

**WOODLAND HILLS, CA**

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**WHCC**  
**RULES**  
**& REGULATIONS**



# WHCC CLUB RULES & REGULATIONS

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These Rules and Regulations (“Rules”), are designed to protect the rights and privileges of Members and their families (collectively, “Members”) and the enjoyment of the Club by Members and their guests. The obligation of enforcing these Rules lies primarily with the management and staff whose principal responsibility is to assure Members of all the courtesies, comforts and services to which they are entitled. It is also the duty of the Members to know the Rules and to cooperate with management and staff in the enforcement of these Rules. These Rules may be modified or amended from time to time by the persons or entities that own the Club (“Owner”) on behalf of the Club.

In setting these rules for use of the Golf Course, the Club management is in no way attempting to restrict the enjoyment obtained from playing the course. It is, in fact, necessary to follow certain procedures to ensure maximum enjoyment of the Golf Course and grounds for all Members. Club Owner reserves the right, from time to time, to establish rules governing access to the Golf Course. All rules shall be applied on a fair and equitable basis. Pride in the Club, together with the thoughtfulness and consideration we afford our fellow golfers, will make the enforcement of any rules unnecessary.

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## HOURS/DAYS OF OPERATION:

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The Club’s hours and days of operation will be established and published by the Club. The Owner reserves the right to modify the hours and days of operation as Owner deems necessary from time to time.

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## CONDUCT:

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Members are to conduct themselves in a manner which will not interfere with the enjoyment of the Club by other Members or guests. Anyone on Club premises acting in a disorderly, disruptive, or offensive manner will be asked to leave. Members are responsible for the conduct and dress of their family Members and guests and will be held accountable for their actions. The General Manager may take appropriate action for unbecoming behavior and behavior which may result in the disturbance of or damage to Club property. Members who act in a manner prejudicial to the welfare of the Club or other Members, or in violation of these Rules or Club policies may be subject to disciplinary action as specified in the Rules & Regulations. Members who have violated rules routinely, will at the Club’s discretion, forfeit their Membership.

- Players shall comply with the USGA’s rules of golf etiquette.
- Each player must have a set of golf clubs.
- Yelling and the use of vulgar or profane language are prohibited.

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- Players may not throw clubs, abuse carts, hit tee markers with clubs or otherwise mistreat the golf facilities.
- If a player plays a ball in a direction where there is a danger of hitting someone, the golfer should immediately shout a warning. The traditional word of warning in such situation is “fore.”
- Players should be careful not to step on the intended line of other players’ putt.
- Players may not intentionally hit golf balls from the fairway onto adjacent properties. Player is responsible for any errant golf ball damage.
- Players should not hit into a group ahead of them, or onto course (including greens) with employees present.

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## MEMBER GUESTS:

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All Members shall be entitled to limited guest privileges subject to any applicable guest fees and any additional guest policies established from time to time by Owner. A guest may not use the Club’s golf facilities more than the limited number of 6 (six) times per 12 (twelve) month period as imposed by the Club, which is subject to change from time to time in the Club’s sole discretion.

Guests must be registered for all activities other than use of the dining facilities. As a general rule, guests must be accompanied by a Member. Under certain circumstances, the General Manager or Head Golf Professional may approve unaccompanied guest usage and guest passes may be issued. Members will need to familiarize their guests with the Rules and Regulations. Members are responsible for the conduct and dress of their guests as well as the charges incurred by their guests and any damage caused by their guests. Guests may use the same facilities the sponsoring Member is entitled to use. Guest privileges to any individual may be denied, withdrawn, or revoked at any time for reasons considered sufficient in the sole and absolute discretion of the Owner. Persons who have been suspended or expelled from the Club or whose Memberships have been redeemed by the Club are not entitled to guest privileges.

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## POLICIES:

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Owner may adopt and publish Club policies from time to time relating to various Club matters. Some policies are incorporated into these Rules, others are published in the Club’s newsletters or posted on the Club bulletin board. Each Member has a duty to keep informed of and abide by Club policies as published. Club reserves the right to amend Policies at any time.

