



## **RULES AND REGULATIONS**

It is the intent of the Club that these Rules and Regulations are to be for the enjoyment of the Club by its members, their families, and their guests. (For the purposes of these Rules and Regulations, the terms “members” and “membership” include both shareholders and those to whom the Club has extended privileges.) The obligations of enforcing these Rules and Regulations for the good of all users is placed primarily in the hands of the staff who are responsible to ensure that members receive all the courtesies, comforts and services to which they are entitled. It is the responsibility of the membership to be familiar with these Rules and Regulations, and to abide by them at all times.

### **GENERAL CLUB RULES**

1. Members and their guests must abide by all the rules established by the Club as they may be amended from time to time. Members are responsible for ensuring that their family members and guests comply with all rules of the Club.
2. No member or group of members acting in concert shall allow a guest to frequently use the Club as a substitute for membership.
3. Alcoholic beverages will not be sold to any person not legally permitted to purchase them.
4. Proper attire, decorum and consideration of the comfort of others must be observed at all times.
5. Members are not allowed in the golf cart and golf club storage areas, golf course maintenance areas, kitchen or other service areas of the Club.
6. Dogs and other pets, with the exception of guide dogs, are not permitted on the Club property without the prior approval of the General Manager. If permitted, such dogs or other pets must remain under control at all times and the member is responsible for any damage caused by the dog or other pet.
7. All food and beverages consumed in the Club facilities must be purchased at the Club; outside catering is not permitted.
8. Members and their guests may not abuse any of the Club’s employees, verbally or otherwise. All employees of the Club are under the supervision of the General Manager, and no member or guest shall reprimand or discipline any employee, request any employee to perform personal tasks while on duty at the Club, or send any employee off the Club property for any reason. Any employee not rendering courteous and prompt service should be reported to the General Manager immediately. All such reports will be given prompt attention.
9. Self-parking is permitted only in areas clearly identified for parking. Parking must be confined to spaces designated in the parking lot. Parking on grass areas or in any way which blocks normal flow to traffic is not permitted. “No Parking” signs must be observed. The Club is not responsible for any loss or damage to any private property stored within a



vehicle. Any person parking a vehicle on the property of the Club assumes all risk of loss with respect to the vehicle.

10. Advertisements in any form are prohibited on the Club Facilities and shall not be posted or circulated at the Club.
11. Petitions may not be originated, solicited, circulated or posted on the Club Facilities.
12. There shall be no solicitation in the name of, or on behalf of the Club for any purpose.
13. Smoking is not permitted indoors except where designated.
14. Loud or insulting language is not tolerated at any time.
15. Firearms and all other weapons are not permitted on the Club property at any time.
16. Complaints, criticisms or suggestions relating to the operations of the Club should be addressed to the General Manager or President of the Club, and not to the staff.
17. The roster of members at the Club is the property of the Club. The membership roster shall not be used or given to anyone by a member for any reason whatsoever.
18. Violation of any of these rules or conduct prejudicial to the best interest of the Club will subject the violator to disciplinary action in accordance with the Bylaws.
19. The Club personnel have full authority to enforce these Rules and Regulations and any infractions will be reported to the General Manager.

The Club reserves the right to amend these Rules and Regulations when necessary and will notify the membership of any change.

#### **CLUB CHARGES AND MEMBER PAYMENTS**

1. A Club account number will be issued to each member.
2. All charges must be signed legibly by the person making the charge and the members last name and Club account number must printed on the charge ticket. All charge tickets must be signed. Guests and employees are not permitted to sign charge tickets on behalf of members.
3. Members are responsible for the payment of all charges made by their family members and guests.
4. It is the responsibility of each member to retain receipts for charges incurred at the Club. Receipts will only be mailed upon request if a charge is disputed.
5. All fees, food, beverage, merchandise and services of the Club charged to the member's Club account, will be billed monthly, and shall be due upon receipt and shall be deemed delinquent if not paid by the twentieth day of the month in which the statement is mailed. Past due bills will accrue a late fee each month plus interest at amounts established by the



Club. Members who have not paid their bills in full by the end of the month will have their names posted and will have all privileges suspended until rectified.

