



**200 GOLFWOOD DRIVE  
AMHERSTBURG, ONTARIO N9V 3T4  
www.pointwestgolf.com**

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Administration Fax	519-736-8625
Golf Shop	519-736-8601
Dining Room & Catering	519-736-2838
Golf Course Superintendent	519-713-0060

MANAGEMENT TEAM MEMBER	EXT	EMAIL ADDRESS
<b>GENERAL MANAGER/EXECUTIVE DIRECTOR OF GOLF</b> RICK SCHMIDTGALL	25	rick@pointwestgolf.com
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<b>ACCOUNTS RECEIVABLE/PAYABLE</b> CATHY DEHETRE	10	accounts@pointwestgolf.com

# POINTE WEST GOLF CLUB WEBSITE

[www.pointewestgolf.com](http://www.pointewestgolf.com)

The primary objective of our Website is to offer our Membership and visitors to the site, up to date information on the Clubs' products, programs, services, and events in an interactive environment, which is accessible and easy to navigate and understand.

Membership usage is a key objective; we appreciate your constructive comments and suggestions regarding any aspect of the site.

The Website is a continual work in progress, which changes on a regular basis. Some features presently available on the Website include:

**Member's Area - Latest News from the Club** – Includes the most recent "Courseline", our Calendar of Events, Food and Beverage Specials, Upcoming Events, and news from our Standing Committees and Board of Directors. Also, Members will find information on our In-House Tournament Schedule, Scorecard and Golf Course Rating, Ladies Fairway League, Men's Fescue League Registration, Tree of Life Program, Club Roster and Board of Directors.

**Membership** – Includes information on the pertinent points of the Requirements and Benefits of Share Ownership, Application for Purchasing a "Class A" Share, as well as our Membership Descriptions, information on Membership Dues and Fees and Online Membership Application.

**Dining & Catering** – Includes information on the Club's Facilities and Dining Room Menus for both Lunch and Dinner, Member Catering Menus, and upcoming Dining Events. This section also assists non-members with enquiries regarding special events such as weddings.

**Golf Course** – Includes information on the Design and History of the Golf Course, Hole by Hole Description, Guest Play, Golf Course Dress Code, our Pointe West Tournament Program, Course Layout.

**Contact Us** – The Website can also be used to contact our Management and Staff.

**Log in** – Members are asked to contact Loriann in Member Sales & Services at 519-736-8623 Ext 14 or by email; [admin@pointewestgolf.com](mailto:admin@pointewestgolf.com) for their personalized instructions.

## **MISSION STATEMENT**

Pointe West Golf Club is dedicated to being the premier  
Private Equity Golf Club in Southwest Ontario.

Pointe West is committed to providing a first-class golfing facility,  
at a well maintained and operated Club, while offering Members and their Guests,  
the highest standard of hospitality and service.

## **A MESSAGE FROM THE PRESIDENT**

***Dear Members:***

*On behalf of the Board of Directors, I would like to thank those of you who continually donate your time and knowledge to Pointe West by serving on our various Committees. The decision-making process at our Club is only as good as the discussions and decisions which take place at the Committee level.*

*I hope all Members and Guests take full advantage of all of the attractive features of our Club, including a tremendous golf course, great food and socializing with your fellow Members, either before or after a round, on our spectacular patio.*

*I sincerely hope you enjoy your Pointe West experience.*

***Warm regards,  
Peter McMahon***

# GOLFING RULES & REGULATIONS

## Golf Shop Staff

General Manager/Director of Golf: Rick Schmidtgall – rick@pointwestgolf.com  
Head Golf Professional: Kevin Cote – kevin@pointwestgolf.com  
Associate Professional: Brian Brouillette – brian@pointwestgolf.com  
Associate Professional: Nancy McCann  
Assistant Professional: Cory Burns – cory@pointwestgolf.com  
Golf Shop Personnel: Greg Atherton/Bryce Hughson  
Samantha Greenham/Kylie Provost

## Contact Details

Golf Shop Telephone-Direct: 519-736-8601  
Golf Shop Via Main Line: 519-736-8623 Ext: 19 or proshop@pointwestgolf.com

## Golf Shop Hours of Operation

The Golf Shop will open one half hour prior to the first tee-time. The Golf Shop closing time will be determined by the level of play, and Members are asked to call the Golf Shop for daily closing times.

## Golf Course Opening Hours

The Golf Course season opening and closing dates are determined solely by the Golf Course Superintendent, in consultation with the Golf Course Committee.

The Golf Course Superintendent, or his designate, is solely responsible for the decision on a daily basis, of determining whether it is necessary to close, or delay the opening of the Golf Course, due to inclement weather, or any other condition which might affect play.

The following details the general schedule of Course Opening Hours. Members are reminded the general hours of play may be affected by the scheduling of certain events and the weather. Members are advised to refer to the fixture lists or notices posted at the Golf Shop and on the Club's Website or contact the Golf Shop by telephone.

**Mondays** Tee-times from 12 Noon  
(Except for October (open for Thanksgiving Monday) and November, when the Course is closed, and on Holiday Mondays (see below) when the Course is open)

### Tuesdays – Fridays

April Tee-times from 8:00 a.m.  
May – August Tee-times from 7:30 a.m.  
September Tee-times from 8:00 a.m.  
October Tee-times from 8:30 a.m.  
November Tee-times from 9:00 a.m.

### Saturdays, Sundays & Holiday Mondays

April Tee-times from 7:30 a.m.  
May Tee-times from 7:00 a.m.  
June, July, August Tee-times from 6:30 a.m.  
September Tee-times from 7:30 a.m.  
October Tee-times from 8:00 a.m.  
November Tee-times from 8:30 a.m.

## Reserving Tee-Times

Members may make a tee-time reservation with the Golf Shop in person, by telephone, or by using the Tee-on Reservation System, seven (7) days in advance.

Members are asked to assist in the availability of tee-times, by only booking tee-times for fellow Members and their guests who have specifically committed their availability to the reserved time.

Members are allowed to book as a single golfer in any open tee time. However, the Golf Shop Staff have discretion in not allowing a single golfer to tee off if the Golf Course is busy.

### **Tee-Time Cancellation Policy**

The Club has revised the tee-time cancellation policy for those individuals who make tee-times, but fail to make the reserved time, or periodically block spots in their tee time or cancel their time at such late notice it can be deemed a lack of golf courtesy.

**Member with Guests:** The Member responsible for booking the original tee-time will be charged \$25 and an additional \$35 for each guest golfer in their group who does not show up for the scheduled tee-time or does not cancel or adjust their tee-time at least three (3) hours before the scheduled tee-time.

**Members:** Any Member, who does not show up for the scheduled tee-time or does not cancel their name from a scheduled tee-time at least three (3) hours before the scheduled tee-time, will be charged \$25.

**Infractions:** Members will be notified of any infractions by the Director of Golf. Members will be allowed two infractions with a fine being implemented on the occurrence of the third infraction. Fines will be charged to Members accounts. Any subsequent enquiry, or request for refund, should be made in writing to the Golf Program Committee.

