

# SOUTH CAROLINA COASTAL SENIORS TOURNAMENT ENTRY & FIELD SELECTION PROCESS

## TOURNAMENT SUMMARY TIMELINE

| Time vs. Tournament Date        | ACTIVITY / ACTION   |
|---------------------------------|---|
| 1 Day after Previous Tournament | <b>ENTRY WINDOW Opens in Unknown Golf</b>                               |
| 20 Days Before                  | Initial Entrants List Communicated                                      |
| 8 Days Before (Sunday)          | <b>ENTRY WINDOW CLOSSES IN Unknown Golf</b>                             |
| 7 Days Before {Monday}          | Final Entrants List communicated & Alternates List if required          |
| <b>4 Days Before {Thursday}</b> | <b>LAST DAY TO CANCEL and not lose your entry fee</b>                   |
| 4 Days Before {Thursday}        | Parings, Hole Assignments & Updated Alternate List communicated         |
| 3 Days Before {Friday}          | Tournament Field is Communicated to the Course                          |
| Date of Tournament {Monday}     | <b>PLAY GOLF</b> Check Box available for next Tournament's entry checks |
| 1-2 Days After {Wednesday}      | Communicate Tournament Results  |
| Week following the Tournament   | Checks cashed, destroyed or transferred to Next Tournament              |

## BASIC PHILOSOPHY

- The Tournament Directors administers this process with the intent of fairness to all and periodically communicate critical tournament information to the members.
- **UNKNOWN GOLF** is the primary tool SCCS uses to administer tournaments. The SCCS Community within Unknown Golf is only available to SCCS members for use at SCCS events. It is used for:
  - Registering for an Event
  - Flight Development and Pairings
  - Live scoring, including Leaderboards
  - Quota update and management
  - Posting Player's score to Ghin
  - Member's awareness of their status in a tournament and record of play
  - Communications from the Tournament Director
- An **ENTRY FEE payment** is a member's method to secure a spot in the field. The tournament entry fee is dependent on the associated costs and is generally set before the Season starts. Refer to the SCCS Season Schedule for specifics. Payments may be made by check or Zelle transfer. **No cash, credit, Pay Pal or Venmo please!**
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- An **ENTRY SUBMITTAL DEADLINE** is established to provide the Tournament Director with sufficient time to create the field, pairings, scorecards, and flight posters for an event and minimize rework.

- All entry checks and Zelle transfers that are received **on time** are treated equally for entry into the Tournament Field, regardless of the time the payment was made or check received. If a tournament is oversubscribed, entry into the Field will be prioritized by the Members participation in recent tournaments.

pg. 1 Revision 4 ----March 10, 2025 SCCS Tournament Director

## **SOUTH CAROLINA COASTAL SENIORS TOURNAMENT ENTRY & FIELD SELECTION PROCESS**

### **TOURNAMENT ENTRY PROCESS**

1. Members have three methods to register for a tournament:
  - Place a check in the “Check Box” at the previous tournament, or
  - Register on Unknown Golf, or
  - Mail a check to the Tournament Director
2. **Checks should be made out to South Carolina Coastal Seniors or SCCS** and indicate which tournament they are for on the memo line. Mail checks to:  
Jim Kobyra  
SCCS Tournament Director  
4834 8<sup>th</sup> Tee Drive  
Hollywood, SC 29449
3. **Zelle payments should be directed to** [SCCS.tournament.dir@gmail.com](mailto:SCCS.tournament.dir@gmail.com) as the recipient email address. The member making the Zelle transfer and the Tournament Director will receive an email confirming the transaction. No other communication is needed if you Registered in Unknown Golf.
4. All Zelle transactions and checks received before the Entry Deadline are considered **On-Time**.
5. If the Tournament Field is not oversubscribed, any entries received after the Entry Window closes but prior to the transmittal of the players to Golf Course, will be accommodated.
6. If the Tournament Field is oversubscribed, refer to the Tournament Field Selection Process below.
7. Dealing with very Late Entries will be at the discretion of the Tournament Director with fairness as the guiding principle.

### **CANCELLATIONS**

1. Members who have submitted a check but for whatever reason desire to cancel must notify the Tournament Director, preferably via email. [sccs.tournament.dir@gmail.com](mailto:sccs.tournament.dir@gmail.com)
2. Cancellations received after the **Cancellation Deadline**, typically the Thursday before a tournament, **forfeit** their fee because of the player commitment made to the Golf Course.

3. The Tournament Director will destroy the checks or transfer the funds to the NEXT tournament from members who cancelled from an event prior to the deadline.
4. Members may request the Tournament Director to transfer their check to the next Tournament.
5. Tournaments postponed due to weather are not considered cancellations.

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### **Zelle Online Payment Option**

SCCS members who utilize the Zelle option for Entry Fee Payment, can follow the following

steps: If you already use the Zelle App or Zelle via your bank account:

1. Select the “**Transfer and Pay**” option and enter [SCCS.tournament.dir@gmail.com](mailto:SCCS.tournament.dir@gmail.com) as the recipient email address
2. Enter the entry fee amount and initiate payment
3. Zelle will deposit the amount to the SCCS bank account and initiate an email to the SCCS Tournament Director indicating that a payment has been made.

If you don't already use the Zelle App

1. Enroll in **Zelle** through your personal bank's mobile app, website or with the **Zelle** app. The app should guide you through the enrollment process.
  - a. **Note: Some Zelle transactions redirect you to your bank's app to initiate payment**
2. Follow steps 1 through 3 above.

## **SOUTH CAROLINA COASTAL SENIORS TOURNAMENT ENTRY & FIELD SELECTION PROCESS**

### **TOURNAMENT FIELD SELECTION PROCESS**

1. The maximum Field size for an SCCS Tournament is 128 members. It is sometimes less based upon the number of golf carts available at the Golf Course.
2. If a Tournament is oversubscribed all **On-Time** Entries received are treated equally regardless of when they were received. Zelle payments and checks received after the **ENTRY DEADLINE {Saturday, 9 days before the Tournament}** are considered **LATE** and those member(s) may not have a spot in the Field.
  - a. If the Tournament maximum field is **not** exceeded by the Entry Deadline:
    1. Members, whose checks are received late but prior to the Wednesday before the Tournament will be entered into the field as received until the maximum is reached.
    - ii. Members whose checks received after Wednesday mail will be entered into the field at the Tournament Directors discretion.
  - b. If the Tournament maximum field is exceeded members will be selected to be in the field based

on the priority system described below. An Alternates List with a priority ranking will be generated and distributed.

3. If cancellations occur, Members on the Alternate List will be invited to participate in the field until the maximum number is reached. **Prompt acceptance & response is needed to be successful.**
4. If the number of entries received **before** the established Tournament Entry Deadline **exceeds** the Tournament Maximum, the field will be filled using the following hierarchy:
  - a. Alternates from previous Tournament.
  - b. New Member(s) playing in first tournament
  - c. Member(s) returning from extended Medical Absence (greater than 3 months)
  - d. SCCS Board of Director members
  - e. Each Member's participation in SCCS Tournaments on a twelve-month rolling basis based on his percentage of plays.

***Members who joined SCCS after a season began and members returning from an extended medical leave {> 3 months, shall be evaluated based on the ratio of tournaments played to tournaments eligible for play.***

5. If the Tournament maximum is **exceeded** after the Established Entry Deadline date:
  - a. On-time entries are all in the field
  - b. Checks received after the Deadline but before the Wednesday before the Tournament will follow the on-time checks and same priority system as in item 1.
6. **Members who are on the Final Alternate List and were unable to play will be guaranteed** a place and entered in the Field for the next Tournament.