6. If the Club account of any member is delinquent, the Club may take whatever action it deems necessary to effect collection. If the Club commences any legal action to collect any amount owed by a member, or to enforce any other liability of a member to the Club, and if judgment is obtained by the Club, the member shall also be liable for all costs and expenses of the legal action and reasonable attorney's fees and paraprofessional fees upon trial and upon appeal.
7. The Club may suspend membership privileges for failure to pay dues, fees, dining minimums, charges or any other amount owed to the club in a proper and timely manner. Membership privileges may be suspended if Club accounts are not paid in full by the twentieth day of the month. The Club may, in its discretion, determine not to seek the suspension of the privileges of membership or use privileges. Such determination shall not be deemed a waiver of its right to seek the suspension of the privileges of membership privileges at a later date or against any other member.
8. Each member must file with the Office the mailing address and any changes thereto, to which monthly statements and other correspondence of the Club are to be mailed. Members shall be deemed to have received mailings from the Club five days after they have been mailed to the address on file with the Office.

In the absence of an address filing with the Office, any Club mailing may, with the same affect as describe above, be addressed as the General Manager may think is most likely to cause its prompt delivery.

### **SUSPENSION OF MEMBERSHIP OR USE PRIVILEGES**

The privileges of membership may be suspended by the Club or such other disciplinary action may be taken which is deemed appropriate by the Club, including, but not limited to, the institution of a fine, if, in the sole judgment of the Board of Directors of the Club, the member or guest:

1. submits false information on the application, which, if it had been truthfully disclosed, would have rendered the applicant ineligible for membership;
2. permits the unauthorized use of a member's Club account;
3. exhibits unsatisfactory behavior, deportment or appearance, or acts in any other manner determined to not be in the best interest of the Club or its members;
4. fails to pay the membership contribution or dues, fees, dining minimums, assessments, charges or any other amount owed to the Club in a proper and timely manner;
5. fails to abide by these Rules and Regulations established for use of the Club Facilities, as may be amended from time to time;
6. treats the personnel or employees of the Club in an unreasonable or abusive manner;
7. fails to accompany a guest when required by the Club;



8. engages in conduct that is improper or likely to endanger the welfare, safety, harmony or reputation of the Club or its members.

The Club may at a time restrict or suspend, for causes described in the preceding paragraph, all or any if the privileges of any member or guest to use all or part of the facilities provided at the Club. By way of example, and not limitation, the Club may suspend some privileges of membership while allowing a member to continue to exercise certain other privileges of membership. No members whose privileges of have been fully or partially suspended shall, on account of any such restrictions or suspension, be entitled to a refund of any membership contribution or be relieved from the obligation to continue to pay the dues, fees or any other charges associated with membership. During the restriction or suspension, dues, fees and other charges shall continue to accrue and be payable. Under no circumstances shall a member be reinstated until all amounts due to the Club have been paid in full.

The member shall be notified of any proposed disciplinary action and shall be given an opportunity to be heard at the Club to show cause why the member should not be disciplined in accordance with these rules. If the member desires to be heard, he or she must provide a written request for a hearing. The Club shall set a time and a date for such hearing, which shall in no event be less than five days after such request. Depending on the severity of the violation in the discretion of the Club, membership or use privileges of the offending member, designee or immediate family member may be suspended by the Club pending a final resolution.

Any member who has had membership privileges terminated for any reason other than the failure to meet eligibility requirements shall not again be eligible for membership or admitted to use the Club under any circumstances.

#### **LOSS OR DESTRUCTION OF PROPERTY OR INSTANCES OF PERSONAL INJURY**

Each member as a condition of membership, and each family member and guest as a condition of invitation to use the Club Facilities, assumes sole responsibility for his or her property. The Club is not responsible for any loss or damage to any private property used or stored at the Club.

