POCONO FARMS COUNTRY CLUB ASSOCIATION

2026 POLICY AND PROCEDURES MANUAL



570.894.4435

PGA Professional, Kyle Monahan - ext. 110

The Pro Shop - ext. 111

PoconoFarms.com

Forward

THIS MANUAL IS INTENDED TO DEFINE POLICIES AND PROCEDURES TO ASSIST MEMBERS AND STAFF IN THE SMOOTH RUNNING OF THE GOLF COURSE AND RELATED AMENITIES AT POCONO FARMS. THE INFORMATION HEREIN SUPPLEMENTS THE BY-LAWS OF POCONO FARMS COUNTRY CLUB ASSOCIATION, INC. (PFCCA) ADOPTED BY THE GENERAL MEMBERSHIP IN JULY 1998 AND AMENDED FROM TIME TO TIME.

IN MATTERS OF WHICH THIS GOLF POLICY MANUAL AND THE BY- LAWS OF POCONO FARMS COUNTRY CLUB ASSOCIATION ARE IN DISCREPANCY, THE LANGUAGE IN THE BY-LAWS OF POCONO FARMS COUNTRY CLUB ASSOCIATION WILL TAKE PRECEDENCE.

Policy Manual

Section I. General Information

A. Amenities
B. Membership
C. New Member Orientation

Section II. Membership Privileges

A. Individual
B. Premium
C. Spouse and Family Members
D. Guests
E. Transfers
F. Membership Year, Dues, Fees
G. Leave of Absence
H. Resignation
I. Payment of Dues Upon Resignation
J. Refunds of Dues
K. Approval and Amount of Refund
L. Member Status After Refund
M. Disciplinary Action
N. Suspension & Termination
O. Club Services & Activities
P. Personal Property
Q. Mailing Address
R. Membership Applications
S. On Course Memorials

Section III. General Club Rules

A. Hours
B. Tee Times
C. Guest Policies
D. Weekday Policies
E. Juniors

Section IV. Course Rules

A. Golf Shop
B. Practice Range
C. Cart & Walking Fees
D. Dress Code
E. Play

F. General Rules

Section V. Golf Rules

A. U.S.G.A. Rules
B. Handicaps
C. Tee Times
D. Golf Carts
E. Weather Advisory
F. Course Etiquette
G. Rangers

Section VI. Tournament Policies

A. Member
B. Outside
C. Eligibility
D. Schedule
E. Tee Policy

Section VII. Golf Committee

Section VIII. Golf Scholarship

Section IX. RW Denny Jr. Golf Scholarship

Section X. Handicap Flag Policy

Golf Course Standards

Definitions

Board of Directors: Refers to Pocono Farms Country Club Association Directors

Club: Refers to Pocono Farms Country Club Association, Inc.

Credit Cards: Any recognized credit card, such as Discover, Mastercard, Visa or American Express.

General Manager: Administers the business of Pocono Farms Country Club Association and reports to PFCCA Board.

Golf Committee: Total of 9 members, with no more than 4 being non-residents, and not being the majority of the committee. Annual members elected by a vote of the golf members in August and recommended to the Board of Directors. Defined in article VI section 6.5 of PFCCA By Laws.

Golf Scholarship: Scholarships that are available annually by the golf membership and others, to resident and non-resident high school seniors, based on academic and personal achievements.

Golf Pro (Professional): A registered PGA Member who is hired by the PFCCA Board to operate the Golf Facilities.

Guests: Any person who is not a member of Pocono Farms Country Club Association, Inc.

Golf Course Superintendent: A person trained in "Turf Management" hired by the PFCCA Board to Maintain the Golf Course, make improvements, and maintain equipment.

Members: Members are divided into several classes as defined in article III-Membership in PFCCA By Laws and further defined in this manual.

PFCCA Inc.: Abbreviation for "Pocono Farms Country Club Association, Inc."

Tournaments-Member: Any Golfing event, which is planned and directed by the Golf Committee and/or Golf Professional for Members or Members and Guests.

Tournaments-Outside: Any Golfing event, which is sponsored by an individual, or unaffiliated organization. (If the event is to be held on weekends or holidays, between Memorial Day and Labor Day, approval of Golf Committee is required and controlled by the Club.)

