

**TOP FLIGHT GOLF CLUB
OPERATING PROCEDURES**

1. The club will play Winter Rules at all Tournaments, a 6" bump, no closer to the pin, is allowed on the fairways and in the rough. You must not bump your ball in Bunkers or Penalty Areas.
2. The club will allow players to play with players of their choice, if space is available in that foursome.
3. Members may use Chase Quick Pay, Zelle, a bank's Bill Pay or a Personal Check to pay fees. No cash will be accepted.
4. All members must pay for a Tournament 5 days prior to the close of the Tournament. When the Tournament is full, a waiting list will be established by order of receipt. All entries will be processed on a first-come, first-served basis.
5. All Officers/Board of Directors, past or present, will be allowed to play in any Tournament without regard to the close of the Tournament rules.
6. In addition to greens fees, a tournament fee will be assessed to pay flight prizes and club operating expenses. Section 6 of the Top Flight Golf Club By-Laws provides for the Board to establish fees and dues in amounts deemed necessary to operate and maintain the club.
7. If a member must cancel and the golf course does not charge Top Flight Golf Club any fee, a credit will be issued for use in a future tournament. If the golf course charges Top Flight Golf Club a full or partial fee for an absent member, the member will be obligated for those fees and credited any remaining balance from fees they have paid.
8. The Club Champions, (Men & Women), and the Club Championship Top 10 Point Leaders shall be determined using the following criteria:
 - a. The 5 lowest net scores from regular tournaments will be averaged and provide for 50% of the Club Championship score.

- b. The net score from the one designated Club Championship Tournament will provide the other 50% of the Club Championship score. Total points determine the leaders.
 - c. The Club Championship Tournament will pay prizes like a regular tournament in the flight format in addition to providing the 50% net score for Top Point Leader calculation.
 - d. After determining the Men's and Woman's Club Champions, the Club Championship Top Point Leaders will be determined from the remaining qualifying members.
9. The procedure for determining the order Members draw for Raffle Prizes at the Christmas Banquet.
- a. Members who have played in all Tournaments will be drawn 1st.
 - b. Members with the next highest number of tournaments played will be drawn next.
 - c. This procedure will be followed until all members who have played in at least 1 Tournament have selected a raffle prize.
 - d. After all Members that have played at least one tournament have received a Raffle Prize, all tickets will be put into a pot and drawn until all Raffle Prizes are gone.
10. Top Flight Golf Club will award \$250 to any Top Flight Member who gets a Hole-In-One during a Top Flight Golf Club Tournament.

UPDATED: June 30, 2025