Property or furniture belonging to the Club shall not be removed from the room in which it is placed or from the Club, without proper authorization. Every member is responsible for any property damage or personal injury occurring on the Club property, or at any activity or function operated, organized, arranged or sponsored by the Club, caused by the member, family members or guests. The cost of any repairs or replacements to equipment, furnishings or property of the Club caused by a member, family members, or guests shall be charged to the member's Club account

Members, family members, guests and all other persons who, in any manner, make use of, or accept the use of, any apparatus or who engage in any contest, game, function, exercise, competition or other activity operated, organized, arranged or sponsored by the Club, either on or off the Club property, shall do so at his or her own risk. Members hereby release, waive, satisfy and forever discharge the Club and its directors, officers, shareholders, partners, employees, affiliates, representatives, and agents, and the immediate family members of each of them, from any and all manner of actions, causes of action, damages, claims and demands



whatsoever, including any claims arising out of negligence, in law or in equity, which the member may have now or at anytime in the future, arising out of or resulting from the use of any apparatus, appliance, facility, privilege or service whatsoever owned, leased or operated by the Club, including without limitation the use of golf carts whether or not provided by the Club, or the participation in any contest, game, function, exercise, competition or other activity operated, organized, arranged or sponsored by the Club, either on or off the Club property.

Should any member, family member or guest file a legal action against the Club for claim and fail to obtain judgment therein against it, the member shall be liable to the Club for all costs and expenses incurred by it in the defense of such legal action, including reasonable attorneys' fees and paraprofessional fees upon trial and upon appeal.

### **RESERVATIONS AND CANCELLATION**

Dining Reservations are not required but are requested so that the dining facilities can be properly staffed. Please call **(215) 472-8504 ext. 2** to make your reservations as early as possible

Members may be required to make reservations in advance for special events and Club sponsored parties. A full charge will be levied against those members who fail to either honor their reservations for special events and Club sponsored parties, or fail to cancel their reservations during the cancellation period. The Club will establish the cancellation policy from time to time.

Reservations for banquets and special private parties should be made at least four weeks in advance. A nonrefundable deposit may be required and cancellations charged for each person reserved. Catering policies and rules are outlined separately.

### **Food and Beverage Minimum**

Charges against the food and beverage minimums will be applied during the calendar year. Any unused balance will be billed in December. Unused minimums may not be carried over from year to year.

Food and beverage charges incurred by members and their guests will be applied to the required minimum except as set forth below.

The maximum amount that may be charged against the minimum for any party sponsored by a Member, or any single dining occasion or function where more than 15 persons attend is \$250, regardless of the number of persons present or the actual amount of the charges. This policy applies to all Member dining activities and private functions. Members may use multiple functions over the year to meet their minimum.

Alcoholic beverages, taxes, and the service charge **do not count** toward the required minimum.

### **GRATUITIES**

A service charge, as determined from time to time by the Board of Directors, is added to all food and beverage sales. Members may add a gratuity amount by noting the additional amount on the charge ticket.



Cash tipping is permitted at the Club for bag attendants, golf cart attendants, parking attendants, bartenders, and such other positions as management may determine to be appropriate.

In November, it is customary to send a letter from the Club Facilities providing the members with an opportunity to contribute to a Holiday Fund for employees, and a suggested contribution, of which payment will be voluntary, and will be included on each member's bill. The Club employs many people and this Holiday Fund provides the members with an opportunity to show their appreciation. Management of the Club shall be responsible for the distribution of these funds.

## **CHILDREN**

Parents are responsible for and must control their children with due regard to the wishes and comfort of other members.

Children under twelve years of age are permitted on the Club property only if supervised by an adult.

## **Dress Code Policy**

The dress code has been established to complement the standards of excellence for which we are noted. T-shirts and cut-offs are not permitted anywhere at the club except going to or from a car and the locker room, and changing shoes in a car or the parking areas is prohibited when the locker rooms are open.

