

2012

National Delegate's Handbook



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National Pan American Golf Association

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**THE NATIONAL PAN AMERICAN GOLF ASSOCIATION
NATIONAL CONSTITUTION**

ARTICLE. I.

NAME

SECTION. 1. The name of this Organization shall be the National Pan American Golf Associations, Inc., hereafter referred to as the Organization.

ARTICLE. II.

PURPOSE

SECTION.1. To provide a Governing Body which consists of National Officers for the coordination, regulation and enforcement of all National rules and regulations pertaining to activities of all member chapters.

SECTION. 2. To instill fair play, the desire to spend time enjoyably, and to encourage and promote amateur golf among the member chapters of the Organization, and to promote Jr. Golf. (Amended September 1, 1990)

SECTION. 3. To cooperate with and solicit good friendly relations with civic and athletic Organizations, and to particularly cooperate with member chapters.

SECTION. 4. To provide assistance and scholarships to students in need of advanced education, commensurable with objectives as outlined by this Organization.

SECTION. 5. To support and assist any charitable purpose and to appropriate funds for such purposes.

ARTICLE. III

MEMBERSHIP

SECTION . 1. Any golf association may solicit membership to this National Organization at the National Tournament and Convention.

SECTION. 2. A majority of the Organization delegates present shall be required to approve or reject the application of any new chapter.

SECTION. 3. All local chapters duly admitted are subject to the rules and regulations of the National Organization.

SECTION. 4. Total membership of each chapter must be a minimum of at least twenty (20) members at all times. A member in bad standing with one chapter may not be admitted as a member in any other chapter.

SECTION. 5. Yearly dues assessed by the National Organization will be based on the first Minimax calculation of the year. Dues must be accompanied by a roster of the members included in the dues. Minimax Computing Corporation shall be the official handicap agency of this organization.

**THE NATIONAL PAN AMERICAN GOLF ASSOCIATION
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**ARTICLE. III.
MEMBERSHIP
(Continued)**

- SECTION. 6.** A chapter delinquent in dues or other indebtedness from the previous calendar year shall not be eligible to participate in National Meeting and/or National Tournament. Said delinquent chapter may be seated at the National Meetings and allowed to participate in the National Tournament upon receipt of delinquent dues prior to January 15.
- SECTION. 7.** Each chapter shall submit to the National Secretary a roster of their officers and their addresses and telephone numbers soon after their local elections.
- SECTION. 8.** All chapters shall hold their elections of officers at their discretion and they shall take office in accordance with their local Constitution and By-Laws. (Amended September 1, 1990)

ARTICLE. IV.

OFFICERS

- SECTION. 1.** Officers of the National Organization shall be an President, Vice President, Secretary, Treasurer and National Tournament Director. The term of the officers named herein shall be for two (2) years. Newly-elected National Officers shall take office immediately following the National Convention.
- SECTION. 2.** No National Officer shall be eligible to more than two (2) consecutive full terms in the same office. Vacancies completed by National Officers will not be considered a full term in that office. Should there be any vacancies created by the death, sickness, resignation, or removal of the incumbent, the National Board shall elect a successor by majority vote no later than thirty (30) days from the date that the office is vacated. The individual must be qualified and come from within the Organization.
- SECTION. 3.** Outgoing National Officers shall furnish newly-elected national Officers with all records pertaining and belonging to the Organization within Sixty (60) days of the expiration of their term.
- SECTION. 4.** All National Officers are entrusted with the privileges and responsibilities generally associated with their respective office.
- SECTION 5.** No Officer of the National Organization may hold any elective or appointive office in their local chapter.
- SECTION. 6.** National Officers shall not be delegates or alternates to the National delegate meetings.
- SECTION. 7.** Treasurer's books are to be audited once a year by Audit Committee.

**THE NATIONAL PAN AMERICAN GOLF ASSOCIATION
NATIONAL CONSTITUTION**

ARTICLE. V.

MEETING PROCEDURES

- SECTION. 1.** The annual Convention Delegate Meeting shall be held prior to the National Tournament, but on the same week. In addition, there shall be a Winter Meeting and a Third Meeting. Roberts' Rules of Order shall govern all meetings; on items not covered by Constitution or By-Laws. (Amended Oct. 18, 2008)
- SECTION. 1. A.** As of May 1995 the National PAGA Warm-Up Tournament will be eliminated (Amended August 4, 1992)
- SECTION. 2.** A minimum of three (3) National Business Meetings must be held each year. No chapter shall host an invitational or special tournament during the National Tournament and Convention. Exceptions must be cleared by the National Board.
- SECTION.3.** The National President may call a special meeting by notifying the National Delegates by first-class mail at least thirty (30) days prior to conducting said meeting. Delegates shall respond within fifteen (15) days of the posting of said mail by the President. If the majority of said delegates favor a meeting, the President shall, upon receiving said information, name a time and place of said meeting. If the delegates fail to respond, their failure to respond shall be taken as affirmative votes and the meeting shall take place.
- SECITON. 4.** There shall be permitted one delegate and one alternate from each duly admitted chapter of the Organization. The vote shall be cast by the delegate representing said chapter. After an item has been voted down by the National assembly twice, it cannot be brought up again for three (3) meetings.
- SECTION. 5.** Items submitted for the agenda must bear the signatures of at least two (2) officers of the local chapter.
- SECTION. 6.** A quorum must be present at any national delegate meeting in order to transact business. A quorum shall consist of a simple majority of fifty percent plus one (50% + 1) chapters of the governing body. (Amended May 23, 1998)
- SECTION. 7.** Only delegates elected or appointed by their local chapters will be recognized at the Organization meetings unless floor is relinquished by the delegate to the alternate.
- SECTION. 8.** All tangible or intangible property shall remain vested in the National Organization so long as there are active chapters acting in its behalf.
- SECTION. 9.** If the National Organization shall cease functioning, then it is the duty of the National Officers to dispose of all properties, both tangible and intangible, by donating them to a charitable Organization. The proof of said donation shall take place within ninety (90) days of this Organization's disbandment, by publishing said action in the local newspaper.
- SECTION. 10.** The National Organization through its delegates is the only body empowered to approve or amend the Constitution and its By-Laws.

**THE NATIONAL PAN AMERICAN GOLF ASSOCIATION
NATIONAL CONSTITUTION**

**ARTICLE. V.
MEETING PROCEDURES
(Continued)**

SECTION. 11. This Constitution and By-Laws made under its provisions, may be amended by a two-thirds (2/3) vote at a National Meeting, provided that each chapter in good standing is notified in writing of the proposed amendment at least sixty (60) days in advance of the meeting in which the vote will be taken. (Amended July 28, 1998)

ARTICLE. VI.

RESTRICTIONS

SECTION. 1. It is absolutely prohibited to discuss at any of the meetings subjects pertaining to religion, politics, or unionism.

SECTION. 2. It is absolutely prohibited for any individual Organization or chapter to use the name of this Organization, either individually, or jointly, in matters that may affect said Organization, or in matters which do not concern the Pan American Golf Association, without the written consent of the Organization.

SECTION. 3. It is absolutely prohibited for chapters to sanction organized wagering that involves national team competition or low medalist players.



BY-LAWS OF THE NATIONAL PAN AMERICAN GOLF ASSOCIATION

SECTION 1. CHAPTER MEMBERSHIP (Amended August 3, 1993)

If approved, that Chapter City must assume the name, PAN AMERICAN GOLF ASSOCIATION OF (Name of City), accept a four-month (4) probationary period prior to playing in the National Tournament, belong to Minimax, pay an initiation fee of two hundred dollars (\$200.00), have twenty (20) members or more, pay a per capita fee of eleven dollars (\$11.00) per member, and obtain a state charter. If disapproved, application may be resubmitted within the next calendar year. There shall be only one PAGA chapter per City. (Amended July 30, 2008)

SECTION 2. OFFICERS (Amended August 4, 1992)

The election of National Officers will be held in the host city of the National Tournament and Convention during the normal business meeting.

The National President will appoint an Elections Committee during the National Tournament Meeting the year prior to the elections. This committee will conduct the elections.

All persons, wishing to run for office, will notify the Elections Committee of their intent, no later than the day of the business meeting of the Winter Meeting. Candidates shall turn in a personal resume to the committee.

The Elections Committee will make a list of all declared candidates and together with the personal resumes, send copies to all chapters of the Organization within thirty (30) days after the Winter Meeting.

Each chapter's delegate should, in the true spirit of representation, vote for the candidates, which the chapter's members have selected.

Last minute nominations are not prohibited, but they are discouraged and no allowance will be made for them. Anyone wishing to make a nomination from the floor must first seek recognition by the Elections Committee Chairman. Such nominated candidates can only be elected as write-ins.

