



2019 TEAM PLAY CHECK LIST

24 October Team Play General Information Meeting

1-30 November

- ◆ Designate Team Captain and Assistant Captain
- ◆ Send Player Recruitment Email or put out Sign-Up Sheet
- ◆ Have Club Handicap Chair check Eligibility of potential Players
- ◆ Notify Players if they need to get matches in to meet Eligibility requirements

14 December - Club Team Registration and \$25 Entry fee due to SDCWGA

1-31 January

- ◆ Re-Check Player Eligibility with Handicap Chair and continue to do so monthly until all Players on Roster are qualified
- ◆ Check Home Course Maintenance Schedule for Punching Greens/Over Seeding and notify SDCWGA Team Play Director

23 January

- ◆ Attend Team Captains Meeting at Bernardo Heights CC @ 12:30PM

30 January

- ◆ Submit Team Roster to SDCWGA Team Play Director

1-6 February

- ◆ SDCWGA sets Regions/Divisions, "Host" Sites, Match time frames and Posts "Master Schedule" to Team Play page <https://www.sdcwga.net/team-play.html> and/or USGA Tournament Management System

28 January -15 February

- ◆ Conduct a Team Meeting; Review SDCWGA Team Play Rules and Conditions of Play, Sample Scorecards and Good Sportsmanship handout

7 February

- ◆ Select "Host" Captains begin scheduling Matches with opposing Captains [refer to Club calendar and County Event calendar to ensure no conflicts]
- ◆ Check Pro Shop for Dates/Times Available
- ◆ "Host" Captains email match play dates to Team Play Director

18 February Team Play Matches Start

- ◆ Notify SDCWGA Team Play Director of your Women's Club Events scheduled in April and May