



**HOLLY HILLS COUNTRY CLUB  
RULES & CUSTOMS  
Updated May 31, 2024**

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# Table of Contents

<b>INTRODUCTION .....</b>	<b>3</b>
<b>MEMBERSHIP .....</b>	<b>3</b>
Membership Classifications .....	3
Initiation Fees .....	5
Termination .....	5
Recall .....	5
Move Membership Level .....	6
Member Charges .....	6
Conduct of Members.....	7
Media Release .....	7
<b>DRESS CODE .....</b>	<b>8</b>
Clubhouse Attire .....	8
Appropriate attire as defined below is required on the Golf Course, Driving Range and Short Game Practice Facility. ....	8
Racquet Sports Attire .....	8
Swim Attire .....	8
<b>CLUBHOUSE OPERATIONS .....</b>	<b>9</b>
Clubhouse Rules.....	9
Pet Policy .....	9
Parking .....	9
Club Closing Policy .....	9
<b>GOLF OPERATIONS .....</b>	<b>10</b>
Tee Times Reservations .....	10
Golf Shop/Practice Facility Hours .....	10
Starting Times .....	10
Starting Play & Round Interruption .....	10
Practice Facilities .....	11
Local Rules .....	11
Pace of Play .....	11
Golf Cars & Push Carts .....	11
Golf Course Etiquette .....	12
Guests .....	12
Juniors .....	12
Junior Certified Tag Holders.....	13
Tournament Rules & Cancellations .....	13
Handicaps .....	13
Golf Associations .....	13
Hole-In-One Club .....	14
Course Closing Policy .....	14
<b>RACQUET SPORTS OPERATIONS .....</b>	<b>15</b>
Racquet Sports Rules .....	15
Racquet Sports Hours .....	15
Racquet Sports Guest Policy .....	15
<b>POOL OPERATIONS .....</b>	<b>16</b>
Pool Rules .....	16
Pool Hours .....	16
Pool Guest Policy .....	16

## INTRODUCTION

The Owners of HHCC Holdings, LLC have established the following rules and customs for Holly Hills Country Club (the Club). These Rules and Customs govern the use of the club facilities provided at Holly Hills Country Club to promote the health, safety, welfare and enjoyment of all persons using the club facilities. It is the intent of management to limit these Rules and Customs to the minimum required for the enjoyment of the club facilities by all members, designees, immediate family members and guests. The obligations of enforcing these Rules and Customs for the good of all users is placed primarily in the hands of a trained staff whose principal responsibility is to assure members of all the courtesies and services to which a member is entitled. It is further the responsibility of the membership to be familiar with these Rules and Customs and to abide by them at all times.

## MEMBERSHIP

### Membership Classifications

There are currently five (5) classifications of membership in the Club: Full Golf, Corporate Golf, Young Executive Golf, Senior Golf and Social. The Club retains the right to accept or reject any and all applicants. All invitations to membership are extended subject to the By-Laws as the same may be amended from time to time. Acceptance of an invitation to Membership of the Club constitutes the Member's acceptance and agreement to abide by the By-Laws and Rules and Customs as from time to time may be changed. Failure of a Member, his dependents, or guests to adhere to the Club's By-Law and Rules and Customs may result in suspension or cancellation of membership.

Each such individual's spouse and dependent children under the age of twenty-one (21) who are living at home or who are under the age of twenty-five (25) and are full time students or are in military service may use the Club's facilities on the Member's (or designated user's) account.

#### 1. Full Golf Membership

- a. A Full Golf Membership is available to anyone wishing to join Holly Hills. Any such Family or Individual may acquire a Full Golf Membership in the Club by submitting a written application to the Club in such form as the Club may prescribe and tendering the application initiation fee payment to the Club, provided that such application shall be subject to the approval of the Club.
- b. A Full Golf Member may play the golf course without payment of greens fees according to the rules and customs of the Club.
- c. Full Golf Members shall have the obligation to pay dues as established by the Club for this category according to the rules and customs of the Club.
- d. Full Golf Members may bring guests to play the golf course by paying guest and other user fees according to the rules and customs of the Club. These fees and charges shall be set by the Club.
- e. A Full Golf Member may have charge privileges at the Club. Such privileges will be subject to standard credit policies, including the addition of late charges for past due accounts and NSF checks.
- f. Full Golf Memberships are not transferable.

#### 2. Young Executive Golf Membership

- a. A Young Executive Golf Membership is available to any family or individual who includes a parent under the age of forty (40). Any such family may acquire a Young Executive Golf Membership in the Club by submitting an application to the Club in such form as the Club may prescribe and tendering the application initiation fee payment to the Club, provided that such application shall be subject to approval of the Club.
- b. A Young Executive Golf Member may play the golf course without payment of greens fees according to the rules and customs of the Club.
- c. Young Executive Golf Members shall have the obligation to pay dues as established by the Club for this category to the rules and customs of the Club. Upon turning forty (40) Young Executive Golf Members will be reclassified as Full Golf Members.
- d. Young Executive Golf Members may bring guests to play the golf course by paying guest and other user fees according to the rules and customs of the Club. These fees and charges shall be set by the Club.

