

FORTWILLIAM GOLF CLUB

BYE-LAWS

1. Introduction

The responsibility for ensuring that the following Bye-Laws are complied with rests with the Honorary Secretary of Fortwilliam Golf Club. Members and those providing a service for Members are reminded that it is their right and duty to abide by the Bye-Laws and to ensure that the Bye-Laws are observed.

2. The Clubhouse

2.1 General:

(i) **OPENING HOURS:** The Clubhouse shall be open during the hours set out below:-

Monday to Friday	0800 to 2400 hrs
Saturday (1 April-31 Oct)	0700 to 2400 hrs
(1 Nov to 31 Mar)	0800 to 2400 hrs
Sunday (1 Apr to 31 Oct)	0800 to 2200 hrs
(1 Nov to 31 Mar)	0800 to 2100 hrs
Late Functions	1 hour after end of function
Christmas Day	0800 to 1530 hrs
Good Friday	0800 to 2400 hrs
Armistice Sunday	1200 to 2100 hrs

The Council may vary the above times.

(ii) No member is permitted to remain on the premises after closing time without the express permission of Council.

(iii) **ALCOHOL:** No alcohol, other than that purchased at the Bar, may be consumed on the premises.

(iv) **VISITORS:** A visitor may be introduced to the Clubhouse on not more than 20 occasions in any 12 month period and names of the visitor and introducing member, together with the visitor's full address, must be properly entered in the Visitors' Book. Members introducing visitors will be held responsible for the behaviour of their guests.

(v) **GREEN FEE PAYING VISITORS** must carry their Green Fee Tickets on entering the Clubhouse and produce them on request.

(vi) **MEMBERSHIP CARDS:** Members must carry their membership cards on all visits to the Clubhouse. (Rule 6).

(vii) **TOILETS:** The wash-hand basins and towels provided in the Clubhouse shall not be used for the cleaning of golf equipment.

(viii) **NOTICES:** Notices or other documents shall not be displayed in the Clubhouse without the express permission of the Honorary Secretary. Official or approved notices must not be defaced. All notices other than Match & Handicap Notices must be countersigned by the Honorary Secretary.

(ix) **CARD PLAYING:** The playing of cards shall be confined to the Committee Room except that Bridge may be played in the Shaftesbury Room on evenings approved by the Council. Card playing may take place in other areas of the Clubhouse subject to the express permission of Council.

(x) **DOGS:** Dogs, other than Guide Dogs, are not permitted in the Clubhouse.

(xi) **SMOKING:** Smoking is not permitted in any part of the Clubhouse except in the outside area so designated by the Council.

(xii) **BEHAVIOUR:** An acceptable standard of behaviour shall be maintained at all times in the Clubhouse, on the course, in the Car Park and in all other areas of the Club premises. Behaviour considered unsuitable includes:

- (a) Drunkenness
- (b) Disorderly behaviour
- (c) Unauthorised singing
- (d) Abuse of furniture, fixtures or fittings
- (e) The use of foul or offensive language.

(xiii) No food may be brought into the Clubhouse without the express permission of Council.

(xiv) **MOBILE PHONES:** Where it is necessary to use mobile phones on the golf course, Members shall do so with discretion and in such a way as not to interfere with play or to cause annoyance to other golfers.

2.2 **DRESS:** Acceptable standards of dress must be maintained by all Members and Visitors at all times. Acceptable dress is defined below:-

(i) **DOWNVIEW LOUNGE** (formerly Mixed Lounge) **AND RESTAURANT:** Gentlemen must wear a jacket, collar and tie after

