



GOLD CREEK
GOLF CLUB
CANBERRA

BY-LAWS

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Table of Contents

1. AUTHORITY	3
2. PURPOSE	3
3. GENERAL COMMITTEE	3
3.1 COMPOSITION	3
3.2 RESPONSIBILITIES	3
4. MATCH COMMITTEE	4
4.1 COMPOSITION	4
4.2 RESPONSIBILITIES	4
5. MEMBERSHIP	4
5.1 MEMBER RESPONSIBILITIES	4
5.2 PLAYER CATEGORIES	5
6. MEMBER HANDICAPS	5
7. GOLFING COMPETITIONS	5
7.1 COMPETITION RULES	5
7.2 TEEING GROUND	5
7.3 APPLICATION OF HANDICAPS DURING COMPETITION	6
7.4 COMPETITION ENTRY	6
7.5 COMPETITION COMPOSITION	6
7.6 GROUP COMPOSITION	7
7.7 COMPETITION SCORECARDS	7
7.8 COMPETITION RESULTS	7
7.9 TEE TIMES	7
7.10 CLUB MATCH PLAY COMPETITIONS	7
7.11 SOCIAL PLAY	7
7.12 CHILDREN	8
8. VISITORS	8
9. RECIPROCAL RIGHTS	8
10. ON-COURSE	8
10.1 DRESS CODE	8
10.2 MOBILE PHONES	8
10.3 DISTANCE MEASURING DEVICES	9
10.4 MOTORISED TRANSPORT	9
10.5 SLOW PLAY	9
10.6 PRIORITY ON THE COURSE	10
10.7 COURSE CARE	10
11. DISCIPLINARY MATTERS	11
11.1 CODE OF CONDUCT	11
11.2 CATEGORY A OFFENCE	11
11.3 CATEGORY B OFFENCE	12
11.4 CATEGORY C OFFENCE	12
11.5 REPORTING OF OFFENCES	13
12. DEFINITIONS	14

1. AUTHORITY

These By-Laws are authorised and amended as required by the Gold Creek Golf Club (GCGC) General Committee.

2. PURPOSE

These By-Laws have been developed so all Gold Creek Golf Club members understand the expectations required of them when using the facilities of the Gold Creek Country Club and should be read in conjunction with the Rules (general and local) of the Gold Creek Golf Club.

3. GENERAL COMMITTEE

3.1 Composition

- a. The General Committee shall comprise a President, Vice-President, Secretary and Treasurer as office bearers, and the Club Captain, Ladies Captain and up to three Ordinary Committee Members. A representative of the Gold Creek Country Club will assist the General Committee in an advisory role.
- b. All Committee Members shall be elected in accordance with the GCGC rules governing the election of office bearers.

3.2 Responsibilities

- a. The General Committee is responsible for the overall management of the GCGC including the following.
 - i. Review and maintain the affairs of the GCGC in accordance with the *General Rules for the Gold Creek Golf Club*.
 - ii. Exercise all powers and functions of the GCGC that are not required to be exercised by the GCGC in a general meeting.
 - iii. Undertake roles and responsibilities as deemed necessary for the proper conduct of the GCGC.
 - iv. Develop, implement and review the strategic vision for GCGC.
 - v. Develop and implement policies for the effective management of GCGC.
 - vi. Develop, implement and monitor the annual budget for the operation of GCGC.
 - vii. Establish priorities and policies for GCGC sub-committees as necessary.
 - viii. As appropriate, provide advice and offer recommendations to the Gold Creek Country Club in relation to:
 - golfing operations, affiliations, conduct and maintenance programs that could impact GCGC members;
 - membership structures, nomination fees and annual subscriptions payable by members;
 - the golf course, clubhouse and associated facilities for golf and golf-related activities; and
 - the annual budget of the GCGC.

4. MATCH COMMITTEE

4.1 Composition

- a. The Match Committee shall comprise a Club Captain, Vice-Captain and at least four ordinary members. Members should have a good understanding of the:
 - i. rules of golf in order to be able to give decisions promptly and correctly; and
 - ii. 'Australian Course Rating System' and the application of the 'Australian Handicapping System'.
- b. The Club Captain shall be elected in accordance with the GCGC rules governing the election of office bearers. All other members of the Match Committee will be nominated by the Club Captain and, if endorsed, approved by the Committee.