90 Degree Rule: Carts must remain on paths but may cross fairways at a right angle.

I. General Information

A. Pocono Farms Country Club Association operates the Golf Course and associated facilities, which are owned by the PFCCA, Inc. These facilities are:

- 18 Hole Championship Golf Course
- Clubhouse with dining room, grill, community room and outdoor deck
- Golf Shop
- Driving Range (fee required)
- Practice Greens
- The Ninth Hole Grill (snack bar, restrooms)
- Fitness Center with Locker facilities (fee required)
- Outdoor pool (fee required)
- Tennis and Pickleball Courts

Use of these facilities is available to members of PFCCA, their guests, and others as permitted from time to time. Membership fees are established annually by the PFCCA Board.

B. Various levels of Memberships are offered – depending upon individuals' interests, and resident status. They are as follows:

Full-Time/Premium: A member who purchases an upgraded membership.

Weekday: A weekday Membership is available to residents and non-residents, restricting play to weekdays only, excluding Holidays.

Member of Another Club: this category is open to those who are members of another Philadelphia, Metro, or New Jersey section PGA Club. A letter from that Club's Golf Professional or GM stating that you are a full golf dues paying member of that club is required to receive this membership.

Resident Non-Member of Golf: All property owners in the Pocono Farms Community are entitled to play golf upon payment of a daily golf fee, as determined by the PFCCA Board of Directors.

Junior: Anyone 5 to 35 years of age, regular cart fees apply to 16 and up. May upgrade membership with payment of applicable fee.

Senior Honorary Membership: Effective with the 2014 golf season, any member 80 years old or more, with a minimum of 10 years of membership to Pocono Farms Country Club, may apply for a Senior Honorary Membership through the golf committee. The annual rate for this Senior Honorary Membership will be waived, however, appropriate cart fees will apply. The member may apply for this special membership in the year the person turns 80 and all Senior Honorary Members will be eligible to play in all club tournaments at the regular event fee. Spouses will pay the regular spousal yearly membership rate, plus appropriate cart fees, until eligible.

Corporate: this membership is for corporations and small business companies. Corporate members must consist of 8 members. Ages 21 and up. Must be a current business and applicants will need to provide a minimum amount of information regarding members included. Approval from the board is needed.

C. New Member Orientation

All new members will receive a welcome letter and a copy of the Golf Policy and Procedures Manual along with the current year's Golf Directory.

The Golf Professional will contact the new members to acquaint them with the golf course, services, facilities and proper respect for the course guidelines. The Golf Professional will also offer the new member the opportunity to play Pocono Farms with either himself or the club's Assistant Professional. However, if the member feels more comfortable playing with a member of the Committee, the arrangements will be made.

This orientation is meant for the New Member to become familiar with Pocono Farms and experience what it has to offer. The orientation will include a walking tour of the property to include the Clubhouse and surrounding grounds, the beach and lake, the aquatics center, and the fitness center and locker room facilities.

II. Membership Privileges

Each category of membership entitles the member to the following privileges.

A. Individual Golf Membership:

Golf Membership entitles the members to use all the Club facilities. Golf Members are not charged green fees for use of the golf facilities but are required to pay golf cart fees.

B. Premium Membership:

Premium Members – will receive discounted cart fees and preferential tee times that can be made nine (9) days in advance. Tee time policies are further defined in the Rules and Regulations section.

Non-Premium Members – pay normal cart fees and can make a tee time seven days in advance.

1. Perpetual Certificates
    - With the merger of CAPF and PFCC in 2007 to form PFCCA, Inc. the sale of perpetual certificates was stopped.
    - Perpetual certificate holders who purchase a current year golf membership will receive a discount on cart fees and can make tee times nine (9) days in advance.
    - Perpetual certificates do not have any re-purchase value.

- Perpetual certificates cannot be transferred to another individual, family member, corporation, or property.
- The only value an existing certificate has is if the named holder purchases a current year golf membership. The named person will then receive the same benefits as a premium member, discounted cart fees and the ability to make tee times nine (9) days in advance.

C. Privileges of Spouse and Immediate Family Members:

Membership permits members to use the Club Facilities. The member's spouse and dependent unmarried children, under the age of 25, attending school on a full-time basis, may use the Club Facilities upon payment of applicable memberships fees.