- 19.00 hours on Captain's Day, President's Day, Ladies Captain's Day, Annual Presentation of Prizes, the Carols Evening, New Year's Eve, at General Meetings and on such other days as may be prescribed by Council. At other times, smart casual dress may be worn.
- (ii) OTHER AREAS: Acceptable casual dress may be worn.
- (iii) Smart denims/jeans, round neck tee shirts and trainers may be worn in the Clubhouse except on the occasions referred to in (i) above. Denims/jeans which are dirty, faded, torn or fringed are not acceptable.
- (iv) Sleeveless shirts (except for ladies), vests, track suits, tank tops, shell suits, shorts (other than tailored shorts), football shirts and any other apparel bearing any logo or wording likely to cause offence, may not be worn on any part of the Club premises or on the course at any time. (Football shirts are defined as any shirt bearing the insignia of any soccer, GAA, rugby or other sports club, including shirts with numbers, names or other markings relating to any of these clubs). On the course shirts must not be worn untucked.
- (v) Tailored shorts are acceptable (but not on those occasions where gentlemen are required to wear a jacket, collar and tie).
- (vi) Golf shoes, trainers or shoes worn on the course, may not be worn in any part of the Clubhouse other than in the locker rooms.
- (vii) Headgear may not be worn in the Clubhouse except with the express permission of Council.
- (viii) In the interpretation of the dress Bye-Laws, the decision of the Honorary Secretary, any two members of Council, the Club Steward or any other person authorised by the Honorary Secretary, shall be final.
- 2.3 YOUNG PERSONS: Persons under 18 years of age shall abide by the following Bye-Laws:-
- (i) Persons between 16 and 18 years of age and in the company of an adult Member or Parent shall vacate the Clubhouse by 19.00 hours unless otherwise authorised by Council. (but see Bye-Law 2.10 ii)
- (ii) Persons under 16 years of age and persons between 16 and 18 years of age not accompanied by an adult Member or Parent shall vacate the Clubhouse by 18.00 hours, unless otherwise authorised by Council.
- (iii) Persons under 18 years of age are not permitted to sit or stand at the Bar. They may approach the Bar to purchase soft drinks but only that part of the Bar area which is out of sight of the CAVEHILL BAR (formerly the Members Bar)
- (iv) Persons under 18 years of age accompanied by an adult must sit at a table away from the Bar area. Those not accompanied by an adult may consume food or soft drinks only in that area of the Downview Lounge between the entrance door at the end of the bar and the Restaurant.
- (v) Junior members shall provide proof of age or membership on demand by a member of the Bar staff or other person authorised by the Council.
- (vi) Children under 12 years of age must be accompanied by an adult Member or Parent. Such children must be kept under strict control, must remain with the Member or Parent at all times and not be allowed to play on the premises.
- (vii) Access to the Cavehill Bar is not permitted.
- (viii) The playing of cards by young persons in any part of the Clubhouse is not permitted.
- (ix) Junior Members are not permitted in the Men's Locker Room. For access to the Course they must go around the side of the Clubhouse..
- (x) Junior Members are not permitted in the Snooker Room unless accompanied by an adult.
- (xi) Children under 12 years of age may not use the lift unless accompanied by an adult.
- 2.4 THE BAR
- (i) Access to the area behind the Bar Counter is restricted to the Club Steward, Bar Staff on duty and persons authorised by Council.
- (ii) Bar Staff are required to:
- (a) Refuse to serve any person in breach of Dress Bye-Law 2.2.
- (b) Refuse to serve any person considered to have consumed sufficient alcohol or who is disturbing other Members.
- (c) Refuse to serve alcohol to persons under 18 years of age.
- (d) Ensure that Members with Guests enter the names and addresses of their Guests (including spouses and