Voting will be by a single secret ballot which contains all the names (alphabetically and in order listed in Section 1) of the declared candidates for each available office. Space will be provided for write-in candidates. If any one candidate does not receive over fifty percent (50%) of the votes cast, a run-off will be held between the top two. Each candidate shall have two (2) minutes to address the assembly before the vote is cast.

BY-LAWS OF THE NATIONAL PAN AMERICAN GOLF ASSOCIATION

SECTION 3. DUTIES OF THE NATIONAL OFFICERS

President – The President shall be the chief executive officer of the Organization and shall be responsible for the general administration of its affairs, except as otherwise provided. He shall appoint such committees as may be provided for in this constitution and By-Laws and such special committees as may be authorized by the Organization. He shall be a member *ex officio* of all committees. Together with the Treasurer or the Vice President, he shall sign all orders and checks lawfully and properly drawn. He shall have general supervision of the activities of the other Officers and Chairmen of Committees. The President shall be bonded.

Vice President – The Vice President shall assist the President in such a manner as the President may determine. In the absence of the President, it shall be the duty of the Vice President to perform all duties of the President. He shall promote and publicize all business and golf tournaments of the National Organization. Together with the Treasurer or the President, he shall sign all orders and checks lawfully and properly drawn. The Vice President shall be bonded.

Secretary – The Secretary shall be responsible for the maintenance of the Organization records, including membership and attendance records, minutes of Board and National Delegate Meetings, and Committee reports and carry on all correspondence of the Organization.

Treasurer – The Treasurer shall be responsible for all the Organization funds and present a financial statement to the Board of Directors as often as the Board may direct. He will receive all income for deposit and substantiate financial reports at all general, special and delegate meetings, and will keep accounts of all assets including all materials and equipment. The Treasurer shall be bonded. Two signatures will be required on all checks coming out of the National Treasury. Three (3) signatures will be on file at the bank, any two (2) of which can be honored. The signatures will be those of the President, Vice President and Treasurer.

Tournament Director – The National Tournament Director shall be in charge of all National Handicap Meetings, seeing that each chapter has complied with the Constitution and its By-Laws for tournament play. He shall maintain a current roster and handicaps of each individual in each chapter. He shall be responsible for posting with Minimax the scores of all the flight winners of the National Tournament.

The National Seniors Committee (Amended 3-24-90) – This committee shall consist of P.A.G.A. members that are at least fifty (50) years of age and are in good standing. This committee will be in charge of placing and directing all activities for the other members of all Senior Committees. This committee shall have its own Chairman and any sub-committeemen needed. The National Seniors Committee shall have a representative at all Board and National Meetings and will be required to report their activities to the assemblies of all National Meetings.

Past Officers – All immediate past National Officers will remain active and responsible until the end of that calendar year in an advisory capacity.

BY-LAWS OF THE NATIONAL PAN AMERICAN GOLF ASSOCIATION

SECTION 4. QUALIFICATIONS TO COMPETE AT THE ANNUAL NATIONAL TOURNAMENT

A. CHAPTER'S RESPONSIBILITY (Amended August 3, 1993)

1. All chapters are allotted twelve (12) calculations per year. Chapters can only submit to Minimax, one (1) calculation (Minimax handicap posting sheet) per month, with a maximum of four (4) tournament rounds sanctioned by the local chapter per member. Calculations must be submitted after Annual National Tournament and no later than thirty days (30) prior to the next annual National Tournament. All chapters will handicap members using the USGA Handicap System. (Amended July 28, 2010)
2. To protect our organization against professionalism, and report any alleged violations; possibly causing the forfeiture of amateur status of any member to National Tournament Director.
3. A list of all the tournament scores from the PAGA Invitational will be forwarded to the National Tournament Chairman including the scores from the Host City hosting the Invitational's. (Amended July 28, 2010)
4. When a member participates in a Tournament with another chapter at a local tournament the score will be forwarded to the National Tournament Chairman. (Amended July 28, 2010)
5. The score designation for the tournament rounds on item 3 & 4 will be TA on the Minimax roster. (Amended July 28, 2010)

B. MEMBER'S RESPONSIBILITY (Amended September 1, 1990)

1. Participants must have been a member of their local chapter and registered with Minimax for at least four (4) months prior to the Annual National Tournament and Convention final calculation deadline. (Amended March 19, 2010)
2. Handicap Requirements. Members of Northern Chapters must have an established handicap of 7 rounds of tournament golf sanctioned by their local chapter. Member of Southern Chapters must have an established handicap of 10 rounds of tournament golf sanctioned by their local chapter. See Appendix 1 at the end of Chapter two of the By-Laws of the National Pan American Golf Association for a current list of Northern and Southern Chapters. (Amended July 28, 2010)

Appendix 1

Current List of Northern and Southern Chapters

The purpose of this appendix is to maintain a list of Northern and Southern Chapters for the purpose of defining required members rounds to compete in the Annual National Tournament. Due to the difference in playing seasons it can be difficult for members of Northern Chapters to meet the 10 round minimum to complete in the National Tournament. For that reason the minimum number of required rounds for a member in a Northern Chapter is 7 rounds of tournament golf sanctioned by their local chapter. Because of their longer playing season the minimum number of required rounds for a member in a Southern Chapter is 10 rounds of tournament golf sanctioned by their local chapter

Southern Chapters	North Hays County, Texas
Phoenix, Arizona	Odessa, Texas
Pomona, California	Plainview, Texas
Santa Ana, California	Pleasanton, Texas
Alice, Texas	Round Rock, Texas
Austin, Texas	San Angelo, Texas
Brazoria County, Texas	San Antonio, Texas
Brownsville, Texas	San Marcos, Texas
Corpus Christi, Texas	Seguin, Texas
Dallas, Texas	Temple, Texas
Edinburg, Texas	Victoria, Texas
El Paso, Texas	
Ft. Worth, Texas	Northern Chapters
Harlingen, Texas	Chicago, Illinois
Houston, Texas	Rockford, Illinois
Irving, Texas	East Chicago, Indiana
Kingsville, Texas	Wichita, Kansas
Laredo, Texas	Kansas City, Missouri
Lockhart, Texas	Oklahoma City, Oklahoma
Lubbock, Texas	Detroit, Michigan
Mercedes, Texas	Saginaw, Michigan
Missouri City, Texas	Amarillo, Texas
New Braunfels, Texas	Abilene, Texas

3. Observe and follow all rules and guidelines set forth by the USGA System in establishing a handicap.
4. No member of any Pan American Golf Association Chapter will be allowed to maintain membership with more than one chapter at any time.

SECTION 5. Chapters wishing to host a convention should provide proof as to suitable facilities to accommodate the tournament and convention, and should provide the governing body the following verification:

- A. Copies of the contingent contracts for building sites where convention activities will be held and also to include all restrictions thereof.
- B. Copies of contingent contracts or agreements with municipal or private golf courses that indicate dates and hours that courses are available and the costs of the green fees and carts.
- C. Type of entertainment contemplated for the three (3) day event.
- D. Food and beverages offered to the guests either at banquets or at the golf courses.
- E. Additional cost pertaining to teenagers and invited guests.
- F. Method of tee-off system that will be used.
- G. An estimated number of entries that can be accommodated.

SECTION 6. (Amended September 1, 1990) – The officers of the Organization will meet with the host city no later than eighteen (18) months in advance to confirm the ability of the host city to host the National Tournament and Convention. If for any reason or due to an irregularity the host city is unable to host the Convention or request to be dropped from the national rotation, the officers of the organization will immediately by letter, notify all cities not on the national rotation that bid proposals will be accepted from interested chapters no later than sixty (60) days from the date of that letter in order to receive consideration to host the National Tournament for the year in question. The officers of the organization will then review all bids and decide what city should be the host city for that year based on it's qualifications. If no bids are received then the next city in the rotation shall be contacted for verification of their proposal provided they and the other chapters are willing to move up on the rotation. An appropriate report will be made to the organization in writing.

SECTION 7. The Organization will have the sole responsibility of establishing the entry fee of the Annual Tournament. This fee shall be reviewed annually at the convention meeting, one (1) year prior to the next tournament and convention, with the stipulation that this fee will not be set to be a major financial gain to the host city. The fee should include the tournament and all social activities, except the golf courses fee (green fees, carts, caddies, etc.) if the green fees are included it should be stated.

SECTION 8. The host chapter, with the advice and consent of the National Board, shall be responsible for providing suitable trophies and prizes for the Tournament. The trophies and prizes will be in keeping with the past tradition as to size and cost. There shall be ten (10) trophies per each of the nine (9) flights.

SECTION 9. There shall be a four-man (4) team competition composed of members playing in the Championship Flight and a seven-man (7) team competition composed of one (1) member of each flight, first to seventh flight.