- e. Young Executive Golf Members may have charge privileges at the Club. Such privileges will be subject to standard credit policies, including the addition of late charges for past due accounts.
  - f. Young Executive Golf Memberships are not transferable.
3. Corporate Membership
- a. Any firm, partnership or corporation may acquire a Corporate Membership in the Club by submitting an application to the Club in such form as the Club may prescribe and tendering the application initiation fee payment to the Club, provided that such application shall be subject to approval by the Club. The holder of a Corporate Membership shall designate in writing the person(s) who may exercise the privileges of such Membership. The holder of such Membership may make only one (1) substitute designation during any one (1) calendar year without transfer fees. The designees or any substitute designees shall be subject to the Club's approval. Such firms, partnerships, corporations and their designees shall be jointly and severally liable for and pay, or cause to be paid, all fees provided for in the By-Laws and all dues and other charges incurred by the designees.
  - b. Designated users of a Corporate Membership may play the golf course without payment of greens fees according to the rules and customs of the Club.
  - c. The designees or any substitute designees shall have the obligation to pay dues as established by the Club for this category according to the rules and customs of the Club.
  - d. The Corporate Member shall have the obligation to pay dues as established by the Club for this category of membership (dues payable for each Corporate designee) and other fees and charges as may be set from time to time by the Club.
  - e. A Corporate Member Designee may bring guests to play the golf course by paying guest and any other user fees according to the rules and customs of the Club. These fees and charges shall be set by the Club.
  - f. A Corporate Member Designee may have charge privileges at the Club. Such privileges will be subject to standard credit policies, including the addition of late charges for past due accounts.
  - g. Corporate Memberships are not transferable without the prior written consent of the Club.
4. Senior Golf Membership
- a. A Senior Golf Membership is available to families or individuals with one spouse who is age seventy (70) or above. Any such Family or Individual may acquire a Senior Golf Membership in the Club by submitting a written application to the Club in such form as the Club may prescribe and making the application shall be subject to approval of the Club.
  - b. A Senior Golf Member may play the golf course without payment of greens fees according to the rules and customs of the Club.
  - c. Senior Golf Members shall have the obligation to pay dues as established by the Club for this category of membership, and other fees and charges as may be set from time to time by the Club.
  - d. A Senior Golf Member may bring guests to use the facilities of the Club, including the golf course, by paying guest and other user fees according to the rules and customs of the Club. These fees and charges shall be set by the Club.
  - e. A Senior Golf Member may have charge privileges at the Club. Such privileges will be subject to standard credit policies, including the addition of late charges for past due accounts.
5. Social Membership
- a. A Social Membership is available to any family or individual by submitting a written application to the Club in such form as the Club may prescribe and tendering the application initiation fee payment to the Club, provided that such application shall be subject to the approval of the Club.
  - b. A Social Member may utilize the Club amenities except for the golf course. Social Members may use the golf course in aggregate (4) times maximum per year paying all appropriate guest fees.
  - c. Social Members shall have the obligation to pay dues as established by the Club for this category of membership, and other fees and charges as may be set from time to time by the Club.
  - d. A Social Member may bring guests to use the facilities of the Club by paying guests and other fees according to the rules and customs of the Club. These fees and charges shall be set by the Club.
  - e. A Social Member may have charge privileges at the Club. Such privileges will be subject to standard credit policies, including the addition of late charges for past due accounts.

- f. A Social Member shall have the right to convert their Membership classification, subject to the approval of the Club and the availability of a membership at the time in that classification. In connection with the conversion, the Social Member shall be entitled to apply the initiation fee previously paid against the prevailing initiation fee due with respect to the new membership classification.
- g. Social Memberships are not transferable.

### **Application of Membership**

Applicants must complete and submit to the Club an application for membership privileges and membership agreement. Persons who desire to obtain membership and companies that desire to obtain a Corporate Golf Membership must deliver to the Club a fully completed and signed Application for Membership Privileges. The applicant must submit to the Club the applicable Membership Agreement and pay to the Club the required membership initiation fee, and all dues and other Club Fees. Each designee of a Corporate Golf Membership must deliver to the Club a fully completed and signed Application for Designee Use Privileges.

Each applicant submitting an Application for Membership Privileges is subject to the approval of the Club.

### **Review Of Application For Membership Privileges**

Once all required information has been submitted to the Membership Office, the Club shall evaluate each application and conduct such investigation and consideration of the applicant, as it deems appropriate. All applicants will be evaluated on the basis of their interest in the Club, their financial responsibility, and their compatibility with other members of the Club. The Club, in its discretion, retains the right to accept or reject any or all applications. The approval of an application may be granted or withheld in the discretion of the Club, provided that applicants shall be evaluated without regard to race, religion, creed, color, sex, national origin, marital status or physical disability, or any other manner in violation of applicable law.