### **Main Clubhouse and Patio**

Members, their children and guests must be properly attired at all times. .

Dress shirts with or without a collar are acceptable.

Shirts must be tucked in at all times.

Designer denim is permitted.

Hats are not to be worn in the main clubhouse dining areas.

### **Grill Room**

Jeans without holes or tatters are permitted.

Hats and visors may be worn as long as the brim is forward.

### **Golf Course/Practice Areas**

Men's golf shirts with collars, turtlenecks, mock turtlenecks, and designer collarless shirts. Shirts must be tucked in at all times.

Men's tailored slacks, golf slacks, and golf shorts. **(NO JEANS)**

Women's sleeveless shirts must have collars and collarless shirts must have sleeves.



Women's tailored shorts, slacks, golf skirts, and culottes.

Hats and visors must always be worn with the brim forward.

**Not Acceptable:**

Tank tops, T-shirts, halter tops, fishnet tops, cut offs, jeans, sweat pants, bathing suits, tennis shorts, athletic warm-up gear, athletic shorts or cargo shorts are not permitted.

No mid thigh or short shorts are allowed.

## **LOCKER ROOMS**

The Club is not responsible for any articles placed in the lockers or left in the locker rooms.

All clothing must be kept in lockers. Clothing left out will be collected and put in storage room and if not reclaimed within thirty days will be disposed of.

Anyone responsible for undue carelessness in keeping the locker rooms clean and orderly will be subject to disciplinary action or fined by the Club.

## **GUEST PRIVILEGES**

Guests of members may be extended guest use privileges subject to payment of applicable guest fees and charges and in compliance with the rules and regulations established by the Club. Guest privileges may be limited, denied, withdrawn or revoked at any time by the Club.

1. On weekends and holidays, a member may entertain up to three guests and must accompany his or her guests. Unaccompanied guests are not permitted.
2. During the week, a member may entertain up to four (4) guests, and the member is not required to play with the guests. If the guests are unaccompanied, the member must call ahead to the Pro Shop to arrange for their arrival and play.
3. An individual golfing guest may not play more than two (2) times in any month, nor more than six times in any year.
4. Members are responsible for their guests' fees and related charges, as well as ensuring that their guests adhere to all Club rules and regulations. Guests are welcome to use the locker facilities.
5. Any group of eight (8) or more is considered an outing and requires the signing of a Golf Outing Contract.

## **GOLF RULES**

### **General Golf Rules**

1. The rules of Golf of the United States Golf Association ("U.S.G.A.") together with the Rules of Etiquette as adopted by the U.S.G.A. shall be the rules of the Club, except when in conflict with local rules.





2. The Club activities board will notify members of future tournaments, corporate and other group outings, fund-raising events and times when use of the golf course will be restricted.
3. All players, especially children and beginning golfers, are expected to learn and observe the fundamentals of golf etiquette.
4. "Cutting-in" is not permitted at any time. All play shall start at #1 tee unless otherwise directed by Pro Shop personnel.
5. Slow play is not tolerated. In the interest of all, players should play without delay. No player should play until the players in front are safely out of range.
6. If a foursome or other group of players is unable to maintain adequate speed of play and fails to keep their place on the course, they must allow the following group through. Pro Shop personnel have the authority to stop a slow playing group to allow the following group(s) to play through or to require the slow playing group to pick up their balls and move forward to catch up with the group ahead.
7. Continued slow play by players will be noted and the golf staff will attempt to improve such player's skills to enable them to maintain an adequate speed of play. If such efforts do not result in the required completion time, the Club may limit the play of such players to times other than prime times.
8. All players who stop after playing nine holes for any reason must occupy the next tee before the following players arrive at the tee or they will lose their position on the golf course and must get permission from the Pro Shop personnel to resume play.
9. Players are requested to pick up tees after driving. Players should be careful in discarding broken tees since tees damage the mowers and puncture golf cart tires.
10. Each player must use a separate set of golf clubs.
11. All tournament play must be approved in advanced by the Golf Professional.
12. The golf course may not be used for any purpose except golf.
13. Children under the age of fifteen must be accompanied by an adult while playing golf unless playing in a Club-sponsored tournament. Children aged twelve to fifteen may be allowed use of the golf faculties without being accompanied by an adult with the advance permission of the Golf Professional.
14. If lightning is in the area, all golf play shall cease and players should seek appropriate shelter immediately.
15. Management may close the golf course to play at any time, in its discretion.
16. No beverage coolers are permitted on the golf course unless supplied by the Club
17. "Discontinued Play" policy for inclement weather is as follow: less than four holes played—full eighteen –hole credit; less than thirteen holes played—nine-hole credit. It is the sole





