

HOLE-IN-ONE PROCEDURE

THE VILLAGES WOMEN'S 18-HOLE GOLF ASSOCIATION

Revised 09-23-22

Player's Responsibilities:

1. For a Hole-in-One made at The Villages, the player must take the scorecard, signed and witnessed by at least one other player (NCGA requires two witnesses) to the Pro Shop. The Pro Shop will make a copy of the card if the player wants to keep the original.
2. If the Hole-in-One is made at a golf course outside of The Villages, the player will notify the golf professional at the course played.
3. The player notifies the Captain of her Hole-In-One at the Villages or any other regulation 18 Hole course. The player provides the Captain a copy of the signed card attested by at least one player for Villages recognition or two witnessing players for NCGA recognition.
4. The player accesses the NCGA Hole-in-One Sweepstakes form at https://share.hsforms.com/1dF8qhRV5SN-bR_a5-6yDcw1I5km and submits all required information. If the player is unable to access the on-line form, contact the Captain for a paper copy, fill out the required information, and return it to the Captain for on-line submittal.
 - a. The NCGA Hole-in-One form for printing is on the Village Women's 18-Hole Golf Assn. web site. www.villageswomensgolf.vgcc

Captain's Responsibilities:

1. The Captain will keep a list of all Hole-in-Ones.
2. If the player cannot submit the NCGA on-line form, the Captain will provide assistance to the member or provide a paper copy for the player to fill out the required information. When the Captain receives the paper copy from the player, she will fill out the on-line form and submit it to NCGA for recognition.
3. The Captain may also contact the Mercury News.
4. The Captain notifies the Treasurer of the Hole-In-One and authorizes the award expenditure.
5. The Captain will recognize all Hole-in-One achievers at the annual Village Challenge and Hole-in-One party.

Treasurer's Responsibilities:

1. The Treasurer provides a written directive to the Pro Shop to bill the 18-Hole Women's Golf Association \$50 for any Hole-In-One made by an 18-hole member.

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2. The Pro Shop will then issue a Villages gift card of \$50 for her Hole-in-One.
3. The Treasurer contacts the Trophy Chair and Publicity Chair providing the necessary information to complete the process.

Trophy Chair Responsibilities:

1. Engrave the members name on the Hole-In-One plaque **ONLY** if it was made at The Villages. This should be completed prior to the Hole-In-One party, if possible. Return plaque to the Posting Room wall after the party.