint responsibility for contacting their opponent to ensure that the match is played before the closing date of the respective round.

### The Edith Koppel Trophy (Qualifier inc LGU Extra Medal)

- This is a **medal** competition where a draw is made for playing partners.
- Handicap limit : 36
- Cards to be obtained and recorded in the computer as previously described.
- The 8 competitors with the best net returns in the qualifying round will be seeded to go forward to a **match** play competition with full handicap allowance between players.
- Matches finishing ‘all square’ after 18 holes must be decided by sudden death commencing at the 1<sup>st</sup> hole and a result must be obtained on the same day. If a result cannot be obtained due to an acceptable reason, e.g. poor light, the match must be replayed over 18 holes.
- Both players (in the match play stages) have a joint responsibility for contacting their opponent to ensure that the match is played before the closing date of the respective round.

### Simpson Cup

- A draw will take place for partners and times of play.
- Format: 36 hole medal competition played over Sunday and Monday - refer to the entry sheets for the respective dates (18 holes per day).
- Handicap limit: 36, however, any change in handicap following the first round will apply for the second round.

Cards to be obtained and recorded in the computer as previously described.

## **Scratch Trophy**

- Format: Match play over 18 holes, with the exception of the final which will be played over 36 holes.
- Both players share joint responsibility for contacting their opponent to ensure the match is played before the closing date of the respective round.
- Matches finishing 'all square' after 18 holes must be decided over sudden death commencing at the 1<sup>st</sup> hole and a result must be obtained on the same day. If a result cannot be obtained due to an acceptable reason eg poor light, the match must be replayed over 18 holes.

The finals for the Victory Cup, Edith Koppel Trophy and Scratch Trophy shall be played on the Club's Finals Day.

Postponement of any Final will only be sanctioned in exceptional circumstances or if a player has been chosen to represent the County or L&DUGC or is in more than one final, in which case the order of precedence of the respective competitions will be decided by the Club's Golf sub- Committee.

## **The Elmwood Trophy**

- A draw will take place for partners and times of play.
- This trophy is played over Sunday and Monday (refer to the entry sheet for the respective dates) – the first round shall be a medal and the second round, eclectic.
- Any change of handicap following the first round will apply for the second round.
- Handicap limit : 36

Cards to be obtained and recorded in the computer as previously described.

## **Welcome Rose Bowl**

- A draw will take place for partners and times of play.
- Format: Par competition over 27 holes.
- Handicap limit : 36
- Cards to be obtained and recorded in the computer as previously described.

## **Rabbit Trophy**

- A draw will take place for partners and times of play.
- Format: Stableford play over 18 holes.
- Handicap limit : 25 -54
- Cards to be obtained and recorded in the computer as previously described.

## **Annual Medal & Stableford Competitions**

- These competitions are played in conjunction with the August Medal & Stableford competitions. Only players who have qualified by winning a previous Monthly Medal or Stableford are eligible to enter.
- Choose your own playing partners and if not playing within 'Members times', a tee time must be booked through the 'on-line' booking system.

## **Centenary Trophy**

- 18 hole Stableford competition.
- Handicap limit: 36.
- A draw will take place for playing partners.
- Cards to be obtained and recorded in the computer as previously described.

## **Annual Mixed Foursomes**

- Refer to 'Competitions for Gentlemen (page 13)

For full details and conditions of entry to all competitions, refer to the respective entry forms posted in the Ladies locker room.

# JUNIOR SECTION

Garforth Golf Club considers the Junior section (defined as those under 18 years of age) 'our future' and accordingly, takes responsibility for Juniors participating in golf at the Club and within Club premises very carefully. The Club acknowledges a 'duty of care' and endeavours to ensure the safety and protection of all Juniors through our Child Protection policy (please refer to a separate document). In addition, parents also have responsibility to work together with the Club in implementing procedures and providing their children with the necessary information to safeguard themselves.

