

LAKES WEST WOMEN'S GOLF ASSOCIATION

Policies and Procedures

13) TEAM PLAY CHAIR

There are three Team Captains: one each for the A, B and C teams. Team Captain for the A team is the individual responsible for coordinating team play for the Lakes West WGA.

Following are the duties of the A Team Captain:

1. Follow current rules/guidelines as provided by the SCWGA Umbrella Board and Team Coordinators
2. At start of each season, have all 3 captains post signup sheet for those interested in Team Play for Lakes West League.
3. Provide a copy of the Team Play master schedule to each team captain, snack bar and to webmaster for posting on the LWWGA website
4. Coordinate with B & C Captains for:
 - a. One Captain to coordinate with LW Head Grounds Keeper for event setup for the matches.
 - b. One Captain order snacks from snack bar and arrange for payment. Payment must be made prior to the event. League treasurer will provide the funds.
5. Assist B & C Captains with any team issues.
 - a. Each team captain should coordinate with each other to be sure players on the bubble for handicap index are in the appropriate team. Players can be pulled up to play on higher team but cannot play down.
6. 5 days prior to match dates at Lakes West, be sure to turn in the A Team lineup to the starter. Be sure that the B & C captains have turned in their respective lists.
 - a. If we are the "away" team, be sure the lineups are turned into the host team.
 - b. Host team is responsible for printing all score cards. Insure each team captain has supply of card stock and is able to print their cards.

CARD STOCK AVAILABLE AT RIVERVIEW – CHRIS LINAM

7. After play (host or away) coordinate getting all scorecards and results sheet from B & C captains. These along with A team results needs be delivered to Team Coordinator as soon as play is completed. You may coordinate with the other A captain to deliver for both teams.
8. Rainouts ... there is a procedure in the Team Captains manual. Follow procedure to notify all team captains. Team captains will notify their respective players.

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9. If a player has to drop out, replacements need to be as close as possible or same handicap. If not possible, players may need to be rearranged. Notify other team immediately of a change.

(Reviewed 1/24)