In the event the application is acted upon favorably by the Club, the Club will notify the applicant immediately of his/her acceptance to membership. If the application is not acted upon favorably, the Club shall notify the applicant that he/she will not be invited to membership and the Club shall return to such applicant any membership deposit or initiation fee previously paid to the Club, without interest, within ten (10) calendar days. The Club reserves the right to charge a non-refundable application fee from time to time to all applicants submitting an application.

### **Initiation Fees**

Upon approval of the prospective member's application, the initiation fees shall become non-refundable.

### **Termination**

A Member may terminate their membership within the Club with thirty (30) days notice at any time by delivering written notice to the Club of such desire to terminate. A member shall have no right to reimbursement for any fees paid to the Club upon termination of membership. Upon termination of a Member's membership, all membership rights of such Member in the Club shall cease upon recall.

### **Recall**

By violating any provision of the Code of Conduct or any other Club policies or guidelines, a member may be subject to certain consequences, including, without limitation, suspension, or expulsion from the Club, to be determined by the General Manager in conjunction with the Ownership. If a membership is placed on suspension, the member is still obligated to pay all dues, and minimum spending requirements during the suspension period.

1. **Suspension for non-payment of bills:** In the event, a Member is suspended from the Club for non-payment of the Member's payment obligations, all persons in the membership who would also be entitled to the privileges of membership shall also be suspended and temporarily barred during the period of suspension from admittance to the Club and Club facilities. An exception may be made in the case of attending a non-Club event, such as a wedding or memorial.
2. **Suspension for other reasons:** In the event a Member is suspended from the Club for non-financial reasons, only the person(s) suspended and not the rest of the membership shall be temporarily barred during the period of

suspension from admittance to the Club and Club facilities, An exception may be made in the case of attending a catered, non-Club event, such as a wedding or memorial. All other family members within the membership may continue to use the Club's facilities per the rules of the membership so long as all payment obligations are met.

3. **Expulsion for non-payment of bills:** In the event a Member is expelled from the Club for non-payment of the Member's payment obligations, all persons in the membership who would also be entitled to the privileges of membership shall be expelled and barred from admittance to the Club and Club facilities. Expelled members are not permitted to return as a guest to the Club. An exception may be made in the case of attending a non-Club event, such as a wedding or memorial.
4. **Expulsion for other reasons:** In the event, a Member is expelled from the Club for non-financial reasons and for disciplinary reasons, only the person(s) expelled and not the rest of the membership shall be barred from admittance to the Club and Club facilities, both under the expelled member's membership and as the guest of another member. Should the rest of the membership wish to continue to use the Club's facilities per the rules of the membership, the membership must be retitled in the name of the non-expelled family member, and all payment obligations must be met.

### **Notification of Membership Recall**

In the event of suspension or expulsion, the Member shall be notified by the General Manager. Notice by any means directed to the Member's last known address based on the records of the Club shall be deemed sufficient. Suspension or expulsion is effective immediately upon notification.

### **Move Membership Level**

Members are eligible to change membership levels upon request.

The Member must remain in the new level for twelve (12) months and cannot change back earlier without paying all back dues and fees. Upon the conclusion of twelve (12) months, the member can issue request to the Membership Director to return to previous level of membership with no penalty. If the member chooses to remain in the new membership level past twelve (12) months and decides in the future to move levels, an initiation fee would be required.

### **Leave of Absence**

The twelve (12) month membership Leave of Absence (LOA) is for medical or financial hardship. Membership must remain inactive for twelve (12) months and cannot be reactivated earlier without paying all back dues and fees. During this time, the member cannot utilize the club as a member, or as a guest of a member. At the twelve (12) month mark, the member is required to contact the Membership Director to reinstate membership with no penalty. If a request is not made at the twelve (12) months mark the membership will be considered fully resigned.

### **Short Term Medical Status**

Short Term Medical Status is available for a six (6) month period to members that are temporarily incapacitated. To apply, the individual must be a member in good standing at Holly Hills for a minimum of three (3) years. A doctor's letter or other verification may be required. During Short Term Medical Status, the member will pay Social dues and minimum spending requirements. At the six-month mark, the member is required to contact the Membership Director to return to the original membership level with no penalty. If the request is not made at the six-month mark, they will automatically return to their original member classification.

### **Member Charges**

1. Member bills are rendered monthly and payable by the due date on the statement.
2. Member transactions are charged by chit. Members are responsible for all charges by dependents and their guests. Chits are to be signed by members and dependents.
3. If full payment of a monthly bill is not made by the due date the unpaid balance will be subject to a two percent (2%) finance charge.
4. When any dues or other charges of a Member remain unpaid for a period of sixty (60) days from the end of the month for which an invoice was issued, the credit of such member shall thereupon be immediately suspended until the Member account is paid in full. If any dues or other charges remain unpaid for a period sixty (60) days after the original billing, the member shall be denied the privileges and use of the Club. Failure to pay dues or charges for a

period of ninety (90) days after the original billing date shall be considered cause for a recall of Membership for Cause. Upon recall, the Club shall take all necessary action to collect all funds due to the club plus the cost of collection and attorney fees. A member who has been delinquent for four (4) out of six (6) consecutive months will be subject to a recall of Membership For Cause. Upon recall, the Club shall take all necessary action to collect all funds due to the club plus the cost of collection and attorney fees.