The Club's Welfare Officer is Vicki Allison, Assistant Managing Secretary, who's details are posted on the Junior notice board.

The Club affiliates to the English Golf Union and our professional coaching staff, who provide coaching sessions, are members of the Professional Golfers Association.

In 2021, the Club was awarded the 'SafeGolf' accreditation. SafeGolf is a partnership of UK golf bodies committed to promoting a safe and positive environment for all those participating, working and volunteering in the sport of golf.

There are many opportunities for Juniors to participate in regular competitions, held frequently throughout the golfing season. The Club participates in the Leeds & District Union of Golf Clubs Junior League.

The Club has a Junior Organiser and other volunteers to assist in running the Junior section. There is a Junior Captain, Vice-Captain and Committee and an Annual General Meeting specifically for Juniors is held at the Club early in the golfing season.

Juniors with an official handicap may play in the Competition of the Day (Medal and Stableford) providing they play with adult Member. However, they are not allowed to enter the 'sweep' and therefore are unable to win a monetary prize.

Male Junior Members may also play in the major Club competitions providing they have a handicap of 12 or below and satisfy the conditions of entry.\*

Male and Female Junior Members, with a handicap of 14 or below, may play in the Annual Mixed Foursomes knock-out competition, again, providing they satisfy the conditions of entry.\*

\*Please see the regulations notice board.

Female Junior Members are able to play in all Junior events. In addition, they are also eligible to play in all Ladies Medal, Stableford and Major Cup Competitions providing they satisfy conditions of entry. As with Male Juniors, they are not permitted to enter any sweep.

Our Junior organiser is Mr Steve Carlisle and he will contact any prospective Junior members direct with contact details.

# GOLF SOCIETIES

The Club has a number of sections / societies who arrange events throughout the year. These include –

## **The Rabbits Section**

This section is for players with a handicap of 16 and above. The Rabbits have an extensive programme of competitions, friendly matches and dinners throughout the year.

The Rabbits are also happy to have players with a lower handicap, commonly known as 'Associate Rabbits', to join them in some of their events such as the 'Poachers Plate' and the 'Yorkshire v The Rest of the World' annual match.

Rabbits Secretary – Mr David Marlow

## **The Elderly Gentlemen's Golf Society (EGGS)**

A society for gentlemen aged 59 and above. A number of matches are played against other local golf clubs on a 'home and away' basis. Competitions are also played against other sections of the Club.

EGGS Secretary – Mr John Belt

## **The Garforth and Kippax Golfing Society**

This society is primarily for Members who reside within the geographical areas of Garforth and Kippax. The society play a number of events and their Annual Dinner is generally held in December.

## **The Scholes Golf Circle**

The Circle was originally formed in 1947 and is for Members who reside or have previously resided in Scholes. The Circle has a very active golf programme.

## **The Barwickians Golfing Society**

This society was formed for residents of Barwick in Elmet and Aberford. As with the other societies, they have a very active golf and social programme throughout the year.

Details of all the sections /societies and how to join them can be found on the respective notice boards in the gentlemen's locker room.



# SOCIAL GOLF

Joining a new Golf Club can be exciting but how do you get a game if you do not know anyone?

This is not a problem at Garforth as all Members are extremely welcoming of new Members. The following are a few ways to get a game and get to know other Members -

**Weekends** – As referred to previously, during summer months, on a Saturday and Sunday when there are competitions, tee times must be booked through the ‘on line’ (BRS) system, social golf can be played and times should also be booked using BRS system.

During winter months, Members can turn up and play at any time subject to daylight hours. The Professional runs informal competitions for the Members but these are not compulsory.

**Mid-week** – There are groups who play regularly at particular times and would be happy for you to join them – these include

## **The ‘Reps’**

This group normally play Monday, Wednesday, Friday every week and meet at approx. 11.45am (11.15am during winter months) in the 19<sup>th</sup> bar. Place your name on the board at the side of the snooker table and you will be included in the draw. Join them afterwards for a drink (or tea or coffee) and a ‘chat’.