- partners), correctly in the Visitors' Book.
- (e) Adhere to all other instructions issued by Council from time to time.
- (iii) The Clubhouse will be closed at the times indicated in Bye-Law 2.1 (i) by the Club Steward or other bar staff acting under his direction.
- (iv) Members shall vacate the premises at the times indicated or when asked to do so by the Club Steward or other member of staff acting on his behalf.
- 2.5 COMMITTEE ROOM: This room is primarily for the use of Council and Sub-Committees of Council. Card playing or other activities may be permitted subject to the approval of Council.
- THE CASTLE MEETING ROOM (formerly Ladies' Lounge): Use of this room is confined to Members and their Guests or for other purposes designated by Council with the permission of the Honorary Secretary.
- 2.6 LOCKER ROOMS
All items of clothing or golf equipment not secured in Lockers and left overnight will be removed and, if not claimed within 7 days, may be disposed of. Council accepts no responsibility for loss or damage to items left in the Locker Rooms.
- (i) Golf Trolleys must be dismantled and folded before being brought into the Locker Room for storage. Under no circumstances may trolleys be wheeled in the Locker Rooms.
- (iii) Lockers remain the property of the Club. Members shall not make any adjustments or alterations to lockers without the express permission of the Honorary Secretary.
- 2.7 TROLLEY STORE: This store is to be used only for the storage of Golf Trolleys. Storage of other items is not permitted. Council accepts no responsibility for loss of or damage to items left in the Trolley Store.
- 2.8 SNOOKER ROOM:
- (i) Persons under 18 years of age and Visitors may only enter the Snooker Room or use the Tables upon the invitation of and in the company of an adult Member.
- (ii) No person shall remain in the Snooker Room after the hours specified in Bye-Law 2.1 (i) except with the express permission of Council.
- (iii) Members of 18 years or over are the only persons permitted to book Tables by entering their names on the waiting list provided.
- (iv) Visitors must be properly introduced in accordance with Bye-Law 2.1 (IV).
- (v) The Snooker Committee shall determine the times of play for various categories of Member subject to the approval of Council.
- 2.9 RESTAURANT:
- (i) The Catering Committee shall determine, subject to the approval of Council, the following:-
- (a) The times during which meals and snacks will be available.
- (b) The areas where meals and snacks may be consumed.
- (ii) Persons under 18 years of age may remain in the Restaurant up to 21.00 hours when in the company of a parent or adult.
- (iii) Access to the kitchen is restricted to catering staff and persons authorised by Council.
- (iv) Council shall approve all prices charged in the Restaurant.
- 2.10 SHAFTESBURY ROOM:
This Room will be available for use by Members and Guests on such occasions and for such charge as Council or Officers of the Club may determine.
- 2.11 CAVEHILL BAR (formerly Members' Bar):
The CAVEHILL BAR shall be open for use by all adult members and their guests. Junior Members shall not be permitted in the CAVEHILL BAR at any time.
- 2.12 Council may restrict the use of any portion of the Clubhouse, and may impose such conditions of use as are deemed appropriate.
- 2.13 OFFICE: Access to the Office is restricted to office staff and persons authorised by Council.
- 3. The Car Park**
- 3.1 All cars must be parked within the areas defined by white lines.
- 3.2 The space reserved for access by the Emergency Services must be kept clear at all times.
- 3.3 The Council accepts no responsibility for loss from or damage to cars parked in the areas provided.
- 3.4 Reserved spaces must not be used by unauthorised persons.
- 3.5 Unauthorised parking is not permitted.

- 3.6 Only those members authorised by the Honorary Secretary, and registered with the Office, may use the car parking spaces reserved for disabled drivers.
- 3.7 All drivers must obey the Keep Left sign in the Car Park.
- 3.8 The sounding of car horns in the car park is prohibited except in cases of Emergency.
- 4. Competitions**
- 4.1 The Match and Handicap Committee shall determine the method of allocating starting times for competitions.
- 4.2 The Match and Handicap Committee shall determine the conditions of entry for each Competition unless directed otherwise by the Council.
- 4.3 On Competition days when a starting sheet is in operation only those persons whose names appear on the Sheet shall have any rights on the 1st Tee.
- 4.4 On all days, except during Saturday competitions and any other day reserved by the M & H Committee, those members who have reserved tee times on the electronic time sheet shall have priority on the tee. All other golfers must wait until a blank time is available before teeing off. There will be no exceptions to this rule.
- 4.5 Where times have not been reserved online, players must not place balls in the starting chute until all players are present and ready to play.
- 4.6 On Competition days play must start at the 1st Tee unless otherwise authorised by the Match and Handicap Committee
- 4.7 The Match and Handicap Committee shall ensure that the Rules of Golf are observed. Any serious or persistent breach of the Rules of Golf or Local Rules may result in disciplinary action. Members, golfing societies and visitors shall observe the etiquette of golf on the course and shall repair all pitch marks, replace all divots and rake bunkers.
- 4.8 Responsibility for organising teams to play in inter-club competitions shall rest with the Match & Handicap committee and all Team Captains shall adhere to all instructions issued by the Committee.
- 4.9 The Match & Handicap Committee shall determine, with the approval of Council, those classes of members entitled to represent the Club in inter-club competitions.
- 4.10 On Competition days when an Official Starter is on duty, the Starter may modify matches in the event of players on the starting sheet not being present. Competitors shall comply with all directions given by the Starter.
- 4.11 Junior Members of 12 handicap or below may take part in such Club and Open Competitions as the Council may determine provided they play with Members of Classes 1 (a) or 1 (b).
- 4.12 When the computer is in operation during a competition Members must enter their score in the computer before returning their score card.
- 4.13 Where entry to a competition is by Smart Card, any Member not entering the Competition by means of his Smart Card will not have his score card accepted by the Committee.
- 5. The Course**
- 5.1 Play may commence only from the 1st and 10th Tees. Players having started at the 10th Tee and having completed 9 holes are entitled to play from the 1st Tee alternately with those starting at the 1st Tee
- 5.2 Players may not start a round at the 10th Tee if there are players on or approaching the 9th green.
- 5.3 Players playing the 9th hole must give way to persons playing from the 10th Tee.
- 5.4 Practice on any Tee, Green, or Fairway is prohibited. Practice may only take place on those areas designated for that purpose. A person playing not more than two balls is not considered to be practising in this context. Practice swinging is not permitted on any Tee.
- 5.5 The designated practice areas are the Practice green, the area between the 11th and 13th fairways and the green at the top of that area.
- 5.6 The wearing of footwear which may cause damage to any part of the Course is not permitted.
- 5.7 Only Golf Trolleys with wide wheels are permitted on the course.
- 5.8 Trolleys, buggies or golf bags must not be taken onto Greens or Tees.
- 5.9 Trolleys or buggies must not be brought inside any markers placed by