**Golf Shop Closed** – From time to time the Golf Shop will have already been closed for the day when a member(s) need to cancel. We ask Members to attempt to cancel their name or tee time by using the TEEON Tee Time Reservation System OR to email the Golf Shop; proshop@pointwestgolf.com the Head Professional, Kevin Cote; kevin@pointwestgolf.com or General Manager/Director of Golf Rick Schmidt at; rick@pointwestgolf.com

**Inclement Weather** – On days of inclement weather including rain, thunderstorms, frost delays, wet course conditions, but not limited to, discretion will be used by the Head Golf Professional in discussion with the Golf Course Superintendent.

### **Pace of Play**

Players failing to maintain their place due to slow play, shall lose their position and must give way to players following behind.

Players are encouraged to use the Club's facilities after nine holes of play, including the Terrace on the Turn, but **are expected to** pre-order their food requirements. Players are not allowed to stop for lunch under any circumstances and are expected to maintain their pace of play and course position at all times.

Pointe West has adopted a preferred "Pace of Play" for a round of golf, as four (4) hours and fifteen (15) minutes. Players are expected to embrace "ready golf" and move briskly on the Course.

Players unable, or unwilling to abide by this rule, may be asked to allow other groups through, or miss holes to restore their correct position.

Members responsible for slow play, in excess of four (4) hours and thirty (30) minutes, will be issued a "slow play" violation letter, by the Golf Program Committee, and may be subject to further disciplinary measures should additional infractions occur.

On occasions, when a group is significantly holding up another group, to the extent a full Hole is available, the quicker group should be allowed to play through, irrespective of the number of players in the group. Once the signal to play through has been given, players should stand aside and allow the following group to play through until out of range. A single player has no standing on the course.

## **Course Etiquette**

The rules and etiquette of golf to be employed at Pointe West are those approved by Golf Canada, except where modified by local rules.

The Golf Course Superintendent requests all divots be replaced during periods of cool weather and when sufficient moisture is retained in the soil to allow a good chance for re-growth. If not possible to replace, sand mixture should be firmly packed in the spot in lieu of replacing the divot. Players are also asked to review the immediate area and fill in spots wherever possible.

It is also the duty of every golfer, to repair pitch marks in the green, and rake all footprints in bunkers. Players should leave a green or bunker how they would like to find it.

## **Registration & Member Play**

All Members must register at the Golf Shop prior to play. When hosting guests, all guests must be registered, by the Member, with the Golf Shop. Play will commence from the 1st tee only, unless instructed otherwise by the Golf Shop Staff.

Players must not cut in at any time, unless there is a clear hole, and then only at the permission of the Golf Shop Staff.

## **Property Damage**

Should window breakage or other damage, or suspected damage occur to private property adjacent to the golf course, including but not limited to those caused by the golf ball of a Member or guest, **the individual Member or guest causing the damage is liable for reparation.**

The Member or Guest should provide the owner of the property with their name and phone number, either in person, or by leaving a note in the mailbox of the home.

The Golf Shop should be notified of any damage or potential damage, as soon as possible after completion of the round.

It is recommended all Members ensure their insurance is adequate to cover such incidents.

## **Cell Phones and Similar Electronic Devices**

Pointe West recognizes the common use of cell phones, pagers, Smartphones, and similar electronic devices in today's society and appreciates the value of them in emergency situations. In order however to maintain the family character and atmosphere of the Club, and as a courtesy to others, Members are asked to use cell phones, pagers, Smartphones, and similar electronic devices at a minimum and to ensure their use does not spoil the enjoyment of the Club's facilities for other members and their guests.

Members and their guests are accordingly asked to ensure their cell phones, pagers, Smartphones, and similar electronic devices are turned off or have their ringers de-activated at all times, while on the Golf Course. Should it be necessary to make a call while on the Golf Course, Members and their guests are asked to keep the length of the call to a minimum, and furthermore, to use the courtesy phones located within the Clubhouse whenever possible, especially should they be required to make a call of any significant length.

## **Guest Play**

A Member may **only introduce three guests a day and must play with these guests.** If a Member wishes to entertain a number of additional guests, they may request an outing by submitting a request to the Golf Program Committee, care of the Head Golf Professional or the Director of Golf. The outing should be for a maximum of 60 players, with the start time approved by, and at, the discretion of the Head Golf Professional or the Director of Golf.

Revised in 2021, the following are weekend and holiday Guest Restrictions

- Saturdays – Members will be limited to bringing one guest between 6:30 am and 7:59 am (Member cannot book themselves and three guests)
- Saturdays – Members will be allowed to bring a maximum of three guests after 10:30 am
- Sundays & Holidays – Members only from 6:30 am until 11:30 am. Guests will be allowed after 11:31 am
- No Guests are allowed during the restricted times unless there is an opening of twenty-four hours or less and the Member will be allowed to bring a maximum of three guests
- The Guests must be booked by the Golf Shop

**A Member may introduce the same Guest no more than twice in a calendar month.**

**A Guest who has enjoyed golfing privileges twice within a calendar month, cannot be introduced as a Guest of another Member in the same calendar month.**

Members are reminded Junior Guests are only permitted to play at times allocated for Junior Members. Junior Guests are restricted on Weekends and Holidays until after 1:30 p.m.

Members are reminded they are liable for any debt incurred by their guests and will assume full and complete responsibility for the conduct of their guests while on the Golf Course and within the Clubhouse.

Members are permitted to play golf with Staff of the Club; however, this can only occur on the designated days which Staff are allowed access to the Golf Course. The Golf Shop Staff have authority to not allow Staff to play with Members on non-designated days.

**Out of Town Guests** – On a per occurrence basis, and with advance notice of a request from a Member and with approval from the Head Professional or General Manager, Out of Town Guests may be permitted to play more than the restriction of twice in a calendar month. Out of Town Guests are considered as living beyond 250 kms of the Club.

### **Member Morning Shotgun Weekends & Holidays**

On the occasion when the Club conducts a morning Member Shotgun on a weekend or holiday the following regulations are to be observed.

Members, except for the following exceptions detailed below, may make a reservation with the Golf Shop in person, by telephone, or by using the TEE-ON Reservation System, seven (7) days in advance.

Guest play is permitted, pending availability within a one-day period (24 hours or less).

Social Golf Members are permitted access to golf in a Morning Shotgun on Weekends & Holidays pending availability within a one-day (24 hours or less) window. Social Golf Members will have to make all bookings via the Golf Shop and one or two Golf Certificates will be deducted dependent on if 9 Holes of golf is played. **Note: This is only for days when an afternoon Shotgun Member Club Event is conducted.**

Junior Members, aged thirteen to eighteen, are permitted to play on a standby basis, pending last minute availability, at no cost. Junior Members aged seven to nine are not permitted to play. Junior Guests are not permitted to play.

### **League Play**

The Course is reserved for League play during the following times. Members and guests who are not signed up for the respective Leagues are prohibited from access to the starting tee during these times.

Tuesdays: Ladies Fairway League: 1:30 p.m. to 2:33 p.m. inclusive of eight times consecutively, 3:27 p.m., 4:57 p.m., 5:06 p.m., 5:15 p.m., 5:24 p.m.

Wednesdays: Men's Fescue League: 1:30 p.m. to 5:30 p.m.

## **Reciprocal Clubs**

Pointe West has formalised reciprocal arrangements with certain local private clubs in Windsor and the Essex-Kent region. Members wishing to play golf at other local private clubs should contact the Head Golf Professional, who can make the necessary arrangements. Members are asked not to contact these Clubs directly.