Team competition shall be based on total score. Each team member shall be declared one day prior to the Annual Tournament. In case a team member cannot play the second round due to an emergency, a substitute may be entered with the approval of the National Tournament Director and the Tournament Chairman of the host city. Only his substitute round may be used in the team competition.

SECTION 10. In the event of ties the winners will be determined as follows: (Amended August 3, 1993)

1. INDIVIDUAL COMPETITION – Sudden death play-off on the course for first place winners (all flights) only, if possible (Amended July 30, 2008)
2. FOUR-MAN TEAM – Sudden death playoff on the course with designated captain representing team. Captain will be designated one day prior to National Tournament.
3. SEVEN-MAN TEAM – Playoff on the score card beginning on Hole #1 on the second day of play. The score of the first flight representative shall be used. In case of a one day tournament same will apply. (Amended July 30, 2008)
4. JUNIOR PLAYERS – Sudden death playoff on the course for championship flight (1st Place) winner only.
5. INDIVIDUAL COMPETITION – All places, other than first, will be played on the card beginning on hole # 1 on second day of play. In case of a one day tournament same will apply.
6. National Tournament Director will retain power to decide manner of breaking ties under circumstances preventing the execution of the above rules.

SECTION 11. The National Tournament Director, with the advice and consent of the host tournament committee, shall be the sole authority on any rule dispute resulting for tournament play. All grievances will be presented to the National Tournament Director and Host Tournament Committee for final ruling.

SECTION 12. The National Tournament Director may, at his own discretion, with the parties involved refer to Section 14-C of the USGA handicap manual that reads as follows: "Handicappers may, in their discretion, arbitrarily reduce or increase the handicap of players that do not return all their scores or otherwise do not preserve the spirit of the handicap system".

SECTION 13. The winners of all flights will be awarded a ring. The National Board will purchase the rings in order to maintain comparability. The cost of the rings will be absorbed by the host city. (Amended August 3, 1993)

SECTION 14. A Senior's Tournament for golfers fifty (50) years of age and older shall be held in conjunction with the National Tournament. It shall be held in accordance with the National Seniors Tournament guidelines.

SECTION 15. A Junior Tournament shall be held in conjunction with the National Tournament. It shall be held in accordance with the National Junior Tournament guidelines.

SECTION 16. (Amended July 2000)

1. Purpose: To provide for a permanent committee at the National level entitled the National Convention and Tournament Advisory Committee.
2. Membership: It shall be comprised of at minimum three members and maximum seven members. These members shall be appointed by the National President with the advise and consent of the National Board. Qualifications for being a member of this committee shall be that the individual belongs to a Chapter on the National rotation and the member must have been a committee member for one or more aspects of their own host city's National Convention. If the committee is comprised of only three members than each member must be from a different host city, if more than three members are on the committee than a maximum of two (2) members may be from the same host city.
3. Duties:
 - A. To prepare and maintain a detailed Handbook and Guidelines for hosting a National Convention and Tournament. This handbook to provide for a timeline of tasks to be performed, committee lists and duties of each committee, budget outlines, details of each event at the convention, sample of letters or other documents used by the committee, brochure guidelines, etc. In maintaining the Handbook the committee should include summary information from each National as it occurs. Such information should contain copy of the financial report, a summary of the locations used (Convention, Hotel and Golf Courses), count of members and guests attending and any other information deemed important by the committee and to be used for reference by the following host cities. A copy of the handbook shall be provided by the Advisory Committee to any hosting city at least three years before the host city is scheduled to host the National or upon request by a host city. This handbook to also encompass the running of withers a Winter Meeting or Senior's Tournament and Meeting.
 - B. To Act as an advisory board and a source of information for the host cities. The members of the committee should be available through telephone, e-mail or correspondence to answer questions that the hosting city may have in their preparation for the event.
 - C. A member or members of this committee should be delegated by the National Board to visit the Host City no later than eighteen (18) months in advance as per Section 6 of By-laws to determine if the host city has the ability to host the tournament. Additional visits should be planned by the committee at the twelve (12) month and six (6) month levels to determine if the guidelines are being followed and to assist the host city with any questions or problems. The committee member visiting the host city should within thirty (30) days of the visit report in writing to the National Board the status of the planning by the Host City.
 - D. If, at the judgment of the committee and the National Board, the host city is not following the guidelines they may appoint a member or members of the Advisory Committee to oversee the host city and ensure compliance with the guidelines.
4. The authority of the National Board over the host city shall be only in matters pertaining to the National tournament and Convention. (Amended, July 2000)

SECTION 17. The host chapter shall have the responsibility of providing all due entertainment to all participants and their families before providing for other invited guests.

SECTION 18. The National Board will inform and invite, in writing at least ten (10) days prior to the meetings, all chapters to any of their scheduled meetings. A copy of the minutes of said meeting will be furnished to all chapters of the next scheduled meeting of the Organization.

- SECTION 19.** All tournaments of the Organization will be conducted according to USGA and existing golf course rules. In National Tournament, local rules will be handed out to participants before tee-off time.
- SECTION 20.** The host City will provide and pay for a suitable place for the business meetings held at National Meetings.
- SECTION 21.** All disbursements made by the National Board must be approved by a majority vote of the Board Members.
- SECTION 22.** The National Board is permitted to engage in legitimate transactions for the purpose of raising funds to complement their budget expense.
- SECTION 23.** In the event that a National Tournament is canceled due to adverse weather conditions, the remainder of the program will carry on as scheduled and no refunds will be made to all participants.
- SECTION 24.** The host city will not have to refund entry fees to participants regardless of reasons presented for claim when convention takes normal course.
- SECTION 25.** In the event that a National Tournament is canceled prior to the arrival of participants to the convention and due to an act of God or to any man-made emergency, the host city will cover all contracts made as per copies held by the National Board and refund entry fees after prorating expenses.
- SECTION 26.** Host city must award one (1) city team trophy and four (4) individual awards for the winners of the four-man team.
- SECTION 27.** Host city must award one (1) city team trophy and seven (7) individual awards for the winners of the seven-man team.
- SECTION 28.** The National Board shall initiate a permanent building fund and deposit at least \$1.00 per member per year. (Amended August 3, 1993)
- SECTION 29.** A Ladies Tournament shall be held in conjunction with the National Tournament. It shall be held in accordance with the National Ladies Golf Tournament Rules and Guidelines. (Amended – April 6, 1997)



NATIONAL PAN-AMERICAN GOLF ASSOCIATION

TOURNAMENT AND CONVENTION

GUIDELINES

APPENDIX 1
28 MAY 1994



PREFACE

For the past three decades, members of the Pan American Golf Association and their families have looked forward to a week of fun and excitement at the Annual Pan American Golf Association Convention and Tournament.

Lately, the consensus of the National Officers, Delegates and families has been that the functions and activities provided to the families, children and teen-agers at these National gatherings has somewhat diminished.

This concern prompted the National President to appoint a committee to develop procedures and guidelines to ensure that the Hosting Chapters apply a "FAMILY FIRST CONCEPT" so that all participants can achieve the most enjoyable time possible at these National gatherings.

To enforce compliance with the procedures and guidelines by the Hosting Chapters, it was approved by the Delegates that non-complying chapters be assessed a one thousand dollar (\$1000.00) penalty payable to the National Pan American Golf Association. The time frame in which this penalty will be paid will be at the discretion of the National P.A.G.A. President.

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THE NATIONAL PAN AMERICAN GOLFERS ASSOCIATION
TOURNAMENT AND CONVENTION
GUIDELINES AND PROCEDURES

ARTICLE I

SECTION 1: REGISTRATION FORMS

- A. ALL CHAPTERS WISHING TO PARTICIPATE IN THE NATIONAL PAN AMERICAN GOLFER'S ASSOCIATION'S **NATIONAL/WINTER/THIRD MEETING (Senior Tournament)** MUST COMPLETE AND RETURN THE REQUIRED REGISTRATION FORM AS PER EXHIBIT "A" TO THE HOST CITY.
- B. GROUP ALL REGULAR TOURNAMENT PLAYERS, LADIES AND JUNIORS IN ONE SEGMENT OF THE FORM LEAVING A BLANK LINE BETWEEN EACH GROUP.
- C. FORWARD THE ORIGINAL COPY TO THE HOST CITY AND SEND A COPY TO THE NATIONAL TOURNAMENT DIRECTOR WITHIN 30 DAYS PRIOR TO THE NATIONAL CONVENTION. FOR THE WINTER MEETING, FORWARDING A COPY TO THE NATIONAL TOURNAMENT DIRECTOR IS NOT REQUIRED.

