

GUEST PROFESSIONAL RESPONSIBILITIES

1. Abide by all Section & Chapter guidelines and pay online at www.michiganpga.com.
2. Playing Permit must be purchased online prior to participating in ECMPGA events.
3. Utilize Golf Genius to register your team: provide, amateur names/handicaps, and pay entry fees
 - a. Class A Members can register the Tuesday 2 weeks prior to the event, beginning at 9:00 AM.
 - b. Associates can register the Wednesday 2 weeks prior to the event, beginning at 9:00 AM.
 - c. If you withdraw your registration prior to the Event Deadline, you will receive a full refund less \$10 (covers Golf Genius/transaction fees). No Chapter Championship point is awarded.
 - d. If you withdraw after the Event Deadline, you will receive a full refund, less \$10, IF your spot is filled by a wait list team OR if you have withdrawn due to medical reasons with a written doctor's verification. **No Chapter Championship point is awarded.**
 - e. If you withdraw after the Event has started, no refund will be given and a Chapter Championship point will be awarded IF the team teed off at the start of the Event.
4. If you do not cancel by the event deadline (Thursday at 11:59PM prior to the event), you must pay a \$50.00 fee in addition to the 5% refund policy, and the fee MUST BE PAID in full for the Professional to remain eligible for any future ECMPGA events.
5. The Professional will check in at the registration table and complete the following:
 - a. Pay for his/her team's skins and (optional) Professional Event.
 - b. Verify his/her amateurs' handicaps and confirm senior tees.
 - c. Receive all information for the event (i.e. format/rule sheet, Golf Genius code, etc.).
6. Only keep official tournament scores using Golf Genius. Make sure that every putt that counts is holed for the tournament for both Professionals and Amateurs.
7. If a locker room facility is provided, please bring your members into the locker room and take advantage of the services provided. Please do not change your shoes in the parking lot.
8. The Professional oversees his/her team at all times. Please treat the Host Facility like you would a premiere golf/country club. Please use restrooms provided on the course or turn stand, treat all facility employees with the upmost respect, and keep up with pace of play.

Chapter Championship Eligibility

To qualify for the Chapter Championship, you must receive 4 points, 2 points must come from a 4-person Pro-Am. You get 1 point for every event that you play in (Match Play does not count as an event). Points are only awarded if you are signed up prior to the deadline and play in the event (exception: event cancellation as defined below). Points in excess of 4 will help reduce entry fee into Chapter Championship (board sets tiers each year based on quantity of events, etc.)

Cancellation of a Scheduled Event

1. There must be a minimum of 12 teams registered for an event to take place. Participants who are registered will get a point if the event is canceled for lack of teams.
2. If the event is canceled after Friday at noon, participants who were registered will get a point.
3. If the event is canceled before Friday at noon, and rescheduled, participants in the rescheduled event will receive a point. If you are registered for the original event and can't play in the rescheduled event, you will also receive a point.

No participant will receive 2 points for a single event.