## **The ‘Tuesday and Thursday’ Morning Group**

This group play at approx. 8.00am. Meet the group around the putting green and you will be invited to join them.

## **General**

As a Club, we need to encourage visitors to generate revenue and to help us maintain Membership subscriptions at the lowest level we can. However, we recognise that we are a Members Club and ensure the following times are reserved for Members –

## **Weekdays**

April to October - up to 9.30am and between 12.00 and 1.30pm

November to March – up to 9.30am and between 11.30am and 12.30pm

## **Weekends**

April to October - up to 9.30am and between 12.00 and 1.30pm

November to March – up to 9.30am and between 11.30am and 12.30pm

## **Guests**

Members may invite guests at any time at a concessionary rate. Member's guests may be signed in on no more than 12 occasions irrespective of the Member making the introduction. Members' guests may play in the 'Members times'.

# **SOMETHING FOR EVERYONE**

## **Social Events**

The Entertainments sub-Committee arrange a number of social events throughout the year, ranging from formal dinners with after dinner speakers, discos, brass band concerts, quizzes and tribute nights.

Details of all events are posted on the web site or by individual posters located around the Club. Tickets for all events are obtainable from the bar with the 'bar levy' card

The Club can also be hired for functions by Members (christenings, wedding receptions, birthdays or special anniversaries etc.). Private individuals (non-Members) are also able to hire rooms for functions although the condition of the Club's Licence limits these functions to a maximum of 12 per annum. Please speak to the Managing Secretary

## **The Bar**

A 'bar levy' is included in the annual subscription of all Members with the exception of Junior and Social Members. The card may be 'topped up' at any time with a minimum of £5. On production of the 'bar levy' card, Members receive a 19% discount on advertised bar prices.

Bar opening hours, which vary from summer to winter, are advertised around the bar area. Extended opening hours are generally arranged when Club or private functions are being held.

## **Catering**

Bar meals with waitress service are available throughout the day. In a similar manner to the bar, opening hours vary between summer and winter.

As mentioned above, the Dining Room can be booked for private functions and this should be arranged through the Managing Secretary.

## **Changing Facilities**

The Club has excellent changing facilities for male and female Members and visitors. We ask that all Members and visitors refrain from changing shoes in the car park.

Members wishing to hire a locker should contact the Managing Secretary.

Towels are provided for those wishing to use the shower facilities.

## **Golf Simulator & Studio**

The Professionals operates a golf simulator within the Clubhouse and members are invited to use this state of the art facility. Book a lesson with the Professional team, practice or play one of a number of fabulous championship courses.

## **Practice Ground**

We have a large practice ground adjacent to the 18<sup>th</sup> tee where you are able to 'hone' your golfing skills. We do ask that all 'practising' is carried out aiming towards the top of the field (other than when using the chipping greens) to avoid possible injury to those playing the course.

For the summer season there is a ball dispenser which is located outside the Club house, tokens can be purchased from the Professional's Shop. These balls are for use on the area to the left of the Practice ground ONLY not for use on the course. The right side of the practice ground and the course are for members balls.

Our professionals are also willing to provide individual lessons for those who wish to take advantage of this service.

At very busy times, a small section of the practice ground is used as an overflow car park.

## **Trolley Storage**

Facilities are available for the storage of trolleys, including a limited number of 'ride on' buggies. Please contact the Managing Secretary for details.

## **Security**

The Clubhouse is protected by a code operated access system. The code for Members is changed 3 times annually and Members are advised accordingly.

Members should not divulge the code to anyone who is not a Member. The Managing Secretary or professional provides a separate code for visitors.

## **Resignation/Change of category**

Whilst the Club wish you to remain a member for many years to come there are certain rules within the Articles of Association in relation to tendering your resignation or requiring a change to your category of membership. Briefly a member can resign membership or change category by giving a minimum three months' notice in writing. Otherwise the member shall be liable for the appropriate subscription for the ensuing year. Details of this Club rule are posted on the notice boards and we would invite you to make yourself aware of this condition. Further explanation can be obtained from the Managing Secretary if required.