D. Use of the Club Facilities by Guests:

Members are entitled to have guests use the Club Facilities in accordance with the privileges granted by the member's category of membership. All guests using the Club Facilities must be accompanied by the sponsoring member and must comply with the Rules and Regulations. The Club reserves the right to limit the number of times guests may use the Club facilities. Members, on behalf of their guests, shall be required to pay the applicable guest fees and charges and shall be responsible for all charges incurred by the guest, in addition to any damage caused by the guest. A particular guest may not use the golf facilities more than a cumulative total of six (6) times per Membership year unless otherwise authorized by the Golf Pro. The Club reserves the right to request identification by each guest.

E. Transfer of Membership to the Club:

Memberships are neither transferable nor assignable. Members who desire to resign must give the Club written notice. A resignation shall become effective thirty (30) days after the written notice is received and accepted by the Club.

F. Membership Year, Dues, Fees and Charges set prior to each Year:

The Club's Membership Year shall be as determined by the Club prior to the start of each membership year. The Club will determine the amount of the dues, fees, and charges to be payable by members. The fees required for the current membership year will be distributed to the membership and published in the Weathervane. The amount of fees may be recommended by the Golf Committee and ultimately approved by the Board of Directors and is subject to change for subsequent years.

G. Leave of Absence:

- An annual golf member in good standing may take a Golf Committee pre-approved leave of absence for one season. That leave may be extended through application to the Golf

Committee. The member will neither lose privilege upon returning nor be required to post any prevailing initiation fee to return to active status.

- New Member Rate – Leave of Absence
    - The new member rate is established to attract a 1st time member to the golf club at PFCCA, Inc.
    - This rate will be extended once in a lifetime regardless of the initial membership classification.
    - If a leave of absence is requested under the normal process as defined in the golf policy manual, that member will be re-instated at the classification they were in when they requested the leave of absence. Upon return, that classification may reflect any golf dues increase implemented during the leave of absence.
    - A non-renewal of membership will be considered a leave of absence, and subject to the terms above.

H. Resignation:

A member may resign from the Club at any time by notifying the General Manager in writing.

I. Payment of Dues upon Resignation

A resigned member shall pay through the end of the membership year in which resignation becomes effective. Once a member resigns, all membership use privileges shall terminate. Notwithstanding any resignation or termination of membership, the member shall remain liable for any amounts due and unpaid to the Club.

J. Refunds of Dues:

If, after paying annual dues, a member is unable to use his/her privileges due to illness, disability, or other unusual event, a request for a refund of dues may be made to the Golf Committee. The request shall be made in writing as soon as possible after the problem is known. The reason for the request and any supporting information should be submitted.

K. Approval and Amount of Refund

The Golf Committee will act upon the request at a regular monthly meeting, and if approved, a refund or credit toward next year's dues would be made, as follows:
If approval is –

- Before April 15th, a full refund or credit will be made.
- Between April 15th and June 30th, a fifty (50%) refund will be made. If a valid medical excuse is provided and no rounds of golf have been played, the remaining fifty (50%) percent will be offered as a one-time credit toward next year's dues only.
- After June 30th no refund or credit will be made.

L. Member Status After Refund

A member who accepts a refund or credit forfeits all rights and privileges of membership for the remainder of the Membership year.

M. Disciplinary Action:

It shall be grounds for disciplinary action if any member or guest abuses verbally or otherwise, any of the Club's employees, other members or guests of members. No member shall discipline any employee, nor shall a member request an employee to leave the Club Facilities, for any purpose whatsoever. Members are requested to report misbehavior or violations of the rules committed by employees, other members or guests to the Golf Professional and all violations will be subject to disciplinary action as deemed necessary.
Violation of these rules or conduct in a manner prejudicial to the best interests of the Club, will subject the violator to disciplinary action in accordance with the rules, including, without limitation, fines, suspension or termination of membership privileges.

The Club reserves the right to amend or modify these rules whenever necessary and will notify the membership of any change.

N. Suspension and Termination of Membership:

A member may be terminated or suspended by the Club if, in the sole judgment of the Club, the member:

- Submits false information on the Application for Membership Privileges
- Exhibits unsatisfactory behavior, conduct or appearance.
- Fails to pay any amount owed to the Club in a proper and timely manner.
- Fails to abide by these rules.
- Treats the personnel or employees of the Club in an unreasonable or abusive manner.
- Treats any member or their guest in an unreasonable or abusive manner.
- Exhibits any other conduct warranting termination of membership, as determined by the Club from time to time.