SECTION 2: THE NATIONAL BUDGET PROPOSAL FORM

- A. ALL CHAPTERS HOSTING THE NATIONAL TOURNAMENT AND CONVENTION, WINTER MEETING, **THIRD MEETING (Senior Tournament)** WILL USE THE BUDGET PROPOSAL FORM ATTACHED AS PER EXHIBIT "B".
- B. THE COMPLETED BUDGET PROPOSAL FORM WILL BE PRESENTED TO THE DELEGATES FOR APPROVAL/DISAPPROVAL ONE YEAR PRIOR TO THE NEXT NATIONAL CONVENTION AND TOURNAMENT/WINTER MEETING.

SECTION 3: THE ORGANIZATION CHART

- A. THE ORGANIZATION CHART WILL BE UPDATED EVERY TWO YEARS AFTER THE ELECTION OF NATIONAL OFFICERS AS SHOWN IN EXHIBIT "C".
- B. ALL UPDATED INFORMATION WILL BE FORWARDED TO ALL CHAPTERS PRIOR TO THE NEXT NATIONAL CONVENTION/WINTER MEETING.

SECTION 4: THE POST CONVENTION/WINTER/**THIRD MEETING** REPORT

- A. THE POST (AFTER CONVENTION/WINTER **/THIRD MEETING (Senior Tournament)**) MEETING REPORT MUST INCLUDE ALL GENERATED REVENUES, GIFTS AND DONATIONS RECEIVED BY THE HOST CITY.
- B. THE POST REPORT MUST ALSO INCLUDE ALL EXPENSES INCURRED BY THE HOST CITY.
- C. THE POST REPORT MAY BE PREPARED IN LETTER FORMAT SO LONG AS THE REQUIRED DATA IS INCLUDED THEREIN.
- D. THE POST CONVENTION REPORT WILL BE MAILED TO EACH OFFICER AND ALL P.A.G.A. CHAPTERS BY THE PAST HOST CITY NO LATER THAN 45 DAYS AFTER THE NATIONAL TOURNAMENT AND CONVENTION HAS ENDED AND PRESENTED TO THE DELEGATES AT THE NEXT WINTER MEETING BY THE PAST HOSTING CITY'S REPRESENTATIVE OR DELEGATE.
- E. THE POST WINTER MEETING REPORT WILL BE MAILED TO EACH OFFICER AND ALL P.A.G.A. CHAPTERS BY THE PAST HOST CITY NO LATER THAN 45 DAYS AFTER THE NATIONAL WINTER MEETING HAS ENDED AND PRESENTED TO THE DELEGATES AT THE NEXT NATIONAL CONVENTION AND TOURNAMENT BY THE PAST WINTER MEETING REPRESENTATIVE OR DELEGATE
- F. THE POST THIRD MEETING REPORT WILL BE MAILED TO EACH OFFICER AND ALL N.P.A.G.A. CHAPTERS BY THE PAST HOST CITY NO LATER THAN 45 DAYS AFTER THE NATIONAL THIRD MEETING (Senior Tournament) HAS ENDED AND PRESENT TO THE DELEGATES AT THE NEXT NATIONAL CONVENTION AND TOURNAMENT BY THE PAST THIRD MEETING (Senior Tournament) REPRESENTATIVE OR DELEGATE.**

NOTE: HOSTING CHAPTERS NOT COMPLYING WITH PARAGRAPHS "D" AND "E" ABOVE, MUST PAY A ONE THOUSAND DOLLAR (\$1000.00) PENALTY BY CERTIFIED CHECK/POST DATED CHECK TO THE NATIONAL PAN AMERICAN GOLF ASSOCIATION.

ARTICLE II

SECTION I DURATION OF THE NATIONAL CONVENTION/TOURNAMENT

- A. HOSTING CITY MUST SCHEDULE ALL OFFICIAL ACTIVITIES, EVENTS, MEETINGS AND TOURNAMENTS FROM TUESDAY THROUGH FRIDAY OF THE CONVENTION WEEK.
- B. HOSTING CITY MUST SUBMIT OR PRESENT TO THE DELEGATES A PRELIMINARY REPORT OF PROGRAM EVENTS ONE YEAR PRIOR TO HOSTING THE NEXT NATIONAL CONVENTION AND TOURNAMENT.

SECTION 2 MEETINGS AND WORKSHOPS

- A. ALL SPECIAL COMMITTEE MEETINGS AND WORKSHOPS WILL BE SCHEDULE FOR TUESDAY MORNING OF THE CONVENTION WEEK. HOWEVER, THEY ARE TO BE SCHEDULED AS EARLY AS POSSIBLE IN ORDER TO FINISH EARLY AND ALLOW THE ANNUAL REGULAR DELEGATES MEETING TO START AS EARLY AS POSSIBLE.
- B. SPECIAL MEETINGS, COMMITTEE MEETING AND WORKSHOPS MAY BE SCHEDULE AS NEEDED AT THE DISCRETION OF THE COMMITTEE CHAIRPERSONS OR PRESIDENT BUT MUST COMPLY WITH THE ABOVE TIME FRAMES.

SECTION 3 HOST CITY STAFFING

- A. DURING THE NATIONAL CONVENTION/WINTER MEETING/**THIRD MEETING (Senior Tournament)**, THE HOSTING CITIES WILL ASSIGN SUFFICIENT MANPOWER TO MANAGE AN EFFICIENT CONVENTION PROGRAM THROUGHOUT THE ENTIRE CONVENTION.
- B. PERSONNEL ASSIGNED (STAFF) SPECIFIC DUTIES WILL BE IDENTIFIED BY SPECIAL COLOR SHIRTS, CAPS, BUTTONS, RIBBONS, TAGS, ETC.
- C. STAFF PERSONNEL IN CHARGE OF SPECIFIC DUTIES WILL BE INTRODUCED TO THE DELEGATES IN ACCORDANCE WITH THEIR ASSIGNED DUTIES AT THE OPENING CEREMONIES AT THE DELEGATE MEETING.

ARTICLE III

SECTION 1 GOLFING EVENTS FOR THE NATIONAL, WINTER AND **THIRD MEETING** **(Senior Tournament)**

- A. THE HOST CITY WILL ENSURE THAT ALL NECESSARY ARRANGEMENTS AND PREPARATIONS ARE MADE WELL IN ADVANCE OF THE NATIONAL, WINTER AND SENIOR (THIRD MEETING) TOURNAMENTS AND THAT ALL CHAPTERS ARE NOTIFIED IN DETAIL OF THESE EVENTS AT THE PREVIOUS DELEGATE MEETING.
- B. THE HOST CITY WIL DISPLAY ALL PAIRING, TEE TIMES, STARTING HOLE AND GOLF COURSE AT THE HEADQUARTERS WITH AMPLE TIME FOR ALL TO SEE.
- C. HOST CITY WILL ENSURE THAT GOLF CARTS ARE PROPERLY ASSIGNED AND INDICATE RIDER'S NAME(S), STARTING HOLE, RULES AND INDIVIDUAL SCORE CARDS OF PARTICIPANTS. GOLFERS WILL BE INSTRUCTED NOT TO MOVE THE GOLF CARTS UNTIL ALL PARTICIPANTS HAVE MOUNTED AND ARE READY TO DEPART TO THEIR STARTING HOLE.
- D. THE HOST CITY WILL MAINTAIN SCORE SHEETS AT ALL GOLF COURSES, POSTING SCORES AT THE TURN AND WILL NOT LEAVE THE GOLF COURSE UNTIL ALL POSTING HAS BEEN COMPLETED. ALL COMPLETED SCORE SHEETS WILL BE DISPLAYED AT THE AWARDS CEREMONY FOR ALL TO SEE.
- E. AFTER COMPLETION OF PLAY, ALL CONTESTANTS WILL SIGN/ATTEST THE SCORE CARD AND SUBMIT TO THE HOST CITY SCOREKEEPER FOR POSTING ACTION.