**FOR YOUR OWN SAFETY AND THE SAFETY OF OTHERS, PLEASE BE ADVISED:**

PLAYERS ARE REMINDED OF THE NEED TO SHOUT "FORE!" IF YOU CANNOT SEE THE FULL RANGE OF ANY WAYWARD SHOT ONTO ADJACENT FAIRWAYS



- Players should not play until others in front are out of range.
- If a player plays a ball in a direction where there is a danger of hitting someone, they and their playing partners should immediately shout "FORE!"
- On hearing "FORE!" - Crouch, cover your head with your arms and count to 10.
- Players should ensure that no one is standing close by or in a position to be hit by the club, the ball or any stones, pebbles, twigs or the like when they make a stroke or practice swing.



**PUBLIC FOOTPATH:** Priority must be given to path and bridleway users at all times.  
**Players must not play shots until the way ahead is clear.**

*Public rights of way are marked by yellow topped marker posts.*



**GREENS STAFF** working on the course have priority at all times.

Players are expected to wait for staff to acknowledge them and move out of range, **BEFORE** playing a shot that might endanger them. **DO NOT** assume a greenkeeper will be able to hear or react to a shout of "FORE!"



**LIGHTNING:** In the event of an electrical storm, suspend play immediately and take appropriate action.

**FOG:** Do not commence or continue play in fog/poor visibility, when you cannot see the clear distance of your intended shot.



**THE COURSE, IT'S STEPS AND SURFACES** may be slippery when damp or wet. Golfers must ensure to wear appropriate footwear to meet the prevailing conditions. Wherever possible, keep to footpaths and steps.



**BUGGIES:** To ensure the safety of all golf course users, buggy drivers are required to comply with the club's buggy policy and follow designated buggy routes at all times.



**FIRST AID:** Assistance is available in the Clubhouse.

**ALL ACCIDENTS MUST BE REPORTED TO THE OFFICE**

**You are advised to carry a mobile phone to summon assistance in an emergency.**

**RING 999 FOR AN AMBULANCE    POSTCODE: LS25 2DS**

**AMBULANCE ACCESS POINT:    Main Car Park**

## **Policies and Terms & Conditions**

Please find the Social Media Policy and Event booking terms and conditions below.

# **Members Social Media Policy**

Garforth Golf Club is committed to enhancing our communication with members and potential members through social media tools such as Facebook, Twitter, Instagram, YouTube,

This communication strategy has been developed with the view to increasing awareness of our brand, our Club services and facilities and to facilitate positive communication between ourselves and our members, potential members and the golf community.

We encourage members to follow our Social Media sites and share Club related content within their personal social networks. However, any official Club related content and posts must be administered only by the designated administrators of the Club or approved for submission by them or the designated contributors.

## **ADMINISTRATORS**

**Main Administrator:** Managing Secretary

**Other Administrators:** Marketing & Membership Chair, The Professional Team.

Members may like to, comment or express their personal thoughts on updates or posts on all Social Media sites but are asked to adhere to the following conditions of use:

When associating yourself with Garforth Golf Club's Social Media sites, you may not:

- *post photos that may compromise the professionalism and reputation of the Club;*
- *use hostile or defamatory language;*
- *disclose private or confidential information about the Club, it's members, guests, suppliers or employees;*
- *pass judgment on other golf clubs or associations.*

When associating yourself with Garforth Golf Club's Social Media sites, you are expected to:

- *contact an Administrator immediately if there is any information that may be perceived as defamatory or contentious to Garforth Golf Club. If in doubt, please contact an Administrator for advice;*
- *show respect to the online community and members as you would if they were in the same room as you;*
- *conduct yourself in a professional manner and respect the views and opinions of others.*

The Club maintains the right to monitor Club related member activity in social networks.