4.2 Responsibilities

- a. The Match Committee is responsible for the management of all aspects of GCGC golfing competitions including the following.
 - i. Operate within the guidelines determined by the General Committee.
 - ii. Provide a proposed annual budget to the General Committee for approval.
 - iii. Prepare and circulate the programme of GCGC golfing events for the year.
 - iv. In advance of all competitions, determine and clearly communicate the conditions under which competitions are to be played.
 - v. Wherever possible, resolve disputes arising from matches and competitions.
 - vi. Select individuals and/or teams to represent the club as, and when, required and appoint a team captain and/or manager when necessary.
 - vii. Enforce GCGC By-Laws and local rules.
 - viii. Ensure that a Match Committee representative is available at all times during GCGC golfing competitions to make decisions and suspend or cancel play if required.
 - ix. As necessary, provide guidance to members on golfing etiquette and encourage members to familiarise themselves with the Rules of Golf and the local rules of GCGC.
 - x. Monitor play on the course to ensure appropriate pace of play is maintained.

5. MEMBERSHIP

5.1 Member responsibilities

- a. A member of the Gold Creek Country Club is also an ordinary member of the Gold Creek Golf Club.
- b. Members are expected to uphold the Rules (general and local) and By-Laws of the Gold Creek Golf Club.
- c. Members shall conduct themselves in a proper manner at all times. This applies within the physical boundaries of the Gold Creek Country Club and at other Golf Australia affiliated golf clubs.
- d. Members introducing visitors are responsible for their adherence to GCGC rules (general and local) and regulations.

5.2 Player categories

In addition to ordinary members, the following player categories are available to eligible players. Eligible players are subject to the same responsibilities as all members.

a. Seniors

Players 50+ years qualify to play as seniors in the Club Championships.

The following eligible players may elect to self-nominate and, following approval from the Match Committee, participate in non-honour board competition rounds:

- i. Men 75+ years with a GA handicap of 30+ are eligible to play off the white tees when black or blue tees are in competition play; and
- ii. Ladies 65+ years with a GA handicap of 40+ are eligible to play off the yellow tees when the red tees are in competition play.

b. Juniors

Junior members are aged up to, and including, 17 years of age and qualify to play as juniors in the Club Championships.

6. MEMBER HANDICAPS

- 6.1 Based on advice from the Match Committee, the General Committee may approve changes to a member's handicap. Any decision would be at the absolute discretion of the General Committee and must have regard to all the circumstances, including the member's results in any form of competition. The member shall have the right of appeal to make representation to the General Committee in relation to any alteration of their handicap.

7. GOLFING COMPETITIONS

7.1 Competition rules

a. Rules of Golf

The rules of the game of golf, as approved by Golf Australia and the local rules of the Gold Creek Golf Club, shall be the golf rules of the Club.

b. Local Rules

The Match Committee shall determine local rules and post them on the local rules board and the GCGC website. These rules shall be used in conjunction with the Rules of Golf as determined by Golf Australia. At all times, the local rules posted on the back of the scorecards shall be used in conjunction with the Rules of Golf as determined by Golf Australia.

7.2 Teeing ground

- a. The teeing ground nominated in the GCGC golfing calendar shall be used for the day's competition play, except where:
 - the tee marker listed on the daily scorecard differs. In that case, the tee marker on the scorecard should be used.
- b. Eligible seniors and juniors are to use the teeing ground as determined by the Match Committee (see section 5.2).
- c. During social play, players shall use the teeing ground as designated by the Country Club.

7.3 Application of handicaps during competition

a. Stroke Play, Stableford and Par

All competitions are to be played off full daily handicap. Competitors shall use the stroke index on the scorecard to determine handicapping for each hole.

b. Match Play

Strokes taken are the difference between competitors' handicaps. Competitors shall use the match play index on the scorecard to determine handicapping for each hole.

c. Ambrose

Four players: 1/8 of combined handicaps

Three players: 1/6 of combined handicaps

Two players: 1/4 of combined handicaps

7.4 Competition entry

a. Competitors shall report to the pro-shop no less than 10 minutes prior to their tee time. Players arriving within 10 minutes prior to their tee time may be moved to an alternate group. Such action shall be applied at the discretion of pro-shop staff and/or the Match Committee.

b. Competitors shall register themselves for competition play by reporting to the pro-shop. For special events, competitors should report to the competition starter.

c. Competitors must pay the prescribed entry fee prior to commencing competition play. Players not paying the prescribed entry fee prior to commencing play, shall be disqualified.

d. Competitors must make every effort to notify the pro-shop if they are unable to meet their starting time or remove themselves from the on-line booking system prior to 6.00am on the day of competition. Consistent failure to provide such notification will be actioned at the discretion of the Match Committee and may result in suspension of playing rights.