## **Golf Tournaments & Outings**

Pointe West hosts a number of outside Golf Tournaments each year. A Member or Non-Member may apply in writing to the Club to host a tournament, care of the Director of Golf or Head Professional.

Furthermore, any Member may request an outing at Pointe West, by submitting a request to the Golf Program Committee, care of the Director of Golf or Head Professional.

## **Club Sanctioned Events**

The Golf Program Committee, on occasion, may waive the charging of green fees for club sanctioned events. Club sanctioned events are those which are recognized and approved by the Golf Program Committee and are available to the general membership at large, subject to category restrictions.

## **Storm Warning**

Pointe West has installed for the safety and protection of Members and Guests, the Thor Guard Lightning Prediction System and Voice of Thor Guard Horn Warning System. This sophisticated lightning prediction system detects the presence of lightning and severe inclement weather within a pre-set radius around Pointe West.

Members and their guests, upon hearing a ten second blast, must immediately discontinue play and seek shelter, by returning to the Clubhouse or using a dedicated Storm Shelter located on the Course.

Once severe and dangerous weather has passed, and the Thor Guard Lightning Prediction System has issued an all clear, play may be commenced after the sound of three short blasts.

Disciplinary action may be taken against any Member who does not strictly abide by the instructions of the Golf Shop, in matters of inclement and severe weather.

## **Mandatory Spikeless Shoe Policy**

Pointe West does not permit steel or ceramic spikes at any time on the Practice Facilities, Golf Course or within the Clubhouse. Only soft spikes or spikeless shoes are permitted. Members should ensure their guests are reminded of this policy prior to playing at Pointe West.

In circumstances where a guest does not have soft spikes, we request the arrival thirty (30) minutes prior to tee-time, to allow a Locker Room Attendant the opportunity of replacing the aforementioned spikes with soft spikes. A small charge for the cost of the spikes will be made in these circumstances.

## **Distance Measuring Devices**

Pointe West allows the use of devices which measure "distance only", in all club events which are sanctioned by the Golf Program Committee. The use of devices which gauge or measure other conditions which might affect play, (e.g. wind or gradient) are not permitted.

## **Course Dress Code**

All Members and their guests are required to conform to the Dress Code as outlined below. Members are reminded they are responsible for the attire of their guests and should advise them of the Dress Code prior to their visit.

As directed by the Board of Directors, other attire may be deemed inappropriate at the discretion of the Golf Shop Staff.

## **Women and Junior Girls**

- Sleeveless tops are permitted provided they have a collar and conversely, any top worn without a collar must have sleeves. Tank, tube, crop, halter and t-shirt tops are not permitted.



- Mock “T” Necks with long or short sleeves are acceptable attire
- Tops may be worn tucked in or untucked
- Tailored Slacks, Capris, Shorts, Skorts, Skirts and Dresses are appropriate with or without patch pockets. Cargo style Slacks, Shorts, Skorts and Skirts are not acceptable attire
- Short skirts, skorts, shorts MUST adequately cover a golfer’s bottom and undershorts must not be visible at anytime
- Denim or jean wear of any colour is not appropriate attire
- Nylon Walking Suits are acceptable attire
- Leggings – you must also be wearing a skort, skirt or short when wearing leggings
- Soft Spike and spike less golf shoes and golf sandals are permitted
- Any clothing with offensive or vulgar language or images are not permitted

### **Men & Junior Boys**

- Shirts must have a collar with sleeves or be a recognized golf shirt design, e.g. mock turtle or blade collar.
- Shirts are tucked in except for button down short sleeve shirts where the style of shirt is designed to be un-tucked e.g. Tommy Bahama style shirts
- T -Shirts are not acceptable attire
- Tailored Shorts must be no shorter than mid-thigh in length
- Tailored Slacks and Shorts are acceptable attire, with or without patch pockets
- Nylon Walking Suits are acceptable attire
- Cargo Slacks and Shorts are not acceptable attire
- Drawstring Pants or Shorts or Sweat Type Pants are not acceptable attire
- Denim or jean wear of any colour is not appropriate attire
- Soft Spike and spike less golf shoes and golf sandals are permitted
- Any clothing with offensive or vulgar language or images are not permitted

These regulations have been instituted to maintain the standards desired by the Club’s membership. Themed tournaments may have special permission, if requested, to allow Members and Guests to wear non-conforming clothing which does not comply with the Club’s Dress Code.

The Dress Code applies to all individuals who access the Golf Course, including; players, caddies, spectators, tournament workers and volunteers.

Club Management has been granted authority by the Board of Directors, to refuse golfing or clubhouse privileges to those not in compliance with the Club’s Dress Code. Appropriate action will be taken for failure to comply with the Club’s policy or requests made by Club Management regarding its compliance.

### **Golf Course Rangers**

During busy periods, Course Rangers will be engaged in monitoring the “Pace of Play”, to ensure it conforms with the policy currently in effect. Rangers will also help groups in location of balls, and aid groups or individuals who may need some form of assistance.

In situations where a group is failing to maintain the “Pace of Play”, Rangers have been instructed by the Golf Program Committee to ask individuals to speed up play, to ensure they return to their proper position on the Golf Course.

If a group remains out of position, they can be asked to immediately suspend play and move forward until they are no longer out of position. Failure to comply with the request of the Ranger, will be dealt with by the Golf Program Committee in conjunction with the Conduct Committee, and could result in suspension of playing privileges, or other such action as deemed appropriate by the Committee.

### **Golf Carts**

Pointe West owns and operates a fleet of electric golf carts for the convenience of Members. Due to the weight of the electric golf cart, they can create a problem to the maintenance of the Golf Course.

Carts which are improperly used can be dangerous to the occupants and cause extensive damage to the course, as well as the vehicle itself. The Golf Course Superintendent, or his designated Assistant, will have sole responsibility for determining when power golf carts may be used.

All Members and their guests must comply with the following rules, which will be strictly enforced.

- Drive golf carts on cart paths and in the rough as much as possible. Golf carts must remain on cart paths throughout all Par 3's
- Drivers must be a minimum of sixteen (16) years of age and hold a valid Driver's Licence. **(Beginner Licence not acceptable)**
- Drivers should exercise extreme care around the Golf Shop and parking lot areas. When approaching or crossing bridges, speed should be reduced and additional caution observed
- Drivers should avoid fast starts, which tends to tear turf. If any damage is caused to the Golf Course or damage or malfunction of the golf cart is apparent, these matters should be referred to the Golf Shop on completion of the round
- Maximum of three carts, of which a maximum of two Pointe West carts are allowed per group, other than during certain tournament play and then only at the discretion of the Golf Shop Staff

Do not drive Golf Carts:

- Within thirty (30) feet of the greens except on cart paths
- On mounds
- In the fescue
- Onto tees or side slopes of tees
- Soft spots or seeded areas

The Golf Carts are the property of Pointe West and fees charged are self-sustaining, based on upkeep and maintenance. It would be unfair to other Members, if the general membership paid repair costs for damage caused by users of the carts, therefore, the cost of repairing damage caused by a member or their guests will be charged to the member's account.

### **Medical Golf Cart Policy**

Members and guests who have difficulty walking the course due to some physical disability or impairment, may apply to the Club for a minor dispensation to the existing Golf Cart Rules.

Members and guests wishing to avail themselves of the Policy should complete an Application Form, available from the Club Office, and supply a letter from a treating Physician, recognized by the Committee, which specifically states they are physically unable to walk reasonable distances, including the period for which their disability will prevail.