5. There is a quarterly minimum food and beverage charge for all classifications of membership. The minimum spending may not be moved forward to future quarters/years.
6. Service Charge: A twenty percent (20%) service charge will be billed for food and beverage purchases at the club. A club service charge on food and beverage offsets the higher wages we pay our food and beverage team; our servers and bartenders are compensated at a higher hourly rate than at a typical restaurant or local establishment.
7. Charges from other country clubs do not apply toward the quarterly/annual Food and Beverage minimum.

### **Conduct of Members**

This Code of Conduct is designed to ensure a safe, family friendly, and respectful environment for our members, visitors, and staff. All Members and visitors of Holly Hills Country Club must conduct themselves in a manner consistent with this Code of Conduct.

1. Good order and decorum must be observed in all parts of the Club. Any Member, guest, or visitor (collectively, "Guest") conducting themselves in an unbecoming manner shall be requested by the General Manager or Club Professional or their designated assistants to leave the property, and a report shall be made to the General Manager for appropriate action. In all cases, Members shall be personally responsible for the conduct of their guests. This Code of Conduct shall apply uniformly to all Members and their guests.
2. Unbecoming manner shall include but is not limited to:
  - a. excessive drinking,
  - b. obscene language, including but not limited to profanity, vulgar or offensive language,
  - c. food and alcoholic beverages cannot be brought onto Club premises by any member or guest. Such activity is in violation of the Club's liquor license, and strict disciplinary action will be taken if any member and/or guest violates this policy, which may lead to a written warning or suspension of Club privileges, d. loud, obnoxious, or offensive behavior,
  - e. verbal or physical abuse of other Members, guests, or employees,
  - f. failing to supervise one's children,
  - g. disregarding a Club employee's attempt to enforce any Club rules or policies, h. inappropriate attire, and
  - i. inappropriate conduct toward or contact with any other Member or guests that interferes with their enjoyment of the Club.
3. In the event the Club receives a report or complaint about a Member, the Club reserves the right to investigate the report or complaint.
4. Club employees cannot accept responsibility for children. Children aged twelve (12) years or younger must always be under the direct supervision of a responsible adult. Running or playing on the golf course, or in any location where an errant golf shot is likely to travel, is prohibited. Additionally, for the safety of all, children should refrain from other unsafe activities including running, and playing unattended in the parking lot, garden areas, around the firepit, and in the clubhouse. Due to heavy golf cart traffic around the Golf Shop, children should be supervised and be particularly cautious when in this area.
5. The General Manager and other Club staff may, at their sole and absolute discretion, stop alcohol service to Members and guests who are deemed to have consumed too much alcohol per TIPS Certification.
6. Members and guests shall always abide by all state and local laws and customs applicable to the Club.
7. Upon receipt of a complaint that a member has violated a rule contained in these Rules and Customs, the General Manager will investigate the complaint. Potential outcomes shall include reprimand, suspension, or expulsion from the Club. While under investigation, the member may be directed by the General Manager to refrain from the use of parts or all of the Club and will be responsible for all dues and minimum spending requirements.
8. If the membership is placed on suspension, the Member is still obligated to pay all dues, and minimum spending requirements during the suspension period.

## Media Release

Subject to the rules regarding inappropriate photos, videos, etc. in the Code of Conduct, the Club periodically may take photographs/videos at the Club for promotional use such as in Club publications, on our website and in other marketing materials. Members grant the Club permission to create content (for example, photos, videos or social media postings, etc.) that may contain the name, image or likeness of Members and the Club may use that content for any purpose whatsoever (commercial or otherwise) including social media posts and advertisements without payment or other consideration, provided however we will honor Member objections to use of the content provided we are timely notified.

## DRESS CODE

### Clubhouse Attire

1. Appropriate golf attire is always acceptable in the Lounge and Locker Rooms.
2. Men's shirts must have collars. Ladies' shirts must have either collars or sleeves. Shorts, skirts, and skorts must be no more than four inches above the knee.
3. Jeans are permitted in and around the clubhouse. Jeans are not permitted at any time on the golf course, the driving range, the practice greens, or the tennis courts. Jeans are to be neat and clean, without tears, holes, or frays. No baggy or low-slung jeans or exposed undergarment will be tolerated.
4. No tattered or torn clothing will be allowed, and no cut-offs or inappropriate tank tops will be allowed. Tennis dresses are acceptable. Tennis shirts must have either a collar or sleeves. Exposed undergarments will not be allowed.
5. Hats must be worn in the traditional manner with the bill facing forward.

### Golf Attire

Appropriate attire as defined below is required on the Golf Course, Driving Range and Short Game Practice Facility.

1. Shirttails are to be tucked in at all times for male golfers.
2. Hats must be worn in the traditional manner with the bill facing forward.
3. Denim, cargo pants or shorts, t-shirts, tennis athletic attire, sweatshirts hooded or not made of cotton material are not permitted on the golf course at any time.