ARTICLE IV

SECTION 1. SOCIAL EVENTS FOR THE NATIONAL CONVENTION WEEK, WINTER, AND **THIRD MEETING (Senior Tournament).**

- A. THE HOST CITY WILL ENSURE THAT ALL EVENTS AND ACTIVITIES FOR THE NATIONAL, WINTER AND **THIRD MEETINGS (Senior Tournament)** ARE WELL PUBLICIZED IN ADVANCE OF THE START OF THE NATIONAL CONVENTION, WINTER MEETING AND **THIRD MEETING (Senior Tournament).**
- B. THE HOST CITY MUST TAKE INTO CONSIDERATION THE “FAMILY FIRST” CONCEPT AND PROVIDE THE VISITING FAMILIES THE BEST ENTERTAINMENT POSSIBLE AS STIPULATED IN PAGE 8, PARA 10 OF THE NATIONAL CONSTITUTION i.e.. A MINIMUM OF THREE THOUSAND DOLLARS (\$3000.00) SHALL BE SPENT FOR EACH EVENT ON MISCELLANEOUS ACTIVITIES PROVIDED FOR THE LADIES, TEENAGERS AND CHILDREN. SUCH AS TEEN DANCE STYLE SHOWS, SHOPPING TOURS, BINGO, ETC, ETC...
- C. THE HOST CITY MUST SHOW LOCATION AND TIME FOR EACH FUNCTION AS IT APPLIES TO DANCES, STAGE SHOW, PLAYS, FAMILY NIGHT, BINGO, CASINO NIGHT, TOURS AND SIGHT SEEING, GOLFERS PARTY AND HOSPITALITY ROOMS.
- D. THE HOST CITY, FOR THE WINTER MEETING, MUST ENSURE THAT ADEQUATE ACCOMMODATIONS ARE AVAILABLE TO SATISFY THE OCCASION AND THAT ENTERTAINMENT IS PROVIDED IF DEEMED APPROPRIATE. A GOLF TOURNAMENT MAY OR MAY NOT BE HELD AT THE WINTER MEETING.

ARTICLE V

SECTION 1. AWARDS PRESENTATION TO REGULAR TOURNAMENT, LADIES AND JUNIOR GOLFERS AT THE NATIONAL CONVENTION

- A. TROPHIES/AWARDS FOR LADIES AND JUNIORS WILL BE PRESENTED AT 9:00 P.M. WEDNESDAY OF THE CONVENTION WEEK.
- B. PRIOR TO PRESENTATION OF TROPHIES/AWARDS, ASSIGNE SUFFICIENT PERSONNEL TO ASSIST DURING THE PRESENTATION TO SAVE TIME.
- C. ALL TROPHIES/AWARDS WILL ARRANGED IN THE ORDER OF PRESENTATION AND PRESENTED EXPEDITIOUSLY.
- D. FIRST CALL FOR ALL WINNERS TO ASSEMBLE WILL BE DONE AT 8:30 P.M. AND THEY ARE TO BE ASSEMBLED BACK STAGE OR IN FRONT OF STAGE IN THE ORDER OF PRESENTATION.
- E. TROPHIES /AWARDS FOR WINNERS OF THE REGULAR MENS TOURNAMENT WILL BE MADE FRIDAY NIGHT AT 9:00 P.M. FOLLOWING THE FORMAT IN ITEM "D" ABOVE.

SECTION 2 PROCESSION FOR "MARCH OF COLORS"

- A. THE HOST CITY WILL GIVE SPECIAL ATTENTION TO THE "MARCH OF COLORS" PROGRAM TO ENSURE THAT A SMOOTH AND ORDERLY "MARCH" IS CONDUCTED.
- B. THE HOST CITY WILL INCLUDE IN THEIR SCHEDULE OF EVENTS AS MUCH INFORMATION AS POSSIBLE REGARDING THE "MARCH OF COLOR" PROGRAM SUCH AS: STARTING TIME, CITY ALIGNMENT AND DISPERSING AFTER "MARCH"
- C. THE HOST CITY WILL INFORM THE DELEGATES DURING THE DELEGATE MEETING OF THE ORDER AND SEEK COOPERATION FROM ALL CHAPERS.
- D. VISITING CHAPERS WILL DESIGNATE A MEMBER TO HOLD ORDER AND CONTROL THE CONDUCT OF IT'S MEMBERS.
- E. THE HOST CITY WILL ENSURE THAT TABLES AT THE SITE OF THE "MARCH OF COLORS" ARE ARRANGED AND IDENTIFIED BY CHAPTERS NAME IN ACCORDANCE WITH THE ORDER OF "MARCH".
- F. THE HOST CITY WILL ENSURE THAT THE ANNOUNCER OR MASTER OF CEREMONIES IS A PAN-AM MEMBER OR A PERSON KNOWLEDGEABLE OF THE PROCEEDINGS AND ABLE TO DESSCRIBE THE MARCHING CHAPTER. A BRIEF DESCRIPTION OF THE MARCHING CHAPTER WILL BE APPROPRIATE.
- G. THE NATIONAL OFFICERS AND DIGNITARIES WILL LEAD THE "MARCH OF COLORS" AND WILL BE ACKNOWLEDGED ACCORDING TO HIS/HER POSITION.

SECTION 3 IDENTIFICATION OF SPECIFIC AREAS AT THE NATIONAL CONVENTION HEADQUARTERS

- A. POSTERS OR LOBBY SIGNS WILL BE DISPLAYED ON PEDESTALS OR IN A CENTRALIZED AREA IDENTIFYING SPECIFIC AREAS SUCH AS MEETING ROOMS, SOCIAL AREAS, TIME OF EVENTS, LATEST CHANGES AND ANY OTHER RELEVANT INFORMATION.
- B. THE HOST CITY WILL ASSIGN PERSONNEL TO ACT AS A WELCOMING COMMITTEE AND OR HAVE A INFORMATION CENTER/BOOTH TO DIRECT INCOMING GOLFERS AND THEIR FAMILIES AND PROVIDE THEM WITH THE LATEST INFORMATION.

SECTION 4 GOLFERS PACKET AT THE NATIONAL CONVENTION AND WINTER MEETING

- A. THE HOST CITY WILL INCLUDE IN THE NATIONAL/WINTER MEETING PACKET, THE EVENTS PROGRAM, MAPS, ATTENDANCE TICKETS, NATIONAL BROCHURE, NOVELTIES, GUIDES AND ANY OTHER ITEMS OF LOCAL INTEREST TO FAMILIES.
- B. PLACE SERIALIZED TICKETS INSIDE PACKETS FOR ATTENDANCE PRIZES.
- C. DRAWING FOR ATENDANCE PRIZES AND RAFFLES WILL BE THE LAST ITEM ON THE FRIDAY'S NIGHT AGENDA AFTER THE PRESENTATION OF AWARDS.

ARTICLE VI

SECTION 1 USE OF SCOREBOARDS AT NATIONAL/WINTER/**Senior Tournaments.**

- A. HOST CITIES MUST USE SCOREBOARDS AND SCORESHEETS AT ALL NATIONAL/WINTER/**THIRD MEETING (Seniors) TOURNAMENTS.**
- B. WALLS OR OTHER VISIBLE SELECTED AREAS WILL BE USED TO DISPLAY SCORESHEETS OR OTHER PERTAINING INFORMATION WHEN SCOREBOARDS ARE NOT AVAILABLE AT THE GOLF COURSE.

SECTION 2 RELEASE OF TOURNAMENT SCORE CARDS TO CHAPTERS

- A. ALL SCORE CARDS WILL BE GIVEN TO THE VISITING CHAPTER REPRESENTATIVE NO LATER THAN FRIDAY NIGHT AFER THE TOURNAMENT WITH THE EXCEPTION OF THE SCORE CARDS OF THE TOURNAMENT WINNERS.
- B. ONLY IN EXTREME CASES WILL SCORE CARDS BE MAILED TO THE VISITING CHAPTERS. HOWEVER, THIS MAILING MUST BE MADE NO LATER THAN 30 DAYS AFTER THE NATIONAL TOURNAMENT HAS ENDED.

ARTICLE VII

- SECTION 1 LADIES TOURNAMENT AT THE NATIONAL CONVENTION
- A. PARTICIPATION CHAPTERS WILL ENTER EACH PARTICIPATING LADY'S NAME AS PER THE NATIONAL ENTRY FORM AS STATED IN ARTICLE I, SECTION 1B OF THIS GUIDELINE.
 - B. SCORE BOARDS AND SCORE SHEETS WILL BE USED BY THE HOST CITY AS PER ARTICLE VI, SECTION 1 A/B.
 - C. SCORE CARDS WILL DISPENSED AS PER ARTICLE VI, SECTION I A/B.
 - D. THE HOST CITY WILL PROVIDE REFRESHMENTS AT THE GOLF COURSE BY MOBILE CART AND OR REFRESHMENTS WILL BE PLACED AT SPECIFIC AREAS OF THE GOLF COURSE.
 - E. ALL LADY GOLFERS WILL USE GOLF CARTS DURING THE NATIONAL TOURNAMENT AND WILL COMPLY WITH PROCEDURES AS PER ARTICLE III, SECTION I PARA C.
 - F. ALL LADY PARICIPANTS WILL ATTEST THEIR OWN SCORE CARD AND HAVE IT SIGNED BY A FELLOW COMPETITOR PRIOR TO SUBMISSION TO SCORE KEEPER.