Members are reminded of their responsibility to act appropriately and professionally at all times when using Social Media sites to discuss Club matters, and should consider carefully whether what you say

is appropriate. Where members decide to use these sites, they must not display or knowingly allow to be displayed on Social Media any information which could be confidential to the club.

The following guidelines are intended to help determine acceptable standards when you are on line using Social Media and other related sites.

Members must ensure that any entries made on Social networking sites such as Facebook, YouTube, Twitter, Instagram, LinkedIn or blogs etc., both personal and business related, are appropriate and do not damage the reputation of the Club, its members, customers, suppliers. Associates, freelancers or any employee. It should be remembered that any business or personal usage that brings the Club, its members customers, suppliers, associates, freelancers or any employee of the club into disrepute is totally unacceptable and will be dealt with under the Clubs Disciplinary Procedure.

You are responsible for what you post; never use the Clubs name to promote your own ideas.

You must not become involved in arguments or disagreements, in conversations or postings, relating to the Club, its members, customer, suppliers, associates, freelancers, or any employee. If a member discovers these they must report them to the Manager. If a member is approached with a negative complaint or an awkward question regarding anything detailed in this policy, they must report this immediately to the Manager.

At no time must a member make comments on social media about those individuals as detailed above which are unpleasant or inappropriate. Members must not also engage or be seen to endorse a group or comment made by another which is unacceptable, as detailed in this policy. It is of the utmost importance that we respect and value others and show professionalism and integrity at all times.

Any disputes a member feels he has with the Club, its members, customers, suppliers, associates, freelancers or employees, should be reported internally using the Clubs established procedures Failure to adhere to this policy may result in disciplinary action being taken in accordance with the Clubs disciplinary procedure.

### **Board Members Responsibilities**

All Board members have a duty to implement this policy and take action if they become aware of any breach of this policy and should explain the club's policy on the use of social media and networking sites and take steps to promote awareness of this policy.

- **What to do if you believe you are being harassed, bullied or victimised via a social networking site**

If you are a member who believes that you are being harassed, bullied or victimised as a result of another member's post to an internet site, it is open to you to take the necessary action. Staff should contact the chairman of the Board or another Board member for support and guidance on the informal and formal action which can be taken.

- **Consequences of not following this policy**

Any member found to be in breach of the above may be subject to disciplinary action.

If they are also found to be in breach of the Data Protection Act 1998 or other relevant legislation or copyright, it could lead to criminal proceedings and prosecution.

# GARFORTH GOLF CLUB LIMITED

LONG LANE, GARFORTH, LEEDS LS25 2DS

VAT Reg. No. 169 3517 38 Co. Reg. No. 125784

## TERMS & CONDITIONS

The Board of Directors have agreed to the Clubhouse being made available to Members of the Public for certain types of Private Function **subject to the following Rules.**

The Board must point out, however, that this facility will be withdrawn without notice, if it becomes evident that those attending such a private function are not complying with the normal Rules and Regulations of the Club or if there is any evidence of unacceptable or unruly behaviour.

As noted in the Rules, as set out below, the Applicant concerned will be held solely responsible for the behaviour of his/her guests whilst they are in the Clubhouse and he/she must ensure that they are made aware of the standards expected prior to the event. The Member must also ensure, if children are in attendance at the function, that they are kept under proper supervision at all times.

### RULES FOR PRIVATE FUNCTIONS IN THE CLUBHOUSE

1. A private function will be permitted for a member of the public at Garforth Golf Club and their invited guests only. A room hire charge of £150 is applicable to all public events.
2. A Member will be permitted to hire the Function Room complimentary for his or her personal use only. The member may also hire the Function room for their spouse/parents or children at a reduced room hire rate of £100. Members can not book on behalf of others
3. A private function will be permitted for a Wedding Anniversary ; Birthday celebrations ; Christenings; and Funeral Receptions
4. A private function will be permitted at the following times :-  
**Wedding Anniversary/Birthday Celebration:** On any evening subject to approval.