Should the application be approved by the Golf Course Committee and Board of Directors, the applicant will be issued with a green flag which is attached to the cart, indicating the additional dispensation offered to them under the Policy.

### **Pull Carts**

Pointe West offers complimentary pull carts to its Members and their guests. While a pull cart is not overly heavy, the continued tracking of carts close to greens and across tees, can cause compaction and damage to the turf over-time. As such, Members and their guests are asked to show common sense and courtesy when using a pull cart, and **to strictly avoid pulling carts across green aprons or tee boxes.**

### **Practice Facilities**

Players are prohibited without exception from practicing on the Golf Course proper.

The Practice Range will be available from Mid-April to Mid-October, weather permitting. Members are prohibited from the Practice Facilities, which includes the Putting and Chipping Greens, prior to the formal season opening.

The Practice Range hours will coincide with the Back Shop, opening one half hour before the first tee-time and closing at dusk or 8 pm whichever is later, unless otherwise posted.

The Putting Green is for putting only. Chipping, pitching and sand shots should only be played on and around the Chipping Green.

Due to concerns over the continued availability of the Practice Range, because of the level of errant balls being hit over the practice range net, the Board of Directors approved the following recommendations from the Golf Course Committee, which Members and their Guests are asked to strictly adhere to.

- Players must hit balls from the designated hitting area or practice range mats when directed
- Players must abide by any posted signs or the specific instructions of the Golf Course Committee or Golf Shop Staff
- Players should aim their shots down the middle of the Practice Range away from the practice range net and Fairway #1

In circumstances where a player is witnessed hitting an errant ball over the practice range net, a warning will be issued by the Golf Shop Staff.

In circumstances where a player is witnessed hitting a second errant ball over the practice range net, the Golf Shop Staff will issue a second and final warning, instructing the player to immediately cease any actions which may result in additional errant balls being hit over the net. In the case of a member's guest, they will be asked to immediately leave the Practice Range.

Should the player hit additional errant balls over the net; a formal notification will be issued to the player from the Conduct Committee, suspending their Practice Range privileges for a period to be determined by the Committee and approved by the Board of Directors. Further infractions will result in additional suspensions being levied by the Board.

A flighted range ball is available which allows the use of all golf clubs, including drivers, fairway woods, hybrid clubs. The use of a regular range ball with irons only is acceptable.

### **Complaints**

Members are requested not to reprimand employees or discuss Club matters with them.

All complaints concerning the standard of service should be directed immediately to the Supervisor or Manager on Duty, or the General Manager in their absence, or in writing to the Board of Directors through the General Manager.

Any criticisms, comments or other communications regarding the Golf Course, and its condition and maintenance, should be directed to the Board of Directors, care of the Administration Office or General Manager.

Members are reminded Club Management, including the Director of Golf and Golf Course Superintendent, do not set policy or make rules, and accordingly should not be criticized if they, in everyone's best interest, find it necessary to inform a Member of a rule infraction.

### **Rules for Qualifying in and Playing in Club Matches**

The Golf Program Committee, in conjunction with specific Tournament Committees, shall determine who may participate in Club Tournaments and Matches. Specific player eligibility is available upon request.

Participants in Pointe West Golf Club Matches must be golfing members throughout the duration of the matches.

Golf Canada Rules will apply in all events including our local rules.

Players must have established a certified Golf Canada Club Handicap to qualify for any of the Match Play Handicap Events.

Any Club Match Play Event sanctioned by the Golf Program Committee has precedence over any tee time restriction which may arise, due to the category of membership and the tee time restrictions they impose, except for the tee time periods which have been established for the Fairway and Fescue League.

It is the duty of each golfer to contact their opponent and arrange a date to play their match.

No matches will be extended past the date and time set by the appropriate Match Committee.

Any dispute which may arise over the scheduling or non-playing of matches will be determined solely by the appropriate Match Committee.

Qualifiers must notify the Golf Shop, signing any required qualifying sheet before teeing off, and must post their first 18 Hole score of the day.

Golf Carts may be used in any Club Match or Tournament.

On Championship Weekend, the Golf Shop will schedule all tee-times, following policies established by the Tournament Committee and Golf Program Committee.

### **Cancellation Policy**

Should a Member who has signed up for an event or tournament subsequently be unable to play in the event, **notice of cancellation should be supplied to Golf Shop Management at least 72 hours prior to the event.** Any cancellation after this specified time may be subject to payment of some or all of the entry fee/price.

The Board of Directors, from time to time, may develop additional Cancellation Policies for certain events, and Members should seek clarification on these policies from Golf Shop Management.

### **Errant Golf Shots & Yelling Fore**

For Members/Guests who have hit an errant golf shot which is headed in the direction of a residence (home, condo, townhouse) or a backyard please **quickly and loudly YELL FORE.** This simple and kind gesture will allow for anyone in the target area of the errant shot to quickly take cover. When you yell "Fore" please do so repeatedly, loudly and if possible to include the direction of the errant shot. (ie Fore right or Fore left).

### **Private Property**

Please **Do Not search for golf balls on private property** and **Do Not retrieve any golf balls from private property.** Any trespassing complaints by homeowners may be reviewed by the Conduct Committee.

### **Golf Canada & Insurance Benefits**

Included in the 2025 Golf Canada handicap dues is insurance for coverage of items such as lost/stolen clubs and property damage including broken windows. Members should familiarize themselves of the available coverages by visiting [www.golfcanada.ca](http://www.golfcanada.ca). Any claims to Golf Canada need to be completed and submitted by the Member.

### **Music**

During the playing of golf at the Club the playing of music should show consideration to others. This includes the volume of the music to not be audible to other players (only you should hear the music), not disruptive to private property owners, and not containing vulgar, offensive, obscene, profane or hateful lyrics.

## **MEMBERSHIP RULES & REGULATIONS**

### **Shareholder Only Private Club – "Class A" Requirement**

Pointe West Golf Club Corporation is owned by Member Shareholders, with each golfing member owning a “**Class A**” Share, or playing as an Associate Member under a “Class A” Shareholder.

The “**Class A**” Share is non-transferrable and requires a minimum membership commitment of **Social Golf**. If at any time a Shareholder decides not to maintain a golfing membership at Pointe West Golf Club, the “**Class A**” Share must be forfeited back to the Corporate for \$1.

The availability of “Class A” Shares and membership opportunities is determined by the Club’s Board of Directors. All “Class A” Share purchases and memberships are recommended by the Club’s Membership Committee and formally approved by the Club’s Board of Directors.

A single “Class A” Share can be purchased from the Club and includes membership opportunities for co-residing spouse and co-residing children under 25 years of age.

Corporations are welcome to apply for membership at the Club and, if approved, are permitted to maintain up to four memberships under a single “Class A” Share provided their members are Directors, Officers or Employees of the Corporation. A Corporate Profile is required at time of application.

“Class A” Shareholders can sit on any of the Club’s various Standing Committees and apply for election to the Board of Directors, provided they are a member in good standing, have the support of ten active “Class A” Shareholder Members and maintain an active membership.

### **Membership Application**

Membership Applications and all supporting correspondence can be obtained from Loriann in Member Sales & Services, Monday to Friday from 9 a.m. to 4 p.m. and can be found on the Club’s Website.