7.5 Competition composition

a. Competitions will be conducted as scheduled in the Gold Creek golfing calendar unless otherwise advised by the Match Committee.

b. Where separate regular ladies and men's competitions are scheduled, at least four (4) ladies and six (6) men are required to complete their rounds to validate the competitions.

c. When either of the minimum number of ladies and men is not met, then the competition will be converted to a medley competition. Where ten (10) players do not complete their rounds, then the competition will be aborted and entry fees will be refunded.

d. As an honour board qualifying event, at least four (4) ladies and ten (10) men are required to complete their rounds to constitute separate Monthly Medal or monthly Goldrush competitions.

e. The number of competitors required to conduct an honour board event will be determined by the Match Committee upon the closing of entries.

7.6 Group composition

- f. Competitors must play in groups of no more than four players and at least two players.
- g. Competitors playing in a *pairs competition* shall not play in a group by themselves. In *four ball competitions*, a group may consist of three players with the lowest marker in the group playing as a member of both teams i.e. acting as a swinger between each pair.

7.7 Competition scorecards

- a. Competitors shall return scorecards for all competitions in which they enter.
- b. All competitors must maintain scores for both themselves (marker) and their fellow competitor (player).
- c. At the completion of competition play, it is the responsibility of the player to validate their scorecard with their marker prior to signing and submitting. Failure to return a valid scorecard will result in disqualification from the competition.
- d. All competitors should submit their scores either electronically or by completed competition scorecard within 30 minutes of the completion of their round. The process for submitting completed cards will be determined by the Match Committee. If a competitor is unsure where to submit their scorecard, the scorecard should be returned to the pro-shop. Where a competitor fails to complete their round, they should return their card with 'NCR' (not completed round) clearly marked on the card.

7.8 Competition results

- a. In all club competitions, any protest must be lodged with the Club Captain or a GCGC Match Committee member by 5.30pm on the day of competition play.
- b. The Match Committee shall determine competition winners in accordance with the Rules of Golf, as approved by Golf Australia, and the local rules of the Gold Creek Golf Club.
- c. The Match Committee shall determine the grading for all GCGC competitions.

7.9 Tee times

- a. Bookings at the kiosks located at the Gold Creek Country Club pro-shop can be made up to fourteen (14) days in advance of the competition date. On-line bookings can be placed up to Nine (9) days prior to the competition date until 12 PM the day before the competition. Players should contact the pro-shop if they wish to enter the competition after this time.
- b. Members and competition visitors can also book via the pro-shop either in person or by telephone.
- c. Social tee times should be booked with the pro-shop to ensure availability.

7.10 Club match play competitions

- a. When playing in a club match play competition, competitors are not permitted to play in any other competition on the day.
- b. Club match play competitors are to be played in line with the rules of match play.

7.11 Social play

- a. Members playing a social round are to adhere to the rules of the Gold Creek Country Club.

7.12 Children

- a. With the exception of junior members, no children under the age of twelve (12) are allowed on the course during competition times on a Saturday.
- b. If a parent wishes to bring their child on the course during Wednesday, Sunday or public holiday competitions, they must register their intention to do so with the pro-shop before each competition round.
- c. The parent must advise all members of their playing group in advance of the day's competition that their child will be accompanying the group.
- d. Parents are responsible for the child's behaviour at all times and parents must be aware that their child will be monitored for behaviour. A disciplinary process may apply for behaviour deemed to be inappropriate.
- e. Cart use rules as detailed by the Gold Creek Country Club are to be followed.

8. VISITORS

- 8.1 All visitors wishing to play in GCGC events must adhere to the rules and guidance as outlined in the section 7 of these By-Laws.
- 8.2 Members of other golf clubs may play in honour board events at the discretion of the Club Captain.

9. RECIPROCAL RIGHTS

- 9.1 The GCGC, in consultation with Gold Creek Country Club Operations Manager, may enter into reciprocal arrangements with other golf clubs. The master list of reciprocal clubs is held and maintained by the General Committee. The General Committee will provide a full listing, including conditions of play, on the GCGC website. This will include venue, costs, entitlements and links to reciprocal club websites where available.

10. ON-COURSE

10.1 Dress code

GCGC has a dress code that mirrors that of the Gold Creek Country Club and must be adhered to at all times. Members not complying with the dress code may be asked to leave the course (this includes practice facilities).