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## LATE CHARGES:

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The Club account of each Member shall be due and payable upon receipt of the monthly statement. Accounts unpaid thirty (30) days after the billing date are delinquent, and the Club may assess the delinquent Member a late charge as established by the Club from time to time in its sole discretion, but in no event more than the maximum amount allowed by law for handling past due accounts for each billing period on an amount that is delinquent. Payments on delinquent accounts shall be applied first to reduce late charges and accrued dues, then to food and beverage charges, and then to any other charges. Any member that is late in excess of 3 (three) times per 12 (twelve) month period will be in default and removed from the Club.

## FOOD AND BEVERAGES:

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Members may not bring food or beverages of any kind onto Club premises nor may Members remove food or beverages of any kind from the Club premises without the approval of the General Manager.

## PARTIES/SPECIAL FUNCTIONS:

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Certain facilities of the Club may be available for private events or special functions, and Club employees will be available to assist Members in planning events. In addition, the Club will host certain dinner dances, men's and women's club banquets and special social functions from time to time. Owner, in its sole discretion, may use certain Club facilities for private events, weddings, and special functions and may conduct outside tournaments on the golf course on days the Club is closed or at other times that will not interfere unreasonably with Member usage.

## CHARGES AND TIPPING:

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The added Club Charge for meal or beverage service, private functions or use of the Club's facilities, pays for regular maintenance and restoration of the Club and other costs incurred by the Club. The Club Charge added to a statement for a meal or beverage service, private functions or use of the Club's facilities is not a tip, gratuity or service charge for the Club's wait staff, service bartenders or service employees. Tipping is allowed for the locker room attendants, bag storage attendants, food servers, bartenders or valet parking attendants and is at the sole discretion of the Member. Members may be extended the opportunity to show their appreciation of employees' services by contributing to an employee Holiday Fund.

## ALCOHOLIC BEVERAGES:

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The Club intends to comply with all federal, state and local laws pertaining to the sale and service of alcoholic beverages. Violations may result in the loss of the Club's liquor license. No alcoholic beverages shall be brought onto or removed from Club premises. Instances of intoxication on Club property may be forwarded to the Club's

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Grievance Committee for disciplinary action. Club employees may refuse service of alcoholic beverages to any individual they feel is intoxicated or on the verge of becoming intoxicated. Members should not attempt to leave the Club and operate a motor vehicle in an intoxicated condition.

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## PROHIBITED ACTIVITIES:

The Club shall have the sole and absolute right and power to prohibit (i) any games, sports, or other activities, which it may, in its sole determination, consider harmful to the interests of the general Membership and/or the Club; (ii) illegal activities are prohibited; violation of gambling laws could cost the Club its liquor license; (iii) solicitation of Members, petitions and commercial advertisements posted or circulated on Club property are prohibited without prior approval of the Club, and (iv) use of the Club's name, logo or stationery for any purpose is prohibited without prior approval of the Owner.

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## MEMBER LIST:

A list of Club Members shall not be used for commercial or charitable purposes or given to any non-Member for any reason whatsoever.

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## LOCKERS:

Lockers are made available for the convenience of Members only and will be billed to Member's account pursuant to written agreement with the Club. For the avoidance of doubt, the cost of lockers is included as part of the "monthly dues" for Initial, Premiere and Executive Members and their Spouses. Members specifically agree the Club shall not be held responsible for any losses, damages or claims which may arise from Members' use of the lockers. The Lockers are not intended to prevent unauthorized entry. Management reserves the right to inspect all lockers periodically. Members assume all risk of theft, loss, or disappearance of items placed in the lockers.

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## CLUB EMPLOYEES:

Employees of the Club are to be treated in a courteous and considerate manner. No employee shall be reprimanded in any way by a Member or Member guest. Any complaints regarding service, behavior, or inattention to duty by Club employees should be immediately brought to the attention of the General Manager or the Manager on duty. Members may be requested to state the complaint in writing. Owner will take such disciplinary action as it deems necessary.