The sections high lighted in **RED** were amended & approved October 18, 2008



ADMISSIONS COMMITTEE

1. The Admissions committee will be appointed by the National President upon his election to office. The Committee will serve for a period of tow (2) years.
2. The President may replace any committeeman, if he fails in his duties.
3. The Committee will be composed of three (3) members in addition to the Chairman.
4. No two (2) committeemen will be members of the same chapter.
5. The Committee will take applications for membership to the National Organization at any of the three (3) National Delegates Meeting. (Amended July 28, 1998)
6. The Committee will have only the authority of recommending in favor of or against applicant, and the National Organization will make the final decision.



NATIONAL PAN AMERICAN GOLF ASSOCIATION ADMISSIONS COMMITTEE GUIDELINES

1. The committee chairman will meet separately with representatives from any applicant club seeking admittance to the National Organization prior to the National Delegates Meeting.
2. If applicant club complies with Sections 1,2,3 and 4 of the requirements, the committee chairman will poll the committeemen by mail and report tot the National Organization at the next regularly schedule meeting, but no later than the next National Meeting. (See Section 6.)
3. If applicant club does not comply with either one of the four requirements, said club will have to resubmit their application when said requirements have been met.
4. If applicant club meets the requirements and is accepted by the National Organization, said club will be place on a four (4) month probationary period to comply with Section 5, but can be accepted prior to the expiration of the four (4) month probation period, if said club fulfills those requirements.
5. In the event that an on-line-site inspection is required or requested by the applicant club, the expenses, incurred by the chairman and/or his committee, will be levied on the applicant club



NATIONAL PAN AMERICAN GOLF ASSOCIATION REQUIREMENTS FOR NEW CHAPTERS

1. Applicant club must have been in existence for not less than one (1) years and must have at lease twenty (20) members. (amended 3-19-2010)
2. Applicant club must have their own By-Laws, but if accepted they must comply with the National Constitution and By-Laws.
3. Applicant club must have a membership roster designating the officers and chairmen.
4. Applicant club must make available all records, including financial status, to the committee.
5. If applicant club is accepted, during the probationary period said club must comply with:
 - (A) Minmax
 - (B) Pay an initiation fee of two hundred (\$200) dollars.
 - (C) Pay a per capita fee of eleven (\$11.00) per member, the minimum being \$100.00 per club. (Amended July 30, 2008)
 - (D) Obtain a State Charter.
 - (E) Obtain a permanent mailing address (post office box).
6. Applicant club within fifteen (15) miles from the city limits of an existing chapter should have a minimum population of 30,000. Cities within said fifteen (15) Miles should add two members for every 5,000 population above the 30,000 in addition to requirements 1 through 5 above.



NATIONAL PAN AMERICAN GOLF ASSOCIATION
NEW CHAPTER APPLICATION FORM

1. New Applicant Contact Person:

Name: _____ Phone: _____

2. Applicants Group Name and Address:

Name: _____

Address: (P.O. Box) _____

3. Home Golf Course:

Name: _____

Address: _____

4. How many members do you have? _____ please list Name of Officers:

President _____ Vice President _____

Secretary _____ Treasurer _____

Tournament Dir. _____

5. How long have you been together as a group? _____

6. Is there a National Pan American Golf Association Chapter close to you and how far?

7. How did you find out about the National Pan American Golf Association and why do you want to become a chapter?

8. Has any member of your group ever been an active member of the National Pan American Golf Association Chapter and where? _____

9. What do you know and like about the National Pan American Golf Association?

10. Applicants Signature _____

**NATIONAL SENIORS
GOLF TOURNAMENT RULES AND GUIDELINES
(Amended August 5, 1997)**

The National PAGA Senior Golf Tournament

1. All PAGA Senior participants must be fifty (50) years or older by August 1 to qualify for the National Senior Tournament.
2. Any Senior who meets all local chapter requirements and has an established handicap may participate in the National Senior Tournament.
3. All first-time Senior participants must have proof and verification of age.
- ④ The host city will guarantee enough golf carts for all Senior participants.
- ⑤ The National Senior's Annual Meeting and Tournament will be held on Saturday and Sunday during the Memorial Day weekend, respectively. All matters related to the Senior's Tournament will be coordinated with the National PAGA Tournament Director. The delegates to the National Senior's meeting will be appointed by the local chapter.
- ⑥ Chapters who qualify (who are not on the National Tournament and Convention rotation) to host the National Senior Tournament will host the tournament on a rotation basis as per attachment I.
- ⑦ Host chapters will ensure that all necessary arrangements and preparations are made well in advance and all chapters informed in detail of all functions at the previous National Senior's Tournament meeting.
- ⑧ A budget to include the entry fee and related expenses will be prepared by the host city and presented to the Senior's committee during the winter meeting one year prior to the next winter meeting of the host year. The Senior's committee will have the authority to approve or disapprove the budget. Non-approval of a budget will require the host chapter to update the budget and re-submit to the Senior's committee at the next National Senior's meeting in May of the same year.
9. The National Senior Tournament will be played by full handicap with flights broken down to equate to even flights as close as possible, but must not exceed 7 strokes in each flight. Exception, the Atomic Flight will be composed of the highest handicappers and may exceed the 7 stroke rule.
10. There shall be one (1) medalist trophy given to the participant with a low gross score and who will be declared the PAGA National Senior Champion. A participant can win low medalist and one of the other place trophies.
11. There shall be a four-man (4) team composed of four (4) players selected by the respective participating cities. Type of play will be best ball. Should there be ties, the winning team will be determined by play-off on the score card applying the Western Style Rule (18th hole backward). Winning team will be declared as the PAGA National Senior's 4-Man Team Champions.

**NATIONAL SENIORS
GOLF TOURNAMENT RULES AND GUIDELINES
(Amended August 5, 1997)**

The National PAGA Senior Golf Tournament

12. Awards will be presented on Sunday at conclusion of the tournament and during the host city Farewell Party.
13. Chapters participating in the PAGA National Senior's Tournament must complete and return the required registration form by the deadline therein indicated.
14. Expenses incurred by the National Senior Committee Chairman for administrative supplies, telephone calls, stamps, transportation to and from special-called meetings and one-night lodging when required will be re-imbursed to the Senior's Chairman by the National PAGA Treasurer so long as the Senior's Chairman produce applicable receipts for such expenses.
15. Host city will prepare a report to include, but not limited to, number of Seniors and non-Seniors participating, break-down of flights, cost of entry, number of flights, number of and how many participants in each course, number of hotel rooms used, list of winners by flights and identity of major sponsors of the event. This report will be presented at the National Convention and Tournament in August of each year following the presentation of this event by the National Senior's Committee Chairman.

**NATIONAL LADIES GOLF TOURNAMENT
RULES AND GUIDELINES
PROPOSED 10/15/2010**

1. ELIGIBILITY:

- A. Entries are open to women amateur golfers whose names are on their local chapter.
- B. Players are required to be on said roster two (2) months after the Annual National Tournament. (Amended July 30, 2008)

2. HANDICAPS:

- A. Players must have an established current Minimax card.
- B. Have an established handicap on the ten current annual rounds of tournament golf, sanctioned by a local PAGA Chapter.
- C. Up to four (4) tournament scores per calculation per month may be submitted.
- D. Player's name will appear on one roster per chapter.

3. ENTRY FEE:

- A. Lady golfers will pay entry fee as established per host city.

4. ROUNDS OF PLAY

Play will be 2 rounds (thirty-six (36) holes).

5. TYPE OF TOURNAMENT:

- A. Type of tournament will be thirty-six (36) holes-stroke play.

6. FLIGHTS:

- A. Will be set up by host city with a minimum of 2 flights.

7. RINGS/TROPHIES:

- A. All trophies will be provided by the host city and awarded on Friday by the host city and National Tournament Chairman. (Amended – Oklahoma, July 27, 2006)
- B. Low gross score in the Championship flight will receive a ring and trophy.
- C. Low net score in subsequent flights will receive a ring and trophy.
- D. All rings and trophies shall be equivalent as the men's.

8. EVENT OF TIES:

For Ring and Trophy (All Flights)

- A. In the event of ties there will be a sudden death playoff starting on hole number one and continuing until a champion is declared. If ALL players are not available, the one available will win by default. If none of the players are available, the next player with the lowest score will be declared the Champion.

For Trophies (All Flights)

- A. Playoff will be off score cards of the 2nd day of tournament, starting with number one hole and continuing until winner(s) are declared (handicap will be used).**

9. GOLF COURSES:

- A. Golf courses will be at the discretion of the host city.**
B. Thursday and Friday will be the days of play.
(Amended – Oklahoma, July 27, 2006).

10. DEADLINE:

Deadline for entering the National Tournament will be the same as in any National event during said week.