10.2 Mobile phones

- a. The use of mobile phones on the golf course during all competitions is only allowed for the sole purpose of using an electronic scoring app.
- b. The use of mobile phones to send or receive either text messages or phone calls, is generally not allowed with the exception of an emergency situation that requires immediate attention. If a phone call has to be made or received at any other time during competition play, then the player must first receive permission from their marker.
- c. The general use of a mobile phone during competition is discouraged and the Match Committee may regard it as a serious breach of etiquette, where the penalty of disqualification can be applied. This condition also applies if the mobile phone rings during play (regardless of ring tone). If a mobile phone is carried it must be on 'silent', or 'offline' mode.

- d. If a member is utilising a mobile phone to either provide or receive advice (as defined in the Rules of Golf) then they will be deemed to be in breach of Rule 4.3. In addition, the Match Committee may, at its discretion, include a wider ban on the use of mobile phones under conditions of certain competitions.

Note: A player who may need to be contacted on the course in case of emergency can also receive messages via the pro shop on (02) 6123-0601.

10.3 Distance measuring devices

- a. A player may obtain distance information by using a device that measures distance only. Under this condition, this includes distance-measuring devices hosted by mobile phones.
- b. If a player uses a distance-measuring device during competition play that is designed to gauge or measure other conditions that might affect his/her play (e.g. gradient, wind speed, temperature, etc.), the player must ensure the additional functionality is inactive during play. A failure to do so, regardless of whether such additional functionality was used, is in breach of Rule 4.3 for which the penalty is disqualification.

10.4 Motorised transport

- a. Local notices relating to use of motorised transport must be strictly adhered to.

10.5 Slow play

- a. Slow play can be prevented by:
 - i. playing ready golf i.e. the first player ready in the group should proceed to play whenever it is safe to do so;
 - ii. marking your card after you have hit your tee shot at the next tee;
 - iii. moving to your own ball first and being ready to play your shot when your turn comes;
 - iv. watching your ball until it comes to rest, using the surrounds to assist in marking where your ball comes to rest;
 - v. if you think your ball may be lost or out of bounds, hit a provisional ball after declaring so to your marker; and
 - vi. leaving the green immediately after the final player has holed out.
- b. Where slow play is brought to the attention of the General and/or Match Committee, the following will apply.
 - i. First offence – a written letter or email informing the member of the details of the offence and his/her responsibilities to avoid slow play.
 - ii. Second offence – a written letter or email notifying the member that they have ‘restricted tee-times’ (for three weeks from date of notification).
 - iii. Third offence – the matter will be referred to a Disciplinary Committee to consider appropriate resolution. Following receipt of the recommendations of the Disciplinary Committee, the General Committee will decide on any necessary sanctions.
- c. The member shall have right of appeal to make any representation to the GCGC Committee in relation to communications on slow play.

10.6 Priority on the course

- a. Club representation matches shall take precedence over all other competition play.
- b. In the absence of special rules, two-ball matches should have precedence over, and be entitled to pass, any three or four-ball matches.
- c. A single player has no standing and should give way to a match of any kind.
- d. Any match playing a whole round is entitled to pass a match playing a shorter round.
- e. If a match fails to keep its place on the course and loses more than one clear hole on the players in front, it should allow the match following to pass.
- f. Non-competitors must give way to players engaged in competitions or club matches.

10.7 Course care

a. Bunkers

Before leaving a bunker, a player should carefully smooth over all holes and footprints made by them and others (in immediate area surrounding where the shot was played). A rake is provided and is to be placed in the flat portion of the bunker parallel with the direction of the play.

b. Divot, ball and pitch marks

Through the green, a player must ensure that any turf cut or displaced is replaced at once and firmly pressed down and/or sand used where required. Any damage to the putting green made by the ball or club should be carefully repaired.

c. Damage to greens

Players should ensure that when putting down bags or the flagstick, no damage is done to the putting green. Neither the player, nor their caddie, is to damage the hole by standing close to it, in handling the flagstick or in removing the ball from the hole. The flagstick should be properly replaced in the hole before players leave the putting green. Damage to the putting green caused by golf shoe spikes should be repaired on completion of the hole.

d. Damage through practice swings

In taking practice swings, players should avoid causing damage to the course, by replacing divots on fairways and/or using sand as required. This also applies to the tee grounds, where divots should be repaired and filled with sand.

e. Sand buckets

All players who walk the course are to carry sand buckets or sand containers as required by the Gold Creek Country Club. Players using carts are to ensure they have sand containers fitted to the carts before the start of play. All players are to ensure that sand buckets and containers are full at the start of play and re-filled as necessary throughout their round to ensure sand is available to repair divots.

