

**To:** Golf Course Superintendent  
**From:** Lisa Andersen, Director of Competitions  
**Date:** Summer, 2022

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As you are aware, a Golf Manitoba event is scheduled to be played on your course in the near future. We attempt to provide the players in our tournaments with the same conditions and experiences that they will encounter if they advance to a National competition.

One of the aids that we would like to offer to the players is a "pin position" sheet. As you have the experience and knowledge of the course, we are writing to ask if it would be possible for you to prepare this sheet for us for all days of the tournament.

Please refer to the enclosed excerpt from Golf Canada's Tournament Manual which describes the recommended procedures to maintain a constant course difficulty; for placement of tee markers; and for hole placements. Also enclosed is a blank form for your use, together with a sample of how the distances should be indicated. Below are some guidelines to follow:

### **Tees**

- a) At least two (2) club lengths of **level** teeing area must be available behind the tee markers, **which should be placed six (6) yards apart** - no more please!

### **Flagstick Placement**

- a) Three (3) feet around the hole should have no severe slopes. This does not mean that the area should be completely level, but it should be relatively flat. Golf balls should not pick up speed.
- b) The hole should not be less than five (5) paces from any edge of the putting surface. (Each pace should be approximately 3 feet.) This distance should be extended when the flagstick is protected by bunkers, or when a long shot to the green is required.
- c) Try to keep the course "in balance". i.e. Vary the hole positions by using front, back, centre, right, or left locations. In addition, 6 "easy"; 6 moderate; and 6 difficult locations may also be considered.
- d) Avoid old hole plugs or blemishes anywhere near the hole.

### **Length of Course**

- a) The total length of the course should be as close as possible to the yardage on the Official Score Card.
- b) Multi-day tournaments (ie. more than 18 hole events) should progress from the middle tees to the back tees as the event proceeds.
- c) When in doubt - use common sense, and be fair!

If you could print out an appropriate number of copies of these pin sheets for each day to be distributed to the players in the event, Golf Manitoba will be pleased to replace the paper you use. If you are not able to print the copies, please send a completed sheet to me three days prior to the event so that we can print them at our office.

Golf Manitoba conducts a significant number of events each season so that golfers throughout Manitoba and Northwest Ontario of various levels can participate. Such a schedule would not be possible without the great cooperation that we receive from member clubs such as you.

If you have any questions in the mean while, please call me at 291-8030 (cell) or email me at [lisa@golfmb.ca](mailto:lisa@golfmb.ca).

Thank You.

## PLACEMENT and LOCATION - HOLES and TEE MARKERS

### HOLE LOCATIONS

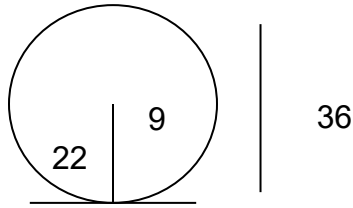
Many factors need to be taken into account in selecting hole locations. The first, and by far the most important, is good judgment. Priority should be given to being fair, not tricky!

1. Study the design of the hole as the architect intended it to be played and as the players in the field are likely to play it, based on their calibre and ability. Be aware of the probable length of shot to the green, and how it may be affected by the expected weather conditions, by the conditions of the turf from which the shot will be played, and the holding quality of the green.
2. There must be enough putting surface between the hole and the front and sides of the green to accommodate the required shot. While there are no rules applicable to the location of the holes, **it is recommended that the hole be located not less than five paces from any edge of the green.**  
  
If a difficult hazard is close to the edge, if the ground slopes away from the edge, or if the green is firm and does not hold, the distance may well be greater than five paces, especially if the shot is to be hit with a long iron.
3. Consideration should be given to fair opportunity for recovery after a reasonably good shot that just misses the putting surface.
4. An area three feet in radius around the hole should be in good condition without any steep slopes or, if possible, any change in degree of slope. The turf surface in the hole area should be of uniform grade, but it needs not be exactly level. A player above the hole should be able to putt with some reasonable chance of making his putt or at least stopping his ball relatively close to the hole.
5. Consideration should be given to the condition of the turf near the area looked at for hole location, avoiding old hole plugs, ball marks, or scarred areas. Remember -- when selecting holes for a multi-day competition to save potential hole locations for other days, taking into consideration the player traffic coming on and off the green.
6. There should be a balanced selection of hole locations for the entire course, using left, right, front and back locations. Front locations are often more difficult than back locations and should be used with some reservations.
7. As mentioned above, some balance should be achieved between the degree of difficulty for each day. It may be necessary however to take into consideration, to some degree, the size of the field and the necessity of "getting the field around" prior to the cut, thus perhaps forcing set-up of the course in such a way that play will be somewhat faster before the cut.