11. RULE OF PLAY:

USGA rules will govern play. Local course rule will also be followed.

PROPOSED: October 15, 2011

Passed October 15, 2011: For=22, Against=07, Absent=1



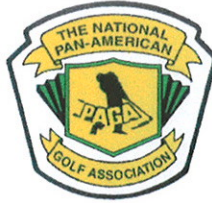
THE

NATIONAL PAN-AMERICAN
GOLF ASSOCIATION

JUNIOR'S CHAMPIONSHIP

GOLF TOURNAMENT

GUIDELINES



**NATIONAL JUNIOR GOLF TOURNAMENT
RULES AND GUIDELINES
(Amended March 22, 2002)**

1. Amateur Code – No high school golfer may compete for cash prizes or merchandise; he or she may not compete with players or assist plays with cash or merchandise. The only prize high school golfers may compete for is a medal, plaque, trophy or a ribbon.
2. Under no circumstances will a Junior Golfer play for money (gamble) in a National Tournament
3. There will be no entry fee to the Junior Golf Tournament.
4. Determination of all Junior Golfers ages will be August 1.
5. Play in the National Junior Golf Tournament for each day of competition is as follows:
 - A. Boys and girls, ages 4-5, play 3 modified holes (as host city permits)
 - B. Boys and girls, ages 6-7, play 4 modified holes (as host city permits)
 - C. Boys and girls, ages 8-9, play 6 modified holes
 - D. Boys and girls, ages 10-11, play 9 holes, regular tees, par 3 course or front tees, regular course.
 - E. Boys, ages 12-13, play 9 holes, middle tees, regular course
Girls, ages 12-13, play 9 holes front tees, regular course
 - F. Girls, ages 14-15 and 16-18, play 18 holes, front tees, regular course.
 - G. Boys, ages 14-15, play 18 holes, middle tees, regular course.
 - H. Boys, ages 16-18, play 18 hoes, back tees, regular course.
6. There will be at lease three (3) places in each age group.
7. All Junior Golfers must carry their own bags or may use pull carts. No juniors may ride golf carts.
8. Play will be governed by the host city Tournament Director and the National Junior Golf Director.
9. The Host City will provide all junior trophies/prizes.
10. All junior participants will pay for their own green fees.

Junior Rules and Guidelines continued:

11. The Host City Tournament Director and the National Junior Golf Director will present awards on Wednesday night.
12. Junior Golfers may not participate in the men's or women's National Golf Tournaments.
13. Junior Golfers cannot accept any expenses to the regular men or women's National Golf Tournament.
14. Junior Golfers must be daughters, sons, and grandchildren of parents and grandparents who are members of the Pan American Golf Association at least two (2) months after the Annual National Golf Tournament and must be a member in good standing. (Amended July 30, 2008)
Also eligible to compete are juniors eighteen (18) years old and younger of deceased PAGA Members.
(Amended March 29, 1998)
15. A National Junior Golf Director will be appointed by the National Board to a term concurrent with the National Officers and with no limitations on the number of terms the director may serve.



**NATIONAL PAGA JUNIOR TOURNAMENT CONSENT AND
LIABILITY RELEASE FORM**
(One per Child)

I, _____ hereby give my consent for any Doctor, Hospital and/or Qualified First Aid person to give emergency medical treatment or first aid to my child, _____ age _____.

As parent/legal guardian of the above name child, I hereby release from liability those persons who render first aid, administer emergency treatment or those persons at hospitals, clinics or doctors who treat the above child. Further, I hereby release from liability the HOSTING Pan American Golf Association.

Name of Insurance: _____

Policy No.: _____

Doctor's Name: _____

Doctor's Phone No.: _____

_____ Date: _____

Phone number were you may be reached _____

Please list allergies including allergic medication and other information including physical handicaps and doctor's name on this form.



A G R E E M E N T S

- 1. National President will appoint a parliamentarian and Sergeant-at-arms at each meeting.
September 15, 1973.**

- 2. Brownsville Senior Tournament to be held at the 1977 National. National Archives Office was started. The host chapter will submit an itemized financial statement to the National Officer forty-five (45) days after the tournament. Action items must be sent out and put on the agenda before they can be voted on.
May 1, 1977.**

- 3. Any action items that will be discussed under new business shall have to be submitted to the National Secretary and mailed to all chapters, 30 days prior to any given meeting.
May 1, 1977.**

- 4. Compensate Archives Chairman for expenses incurred.
February 17, 1979.**

- 5. Required signatures of two (2) officers of a local chapter for any action items being introduced for the National Agenda.**

- 6. Host Cities at all annual winter meeting – warm-up-national tournament to donate any souvenirs (caps, programs brochures, etc) free to National Archive Chairman.
(August 13, 1982)**

- 7. President of the National PAGA shall be recognized at the National functions.
(February 12, 1983.**

- 8. Winter meeting shall be first week of March and National Golf Tournament no later than the second week of August.
February 12, 1983.**

- 9. National PAGA Board shall purchase and place a full page in each National Golf Tournament.
February 12, 1983.**

- 10. National Handicap Chairman shall have a workshop at each annual winter meeting prior to Regular meeting, with all local handicap chairmen attending.
May 28, 1983.**

- 11. National Handicap Chairman, Mr. Garza, expressed his feeling of any individual entering the Tournament and paying his fees, should than not be allowed a refund, if he does not**

show up. All delegates were in general agreement, since this practice has not previously been done.

AGREEMENTS (continued)

- 12. National PAGA President, and Host City President and Handicap Chairman, should get together to give a press release at every National PAGA Convention and Golf Tournament
May 28, 1983.**
- 13. Outing National Officers shall be awarded a plaque as appreciation and recognition of their service to the National PAGA.
May 28, 1983.**
- 14. Accepted the ladies National Tournament Rules and Guidelines. El Paso, Texas
May 1984.**
- 15. Current revised constitution and by-laws were approved as read and printed.
February 25, 1989.**
- 16. Delegates accepted Phoenix, Arizona into the National rotation list to host their first National Tournament and Convention in the year 2001.
September 1, 1990.**
- 17. Delegates accepted the creation of the National PAGA "HALL OF FAME".
Fred Salinas, Houston, Texas 1st Hall of Fame Chairman.
September 1, 1990.**
- 18. Delegates accepted Irving, Texas into the National Rotation List to host our National Tournament & Convention. Which year Irving is to host the National tournament was not determined.**
- 19. Delegates accepted to modify the National PAGA Logo to include a senior's designation.
August, 1997.**
- 20. Delegates accepted to include the Seniors abbreviation (SR) in Minimax.
August, 1997.**
- 21. Delegates accepted to change from the bidding process to a rotation basis when hosting the Annual Seniors Tournament during the Memorial Day weekend in May.
August, 1997.**
- 22. Delegates reinstated New Braunfels into the National Organization on March 29, 1998 during the Winter Meeting in Lubbock, Texas.**
- 23. Delegates accepted Irving, Texas to host their first National Tournament and Convention in the year 2005.
July, 1998.**
- 24. Delegates accepted to include the Super Seniors abbreviation (SR) in Minimax.
October, 2010.**

AGREEMENTS (continued)

25. A. If a problem arises in one of the Chapters that requires the present or attention of a Board of Director, at that time, the President will select, the most qualified Board Member to attend a special meeting to help resolve the problems.
- B. Visiting a Hosting City, a maximum of two Board Members will be permitted to conduct this requirement. The President will select the two Board Members to fulfill this requirement.
- C. The Tournament Director will not be required to make special visits to review the Golf Courses. The Host City will do its best to get the best courses available in their area.
- D. All Board Members will be required to find the most economical method of transportation to the Hosting City during Every National Event.
1. The Winter Meeting: The Board of Directors will be allowed to stay at a maximum of three (3) nights lodging.
 2. The National Event: The Board of Directors will be allowed to stay at a maximum of five (5) nights lodging.
 3. The Third Meeting: The Board of Directors will be allowed to stay at a maximum of three (3) nights lodging.
 4. The Mileage: will be paid at \$.50 cent per mile
 5. The lodging will depend on the Host City headquarters
 6. The Meals: will not exceed \$20.00 per day of the Events one, two and three.
 7. Office Expenses: are to be kept at a minimum and receipts are required for reimbursement.

April, 2011.

26. Chapters add the following to their Constitution/By-laws, Tournament Rules, and/or Membership Applications:

“Code of Conduct: Contestants are to observe proper golf etiquette at all times. Any abuse or disrespect of fellow competitors, employees and other players of the host facility, or other persons conducting or attending a National or Local PAGA sanctioned event can be grounds for disqualification from the event, and possible rejection of entry into future events. Such abuse may be verbal, physical or by threat and includes, but is not limited to: the use of obscene language, physical damage to property or equipment of the host facility and abuse of alcohol or controlled substances during a competitive round. A member in bad-standing will not be allowed to join the local Chapters. Local Chapters are asked to submit individual cases to the National Organization for consideration to join the Chapter. “

In addition the National Organization creates and maintains a National PAGA Database to track member status for the purposes of verification.