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## COMPLAINTS/GRIEVANCES:

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Member complaints/grievances concerning other Members or the Club or its facilities shall be held in strictest confidence, made in writing, and submitted only to the General Manager or such other person who may be designated by Owner from time to time, who shall investigate the complaint/grievance and determine the action, if any, to be taken by the Club or the Grievance Committee.

## FIREARMS/FIREWORKS:

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Firearms, lethal weapons, and ammunition are not allowed on Club property. The General Manager must approve the use of any fireworks.

## SMOKING:

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Smoking is not permitted in or adjacent to enclosed areas on the Club premises. The General Manager reserves the right to designate certain areas as non-smoking at any time. Non-smoking areas shall also include the pro shop, the first tee, all areas of the main clubhouse, and such other areas as the Owner deems appropriate.

## INFRACTIONS:

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Any Member who violates any of the conditions set forth in these Club Rules and Regulations may be subject to a reasonable suspension of Membership privileges, and/or a fine.

## DISCIPLINE:

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Any matters (except non-payment of a Member's account) which may involve suspension of Membership privileges or expulsion from the Club may be brought before Ownership. Violation of these Rules and Regulations may result in a letter to the Member documenting the violation and future violations of the Rules and Regulations may result in a progressive fine:

1st Violation: Results in a letter

2nd Violation: Results in a letter and a \$100 fine

3rd Violation: Results in a letter and a \$250 fine

4th Violation: Results in a letter and a \$500 fine

5th Violation: Results in a letter suspension and possible expulsion from the Club

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## GOLF SHOP:

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- All golfers must register in the golf shop prior to beginning play.
- All guests must be registered in the golf shop by the Sponsoring Member prior to beginning play.
- USGA rules, except as modified by local rules, shall govern play.
- Each year the Golf Club shall prepare and distribute a schedule of golf events. These events will have priority in regards to the play and if play is closed for these special events/tournaments.
- All Golf Activity is directed through the Golf Shop.

## GOLF SHOP HOURS:

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- Weekdays 6:30AM - 6:00 PM (Winter hours), 6:30AM - 7:00 PM (Summer hours)
- Weekends 6:30AM - 6:00 PM (Winter hours), 6:30AM - 7:00 PM (Summer hours)
- The Golf Shop and course will be closed on Mondays year round, except approved Holidays
- Hours may be adjusted due to inclement weather conditions
- Winter and Summer hours based on Day Light Savings

## TEE TIMES:

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All Members will be treated equally in making tee times. Any player not arriving 10 min before tee time may lose their time. If the beginning of play is delayed, play will commence in the same order as originally scheduled. At the golf professionals' discretion, all starting times may be canceled and a shotgun start scheduled to accommodate the most players in the time available. Tee times may be made on day of play through the golf shop. Players must register in the golf shop for a starting time upon arrival, all times will be given out based on order of arrival. Weekend tee times must have a majority of the party present to secure a tee time.

## GOLF COURSE HOURS:

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Open on Tuesday – Sunday for Member Play throughout the year. Junior Golfers are allowed to play at the discretion of the Golf Professional anytime. For Junior Golfers who have not reached their playing ability to be on their own, parents are asked to play along with them during approved times. There are no “days” designated for certain Members, open play will be every day except when special events or tournaments are scheduled.

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## PACE OF PLAY:

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- All groups are required to complete an 18-Hole round at the in no more than 4 hours 5 minutes.
- If Members cannot keep pace of play the Golf Shop will ask them to pick up and get into position.
- The Golf Shop shall determine when to close the Golf Course due to inclement weather conditions.
- The Golf Shop shall determine when to restrict golf carts to the cart paths. When golf carts are permitted to leave the cart paths, golfers shall obey “gates” set up on the course.
- During periods of light play, groups of more than four golfers may be permitted with the permission of the Golf Shop.
- All groups of more than four golfers shall permit any faster players to play through.
- Players are encouraged to seek appropriate shelter when evidence of dangerous weather conditions exists.

## PRACTICE:

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- All practice shall be limited to those designated areas designed and constructed for practice, which are the practice range and the practice putting greens. No other areas are designated for practice.
- Practice is not permitted on the Golf Course, without prior approval of the Golf Shop.
- The hours of operation for practice range shall be established and posted by the Golf Shop.
- Any person(s) found to be hitting balls over the end of the trees may be disciplined.