responsibility of the player to apply for a credit from the Golf Shop on the day play is discontinued.

18. Foursomes control the speed of play. Twosomes and threesomes should not expect to play through foursomes and should not exert any pressure on the groups ahead. Foursomes shall have the right away.
19. Twosomes and singles will be grouped with other players, if available, at the discretion of the Golf Shop. Singles shall have no priority on the golf course and shall be permitted to play only at the discretion of the Golf Shop.
20. Fivesomes are not permitted on the golf course without prior approval of Pro Shop personnel.
21. "Course closed" or "hole closed" signs are to be adhered to without exception.
22. The Club will have outings on the golf course from time to time. Notices of these outings will be posted indicating the hours during which the outing will take place and use of the golf facilities will be restricted.

### **Hours of play**

The hours of play and Golf Shop hours will be posted in the Golf Shop.

The Golf Course Greens Superintendent is authorized to determine when the golf course is suitable for play. The decision of the Superintendent shall be final. In the absence of the Superintendent, the Golf Professional on duty shall make this decision.

### **Golf Starting Times**

1. The Club may limit the number of golf starting times reserved by a membership on any given day.
2. Starting times may be reserved during Pro Shop hours as may be posted from time to time.
3. Members shall have an advance sign-up privilege to reserve golf starting times as may be established by the Club from time to time.
4. Persons reserving a golf starting time must give their names and the names of the players in their groups at the time of reservation.
5. Starting time changes must be approved by the Pro Shop. Please notify the Pro Shop of any cancellations as soon as possible.

### **Registration**

All golfers must register in the Pro Shop before beginning play; violators will be subject to such disciplinary action as is deemed appropriate by the Club.

Failure to check in and register ten minutes prior to a reserved starting time may cause cancellation or set back.



Players late for their starting time lose their right to the starting time and shall begin play only at the discretion of the Pro Shop.

### **Practice Range**

The practice range is for the use of members and their guests. Others may use it only during lessons being taught by Bala Golf Club professionals.

Before using the practice area, the player must check in at the Pro Shop to receive a bag of range balls, and may drive a motorized cart to the range without charge.

The practice range is open only during operating hours as posted in the Pro Shop.

Range balls are for use on the practice range only, and may not be removed from the practice range. Range balls may not be used on the golf course.

Proper golf attire and conduct is required on the practice range.

### **Golf Cart Rules**

1. Golf carts shall not be used by a member or guest without proper assignment and registration in the Pro Shop.
2. The Club may require that carts remain on cart paths based on course and weather conditions. Players will be informed of this policy prior to beginning play. Exceptions to this "cart on path only" policy for handicap golfers must be obtained from the Head Golf Professional.
3. Each operator of a golf cart must be at least sixteen years of age and have a valid automobile driver's license.
4. Golf carts provided by the Club cannot be used off the golf property.
5. Only two people and two sets of golf clubs are permitted per cart.
6. Obey all golf cart traffic signs.
7. Golf carts must remain on golf cart paths, without exception, on Par 3 holes, and on holes #3 and #8.
8. When golf carts are allowed off the cart paths, enter the fairway at a point past the designated entry point. Remain in the fairway while playing the hole and exit the fairway and return to the cart path before the designated exit point.
9. Always use golf cart paths where provided, especially near tees and green. Except on golf cart paths, do not drive a golf cart within forty feet of a green, tee or bunker.
10. Never drive a golf cart through a hazard.
11. Be careful to avoid soft area on fairways, especially after rains.



