

**ARTICLE VI
TOURNAMENT ENTRY AND WITHDRAWALS**

Section 1. OFFICIAL ENTRY

Unless otherwise specified, registration into Connecticut Section PGA Sponsored member tournaments will take place online at www.ctpga.com Unless specifically required in entry information, all payment should be made payable to the Connecticut Section PGA.

(a) ENTRY FEE

The Entry Fee for each tournament will be specified on the Official Entry.

***REGULATION:** A deposit is required to enter all Pro-am series events before the deadline. All participants will be required to pay the remaining balance of their entry fee the day of the Pro-Am.*

***REGULATION:** Under no circumstances will an Official Entry and/or Entry Fee be accepted outside of the section office for delivery by section staff or personnel. The only entry fee that will be accepted on-site is for the Pro-am series events.*

Section 2. ENTRY DEADLINE

The Official Entry deadline for each section event will be stipulated on the tournament information website. The Entry Fee must accompany Official Entry by the deadline date. Such entries will take place online, be mailed or hand delivered to the section office.

***REGULATION:** Official Entries will not be accepted after the deadline without the consent of the Tournament Committee or Tournament Chairperson.*

***REGULATION:** All late entries must be completed four (4) days prior to the Pro-Am by 12:00 noon, (Thursday at 12:00 noon for a Monday Pro-Am).*

***REGULATION:** The host assistant professional can only accept official entries for the Assistants' Association Individual Pro Series events after the deadline. The above late fee policy shall apply.*

Section 3. STARTING TIMES

The Starting Times for all section tournaments will be made at the section office under the auspices of the Tournament Chairperson. Starting times will be made available by calling either the section or the host professional within a few days after the tournament entry deadline. Starting times can also be found online at www.ctpga.com. In certain instances, starting times will be mailed to competitors. In certain events specified on the tournament entry, professionals may request a preferred starting time. Preferred starting times cannot be guaranteed, but a time will be assigned as close to the requested time using the Priority Eligibility of the Pro-Am Series as a means of honoring requests.

***REGULATION:** Starting Times or Player Pairings for Pro-Am Series events, will be posted on the section website, at least one week prior to the event.*

Section 4. WITHDRAWAL

If a professional wishes to withdraw from a tournament, he/she must inform both the section office and the host professional of his/her intention to withdraw. A full refund, less 10% (see Refunds) will be granted if the professional withdraws before the entry deadline. If the professional withdraws after the deadline, he/she may submit a Request for a Refund to the section office, which is forwarded to the Tournament Committee for consideration of refund. This request must arrive in the section office within five (5) days of the conclusion of the event.

If a professional wishes to withdraw from a Pro-Am Series event, the professional must inform the Tournament Program Director at least four (4) days prior to the Pro-Am by 12:00 noon, (Thursday at 12:00 noon for a Monday Pro-Am).

***REGULATION:** If a professional withdraws from a Pro-Am Series event after the withdrawal deadline, the professional would be subject to a first offense fine of \$200.00 (Pro-3am) or \$100 (Pro-1am); and a second offense fine of \$200.00 (Pro-3am) or \$100 (Pro-1am), plus a suspension of section playing privileges for thirty (30) days during a period specified by the Tournament Committee. The professional may not submit a Request for Refund under these circumstances.*

Section 5. ALTERNATE PROFESSIONALS

In the case of a professional withdrawal from an over-subscribed event, the section office will contact the next professional eligible on the waiting list.

Section 6. REFUNDS

BEFORE THE DEADLINE

If a professional wishes to obtain a refund for any entry paid prior to the entry deadline, he/she should contact the section office prior to the deadline to confirm tournament withdrawal. In such instances, a full refund will be returned, less 10% which will be retained by the section for administrative purposes.

AFTER THE DEADLINE

If a professional wishes to withdraw after the deadline of any tournament, a written Request for Refund must be submitted to the Tournament Chairman in care of the section office within five (5) days of the conclusion of said event. Under no circumstances will a refund be sent to a member who withdraws from any tournament after the deadline for said entry unless there is a reasonable cause. If the reasonable cause is accepted and approved by the Tournament Committee, a full refund will be returned, less 10% which will be retained by the section for administrative purposes.

***REGULATION:** The Tournament Committee shall have full authority to determine the just cause of tournament withdrawal after the deadline. The decision of the Tournament Committee to deny refund for said withdrawal might be appealed to the Board of Directors whose decision shall be final.*