### Racquet Sports Attire

1. Proper attire is tennis shorts, shirts, and dresses commonly sold in racquet sports pro shops.
2. Not appropriate on the courts are halters, bathing suits, jogging shorts, or mid-drifts.
3. Hats must be worn in the traditional manner with the bill facing forward.
4. Footwear must be smooth-soled tennis shoes. Running shoes and other footwear can damage the courts.

### Swim Attire

1. Proper swim attire is bathing suits. Cut-offs or other shorts are not permitted.
2. Thong or T-Back style swim suits are not allowed at any time.
3. **Swimming attire is not permissible anywhere outside the swimming pool area.**
4. Children of diaper wearing ages must wear "swim diapers" at all times while in the pool.

Interpretation and enforcement of Clubhouse attire rules shall be at the discretion of the General Manager, Food & Beverage Manager, Golf Professionals or the designated manager on duty. Any member or guest found in violation will be asked to change prior to utilizing the golf facilities. Members are required to use the locker room facilities to change into approved attire, including shoes. The Holly Hills Golf Shop offers a variety of merchandise should a dress code violation arise.

## CLUBHOUSE OPERATIONS

### Clubhouse Rules

1. Reservations are recommended for Club social activities at least twenty-four (24) hours in advance.
2. Reservations must be canceled forty-eight (48) hours in advance of the social event for which they were made. Failure to do so will result in the member's account being charged fifty percent (50%) for that activity. Extenuating circumstances will be taken into consideration.



3. The Club exercises reasonable care in protecting the property of members and guests but is not responsible for loss or theft of such property on the premises.
4. All lockers are to be secured with lock and keys furnished by the Club.
5. Card playing is not permitted on the main floor of the Club, unless in conjunction with a scheduled Club activity.
6. Club employees are not permitted to play cards with Members or guests.
7. Gambling is not sanctioned on Club premises.
8. There shall always be a Manager on Duty designated by the General Manager. To preserve the quality atmosphere of the Club and to ensure the safety and enjoyment of Members and guests, the General Manager (or their designee) shall be authorized to take necessary actions to allow the Club to comply with the Rules and Customs.
9. Smoking is not permitted at any time in the Clubhouse. Smoking is permitted in designated areas including the Lounge Terrace/Fire Pit Area only.
10. Fighting in the Clubhouse will not be tolerated. Preserving, and maintaining a safe and enjoyable environment for all Members and guests is important for the successful operation of the Club. Serious incidents in violation of this provision will be reported to the General Manager for disciplinary action.
11. Use of foul language or abusive behavior by Members or guests towards employees, Club members, or guests will not be tolerated. Preserving and maintaining a safe and enjoyable environment for all Members and guests is important for the successful operation of the Club. Serious incidents in violation of this provision will be reported to the General Manager for disciplinary action.
12. Cell phones are permitted for silent communication (texting and email response) when inside the clubhouse and outdoor dining areas. If you need to use your cell phone for an emergency, please be courteous of others in your area.
13. The use of any device not provided (drone, skateboard, roller skates, etc.) by the Club is prohibited.

### **Pet Policy**

Dogs and other pets, except for seeing eye or licensed service animals, are not permitted on club property.

### **Parking**

Fire lanes, designated handicapped parking spaces, loading zones and other designated restricted areas may not be used by the general membership or their guests. Vehicles violating this rule may be subject to towing at the owner's expense. Repeated violations of this rule by a member may be referred to the General Manager for disciplinary action.

### **Club Closing Policy**

1. Due to special social events, areas of the club may close. These situations will be publicized electronically via email, the website, mobile app, and throughout the Clubhouse.
2. In the event of severe weather conditions, Club management may determine that it is necessary to delay the opening of the club or to close the club, to ensure the safety and welfare of our members and employees.

## GOLF OPERATIONS

### Tee Times Reservations

Members are encouraged to book their tee times up to fourteen (14) days in advance through the online tee sheet, the Holly Hills app, or by reaching out to the Professional Staff. Members are strongly encouraged to input all member or guest names playing for the day. This is to ensure the entire Holly Hills staff can better service you. Players who arrive without a starting time do not have priority and will begin play at the discretion of the Professional Staff. Players or groups who are not present and ready to play at their reserved time will be asked to wait until another time becomes available at the sole discretion of the Professional Staff. Members are required to call in advance if they do not plan to arrive for their reserved time. Adult members are not permitted to make tee times for children unless they accompany them during play.

### Golf Shop/Practice Facility Hours

Tee times, practice facility hours, and golf shop hours change in conjunction with daylight savings. On days the course is closed, the golf shop may close earlier. The golf practice range is open year-round when the golf shop is open, weather permitting. The golf shop and/or Golf Course Superintendent have the authority to close the practice facility earlier to avoid conflicts with golf course maintenance and repair.