Although golf course management is the responsibility of Gold Creek Country Club, we can play our part in its upkeep. Please use the bins placed around the tee areas and club house to dispose of all rubbish, including cigarettes. This will ensure the golf course continues to be enjoyed by all those who play.

11. DISCIPLINARY MATTERS

11.1 Code of conduct

- a. The Code of Conduct (Code) described in sub-paragraphs 11.2, 11.3 and 11.4 applies to all members of the Gold Creek Golf Club.
- b. All members must adhere to commonly accepted standards of golfing etiquette and sportsmanship.
- c. In order to ensure a proper standard of behaviour at all times, a member who commits an offence under this Code may face disciplinary proceedings.
- d. Members have the right to seek clarification of any decisions from the Gold Creek Golf Club Committees through written communications to the Golf Club Secretary.

11.2 Category A offence

A member is guilty of a Category A offence under the Code if the member is found to have:

- a. in any way, physically attacked or abused another member, an official or person;
- b. publicly threatened, abused, made defamatory remarks or falsehoods of any member of the Gold Creek Golf Club through published media including letters, newspapers, electronic media, radio or television;
- c. verbally threatened another member, player, official or person;
- d. deliberately damaged the facilities, including the course, clubhouse or the surrounding facilities of the Gold Creek Country Club;
- e. wrongfully removed or damaged property belonging to another member, player, official or person;
- f. deliberately breached a rule or the Rules of Golf to cheat or to gain benefit;
- g. deliberately returned a false score card to cheat or to gain false benefit;
- h. behaved in a manner detrimental to the good name and reputation of the Gold Creek Golf Club; or
- i. brought the game of golf into disrepute.

In the event a player is found guilty of a Category A offence, any of the following penalties may be imposed.

- a. Disqualify the player from the competition.
- b. A severe reprimand.
- c. An order that the player attend appropriate counselling sessions as specified by the General Committee.
- d. A recommendation to the player's home club (if appropriate) that the player's membership be suspended for a set period of time.
- e. Withdrawal of the player's Australian golf handicap.
- f. Suspension of the player's Australian golf handicap; (minimum period three weeks).
- g. Such other penalty as determined including, but not limited to, suspension from the club, removal from membership of the club, etc.

11.3 Category B offence

A member is guilty of a Category B offence under the Code if the member is found to have:

- a. deliberately thrown in anger or broken golf equipment (including golf balls) that is deemed unsafe;
- b. used abusive or profane language towards another member, player, official or person;
- c. uttered audible obscenities;
- d. consumed any illegal and or performance enhancing prohibited substance as determined by the General Committee; or
- e. behaved in a manner detrimental to the performance of other players.

In the event a player is found guilty of a Category B offence, any of the following penalties may be imposed.

- a. Disqualify the player from the competition.
- b. A severe reprimand.
- c. An order that the player attend appropriate counselling sessions as specified by the General Committee.
- d. A recommendation to the player's home club (if appropriate) that the player's membership be suspended for a set period of time.
- e. A penalty under the Australian National Anti-Doping Policy (adopted by Golf Australia).
- f. Withdrawal of the player's Australian golf handicap.
- g. Suspension of the player's Australian golf handicap (minimum period of two weeks).
- h. Such other penalty as determined.

11.4 Category C offence

A member is guilty of a Category C offence if the member is found to have:

- a. verbally criticised any official or Committee Member of the Gold Creek Golf Club that is deemed unacceptable;
- b. obstructed any investigation by the Disciplinary Committee of the member's conduct or the conduct of another member;
- c. obstructed a hearing by the Disciplinary Committee;
- d. failed to comply with the Rules of Golf (including etiquette) as amended by Local Rules in force at any competition;
- e. failed to comply with any other rules, by-laws, directions or instructions, including dress regulations, as specified by the General Committee, the Match Committee or any other duly authorised official;
- f. continually failed to play without undue delay;
- g. continually missed a tee time or withdrew from a competition before the completion of that competition without providing reason other than injury, emergency or weather; or
- h. in contravention of the conditions of play, used a radio (of any kind), recording device or mobile telephone during play in a competition or allowed the player's caddy to do so.

In the event a player is found guilty of a Category C offence, any of the following penalties may be imposed.

