



# Philadelphia PGA Section Junior Tour Player Handbook

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## **Welcome!**

We are thrilled to have you as part of our community for what promises to be an exciting and memorable season. Your participation is key to making this experience rewarding and enjoyable for everyone involved. We look forward to sharing countless great moments with you throughout the season.

To ensure you get the most out of your experience, we kindly ask that you take a moment to review our Player Handbook. Inside, you'll find important information about event protocols, rules, and how you can contribute to the success of the tour by being an engaged, respectful, and supportive player.

Thank you for your involvement and for being a valued part of the Philadelphia Junior Tour family. We can't wait to see you at our events and look forward to a fantastic season ahead.

## **Registration**

- Registration will be open as soon as the events are created in golf genius and the event is confirmed with the course.
- A percentage of the field will be held for the girls divisions, up to 2 weeks before registration closes. The remaining spots will then be made available for open registration.

## **Care for the Course**

We would like to remind all our players how important it is to be diligent about replacing divots, fixing ball marks, and keeping up with the general care for the golf course at our host facilities.

It is imperative to the success of our tour that we respect the facilities that have opened their door to host events. Due to the increase in play over the past few seasons, course access has become more challenging, and we strive to be perfect guests.

We are asking our members to be mindful of course care, and to step in reminding your playing partners to do the same. Replace your divots, fix your ball marks, rake the bunkers, and become a group that our facilities want to host each year.

## **Dress code**

The dress code for players and spectators has been established to meet the requirement that a number of our host facilities have in place. Our dress code is as follows:

- No Jeans or Sweatpants
- Hats must be worn facing forward

- Shirts must be tucked in at all times
- Hats should be removed when entering the clubhouse or pro shop

If a player is seen not following the dress code they will be asked by staff to adjust their attire to meet the dress code.

## **Starting**

Players are required to arrive at their starting tee 10 minutes before their tee time to hear starting announcements and receive their scorecard for the round

- Players cannot tee off until they are announced by the starter otherwise they will receive a two-stroke penalty
- Any player that arrives prior to 5 minutes after their tee time will receive a two-stroke penalty
- Any player that arrives past 5 minutes from their tee time will be disqualified and will not be issued a refund

## **Scoring**

After finishing their round players must come into the scoring area to return scorecards. Scores are considered official after both the player and the marker have reviewed and signed their respective cards and left the scoring area. Players will act as markers and are responsible for scoring for another player in their group as well as themselves. Being a marker is a big responsibility as they are protecting themselves and the rest of the field. Spectators are not permitted in the scoring area. Players are responsible for reviewing scores and should work with tournament officials to resolve any discrepancies.

## **Rulings**

If a player needs a ruling, they can either:

- Flag down a rules official
- Play two balls after conferring with the other players in the group

Players should not talk to any spectator in regards to a ruling. The player could be subject to disqualification by following incorrect information.

## **Waitlist Policy**

At times throughout the season, the Philadelphia Section PGA Junior Tour experiences more registrants for a tournament than the event can accommodate. Field sizes are based on the amount of tee times the host facility can provide for the day. Each online registrant will be notified before their application is submitted that they will be put on a waiting list.

We recommend that you wait list only if:

- You make yourself available for a last-minute notification
- You live nearby

- You plan on being in the area for another reason
- If you are **no longer** available for a tournament you are waitlisted for please reach out to the PJT Task Force
- Players are responsible for being at their starting tee on time and no circumstances will allow for a player to move to another tee time

### **Withdraws:**

- Players who need to withdraw from a tournament should proceed as follows:
  - 1) Online: If the day you are canceling out of a tournament is before 4:00pm, 7 days from the tournament date and pairings have not been released, you are entitled to a full refund minus a \$5 processing fee.
    - i) Please log in to your Golf Genius Account with the email and password you registered for membership with.
    - ii) If the day you are canceling out of a tournament is after the registration deadline, please proceed to step 2.
    - iii) Once you have logged in to your Golf Genius Account, select the “Participation History” tab which is located at the top of your account. Once selected, your tournament registration schedule will appear. Scroll down to the respective event that you are currently registered for and a “Cancel” link should appear underneath the “Status” column. Select “Cancel” and a prompt will appear clarifying if you wish to proceed with the cancellation.
  - 2) Contact the Staff via phone or email: If the day you are canceling registration for a tournament is after 4:00pm, 7 days from the tournament date or pairings have already been released, you are not entitled to a refund.
    - i) Please email the PJT Staff at [info@phillyjuniortour.com](mailto:info@phillyjuniortour.com) to confirm your cancellation.
  - 3) Please keep in mind that the best way to contact the staff regarding canceling your registration is via our email address: [info@phillyjuniortour.com](mailto:info@phillyjuniortour.com)
- If a spectator is not following the dress code they will be asked to adjust their attire or vacate the course until after their child is done with their round

### **No Show Policy:**

If a player registers for a tournament, and no-shows for the event they are subject to the following penalties. If a player registers for a tournament, and no-shows for the event there will be no refund of their entry fee and will receive an official warning. Any player having multiple no-shows will be subject to loss of Player of the Year points and/or suspension of playing privileges.

### **Mid-Round Withdraw Policy:**

A player needing to withdraw during an event must alert a tournament staff member prior to leaving the event. A justified withdraw will be granted when a player fails to complete their round due to emergency or injury. The player's scorecard must be given to the other players in the group. If any player having multiple unjustified withdraws may be subject to loss of Player of the Year points and/or suspension from playing privileges.

### **Cheating Policy:**

If you see something, say something to a tournament official as soon as possible. If a player knows another player is cheating and they sign off on their score, both that player and the cheating player are at risk for disqualification

- Both the player accused and the accuser will be investigated

Different types of cheating can happen by either a player or the parent/spectator of a player, and to report cheating during the round a spectator or player can either

- Alert a rules official
- Call the pro shop
- Call the Junior Tour Rules Hotline
- Talk to a tournament official in scoring as soon as possible

- Player Penalties
  - **1st offense:** Disqualification and official warning
  - **2nd offense:** Disqualification and Player of the Year Points Penalty. Player and Parent or Guardian to meet with the Director.
  - **3rd offense:** Suspension from Junior Tour Membership
- Spectator Penalties:
  - **1st offense:** Warning and disqualification for player
  - **2nd offense:** Disqualification for player, and spectator is suspended for the remainder of the season. Player suspended from play until Player and Spectator meet with Director.
  - **3rd offense:** Suspension from Junior Tour membership.

**Giving Advice** - USGA Rule 10.2a/2: A player must try to stop ongoing advice that is given voluntarily

- Consequences for spectators caught giving advice:
  - **1st Offense:** General Penalty of two strokes. Official warning given to spectator and players
  - **2nd Offense:** General Penalty of two strokes. Spectator is removed from the course.
  - **3rd Offense:** General Penalty of two strokes. Spectator is suspended until the player and spectator meet with the Director.
  - Penalties are cumulative for 1 season

## Contact

- The best way to contact the Philadelphia Junior Tour is via our email:  
[info@phillyjuniortour.com](mailto:info@phillyjuniortour.com)
- Staff may be reached via phone during office hours. The office is open from 8:30am-5:00pm Monday - Friday