	<b>Golf Shop</b>	<b>Course Weekday</b>	<b>Course Weekend</b>
January & February	9am – 5pm	10am – 5pm	10am – 5pm
March	8am – 5pm	9am – 6pm	9am – 6pm
April	7am – 6pm	8am – 7pm	8am – 7pm
May	7am – 7pm	7:30am – 7pm	7:30am – 7pm
June - August	7am – 7pm	7:30am – 7pm	7am – 7pm
September	7am – 7pm	7:30am – 6pm	7:30am – 6pm
October	7am – 6pm	8am – 5pm	7:30am – 5pm
November	8am – 5pm	9am – 5pm	9am – 5pm
December	9am – 5pm	10am – 5pm	10am – 5pm
	<b>Practice Range</b>	<b>Simulator</b>	
January & February	9am – 5pm	9am – 5pm	
March	8am – 5pm	9am – 5pm	
April	7am – 7pm	8am – 6pm	
May	7am – 7pm	8am – 7pm	
June - September	7am – 7pm	8am – 7pm	
October	7am – 6pm	9am – 6pm	
November	8am – 5pm	9am – 5pm	
December	9am – 5pm	9am – 5pm	

\*The range facilities will close one (1) hour before dark on Sundays and holidays.

### Starting Times

1. Members are not permitted to tee off prior to the posted first tee time on any given day.
2. Scheduled major tournaments have priority over regular play and are given preferred starting times. The Professional Staff has the discretion to delay starting times to accommodate tournament play.
3. Members with full golf privileges may sign up fourteen (14) days in advance through the website, app or by calling the golf shop. TBDs are not permitted when making a tee time request.

### Starting Play & Round Interruption

All golfers must register with the starter or the Golf Professional Staff prior to starting play. This requirement is designed to monitor the amount of play, to assure the registration of guests, and to ensure any messages or special course announcements

can be promptly delivered. All members must start from the first tee unless otherwise permitted by the Professional Staff. Golfers who interrupt their play after nine (9) holes will lose their turn on the golf course until the tenth tee is open.

### **Practice Facilities Range Program**

The Range Program and Practice Facilities are only available to Golf Members.

### **Driving Range**

Due to the limited length of the driving range, all practice shots must be played within the lateral boundaries of the range. It is not permitted at any time for members or their guests to hit a golf ball over the net or toward the ninth fairway. Range balls are available for practice while utilizing the practice facilities only. Range balls are not to be taken on the course for regular play. Violation of this policy will result in the following:

1. 1st Offense: The membership will receive a formal letter from the golf staff notifying the member of the policy and the danger associated with the violation.
2. 2nd Offense: The membership will receive a letter advising them of the violation and all practice facilities will be suspended for two (2) weeks.
3. 3rd Offense: Suspension of all practice facilities for thirty (30) days. This suspension is between you, the Professional Staff, the General Manager. The sanction of a subsequent violation of the Range Policy will include the posting of your name as a violator of the policy.
4. Members and their guests are responsible for any damage and cost associated with violation of this policy.

### **Practice Green & Short Game Facility**

1. Members may practice low chip shots on the practice putting green. Higher lofted pitch shots are not permitted at any time.
2. Members are required to clean up their practice area once finished.

### **Local Rules**

The following local rules have been established by the Head Golf Professional:

1. U.S.G.A. RULES APPLY UNLESS OTHERWISE SPECIFIED.
2. Out of bounds is marked by white stakes and boundary fences. Errant balls coming to rest in areas off club property are considered out of bounds.
3. The embedded ball rule is in effect through the green.
4. Penalty areas are marked with red or yellow stakes and painted lines.
5. Complete relief must be taken from cart path repairs, mulched tree beds, flowerbeds, staked trees, irrigation repairs, and newly sodden areas. Drop at your nearest point of complete relief, no closer to the hole.

### **Pace of Play**

The pace of play for all golfers is four (4) hours or less for eighteen (18) holes. It is the groups' responsibility to keep track of their time and stay on pace. It is recommended that groups keep pace with the play in front of them. Slower players are required to invite faster players to play through. Ready golf is the key to maintaining pace of play. Any group out of position will be notified and asked to pick up their pace. If after the first warning the group has not made-up time, they may be asked to skip holes until caught up or asked to allow faster play to play through. Any member or group of members that repeatedly falls out of position may be subject to the following, at the discretion of the Golf Professional: letter of warning, limited tee times and availability or suspension of play.

### **Golf Cars & Push Carts**

Members are required to adhere to any restrictions, due to weather or other related factors, as set forth by the golf and maintenance staff. Members and their guests are responsible for returning the golf carts and push carts in the same working order and condition in which they received them. Members will be financially responsible for any necessary repairs caused by their negligence. Members and guests must remain seated whenever the golf cart is in motion. Do not stand on or ride on the bumpers, fenders, or club storage area. Do not exceed the passenger limit, seating designation, capacity, or load capacity designated by the vehicle's manufacturer. **Maximum number of cars:** one car per twosome, two cars per foursome. All operators must be sixteen (16) years of age or older and possess a valid driver's license. All riding carts shall stay on the cart

paths near all greens and teeing areas. Riding carts are not allowed within thirty (30) feet of any green or tee and must stay on cart paths on par threes (3's). Riding carts may not be taken between bunkers and greens. A medical note indicating a permanent or temporary disability requiring a person to take a riding cart off the path on par threes (3's) must be submitted to the golf shop. Riding carts with blue flags are to be used in the manner for only the person with the disability and need to stay thirty feet from all tees and greens. Any violation of the policies will be directed to the General Manager for review. The penalty, which will be based on the nature of the offense, may include the suspension of cart privileges.