## GOLF CART RULES:

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In addition to the printed rules located in each golf cart, golfers shall observe the following rules:

- No more than two people and two golf bags will be permitted on a golf cart.
- Golf carts must be operated by persons at least 16 years of age and having a valid driver’s license.
- Golf carts shall not be driven on the practice tee.
- Golf carts shall not be driven through standing water, wet areas, within ten yards of bunkers (sand traps), tees, or inside the green posts placed short of the green at either Golf Course.
- Golf carts must remain on cart paths on all Par 3’s.
- Directional signs and ropes shall be obeyed.
- Golf cart operators shall be responsible for all damage to carts or property due to negligence in operations.
- During the summer months, all carts are to be back to both pro shops by sundown.



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## CELL PHONES:

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- Cellular phones may be used in the locker rooms and on the Golf Course in emergency situations. Note: It is recognized that there are situations when a cellular telephone can be used without disturbing other Members; however, these phones should be used sparingly so as not to disturb fellow golfers.
- The use of cellular phones in the practice areas (driving range, and putting greens) is prohibited. Please turn the phone to a vibration ring when in these areas and leave the immediate area if you need to answer the call.
- Cell phone use is prohibited in the Clubhouse.

## CARE OF COURSE AND GROUNDS:

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- All golfers shall repair all ball marks on the greens and rake bunkers after use. Place rake in bunker after use.
- No vehicles, other than authorized golf carts and maintenance equipment, are permitted on the Golf Course or cart paths. This includes bicycles and personally owned motorized vehicles including golf carts.
- Jogging or walking on Golf Course or the cart paths without prior approval of the general Manager or Head Golf Professional is prohibited.
- Dogs and other pets (with the exception of service animals) are not permitted on Club premises.

## DRESS CODE:

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### Gentlemen

- Shirts with collars or golf specific attire must be worn at all times.
- Mock Turtlenecks (short sleeve or long sleeve) must have a collar of at least 1.5". Shorts may be worn but should be Bermuda style and of acceptable length (within 4 inches of the knee).
- Denim jeans and/or shorts, athletic shorts, "cut-offs", tennis shorts, etc. are not considered appropriate attire for the Golf Course and practice areas.
- Shirttails shall be tucked in, belt must be worn and hats/visors are to be worn with the bill front facing.
- Tank tops and t-shirts are not appropriate in the Clubhouse.
- Bare mid-drifts, short shorts and cutoffs are not appropriate in the Clubhouse.

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## Ladies

- Shorts, skirts, knickers or slacks are to be designed for golf and in good taste.
- Fashion tops without collars and sleeveless tops may be worn if they are considered tasteful golf appropriate.
- Denim jeans and/or shorts, tank tops, halter tops, T-shirts, cut-off shorts and short shorts may not be worn.

## Juniors (Age 10 and under)

- Tee shirts may be worn. Denim jeans and/or shorts, tank tops, sweatpants, swim suits, and other athletic shorts are not appropriate.
- Shirttails are to be worn tucked in unless designed to be worn out. Hats/visors are to be worn with the bill forward facing.

Non-Metal spiked golf shoes or tennis shoes must be worn. Other footwear is prohibited. Golfers should utilize the locker rooms for changing attire and shoes. The Dress Code applies to the Clubhouse, the Golf Course and all Practice Areas and all guidelines are at the discretion of the Golf Shop

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## ENFORCEMENT OF RULES:

The Golf Shop and Club Management are responsible for informing and advising Members of all Club Rules and Regulations. Appropriate fines and other disciplinary action shall be taken against any person who violates them.

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## TOURNAMENT PLAY RESTRICTIONS:

- Only Initial, Premiere and Executive Members may play in the Men's Club Championship, The Sherman Cup, Team Championship and Junior/Senior Tournaments.
- From time to time, the Club may want to open up to other categories of Membership to fill a tournament, based on the approval of the Head Golf Professional.