Applicants must complete the **Application to Purchase a “Class A” Share and Membership Application** in full and submit both documents the required reference letters to the Club Office. **A Deposit of \$1,000 is required with all Golf Memberships.**

All applications for Membership will be posted on the Club’s Notice Board for a minimum period of thirty (30) days.

The Membership Committee will evaluate all Membership Applications and will forward all documents, which meet the present membership criteria to the Board of Directors for their review and approval.

The Board of Directors on approval will determine the level of Membership Dues and Fees, due and payable at the time. The Board of Directors decision in evaluating the merits of a membership application is final.

Upon acceptance, the Member agrees to be bound by all By-laws, Policies, Rules and Regulations of the Club. Applicants are advised the purchase of a share in Pointe West Golf Club Corp. does not guarantee Membership in Pointe West Golf Club.

Memberships are neither transferable nor refundable on the resignation of a Member.

### **Membership Classifications and Playing Restrictions**

Details and general playing restrictions applicable to certain membership categories can be found in the Club’s Membership Descriptions.

### **Age Restricted Membership Categories**

With regards to Membership Categories affected by age eligibility, a person may apply for an age restricted category provided they meet the age requirement, as of April 1<sup>st</sup>. Any individual who is apply for membership in an “age specific” category must provide proof of age at the time the Membership Application is received.

**GOLFING MEMBERSHIPS:** (Age is determined by the Member’s age as of April 1st, 2025).

**GOLF MEMBER - (30-74 years) - Unrestricted**

This is a **full unlimited seven days a week play with no restrictions**. Members are permitted to entertain guests under the Club's usual Guest Policy and the guest play privileges applicable to the Club's other membership categories. This **full golfing membership includes unlimited use of the Club's Practice Facilities including Driving Range and Putting Green, and full access to the Club's Dining Room.** **The Cost of this Membership is \$3,900 plus HST**  
*(March 1st; the Membership Rate increases to \$4,135 plus HST)*

#### **SENIOR GOLF MEMBER - (75 years and older) - Unrestricted**

This is a **full unlimited seven days a week play with no restrictions**. Members are permitted to entertain guests under the Club's usual Guest Policy and the guest play privileges applicable to the Club's other membership categories. This **full golfing membership includes unlimited use of the Club's Practice Facilities including Driving Range and Putting Green, and full access to the Club's Dining Room.** **The Cost of this Membership is \$3,530 plus HST**  
*(March 1st; the Membership Rate increases to \$3,740 plus HST)*

#### **INTERMEDIATE MEMBER (19-29 years) - Unrestricted**

Intermediate Members must have attained the age of nineteen (19) years, but not yet thirty (30). Intermediates enjoy **full unlimited seven days a week play with no restrictions, unlimited use of the Club's Practice Facilities including Driving Range and Putting Green and full access to the Club's Dining Room.** Membership Dues are staggered, increasing from 19 through 29 years of age.

**The Costs of Intermediate Memberships are as follows: 19 years- \$1,185, 20 years- \$1,485, 21 years- \$1,780, 22 years- \$2,090, 23-26 years- \$2,800 and 27-29 years- \$3,570, plus HST**

*(March 1st; the Membership Rate increases 19 years- \$1,255, 20 years- \$1,575, 21 years- \$1,885, 22 years- \$2,215, 23-26 years- \$2,970 and 27-29 years- \$3,785, plus HST*

Intermediate Members are permitted to entertain guests under the Club's usual Guest Policy and the guest privileges applicable to the Club's other membership categories.

#### **FAMILY MEMBERSHIP – Unrestricted with Partial Restrictions on Junior Members**

This Membership includes **couples, married or legally recognized as a common-law couple and who reside at the same physical address, and their children who have attained the age of seven (7) years, but not yet nineteen (19) years.** Couples are required to provide proof of residency by submitting an identification document such as a valid Driver's License at the time of application. The Board of Directors reserves the right to review each application and to waive the previous requirement in unique circumstances. This is a **full unlimited seven days a week membership with no playing restrictions for parents.** This membership includes **unlimited use of the Club's Practice Facilities including Driving Range and Putting Green, and full access to the Club's Dining Room.** Playing access for the children is consistent with Junior Membership Descriptions.

**The Cost of this Membership is \$8,690 plus HST.**

*(March 1st; the Membership Rate increases to \$9,215 plus HST)*

Members in the Family Category are permitted to entertain guests under the Club's usual Guest Policy and the guest privileges applicable to the Club's other membership categories.

#### **SOCIAL GOLF MEMBER – Restricted**

Membership includes **twenty (20) 9 Hole Golf Certificates and full access to the Dining Room facilities.** These certificates can be used at **any time during the season** and can be grouped together when playing an 18 Hole Round of Golf. Social Golf Certificates cannot be transferred to other Members, Non-Member Shareholders or Guests. Social Golf Certificates, if unused, do not extend past the end of the season.

This membership includes **unlimited play during weekdays but is restricted to play after 12 Noon on weekends and holidays.** Use of the Club's Practice Facilities, including Driving Range and Putting Green, is limited to prior to the Social Golfer's scheduled tee time or in lieu of a golf visit to the Golf Course for 9 or 18 Holes, the Social Golf Member can, upon checking into the Golf Shop and with prior approval from the General Manager or Head Professional, utilize the Club's Driving Range, Chipping and Putting Practice Facilities for a session of two hours or less. The use of the Club's Practice Facilities would be considered a 9 Hole visit and one of the Member's Social Golf Certificates will be subtracted from the Member's Account.

**Additional play in excess of the twenty (20) Golf Certificates is not permitted. Social Golf Members are welcome to participate in In-House Tournaments, with the exception of all Match Play Events and the Club Championship, on payment of the applicable Entry Fee and subtracting the required number of 9 Hole Golf Certificates from the Member's Account. Participation in In-House Tournaments is considered as a "golf visit".**

Social Golf Members are permitted to entertain guests under the Club's usual Guest Policy and the guest privileges applicable to the Club's other membership categories.

**The Cost of this Membership is \$1,300 plus HST**

***(March 1st; the Membership Rate increases to \$1,380 plus HST)***

### **PRE-JUNIORS AND JUNIORS - Restricted**

Pre-Juniors, aged five (5) to six (6), are allowed on the Practice Range and Golf Course **under a Golfing Member's supervision after 6 p.m. with the permission of the Golf Shop Staff.** Children under five (5) are not allowed on the Golf Course or Practice Range. There are no Membership Dues or Fees charged to Pre-Juniors.

**Juniors (7-12)** who have attained the age of seven (7) years, but not yet thirteen (13), are **restricted on weekdays to playing between 8 a.m. and 1:30 p.m., after 4 p.m., and from 1:30 p.m. on weekends and holidays.** Juniors **must play with one of their parents or grandparents, who must also be an active golfing member of the Club.** The Cost of this Membership is \$415 plus HST

***(March 1st; the Membership Rate increases to \$440 plus HST)***

**Juniors (13-18)** who have attained the age of thirteen (13) years, but not yet nineteen (19) have **no playing restrictions on weekdays.** However, **on weekends and holidays playing privileges are restricted to play from 1:30 p.m.** The Cost of this Membership is \$890 plus HST

***(March 1st; the Membership Rate increases to \$945 plus HST)***

### **CORPORATE GOLF MEMBERSHIPS: Maximum of 4 Golf Memberships Per Class A Share**

The Corporation granted membership privileges may change the designated player once each year, for an additional fee of \$250 plus HST, per player. **The designated player must be a Director, Officer or Employee of the Corporation, and confirmation of this status must be satisfactorily determined by the Membership Committee prior to approval.** All Corporate golfing memberships are equivalent to the previous listed personal memberships with respect to category privileges and any playing restrictions.