### **Golf Course Etiquette**

For the enjoyment of all members and guests, we ask you to review and adhere to these stated Rules and Customs. It is the member's responsibility to make sure that all family members and guests also conform to these Rules and Customs when utilizing the golf facilities.

Violation of these policies will result in the following:

- 1st Offense: The membership will receive a friendly email reminder from the Golf Professional notifying the member of the policy.
- 2nd Offense: The membership will receive a formal letter from the General Manager advising them of the violation and suspension of privileges should another violation occur.
- 3rd Offense: General Manager review and determine appropriate disciplinary actions.

Members and their guests are required to repair all ball marks, fill divots, and other damage during play. Sand traps are to be entered and exited from their lowest point and raked immediately following shots from the sand. Rake heads should remain in the bunker with the handle presented outside. The membership is encouraged to report any rules infraction to the Golf Professional Staff and/or the General Manager. The types of actions that should be reported include, but are not limited to the following:

1. Any violation of Club rules.
2. Any golfer being disrespectful or rude to another group.
3. Slow play by any golfer or group.
4. Golfers not replacing divots, not repairing ball marks on greens, or not raking sand traps.
5. Any abuse of the golf course, such as banging a golf club into the tee, fairway, or green.
6. Golfers not wearing proper golf attire in the prescribed manner.
7. Golfers who drive golf carts either in an inappropriate manner or in places where golf carts are not to be driven.

### **Cell Phones**

Cell phones are permitted for silent communication (texting and email response) when visiting the golf facilities. If you need to use your cell phone for an emergency, please be courteous of others in your area.

### **Music**

Music during play is permitted. Members are asked that the volume is kept at a suitable level, not to be disruptive to others. Music is not permitted at the staging area outside of the golf shop.

### **Guests**

Members with golfing privileges may have guests at such times as the member is entitled to play pursuant to his membership classification. A guest is allowed to use the golf facilities only four (4) times per year. All greens fees are to be paid prior to play. The host member will be responsible for any fees not paid. The member must always accompany their guests.

### **Juniors**

A junior golfer is to be seventeen (17) years of age or younger and the child of a member with full golf privileges. At all times, junior play is solely at the discretion of the Golf Professional. Non-Certified Junior golfers must always be accompanied by an adult member. Access to the golf course for Non-Certified Junior golfers is as follows:

- Tuesday – Friday, after 2:00pm or at the discretion of the Golf Professional
- Weekends and Holidays, accompanied by a playing adult golf member after 11:00am.

### **Junior Certified Tag Holders**

Junior Certified Tag Holders have successfully passed all the requirements outlined below to earn their tag. These juniors are permitted to utilize the golf facilities without the supervision of an adult member. Certified play is at the discretion of the Golf Professional.

Certification Tag Requirements are as follows:

- Must be ten (10+) years of age to apply for a Certification Tag
- Successfully pass a Playing Ability Test (PAT) administered by a member of the Professional Staff, as well as an Etiquette and Written Rules Test
- Certified Junior golfers are permitted to reserve tee times two (2) days in advance. All times must be reserved by contacting the Professional Staff.

Facility Access are as follows:

- Tuesday – Friday, after 2:00pm or at the discretion of the Golf Professional
- Weekends and Holidays, accompanied by a playing adult golf member from 9:30am - 11:00am □ Unaccompanied after 11:00am

### **Tournament Rules & Cancellations**

All golf tournaments rounds will be in accordance with the current USGA rules of golf except where local rules are in effect. Participants will be required to give forty-eight (48) hour notice when withdrawing from a tournament. If they cancel within forty-eight (48) hours, they will be charged the full entry fee unless we are able to fill the vacancy from the waitlist.

### **Handicaps**

To protect the integrity of the club and its participants, all members and guests must have an established handicap index to participate in tournament competitions. To establish a handicap index, a player must have fifty-four (54) holes posted during an active season. Handicap Service is available to club memberships only. Each member of the Maryland State Golf Association will be charged an annual fee of \$45.

#### **Handicap Committee**

The role of the Handicap Committee is to ensure that Member handicaps are maintained in accordance with the USGA guidelines. The Committee shall be responsible for:

1. Notifying Holly Hills members of the USGA handicap system and policies.
2. Implementing and enforcing USGA policies and procedures with respect to the Holly Hills handicap system.
3. Reviewing individual players' scoring records and, when warranted, adjusting individual handicaps.
4. Communicating and coordinating handicap policies and procedures to and with the Golf Shop.

The Handicap Committee has the authority to make changes to individual handicaps and implement disciplinary actions within the guidelines defined by the USGA.

### **Golf Associations**

Male Full Golf Members interested in participating in Golf Associations should contact the Head Golf Professional.

#### **“A” Team**

Holly Hills male membership competes in “A” Team Matches. The A Team also competes in interclub matches and is governed by a minimum number of individual and two-man team combined handicap limitations, as set by the MSGA, responsible for operating the A Team schedule and policies.