- the Greenkeeper around the aprons of greens.
- 5.10 The sharing of a bag of clubs, by two or more players is prohibited except in foursomes play and in accordance with the Rules of Golf.
- 5.11 The purchase of Golf Clubs, Balls or any equipment from Caddies or any unauthorised person on or about the Course is prohibited.
- 5.12 When the Course is closed, no member is permitted to use the Putting Green or practice areas except that the Professional or his staff may do so for the purpose of giving instruction.
- 5.13 When the practice areas are not available, the Professional or his staff may use another part of the course for the purpose of giving instruction, provided approval is sought in advance from an Officer of the Club.
- 5.14 Acceptable dress must be worn on the course. [See Bye-Law 2.1 (iv and (v). The provisions of Bye-law 2.2 (iii) do not apply to the course.]
- 5.15 The depositing of cans, bottles or other litter on the Course is prohibited.
- 5.16 When the Putting Green is closed to Junior Members those Junior Members eligible to play in senior events will be exempt from this closure.
- 5.17 The playing times of various categories of Member will be determined by the Match and Handicap Committee subject to the approval of Council.
- 5.18 Lists of playing times must be displayed in the Professional's Shop and on the appropriate Notice Boards.
- 5.19 Members must display their Membership Tags when playing golf.
- 5.20 Any temporary measures introduced by the Greens Committee for the purpose of protection of fairways or other parts of the Course must be strictly observed by all players at all times.
- 5.21 Green Fee paying Visitors must purchase a Green Fee Ticket before playing and retain the ticket for inspection on request.
- 5.22 Green Fee paying Visitors may be introduced at a reduced Green Fee on not more than 20 occasions in any period of 12 months and must play with the introducing Member. Members may introduce three Golfing Visitors at a reduced Green Fee.
- 5.23 Dogs are not permitted on any part of the Course without the express permission of Council.
- 5.24 Matches involving the playing of more than 4 golf balls are not permitted.
- 5.25 Council may restrict the times of play of Green-Fee paying Visitors.
- 5.26 Council or a sub-committee appointed for the purpose may ban play on the course if in its opinion such play may result in excessive damage to the course.
- 5.27 On days other than Competition days, the electronic starting sheet shall be in force and the Match and Handicap Committee shall be responsible for the management and enforcement of the starting sheet.
- 5.28 **BUGGIES**
- (i) Buggies may only be driven by a person with a valid, full driving licence;
- (ii) Erratic driving and severe braking is not permitted;
- (iii) Buggies must be kept to the paths and fairways;
- (iv) The parking brake must be applied before leaving the buggy;
- (v) Any two of the Course Manager, Greens Convenor and Honorary Secretary shall have the authority to ban the use of buggies on the course if in their opinion damage to the course or danger to players is likely.
- (vi) A ban on the use of buggies applies to all buggies whether rented or privately owned.
- (vii) The Council shall set the rates of charges for buggies. No buggy may be used free of charge for any purpose without the express permission of the Honorary Secretary.
- 6. Caddies**
- 6.1 Caddies shall be required to observe the Bye-Laws and, in particular, those relating to dress and behaviour.
- 7. Professional's Shop**
- 7.1 The Professional's Shop is provided for the Professional to supply golf equipment, provide a repair service and give advice to Members, golfers and visitors.
- 7.2 Junior Members are only permitted to use the Professional's Shop if they are obtaining goods or score cards or with the permission of the Professional.

By Order of Council Sept 2013