The Club may at any time, and from time to time, restrict or suspend, for the cause or causes described in the preceding paragraphs, any member's rights to use any or all the Club Facilities. Dues and other charges shall continue to accrue during the restriction or suspension period of a member and shall be paid in full prior to the reinstatement of such member in good standing.

Any member for whom restriction, suspension or termination is proposed will be notified of the proposed disciplinary action and will be given an opportunity to be heard by the Board to show cause why such members should not be disciplined. If such member desires to be heard, the member must notify the Board within fifteen (15) days of the date of notification, not less than ten (10) days after receipt of notice from the member of his or her desire to be heard, for such hearing. While such an

action is being considered by the Board, the members may continue to enjoy the privileges of membership. Such a case shall be heard by the PFCCA Board.

The member shall remain liable for all amounts owed to the Club, notwithstanding the termination or suspension of the member's membership. The member will not be entitled to a refund of the membership deposit, dues or charges previously paid to the Club and will not be released from any obligations to the Club, including without limitation, payment of any dues due to termination or suspension.

Any member whose membership has been terminated for any reason shall not again be eligible for membership nor permitted to use the Club Facilities under any circumstances.

O. Club Services and Activities:

The Club provides a variety of social and recreational events in which all members are entitled to participate. Activities will be publicized by the Club from time to time.

The Club wishes to encourage the use of the Clubhouse facilities by members for private parties, on any day or evening, provided such use does not interfere with the normal operation of the Club or with the services regularly available to the members. Members are requested to make reservations with the Assistant General Manager for available dates and arrangements.

The host member assumes full responsibility for the conduct of the member's guests in accordance with these Rules. The Club may require the advance payment of a security deposit by the host member. The member of the Club hosting the private party shall be responsible for damages, if any, caused by any guests, or the installation or removal of party décor.

The Club shall charge a use fee for private parties, which shall be established as part of the fee schedule.

Property or furniture belonging to the Club shall not be removed from the room in which it is placed or from the Club Facilities without proper authorization.

P. Loss or Destruction of Personal Property:

Each member, as a condition of membership, and each guest, as a condition of invitation to the Club Facilities, assumes sole responsibility for their property. The Club shall not be responsible for any loss or damage to any private property used or stored on the Club Facilities.

Q. Mailing Addresses:

Each member shall be responsible for filing with the Club in writing, preferably on a form provided, the mailing address and any changes thereto, to which the member wishes all notices and invoices

of the Club to be sent. A member shall be held to have received mailings from the Club five days after they have been mailed to the address on file with the Club.

R. Membership Applications:

Those who desire to be members must comply with the following requirements:

- Complete and execute an Application for Membership Privileges and
- Deliver or mail the Application to the PFCCA Office, located at 182 Lake Road, Tobyhanna, PA 18466. (570) 894-4435

S. On Course Memorials

Those wishing to have a past Pocono Farms golf member memorialized may do so by requesting, and paying, to have a plate engraved. The location of the memorial plaque will be located at the scoreboard.

All memorial plates will become the property of Pocono Farms and maintained and secured as such. In the event of theft or damage, for any reason, the original purchaser(s) of the memorial will have the option of replacing the plate at their cost.

Pocono Farms reserves the right to move or remove the memorial plaque if a vote of the committee determines the necessity of doing so.

All requests for a memorial plate must be submitted to the Golf Professional. The request form for a plate can be obtained from the pro shop.

III. General Club Rules

A. Normal Hours of Operation of the Golf Facilities are as follows:

In Season –

- Weekdays: 7:30 AM to 7:00 PM
- Weekends: 6:30 AM to 7:00 PM

Out of Season –

- Weekdays: 8:00 AM to 6:00 PM
- Weekends: 7:00 AM to 6:00 PM

Subject to change due to weather.