**The Cost of this Membership is \$3,900 per player, up to a maximum of four players, plus HST**

***(March 1st; the Membership Rate increases to \$4,135 plus HST)***

### **SOCIAL DINING MEMBERSHIPS:**

Social Dining Members have a member account and **full access to the Club's Dining Room for regular and special event business.** Members in this category may play golf at the Club, as a guest of an active Golfing Member, on payment and in accordance with the Club's Guest Policy. **Social Dining Members do not have access to book their own tee times.**

#### **SINGLE**

The Single Social Dining membership provides **Clubhouse access for one person.** Their spouse or guests are welcome to enjoy the Food and Beverage Services of the Club, but only in the presence of the Single Social Dining Member.

**The Cost of this Membership is \$175 plus HST**

#### **COUPLE**

The Couple Social Dining membership provides **Clubhouse access for a couple,** together or on their own. This category is restricted to couples, married, or legally recognized as a common-law couple, and who reside at the same physical address. Couples are required to provide proof of residency by submitting an identification document such as a valid Driver's License at the time of application. The Board of Directors reserves the right to review each application and to waive the previous requirement in unique circumstances. Their guests are welcome to enjoy the Food and Beverage Services of the Club, however only one of the Couple Social Dining Members are required to be present.

**The Cost of this Membership is \$250 plus HST**

#### **Membership Fees & Dues**

Annual Membership Dues for all Membership Categories and the fees for all services shall be set by the Board of Directors on an annual basis. **Membership runs from January 1st to December 31st.**

Members have the option of paying their Membership Dues in a **one lump sum payment, 4 monthly payments, January through April, or as a monthly charge over 12 months, November through October**. The four monthly payment schedule carries a 2.0% interest charge, while the twelve-monthly payment schedule carries a 6.0% interest charge.

**Members choosing the lump sum payment method are responsible for full payment by the last day of February. If payment is not made by this date, Members are not eligible for the discounted prepaid rate.**

All Membership Dues are stated on an annual basis. A Member who chooses the monthly payment option acknowledges responsibility for payment of Membership Dues for the entire year. Should a Member resign, the remaining payments for the year become due and payable prior to acceptance of the Member's resignation.

Should a membership category change be necessary, please advise the Administration Office using the enclosed Membership Category/Dues Change Form. **Members who are considering a change in membership category, are still responsible for payment of their member statement on receipt**, at which time interest will begin accruing, unless their required membership category change has been communicated to the Administration Office in writing, prior to month-end. Interest charged on a Member's account for non-payment of Membership Dues will not be refunded if a request is made at a later date to change a Member's membership category. Any refund which occurs from an overpayment, following a membership category change, will be made promptly by Club Administration.

Included as Addendums to this 2025 Schedule of Dues, Fees and Other Charges, is a spreadsheet detailing Membership Dues payments as a lump sum payment, over the 4 monthly and over the 12 monthly payment schedule and a document entitled 2025 Membership Descriptions, which provides full details of the Club's membership categories and their respective playing privileges. Should any Member have specific questions regarding membership categories and options, our Administrative Staff will be delighted to help.

**The equivalent of at least one Social Golf Membership must be signed up by the last day of February for each Class A Share or the Class A Share will be forfeited.**

**Capital Levy**

A Capital Levy will be applied, per member, at the end of March, June, September and December. Junior Members are exempt from this levy.

**Golf Association Dues** –Golf Association Dues are billed at cost, based on the rates set by the Golf Association. Pointe West Golf Club belongs to the Golf Association of Ontario (GAO) and Golf Canada.

**Locker Rental** – Lockers, which are optional, are issued on a first come, first served basis. Members are advised to contact Loriann in Member Sales & Services should they require a Locker.

**Bag Storage** – Bag Storage, which is optional, is issued on a first come, first served basis. Members are advised to contact Loriann in Member Sales & Services should they require Bag Storage.

**“Hole-in-One” Insurance** – The Hole-in-One Fee is placed into a fund to be used for complimentary beverages when a Member makes a Hole-in-One at Pointe West and to cover the costs of the complimentary snacks provided throughout the Food and Beverage Department.

The charge will be applied additionally during the year depending on the number of Holes-in-One made throughout the season. Complimentary beverages are not supplied if a Hole-in-One is made by a Guest or by a Member in a fund exempt category.

**Members in the Junior and Social Dining Categories are exempt from this fee.**

**Monthly Dues and Fees Schedule** - The following chart details the Membership Dues, Fees and Other Charges which are levied during the year and the month in which they are applied.

Billing Schedule	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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Annual Pre-Paid Membership Dues	√												
4 x Monthly Dues (Runs Jan-April)	√	√	√	√									
12 x Monthly Dues (Runs Nov-Oct)	√	√	√	√	√	√	√	√	√	√	√	√	√
Capital Levy (Quarterly)			√			√			√				√
Food/Sundry Minimum Spending				√	√	√	√	√	√	√	√	√	√
Golf Canada Association Fee				√									
Locker Rental Fee - Optional				√									
Cart Lease Program - Annual				√									
Cart Lease Program - Monthly				√	√	√	√	√	√	√	√	√	√
Private Carts Trail Fee				√									
Golf Bag Storage - Optional				√									
Fairway League Fees					√								
Fescue League Fees					√	√	√						
Staff Holiday Gift Fund												√	

### Common Share Transfer Fee

A Share Transfer Fee of \$1,000 plus HST will be levied to cover the legal fees involved in transferring a Common Share.

### Payment of Member Accounts

Day to day purchases by Members or guests of Members for goods and services at Pointe West Golf Club may be made by charging to the Member's House Account, Visa, MasterCard, Bank Debit Card or Cash. Automatic credit card payment of House Accounts is available. **However, payment of a House Account or Special Catering Event using a credit card will be subject to an Administration Fee of 3.00%.**

In addition to cash, debit card and cheque, the payment of House Accounts may be made using telephone, or on-line banking, with the following institutions: TD Canada Trust, Bank of Montreal, RBC Royal Bank, CIBC, Scotiabank, HSBC, Windsor Family Credit Union, Woodslee Credit Union, Motor City Credit Union, ING Direct Canada and Teleplay. Interact E-Transfer is also available at participating financial institutions by email to sherry@pointewestgolf.com

Member's Monthly Statements are available for viewing online through the Club's website, found at [www.pointewestgolf.com](http://www.pointewestgolf.com). **Should a Member choose to receive a paper copy of their Monthly Statement, a paper copy will be mailed to their address on file for a \$2.00 monthly mailing fee.**

Members who no longer require a paper copy of their Monthly Statement, are asked to contact the Administration Office for personalized instructions for **accessing their Monthly Statement online**, or Members are welcome to complete the **Email Statement Authorization Form found on the Club's website in the Member's Area** to receive their Monthly Statement directly to their preferred email address.

### Delinquent Accounts Procedure

The amount of the Member's indebtedness shown on their monthly statement is due and payable, on or before the last day of the month in which the statement was prepared.