12. Operation of a golf cart is at the risk of the operator. Cost of repair to a golf cart that is damaged by a member, family member or guest will be charged to the member or, in the case of damage by a guest, to the sponsoring member. Members using golf carts will be fully responsible for any and all damages, including personal injury and property damage, that are caused by the operation of golf carts by the member, family members, and their guests, and the members shall reimburse the Club for any and all damages it may sustain by operation of golf carts.
13. The member using a golf cart accepts and assumes all responsibility for liability connected with operation of golf cart. The member also expressly indemnifies and agrees to hold harmless the Club and its Directors, officers, shareholders, partners, members, managers, employees, affiliates, representatives, and agents from any and all damages, whether direct or consequential, arising from or related to the use and operation of the golf cart by the member, family members, and their guests.

Violations of the golf cart rules may result in loss of golf cart privileges and playing privileges.

### **Handicaps**

1. Handicaps are computed in accordance with the current U.S.G.A. Handicap System.
2. Members with a U.S.G.A. approved handicap may participate in Club tournaments. Handicaps may be required for any Club event. All handicaps submitted may be reviewed by the Handicap Committee.
3. After each round of golf, players must enter their score in the handicap computer. The Pro Shop personnel will assist with the posting procedures.
4. Failure to post a score may result in the Pro Shop posting a score equal to the lowest score of the member's last twenty rounds.

The Head Golf Professional will determine if there are violations by members in turning in their scores and has the right to adjust handicaps.

### **Golf Course Etiquette**

1. Persons using the golf facilities should do their part to make a round of golf at the Club a pleasant experience for every one. Here are some suggestions to avoid slow play:
2. Anticipate the clubs or club you may need and go directly to your ball. Always be near your ball to play promptly when it is your turn. If a player is delayed in making a shot, it is courteous for such player to indicate to another player to play.
3. The time required to hole out on and around the green is a chief cause of slow play. Study and clear the line of your putt while others are doing the same. Be ready to putt when it is your turn.
4. Players should ensure that greens are not damaged by putting down bags or flagsticks, and that the hole is not damaged by standing close to it or by removing the flagstick or the ball from the hole. The flagstick should be properly replaced in the hole before the players leave the green.



5. No one should move talk or stand directly behind the ball or the hole when a player is addressing the ball or making a stroke.
6. When approaching a green, park your golf cart on the cart path on the best direct line to the next tee. This can save about ten minutes per round. Never leave the golf cart in front of the green where you will have to go back and get it while the following players wait for you to get out of the way.
7. When play of a hole is completed, leave the green promptly and proceed to the next tee without delay. Do the scoring for the completed hole while the others on your group are playing from the next tee.
8. If you are not holding your place on the course (see General Golf Rules #7), allow the players behind to play through. Do the same if you stop to search for a lost ball.
9. Repair your ball marks on the greens. If you see unrepaired ball marks, repair them also. Remind your playing partners to observe this courtesy.
10. Enter and leave bunkers at the nearest level point to the turf. Carefully rake bunkers after use and place the rake inside the bunker.



## **Acknowledgment of Receipt Bala Golf Club Rules & Regulations**

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I, \_\_\_\_\_, hereby acknowledge receipt of Bala Golf Club's Rules and Regulations and agree to abide by them. I acknowledge that members who do not follow rules are subject to disciplinary action, up to and including suspension or termination of Club membership. The Board of Directors of Bala Golf Club, reserves the right to make changes to the above rules and regulations without prior notice.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Member #)

\_\_\_\_/\_\_\_\_/\_\_\_\_  
(Date)