



## Minimum Requirements to be Licensed by the USGA in the United States as an Authorized Golf Association In Order to be Eligible to Utilize the USGA *Handicap System*<sup>™</sup> and/or the USGA *Course Rating System*<sup>™</sup>

- 1.** The entity must meet all requirements identified below for at least one year prior to the date of its request for a *Handicap System* license and/or a *Course Rating System* license from the USGA. The USGA will consider requests for a temporary conditional license nine months after an entity has met all such requirements. After the expiration of the initial one year period where the entity has met all of the requirements identified below, the entity may be granted a full license if it continues to meet all such requirements, as well as those requirements established in the license agreement offered by the USGA.
- 2.** The entity must have at least 25 member clubs and/or 1,500 individual members in the state and/or region identified in its request to the USGA to be recognized as an authorized golf association, and must be recognized as an exempt organization under Section 501 (c) of the Internal Revenue Code. The individuals must either be members of member clubs or members of the entity. More than 90% of the individual members must be amateur golfers.
- 3.** The entity must be a legal entity, with a constitution, bylaws and/or articles of incorporation, and must be the actual entity that performs all of the requirements of an authorized golf association. A third party, whether or not it is a related entity, may not fulfill the requirements on behalf of the actual entity.
- 4.** The entity must have an elected governing body comprised of at least 90% amateur golfers who are members of the member clubs or members of the entity. Employees of the entity may serve on the governing body ex-officio, but employees may not constitute a majority of the governing body.
- 5.** As set forth in requirement 2 identified above, the entity must be recognized as an exempt organization. If the application for exempt status has been filed with the Internal Revenue Service and is pending, the entity must provide appropriate evidence of the application in order to be considered for a temporary conditional license. The entity must also provide an IRS Determination Letter as evidence of its exempt status. Any license granted shall be considered a temporary conditional license until the entity is officially recognized as a not-for-profit entity having exempt status under Section 501 (c) of the Internal Revenue Code. If the entity fails to qualify for exempt status as a not-for-profit entity within a reasonable period of time after seeking such status, or otherwise fails to meet all of the requirements set forth herein, the USGA may revoke any USGA authorization or temporary conditional license granted to the entity.
- 6.** The entity must conduct its business from a specified location in the state and/or region identified in its written request to the USGA to be recognized as an authorized golf association, and the specified location must be publicly identifiable and announced to the public. The entity must support its members and member clubs by being accessible to them via telephone and/or e-mail during regularly defined business hours, and the entity also must have an operational and active Website.
- 7.** From its physical location, the entity must be capable of effectively serving member clubs and members within a defined contiguous geographic area (excluding islands, e.g. Hawaii) in relation to the state and/or region identified in its written request to the USGA to be recognized as an authorized golf association.
- 8.** The entity must agree to implement the USGA *Handicap System* and/or the USGA *Course Rating System* depending on whether the entity has been licensed to implement one or both *Systems*.
- 9.** The entity must:
  - (a) Agree to implement the Rules of Golf (including the Rules of Amateur Status);
  - (b) Assist the USGA in applying the Rules of Amateur Status upon request, including but not limited to researching and determining whether individuals or entities are complying with those Rules;
  - (c) Conduct at least five amateur competitions annually for its members, including at least one net competition that requires the use of the USGA Handicap System;
  - (d) Participate in educational seminars offered by the USGA, such as Rules of Golf Workshops, Course Rating Calibration Seminars and/or Handicap System Seminars;
  - (e) Communicate regularly with the USGA, in particular the Handicap Department and the Regional Affairs Department.
- 10.** The entity must demonstrate to the satisfaction of the USGA that there is a need in its geographic area which is not being met by another authorized golf association in order to qualify for a license to use the USGA Handicap System and/or the USGA Course Rating System. The entity must also demonstrate to the satisfaction of the USGA a willingness to cooperate with other golf organizations to promote the game of golf and the best interests of the game, and to support the purpose and mission of the USGA.