An account becomes delinquent when it is twenty-one (21) days past due. A late payment charge, calculated at 2.50% per month, shall be charged to the Member for amounts billed on the monthly statement, which remain unpaid at the end of the month in which the monthly statement was prepared. For example: Charges on a statement dated June 30th would accrue a late payment charge on July 31st if unpaid by this date.

Should any amount remain unpaid when the account is fifteen (15) day past due, the Delinquent Member's charging on account and golfing privileges may be suspended at this time, until indebtedness is paid in full.

Should any amount remain unpaid at the end of the following month, the Delinquent Member may be posted within the Clubhouse and "CourseLine".

If the indebtedness is not paid in full within thirty (30) days of the posting, such Member may be subject to final expulsion from the membership.

These procedures are also in effect for designated players of Corporate Members. In those instances, both the designated player and Shareholder if different, will be subject to posting procedures.

A Member resigning from the membership is still liable in full for all Membership Dues & Fees and any other Club indebtedness, which has been incurred, or is due by the date of receipt of the Member's resignation.

**Members cannot resign from the Club until all outstanding obligations to the Club are fully paid.**

Membership Privileges for an upcoming season will not be offered to any Member whose account is in arrears, prior to commencement of the golfing season.

**Member accounts must be up to date in order to start golfing in the current season.**

Once expelled, the Club will proceed with legal action against the Member for unpaid Membership Dues, Fees and other charged indebtedness.

### **Membership Medical Allowance Policy**

The Club has established a Membership Medical Allowance Policy for members who are enrolled in an Unrestricted Membership Category; Golf, Family, Senior and Intermediate, and are unable to enjoy their membership privileges due to illness or disability. **Please note: Social Golf and Junior Members, including Junior Members in a Family Membership, are exempt from this Policy.**

All requests for a Membership Medical Allowance must be made in writing and forwarded to the Membership Committee for their consideration, with supporting written documentation from the Member's treating physician, indicating the period for which the illness or disability will prevent the aforementioned Member from enjoying membership privileges at the Club.

A Membership Medical Allowance will be granted in the circumstance which the medical absence fits the present criteria set out by the Membership Committee and is for at least a minimum of sixty days between Opening Day and Closing Day of the season. If the Membership Committee believes the medical absence fits their criteria, they will provide the member a Membership Medical Allowance for the period of medical incapacity.

During the approved period of medical absence, Membership Dues and Fees are due and payable as per your payment schedule.

At the end of the Member's medical absence, the Membership Medical Allowance will be calculated at 50% of the actual daily membership fee of time absent. The total amount of Membership Medical Allowance granted can only be used towards the Member's Membership Dues and will be split equally over the two following seasons.

If a Member chooses not to return as a golfing member the next season, the Membership Medical Allowance is lost. No "carry-over" or "transfer" of Membership Medical Allowance is permitted.

**Example 1** A Member receives a Medical Absence in 2025 in the amount of a \$1,500 Allowance. If the Member decides not to come back in 2026, the full Membership Medical Allowance of \$1,500 is lost.

**Example 2** A Member receives a Medical Absence in 2025 in the amount of a \$1,500 Allowance  
If the Member comes back in 2026, the amount to be applied in 2026 would be an allowance of \$750 towards their Membership Dues  
If the Member comes back in 2027, the amount to be applied in 2027 would be an allowance of \$750 towards their Membership Dues

**Example 3** A Member receives a Medical Leave in 2025 in the amount of a \$1,500 Allowance  
If the Member comes back in 2026, the amount to be applied in 2026 would be an allowance of \$750 towards their Membership Dues  
If the Member decides not to come back in 2027, the remaining allowance of \$750 would be lost.

Access to the Golf Course is restricted during the Membership Medical Allowance, with the exception of Club Championship, when other “non-members” are spectating and walking the Golf Course. Access to the Clubhouse and Dining Room is welcomed and encouraged.

Should the Member wish to evaluate their recovery and determine their level of progress towards the end of their Membership Medical Allowance, a written request to utilize the Practice Facilities must be received by the Membership Committee for consideration and approval. If approved, the Member will be granted limited access to the Practice Facilities for a brief (15 minute) session during the week prior to their anticipated return date.

Approved by: Board of Directors  
December 8, 2022

## **CLUBHOUSE RULES & REGULATIONS**

The following rules and regulations are enacted to ensure as far as possible, all Members enjoy the facilities offered at Pointe West Golf Club.

### **Hours of Operation**

#### **Clubhouse Dining Hours**

Please refer to the Club’s Calendar of Event for hours of operation throughout the season.

#### **Office Hours**

The Club Administration Office is open Monday to Friday from 9 a.m. to 4 p.m. The Office will be closed on Holiday Mondays and for Christmas.

An automated answering service (voice mail) will answer calls when the Office Staff are off-duty. Members can access specific mailboxes or leave a message in the General Mailbox. Messages will be returned as promptly as possible.

Your call is important. Please let the Office know if you encounter any problems with the automated system or have suggestions on improving the service.

### **Policy for Serving Alcoholic Beverages**

Alcoholic Beverage Service at Pointe West Golf Club is a privilege granted under license from the Alcohol and Gaming Commission of Ontario (A.G.C.O.). Members and their guests are encouraged to enjoy the Club’s facilities, provided they strictly abide by the rules and regulations of the A.G.C.O.

Alcoholic beverages may be enjoyed on the Golf Course providing they are purchased from Pointe West Golf Club Beverage Carts. Outside beverages are strictly prohibited on the golf course.

Persons under the age of 19 years are not permitted to consume alcoholic beverages. Individuals who appear to be under 25 years of age will be required to produce valid photo identification, should there be a concern over the age a second piece of photo identification may be requested.

Pointe West reserves the right to refuse service should there be doubt of the age of the individual. Responsible Beverage Service (RBS) will be practiced and enforced with all Members and guests.

Staff will be encouraged to provide beverage options to the member or guest to reinforce responsible beverage consumption and they will confirm there is safe transportation available for them.

Persons showing signs of intoxication will be refused service and will be required to leave the property. The Manager/Supervisor will ensure the person has a safe ride with either a designated driver or will arrange a taxi.

Persons who purchase alcoholic beverages for a person under the age of 19, or for a person who has been refused will be refused alcoholic beverage service. Anyone who has been refused service will be asked to leave the property.

Pointe West will hold any person who violates these rules liable and will claim indemnity against them, as a result of any fine imposed upon the Club under the law. Management and Staff of Pointe West Golf Club have been mandated by the Board of Directors to ensure full compliance with the A.G.C.O.

### **Smoking Policy**

As of January 1, 2015, the province of Ontario passed a new law prohibiting smoking on all restaurant patios, whether covered or not. By law, you cannot smoke or hold lighted tobacco in any enclosed workplace, any enclosed public places and specifically designated outdoor places in Ontario. If a Member or guest smokes or holds lighted tobacco in a place where it has been prohibited, you can be ticketed and charged a fine.