- a. A severe reprimand.
- b. An order that the player attend appropriate counselling sessions as specified by the General Committee.
- c. Suspension of the player's Australian golf handicap (minimum period of one week).
- d. Such other penalty as determined.

11.5 Reporting of Offences

- a. All members are encouraged to report suspected offences under the Code to a member of the General Committee or Match Committee. The suspected offence may relate to behaviour by a member, or any other person, that has occurred within the boundaries of the Gold Creek Country Club. It may also relate to behaviour by a GCGC member at another Australia Golf affiliated golf club in the same manner as if the offending behaviour had occurred at GCGC.
- b. Wherever possible, a complaint about the behaviour of a member or any other person should be reported on the day of, but no later than seven (7) days following, the suspected offence.
- c. The President and/or Club Captain may agree to consider a complaint received after seven (7) days due to unforeseen circumstances i.e. illness, unplanned absence or other circumstances that would prevent the matter being reported within seven (7) days.
- d. Where a complaint is received, the President and/or Club Captain shall consider the matter and will obtain any further information relevant to the matter within fourteen (14) days of receipt of the complaint. For more serious matters, members are encouraged to report the suspected offence in writing to the President at presidentgcg@gmail.com and/or the Club Captain at captaingcg@gmail.com.au. After considering the matter, if the President and/or Club Captain conclude there is sufficient cause, written advice will be provided to the member or other person that a complaint has been received about their behaviour. The advice will seek from the member or other person a written response addressing the matters outlined in the complaint within seven (7) days.
- e. After the seven (7) days, the General Committee will consider the matter based on the available information and make a decision within fourteen (14) days on whether the matter should be dismissed or referred to a Disciplinary Committee for further consideration.
- f. In appointing a Disciplinary Committee, the General Committee will ensure all members have no apprehension of bias or personal involvement and/or direct knowledge of the suspected offence, and will delegate their powers under Section 19 of the Club Rules. The Disciplinary Committee will comprise at least three members – either at least three current members of Gold Creek Golf Club or at least two current members of Gold Creek Golf Club and one non-current or independent member. They will consider the complaint as soon as practicable and, based on procedural fairness, will determine how the matter will be considered. If applicable, the Disciplinary Committee will seek additional information and/or statements related to the complaint through a Disciplinary Hearing.

- g. After the matter is considered by the Disciplinary Committee, a written report will be prepared. A redacted version of the report and recommendations (excluding identifiable personal information) will be provided to the member or other person for review. The member or other person will have the opportunity to provide a response to the report within seven (7) days of receipt. Due to unforeseen circumstances, an extension may be granted by the Disciplinary Committee.
- h. The Disciplinary Committee report and any comments by the member or other person, will be provided to the General Committee for consideration at their next available meeting. The General Committee is responsible for agreeing and enforcing any disciplinary action. Any Committee member who was a member of the Disciplinary Committee will be excluded from consideration of the matter. The Committee's decision will be provided in writing to the member or any other person within fourteen (14) days of the meeting.

12. DEFINITIONS

Definitions and interpretation in this Code, unless the context otherwise requires, are as listed below.

Definition	Interpretation
Accused member	The member accused of an offence under this Code.
An act	Perform an action by, or to, a member or player is deemed to occur "during a competition" or otherwise if it occurs: <ul style="list-style-type: none"> - on any day during which the competition is conducted; - within the physical boundaries of the Gold Creek Country Club; or - at another Australia Golf affiliated golf club.
Code	The Code of Conduct.
Competition	A championship, event, competition or major activity conducted or sanctioned by the General Committee.
Disciplinary Committee	The Disciplinary Committee comprising at least three members and is appointed by the GCGC General Committee to consider, investigate, hear and determine a report.
General Committee	The elected Committee of the Gold Creek Golf Club as constituted from time to time.
Golf Calendar Year	A period of twelve months ending on 31 December or any other date determined by the Gold Creek Match Committee and approved by the General Committee.
Honour Board Event	Events include the Gold Creek Club Championships, the Gold Creek Classic, the vardon competition and the Gold Creek match play competition.
Local Rules	Rules issued by the Match Committee in the running of Gold Creek Golf Club competitions.

Match Committee	A sub-committee of the General Committee that is responsible for the management of Gold Creek Golf Club golfing competitions.
Member	A member of the Gold Creek Golf Club.
Player	A player or participant in a golfing competition.
Report	Any oral or written statement by any person of an alleged offence by a player under this Code.
Restricted tee times	Means available tee times will not be before 11.00am or at the rear of the competition.