**Christenings:** Sundays only.

**Funeral Reception:** At any time during normal Clubhouse hours, subject to the agreement of the Managing Secretary and Bar Manager/Caterer.

5. **A Room Hire Charge is payable on confirmation of the booking.** This is a non-refundable deposit unless extenuating circumstances prevail.
6. Catering for and dancing at a private function will be permitted in the Dining Room or Lounge Bar. The balcony and first floor toilets will be available for use by those attending. The 19<sup>th</sup> bar area and snooker table is not available for use by non-members. The 19<sup>th</sup> bar area will not be available to guests of the Function, even if a member has hired the room. This area is to remain for member use only.
7. A private function will **not** be permitted if the Clubhouse is in use for a Golf Club function, Visiting Party and the like or if the Club Bar Manager/Caterer are unavailable for any reason.
8. **All drinks must be purchased from Garforth Golf Club and consumed on the premises.**

**No drink is permitted to be brought into the Clubhouse. Please note** – drinks from the bar must be paid for in cash or on a credit/debit card at the time of purchase. There is a bar tab facility available to be agreed with the Managing Secretary prior to the function. Payment of which can be made by a debit card and the outstanding balance must be paid in full on the day of the function. **The responsibility of payment in full remains with the person who booked the function.** Please note drinks from the bar must otherwise be paid for by **cash or card at the time of purchase**. Alcohol **will not** be served to anyone under the age of 18yrs. Garforth Golf Club adhere to the challenge 25 policy, where anyone who looks under the age of 25 will be asked for Identification/ proof of age.

9. All catering requirements should be discussed directly with the caterer with the exception of “special celebration “cakes. **The hirer’s own or external caterers will not be permitted.** Please note it is recommended that buffets stay out no longer than one hour, they will be cleared and disposed of after this time. Applicants are not permitted to remove food from the premises.
10. Dancing at a private function will only be permitted if the dance floor has been requested and has been laid for that purpose. If this facility is required the Managing Secretary will make the appropriate arrangements.
11. All private functions must end no later than **12:00 midnight** with the Clubhouse to be vacated by **12:15 a.m.** The bar would normally close at 11.30 p.m subject to the discretion of the bar manager.
12. Arrangements for a private function must be discussed, in the first instance, with the Managing Secretary who will confirm the availability of the Clubhouse and Bar Manager/Caterer for the required date. If the date is suitable and the proposed celebration complies with the above rules, **the reservation will be confirmed**



**upon receipt of the non refundable room hire deposit and completed booking terms and conditions. In addition a £150 bond will be required in case of any damage to fixtures & fittings , this must be paid 4 weeks prior to the event and will be returned within 14 days after the function subject to inspection of the function room.**

13. The applicant concerned will be held **solely** responsible for the behaviour of his/her guests whilst they are in or about the Clubhouse premises and he/she must ensure that they are made aware of and comply with the Rules and Regulations of the Golf Club at all times. The Applicant must also ensure, if children are in attendance at the function, that they be kept under proper supervision at all times.
14. Smart Casual Dress is allowed in the Dining Room/lounge bar for agreed Private Functions. No hoodies, ripped jeans, trainers, baseball caps etc are permitted.
15. The electric stair lift is **only to be operated** by the bar staff. Please advise the Managing Secretary prior to your function how many of your party will need the use of this facility.
16. Decoration of the Dining Room/lounge bar is permitted subject to limitations. Prior arrangement with the Managing Secretary is required who will advise what is permitted. i.e No blu tac / cellotape on the wallpaper.
17. There is a no smoking policy throughout the Clubhouse. A designated smoking area is available on the balcony subject to the weather conditions and the discretion of the bar manager.
18. Any special requests to be discussed with the Managing Secretary at the time of booking.

**By Order of the Board**

# NOTES