#### **“B” Team**

Holly Hills male membership competes in “B” Team Matches. The B Team also competes in interclub matches and is governed by minimum individual and two-man team combined handicap limitations as set by the interclub organization responsible for operating the total B Team schedule and policies.

**Maryland Interclub Seniors Golf Association (MISGA)**

MISGA has approximately 2500 members from sixty (60) clubs located in Delaware, West Virginia, and Maryland. Members have an opportunity to play at a variety of great clubs. There are also opportunities to compete and qualify in both Division and State Tournaments. Holly Hills Country Club is a member of Division II.

Home MISGA mixers are always held on the third Wednesday of the month, May through October, and are a friendly mix of social and competitive golf. Net team scores (full handicaps), golf carts, and lunch with hosts and guests are the normal. A full description of MISGA activities, including the schedule, is available by contacting the golf shop. MISGA is open to all male members who are at least fifty (50) years old.

**Hole-In-One Club**

All golf members are automatically enrolled in this club. After the Golf Professional certifies a hole-in-one has been scored, the individual will receive an open bar for one-and one-half (1.5) hours or a \$500 bar bill whichever comes first, as well as a \$100 golf shop credit and framed flag.

**Course Closing Policy**

The General Manager, in conjunction with the Golf Course Superintendent and Head Golf Professional, are responsible for the temporary closure of the golf course or portions thereof when it is determined play would be detrimental to the course. When there is disagreement with the decision to open or close the course, final decision authority shall be vested solely in the General Manager. If the General Manager is absent, final authority rests with the Head Golf Professional. Seasonal closing and opening of the regular greens will be made by the General Manager acting in conjunction with the Golf Course Superintendent and Head Golf Professional.

## **RACQUET SPORTS OPERATIONS**

### **Racquet Sports Rules**

1. A Member must accompany all guests.
2. The racquet sports courts shall be cleared of all persons during inclement weather.
3. Children twelve (12) years old and under must be accompanied and supervised by a parent or guardian. The minimum age for a guardian is eighteen (18) years old.
4. Use of the racquet sports facility is permitted only during the posted hours.
5. Members are not permitted to bring food and beverage items onto the racquet sports courts, this includes personal coolers.
6. Smoking is not permitted at the racquet sports facility.

### **Racquet Sports Hours**

- The racquet sports season is from April 1<sup>st</sup> to November 1<sup>st</sup>.
- The racquet sports facility hours are: Daily: 8:00am – Dusk

### **Racquet Sports Guest Policy**

1. A “Member” may bring up to three (3) guests on any one day. A guest may use the tennis facility once a week not to exceed six (6) times per year.
2. The Member must be present with their guest(s).
3. A \$10 guest fee will be charged to the hosting member’s account.

## POOL OPERATIONS

### Pool Rules

1. All Members and guests must check-in using the Holly Hills member app before entering the pool.
2. Bicycles, scooters, hover boards, and skateboards are not permitted in the pool area.
3. The Pool Manager and Lifeguards are employed to maintain order in the pool and make decisions regarding safety.
4. The pool and pool area shall be cleared of all persons during inclement weather upon the direction of the Pool Staff.
5. The volume of music must be kept to a minimum so as not to affect the enjoyment of other Members.
6. Explicit music is not permitted at any time in the pool area.
7. Children twelve (12) years old and under must be accompanied and supervised by a parent or guardian. The minimum age for a guardian is eighteen (18) years old.
8. Swimming is permitted only during the posted pool hours.
9. Members are not permitted to bring food or any beverages into the pool area, this includes personal coolers.
10. Smoking is not permitted in the pool or pool area.
11. Do not carry any food or beverages into the pool.
12. Bottles, glass and sharp objects are not permitted in the pool and pool area.
13. Running, pushing and boisterous play are not allowed.
14. Children of diaper wearing ages must wear "swim diapers" at all times while in the pool.
15. The Pool Manager or Lifeguards may limit or refuse the use of floating devices in the pool. Only toys approved by the Pool Manager or pool lifeguards may be brought to and used at the pool and pool area.

### Pool Hours

1. The pool season is Memorial Day weekend through Labor Day weekend.
2. The pool hours are:
  - Monday: Closed (except Memorial Day and Labor Day)
  - Tuesday thru Sunday & Holidays 10:00am – 8:00pm

### Pool Guest Policy

1. A "Member family" may bring up to four (4) guests on any one day. A guest may use the pool facilities once a week not to exceed six (6) times per year.
2. The Member must be present with their guest(s).
3. A guest fee per guest will be charged to the hosting member's account.
4. Guest fees \$5 per guest Tuesday through Sunday and \$10 on holidays (4<sup>th</sup> of July & Labor Day). Every membership is entitled to ten (10) complimentary guest passes per season, additional guests beyond the allotted ten (10) will incur charges on the member's account. Complimentary guest passes are not applicable on holidays.
5. Guests purchasing food or beverages while at the pool must charge the items to the Member's account. Cash transactions are not accepted.