July 2012



**National PAGA Rotation List'
September 30, 2011**

National Tournament Rotations

2008 El Paso, Texas
2009 Corpus Christi, Texas
2010 Dallas, Texas
2011 Brownsville, Texas
2012 Houston, Texas
2013 San Antonio, Texas
2014 Austin, Texas
2015
2016
2017
2018 Oklahoma City, Oklahoma
2019 Ft. Worth, Texas
2020 El Paso, Texas






Third Delegates Meeting

2005 San Marcos, Texas
2006 Ft. Worth, Texas
2007 San Antonio, Texas
2008 Missouri City, Texas
2009 Seguin, Texas
2010 Brazoria County, Texas
2011 Lubbock, Texas
2012

Winter Meeting Rotation

2008 Lockhart, Texas
2009 New Braunfels, Texas
2010 San Angelo, Texas
2011 San Marcos, Texas
2012 Seguin, Texas
2013 Santa Ana, California
2014 Harlingen, Texas
2015 Lubbock, Texas
2016 Mercedes, Texas
2017 Victoria, Texas (Last Rotation)
2018 Alice, Texas
2019 Lockhart, Texas
2020 New Braunfels, Texas
2021 San Angelo, Texas
2022 San Marcos, Texas
2023 Seguin, Texas
2024 Santa Ana, California
2025 Harlingen, Texas
2026 Lubbock, Texas
2027 Mercedes, Texas
2028 Victoria, Texas (Last Rotation)
2029 Alice, Texas
2030 Lockhart, Texas

National Officers – Names, Addresses, Phone Numbers

<p>National President Jesse Pena</p>	 A headshot of Jesse Pena, a man with short dark hair, wearing a dark suit jacket, white shirt, and patterned tie.	<p>Jesse.Pena@NPAGA.org (512) 736-3132</p>
<p>National Vice President Charlene Bourgeois</p>	 A headshot of Charlene Bourgeois, a woman with long dark hair, wearing a white button-down shirt with a logo on the left chest.	<p>Charelene.Bourgeois@NPAGA.org (281) 352-3057</p>
<p>National Secretary Alex Garcia</p>	 A headshot of Alex Garcia, a man with short dark hair, wearing a dark suit jacket, white shirt, and striped tie.	<p>Alex.Garcia@NPAGA.org (214) 566-0703</p>
<p>National Treasurer Roy Tagle</p>	 A headshot of Roy Tagle, a man with short dark hair, wearing a white button-down shirt, dark tie, and a logo on the left chest.	<p>Roy.Tagle@NPAGA.org (361) 227-4046</p>
<p>National Tournament Director Ralph Nanez</p>	 A headshot of Ralph Nanez, a man with short dark hair and a goatee, wearing a white button-down shirt, dark tie, and a logo on the left chest.	<p>Ralph.Nanez@NPAGA.org (830) 515-3026</p>

National Seniors (50 and over) Golf Tournament Rules & Guidelines

Per National By- laws Section 14 (Revised) as of April 1, 2011

QUALIFICATIONS

1. A PAGA senior participant must be 50 years or older the day of the National Senior Golf Tournament.
2. Any senior who meets all National requirements and has an established handicap may participate in the National Senior's Golf Tournament.
3. A senior participant must have proof and verification of age.
4. The initials SR must appear on the minimax roster for each Senior.

COMPETITION

1. The type of play will be full handicap within the same golf course as determined by the Host City and played in conjunction with the National Tournament & Convention. If the following Breakdown of flights for the National Tournament & Convention occurs as followed, the following Breakdown for the National Seniors Tournament would take place.
2. Golf Course A--would have the following National flights: Championship & 1st Flight. Both flights will be combined and this would be the 1st Flight for the National Seniors Tournament using full handicap for all participants in the 1st Flight.
3. Golf Course B--would have the following National flights: 2nd Flight & 3rd Flight. Both flights will be combined and this would be the 2nd Flight for the National Seniors Tournament using full handicap for all participants in the 2nd Flight.
4. It is a possibility depending on participation that on a golf course the entire flight could be the National Flight (example 5th or 6th flight) and the entire flight will also be a National Seniors Flight.
5. Play for the National Senior Golf Tournament will be 36 holes with full handicap.
6. Play will be governed by the National Tournament Director and the host city Tournament Chairman.

TROPHIES & RINGS

1. There will be three (3) trophies for each flight per golf course.
2. 1st place Low Net in each flight will receive a trophy and a National Ring in the Seniors flight. The National Senior Ring will be "super silver".
3. All senior trophies and rings will be provided by the host city and awarded on Friday night in conjunction with the National Tournament & Convention.
4. The National Board will purchase the rings in order to maintain comparability. The cost of the rings & trophies will be absorbed by the host city.

ENTRY FEE

1. Seniors who prefer to play in the National Senior Golf Tournament must still pay the National Tournament & Convention entry fee plus an additional \$10.00
2. Senior play is optional.
3. The National Organization will subsidize the Host City if the entry fee of \$10.00 doesn't cover the total expense of the trophies & rings.

REVISIONS: The National Seniors (50 and over) Golf Tournament Rules & Guidelines may be revised after each National Tournament & Convention during any National Meeting with approval from the delegates. A National Seniors Standing Committee will be appointed by the National President to propose changes when necessary.



NPAGA Winter Meeting Golf Tournament Guidelines

Host Chapter Responsibilities

1. Negotiate the best price at all golf courses used for tournament play.
2. Reserve a minimum of three championship courses with consideration for a fourth course, based on number of participants. Courses must be approved by the National Board.
3. Attempt to minimize the travel time for participants to their respective course from the host hotel, and provide detailed maps and directions to each course at registration.
4. Work in association with National Tournament Director and Handicap Chairperson to determine the flight breakdown and number of flights, and attempt to balance the flights as much as possible.
5. Provide individual scorecard and tournament rule sheet for all participants.
6. Forward a copy of all Registration forms to the National Tournament Director and Handicap Chairperson for verification of handicap indexes from the most current Minimax roster.
7. Maximize the value versus cost for all players.

Tournament Information

1. Net scoring to be used in all flights. Limit net score of seven strokes under par.
2. Optional wagering to be offered in all flights, for PAGA members only. (see wagering guidelines)
3. Optional skin game to be offered in all flights, for PAGA members only.
4. Participants in the wagering and/or skins in each flight will be clearly posted on the score sheets.
5. Registration form and entry fee due to Host Chapter 30 days prior to tournament date.

Wagering Guidelines

1. Wagering will be optional.
2. The amount of the wager will be the same amount for all players across all flights.
3. Participants names that appeared on the Minimax roster from the previous year can participate in the wagering. The skins games will follow the same guidelines.

Wagering Guidelines Continued

4. 100% of the wagered monies collected will be distributed to the winners in each flight.
5. Host cities or committee members will not be compensated in any way for collecting or making distributions of wagered monies.
6. If a host Chapter needs assistance in collecting or making distributions of the wagered money, participants in each flight may help the host Chapter with such duties or additional duties. (Example: posting scores, determining winners, etc)
7. Wagering is optional, but the intent is to make it available to all members that qualify.
8. Once a player begins a competitive round, there will be no refunds of optional wager money or optional skin money.
9. All participants need an established handicap based on ten (10) current annual rounds of tournament golf sanctioned by their local chapter.
10. **In case of a tie:** All players will divide the wager monies for each place equally. (Example: if 3 players tie for 2nd place, they will divide equally the money for the 2nd, 3rd, and 4th places)
11. **In case of a cancelled round:** All wagered monies will be refunded to all participants. In the case of a two day competition, each day is considered a separate competition. Wagered monies and skin money is considered optional for each day.
12. **“The USGA does not object to informal wagering among individual golfers or teams of golfers when the players in general know each other, participation in the wagering is optional and is limited to the players, the sole source of all money won by the players is advanced by the players on themselves or their own teams and the amount of money involved is such that the primary purpose, is the playing of the game for enjoyment.”**

Breakdown of money for Flight Winners (Percentage of total wager money)

# of players	# of places	1 st Place	2 nd Place	3 rd Place	4 th Place	5 th Place	6 th Place
5 – 9	1	100%					
10 – 15	2	60%	40%				
16 – 25	3	50%	30%	20%			
26 – 40	4	40%	30%	20%	10%		
41 – 60	5	40%	25%	15%	10%	10%	
61 +	6	30%	20%	15%	15%	10%	10%