



CHANGES TO BOOKING PROCESS AND RULES & REGULATIONS STARTING FROM 1 DECEMBER 2020

We would like to highlight to members on some of the changes with regard to the booking of tee times when Vanda Course closes on 1 December 2020 for upgrading. Please note that the booking for tee times on 1 December 2020 (Tuesday) opens on 21 November 2020 (Saturday).

- 1. Cessation of Signing for 9-hole Buggy Fee on Weekday Mornings Due to Inclement Weather**

The current practice of signing for morning 9-hole game and returning to sign for another 9-hole for fear of inclement weather affecting play will cease from 1 December 2020. Members who have booked for weekday morning 18-hole golf game will have to sign for 18-hole buggy fee.
- 2. Designated Walking Flights**

There will be designated evening tee times for walkers on Sunday and Tuesday. Members who wish to walk 9 holes in the evenings must book for the slots.
- 3. Google Form Opening Hours**

The Google form will still be used for the booking of tee times. There will be 3 links available for booking:

 - i. Weekdays**
 - Opens every day from 9am – 12pm
 - For AM 9 holes, AM 18 holes, PM 18 holes, PM 9 holes, Night Golf (NG) 18 holes
 - ii. Saturday, Sunday & Public Holidays**
 - Opens only on Friday in the preceding week, from 12pm – 2pm
 - For AM 18 holes, PM 18 holes & Evening 9 holes (Buggy)
 - iii. Walking for Evening 9 holes on Sundays and Tuesdays (OCC Members only)**
 - Opens only on Friday in the preceding week, from 12pm – 2pm

- 4. Golf Booking Rules & Regulations**

To allow more members to play, each flight must have a minimum of 2 OCC members.

 - ✓ 2 OCC members + 1 Guest + 1 Golf Corporate Union (GCU) member
 - ✓ 2 OCC members + 2 Guests
 - ✓ 2 OCC members + 2 GCU member

A submission is deemed to be disqualified if there are fewer than 2 OCC members in the flight. After the allocation of tee times, should there be a change in the players, there must still be 2 OCC members in the flight.
- 5. Google Form Submission Details**

Members are reminded to indicate the complete details accurately in the Google form to ensure that their submission will not be disqualified.

 - Email address of Main Booker (**MB**)
 - Names
 - i. OCC member – Must be based on membership card (i.e. Given name in membership data, full name in IC)
 - ii. Affiliate member – Full name in IC

- iii. Guest – Full name in IC
- Category/Membership No.
 - i. OCC member – OCC membership number
 - ii. MGK – MGK membership number
 - iii. Union – Union name (e.g. SMOU, SMMWU, SOS, etc.)
- Chosen Date of Play
- Mobile number of MB

6. Disqualification of Submission

- Duplicate names of OCC members, MGK/Union members, and guests
- Submission of booking forms outside of booking times (i.e. 9am – 12pm; 12pm – 2pm)
- Not following the rules in forming a flight
- Invalid date of play (e.g. beyond 10 days in advance for Gold/Silver/WTGM members)

7. Main Booker/Penalty Charges

- MB cannot be substituted or changed, and he or she cannot transfer the flight to another golfer.
- The MB must play in the flight booked and no swapping of tee times is allowed.
- MGK members must produce a valid golf pass. If the MGK member fails to do so, guest rate will apply.
- A penalty fee will be imposed for change of name for MGK/Union or Guest. Please refer to the table of charges below:

Weekday Booking	Penalty Charges
Actual day of booking	No charges
9 days before date of play	No charges
8 days before date of play	No charges
7 days before date of play	No charges
6 days before date of play	\$20 per golfer per change
5 days before date of play	\$20 per golfer per change
4 days before date of play	\$50 per golfer per change
3 days before date of play	\$125 per golfer per change
2 days before date of play	\$125 per golfer per change
1 day before date of play	\$125 per golfer per change
Actual day of play	\$125 per golfer per change
No-Show	\$125 per golfer per change

Weekend Booking	Penalty Charges
Actual day of booking	No charges
7 days before date of play	No charges
6 days before date of play	No charges
5 days before date of play	No charges
4 days before date of play	\$50 per golfer per change
3 days before date of play	\$245 per golfer per change
2 days before date of play	\$245 per golfer per change
1 day before date of play	\$245 per golfer per change
Actual day of play	\$245 per golfer per change
No-Show	\$245 per golfer per change

8. Inclement Weather Management

In the event of inclement weather affecting play, the Club will be adopting the following methods when resuming play:

- a. **CAT 1 (Less than 45 minutes) – the time sheet will resume from when it was affected**
E.g. The last flight on the tee box is 1313hrs and play is affected by CAT 1 at 1315hrs. When CAT 1 is lifted at 1345hrs, the next flight to resume play on #1 tee box would be 1313hrs (if all the golfers have not teed off) or 1320hrs.
- b. **CAT 1 (More than 45 minutes) – all the tee times affected by the suspension will lose their standing**
E.g. Suspension of play is at 1315hrs and it lasts for 1 hour. When play resumes at 1415hrs, all the tee times between 1315hrs to 1415hrs will lose their standing.
- c. Golfers whose tee time is affected by the suspension of play, and who have not teed off, can get a full refund.
- d. There will be no refund of any fees or rain check given to golfers who decide to abandon their round before the course is reopened for play.
- e. No rain checks will be given.

9. Handicap Index (HI) Restriction

In order to maintain optimal pace of play at all times, we will be enforcing handicap index restriction on a daily basis.

Male golfers with HI of 18.0 and below are allowed to tee off from Blue tees.

Female golfers with HI of 12.0 and below are allowed to play from the White tees.

Should there be a male golfer within the flight that has a HI that is more than 18.0, all the players in the flight **MUST** tee off from the White tees.

When a flight consists of male and female golfers, all players should tee off from their respective tees based on their HI. However, the flight must play from 2 different tees only.

During **Night Golf**, only White and Red tee boxes are in use. Golfers who have signed up for night Golf and teed off even when there is still daylight, **must only play from the White tees**.

10. Strictly No Swapping of Main Booker (MB) or Players

Members are reminded that MB must play in the flight that they have booked. The change of MB is strictly prohibited. MB must ensure that the names of the golfers in the flight are not listed in another flight on the same day. Otherwise both golfers will be disqualified and lose their chance of getting a flight. Any penalty charges incurred will be imposed on the MB.

11. Tee Times Available

AM	9holes	0707hrs – 0831hrs
	18holes	0707hrs – 1154hrs
PM	9holes	1503hrs – 1559hrs
	18holes	1201hrs – 1428hrs
*EV/NG	9holes	1606hrs – 1854hrs
	18holes	1627hrs – 1758hrs

**Ev – Evening Golf ; NG – Night Golf*

These changes are not cast in stone; we will continue to keep ourselves open to members' feedback and suggestions, closely monitor the impact of these changes, conduct continual reviews of our booking processes, and make adjustments as we move along. We greatly appreciate members' patience and understanding.