Pointe West, as an employer, owner and operator of such facility must:

- *post “No Smoking” signs at all entrances, exits, washrooms and anywhere signs can be easily placed or seen make sure no one smokes or holds lighted tobacco in an enclosed workplace, public place, or area where smoking is banned*
- *make sure a person who does not comply leaves the premises*
- *remove ashtrays (or any object which serves as one)*

*An individual who violates the prohibition on smoking inside a restaurant or bar, or on a restaurant and bar patio may be charged with an offence, and on conviction could be subject to a maximum fine of \$1,000 (for a first offence) or \$5,000 (for any subsequent offence).*

*An employer or proprietor of a restaurant or bar which fails to comply with their obligations under the Smoke Free Ontario Act may be charged with an offence, and on conviction could be subject to the following maximum fines:*

- *For individuals: \$1,000 (for a first offence) or \$5,000 (for any subsequent offence),*
- *For corporations: \$100,000 (for a first offence) or \$300,000 (for any subsequent offence).*

Local public health units will be carrying out random inspections and respond to complaints to enforce the act.

### **Reciprocal Clubs**

Pointe West has formalised reciprocal arrangements with certain local private clubs of Windsor and the Essex-Kent region. Members wishing to avail themselves of the clubhouse services of other local private clubs must contact the Food & Beverage Manager, who can make the necessary arrangements on Member's behalf. Members are asked not to contact these Clubs directly.

### **Special Event Bookings**

Pointe West has a reputation locally for delivering top quality food and service to the special event sector. The Club can cater for groups up to 180 and would be pleased to develop personalized menus to suit any individual taste and budget. Further information regarding the Club's Catering Services can be obtained from Connor Lauzon, the Clubhouse Manager.

### **Clubhouse Dress Code**

All Members and their guests are required to conform to the Clubhouse Dress Code as outlined below. Members are reminded the Clubhouse Dress Code shall be required on Club premises at all times,

including Locker Rooms and the Patio. Members are responsible for the attire of their guests. In order to avoid embarrassment, guests should be advised of the Clubhouse Dress Code prior to their visit.

Club Management has been granted authority by the Board of Directors, to refuse golfing or clubhouse privileges to those, not in compliance with either of the Club's Dress Codes. Appropriate action will be taken for failure to comply with the Club's policy or requests made by Club Management regarding its compliance.

### **Ladies**

- Shirts and Blouses need not have a collar
- Mock "T" Necks with long or short sleeves are acceptable attire
- All Sweaters including Turtleneck Sweaters are acceptable attire
- Tailored Slacks and Shorts are acceptable attire
- Nylon Walking Suits are acceptable attire
- Casual T-Shirts are not acceptable attire, unless worn with a Dress Jacket, which must remain on at all times
- Dress T-Shirts are acceptable attire, without the wearing of a Jacket, at the discretion of the Clubhouse Staff
- Drawstring Pants or Shorts or Sweat Type Pants are not acceptable attire
- Shirts, Jackets or Pants of denim is allowed in the Clubhouse except for certain special events which will be advertised accordingly
- Caps and Visors **are allowed** in the **Lounge, Bar and Grille Areas**. **No Caps or Visors are allowed in the Dining Room Area.** Dress Hats are acceptable attire

### **Gentlemen**

- Dress Shirts need not have a collar
- Mock "T" Necks with long or short sleeves are acceptable attire
- All Sweaters including Turtleneck Sweaters with sleeves are acceptable attire
- Tailored Slacks and Shorts are acceptable attire
- Nylon Walking Suits are acceptable attire
- Casual T-Shirts are not acceptable attire, unless worn with a Dress Jacket, which must remain on at all times
- Dress T-Shirts are acceptable attire, without the wearing of a Jacket, at the discretion of the Clubhouse Staff
- Drawstring Pants or Shorts or Sweat Type Pants are not acceptable attire
- Shirts, Jackets or Pants of denim is allowed in the Clubhouse except for certain special events which will be advertised accordingly
- Caps and Visors **are allowed** in the **Lounge, Bar and Grille Areas**. **No Caps or Visors are allowed in the Dining Room Area.** Dress Hats are acceptable attire.

As directed, by the Board of Directors, other attire may be deemed inappropriate at the discretion of the Clubhouse Management.

These regulations have been instituted to maintain the standards desired by the Club's Membership.

The Dress Code applies to all individuals 12 years and older. Children aged 11 and under, should wear neat, clean clothes.

Members who fail to abide by the regulations may be subject to appropriate action from the Club's relevant Standing Committee.

### **Junior Members Clubhouse Access**

Children under the age of thirteen (13) **are not permitted in the Clubhouse, unless accompanied by an Adult.**

Children under the age of nineteen (19) are not permitted in the Anderson Room at any time.

Children under the age of nineteen (19) are permitted in the upstairs Lounge only when accompanied by an adult.

Junior Members and their guests are permitted to use the Dining Room and Patio without adult accompaniment.

### **Cell Phones and Similar Electronic Devices**

Pointe West recognizes the common use of cell phones, pagers, Smartphones and similar electronic devices in today's society and appreciates the value of them in emergency situations. In order however to maintain the family character and atmosphere of the Club, and as a courtesy to others, Members are asked to use cell phones, Smartphones and similar electronic devices at a minimum and to ensure the use of an electronic device does not spoil the enjoyment of the Club's facilities for other members and their guests.

Members and their guests are accordingly asked to ensure their cell phones, Smartphones and similar electronic devices are on vibrate, and to use the courtesy phones located within the Clubhouse whenever possible and especially should they be required to make a call of any significant length.

### **Complaints**

Members are requested not to reprimand employees or discuss club matters with them. All complaints, concerning the standards or condition of facilities, programs or services, should be directed immediately to the Supervisor or Manager on Duty, or the General Manager in their absence, or in writing to the Board of Directors.

### **Dogs**

With the exception of the Club's owned Course Dog, "Ollie", the exercising of dogs is not permitted on Pointe West Golf Club property.

### **Loss or Damage**

The Club will take reasonable precautions to avoid loss or damage to Members or their guests' property. The Club, however, will not be responsible for any loss sustained by Members or their guests, including loss for golf clubs, equipment or personal effects, left in or on Club premises.

Members are urged to lock their cars and lockers at all times. Liability for any accidental or willful acts of Members or their guests on Club premises is the responsibility of the individual Member.

### **Cancellation Policy**

Should a Member who has signed up for an event, party or function, subsequently be unable to attend the event, **notice of cancellation must be supplied to Clubhouse Management at least 72 hours prior to the event.** (i.e. Notify Management on Wednesday for a Saturday reservation). **Any cancellation after this specified time will be subject to payment of some, or all, of the event price.**

The Board of Directors, from time to time, may develop additional Cancellation Policies for certain events, and Members should seek clarification on these policies from Management.

### **Guests**

Members introducing a guest to the Club, **shall be liable for any debt incurred by such guest, and will assume full and complete responsibility for the conduct of their guest.**

Members must remain on Club premises, in close proximity to their guest and ensure the appropriate conduct of their guest.

Members are requested not to introduce as a guest, any person who has been suspended, or expelled from the Club.

In the event a Member's guest is found to have committed an infraction of any Club Rule or regulation, the Member will be subject to disciplinary action, as deemed appropriate by the Conduct Committee.

**Conduct Committee**

This Committee has been established to receive, assess, and investigate complaints concerning the conduct and behaviour of Members, or guests of Members of Pointe West.

Any incidents of undesirable conduct, or violations of Club Rules, Regulations or By-laws, should be reported in writing to the Board of Directors.

**Questions regarding the Rules & Regulations should be placed in writing via email to the Administration Office at: [admin@pointewestgolf.com](mailto:admin@pointewestgolf.com)**