The Rules of Golf say that the hole shall be 4 1/4 inches in diameter and that, if a lining is used, it shall be sunk at least one inch below the surface of the putting green. This Rule, therefore, forbids the use of plastic hole liners which come right to the edge of the hole.

## **Pin Sheets**

Please include the following information on the pin sheets:



### **Example:**

36 - depth of the green

22 - distance to the hole from the front of the green

9 - distance to the hole from the right side of the green (put # on left side if measuring from the left side of the green)

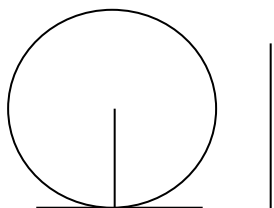
\* numbers are measured in yards or paces

## ***TEE MARKERS***

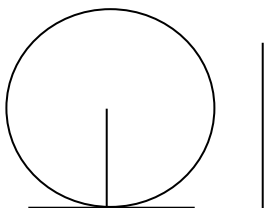
Location for the tee markers will normally be selected only on the morning of the tournament. At that time, weather conditions such as the strength and direction of the wind should be considered, taking note of the results of the previous day if some holes were particularly easy or difficult. The length, difficulty, or "look" of the hole should also be considered. These concerns may be varied by selecting different tee areas, such as placing the markers back one day and setting them up considerably shorter on another day. The course need not be of precisely the same length every day, but should be generally of similar difficulty.

At least two (2) club lengths of **level** teeing area must be available behind the tee markers. The markers **should be placed no more than six (6) yards apart.**

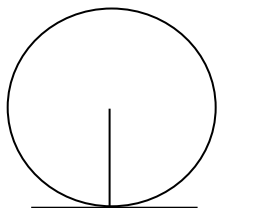
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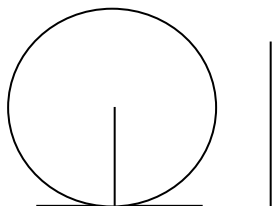


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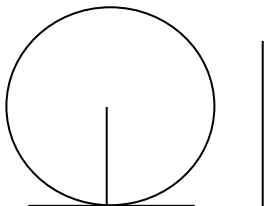


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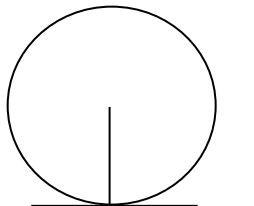
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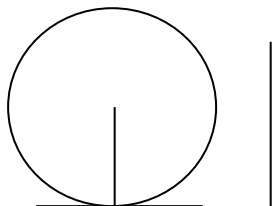


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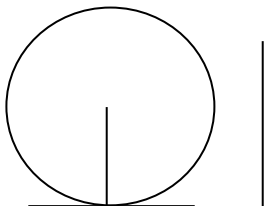


DATE

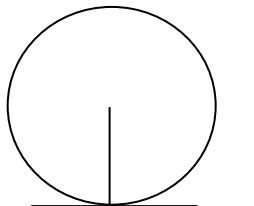
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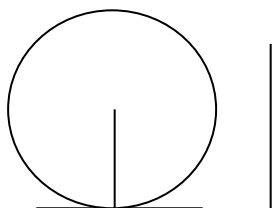


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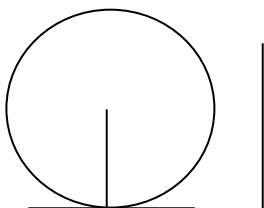


# TOURNAMENT

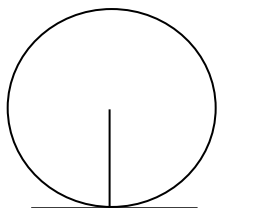
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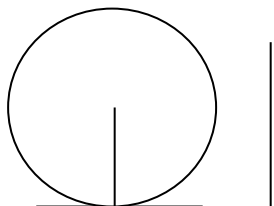
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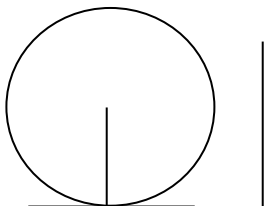
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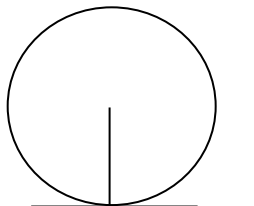
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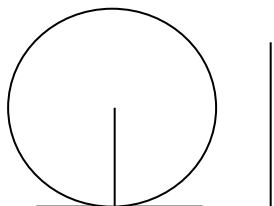
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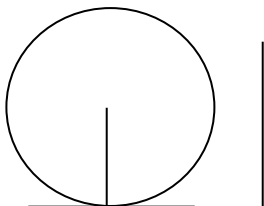
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