B. Tee Times:

- Premium Members who are Annual Golf Members may make a tee time nine (9) days in advance.
- All other Golf members may make a tee time seven (7) days in advance.
- Property owners who are not an annual golf member may begin reserving tee times three (3) days in advance.
- Members may make tee times for their own foursomes only; all four (4) names must be given.
- Members having guests may schedule only one tee time. A member must play with his/her guest.
- Persons who do not show up for their scheduled tee times and have failed to cancel their tee time by 6 p.m. the previous day will receive a "written notice". After a second warning, all additional offences will result in a loss of tee time privileges until after Noon for a two-week period.
- Persons with scheduled tee times shall report to the Golf Shop a minimum of 15 minutes in advance of their time.
- When members call for tee times, but none are available, their names will be placed on a waiting list in the event of a cancellation. If a time opens, the first name on the list will be placed in that time slot. The members on the list will be obligated to call the pro shop late Friday to find out if they are scheduled to play. In the event a person has been given a time but fails to show for that time, the "no show" rule outlined above will apply.

C. Guest Policies:

- An individual may be sponsored as a golfing guest not more than six (6) times per season.
- Members are limited to three (3) guests per day and guests must be accompanied by the host member.
- The number of guest passes will be unlimited for all classifications of full annual memberships.
- All guests must use carts at all times.
- Renters – All regulations and fees that apply to guests also apply to renters except that renters may play without a member. Renters must present proof of renting from our Member Services Office, stipulating the dates of the rental.

D. Weekday Membership Policies:

- Weekday members may play Monday through Friday excluding holidays.
- Weekday members must always pay for a cart or walking fee. They shall pay prevailing rates.
- Any person may play as the guest of a full annual member on weekends during the prescribed times regardless of their affiliation as a weekday member as long as applicable guest fees and cart fees are paid.

E. Juniors:

- Children under the age of sixteen (16) are permitted to play the course after reviewing specific Club policies and etiquette by the Golf Professional or accompanied by a member.
- The Club may promulgate additional rules governing the golf facilities at its discretion.

IV. Course Rules

A. Golf Shop:

- The Golf Professional and his staff oversee the daily operations of the Golf Course, carts, driving range and bag storage.
- Merchandise sold in the Golf Shop is the sole responsibility of the Golf Professional, who purchases, sets prices, discounts, and other promotions.
- Handicap System – See Golf Rules
- The Professional and his staff are directly responsible to the General Manager, who is charged with enforcing all club policy. All suggestions and complaints should be made directly to the General Manager. Abuse or harassment of the Professional or the members of his staff may result in PFCCA Board action.

B. Practice Range:

- The practice range season is April 1 to October 30.
- Range balls will be purchased in the Golf Shop, unless an annual range fee has been purchased.
- All range balls and equipment shall not leave the golf course.
- Shagging out on the range is prohibited.
- Golf carts or automobiles are prohibited.
- All persons must tee off between the marker lines.
- Care should always be taken.
- Children must have adult supervision while using the facility.
- Practice will be limited to irons only when so posted.
- Practicing with balls other than range balls purchased at the golf shop is prohibited.
- Golf carts are restricted to the cart path and parking areas.

C. Cart & Walking Fees:

- Full time Member: A cart fee or walking fee will be required Monday through Friday from course opening until 3:00PM all season. A cart fee is required on weekends and Holidays from course opening until 3:00PM all season.
- Weekday Member: A cart fee or walking fee will be required Monday through Friday all season excluding Holidays.
- All Members are still required to sign in at the Pro Shop prior to teeing off.

- No fee for juniors under the age of 16.

D. Dress Code:

Dungarees, blue jeans, acid or stone washed jeans and denims regardless of style or make are not acceptable attire on the golf course for anyone at any time. Men's shirts must have collars and sleeves. Cut-off shorts, gym shorts, tennis shorts or sweatpants are not acceptable. Ladies must wear proper golf attire. It is the responsibility of each member to inform children and guests of the code. The staff reserves the right to refuse playing privileges to anyone not properly attired.

E. Play:

Twosomes may play at the discretion of the Golf Shop. Twosomes should not expect to play through foursomes and should not exert any pressure on the groups ahead. Foursomes shall have the right of way. Singles, twosomes and threesomes normally shall have no standing on the course.

No more than four (4) players per group are permitted, unless prior approval has been obtained from the starter or Golf Professional.

Twosomes and singles will be grouped with other players, if available.

F. General Rules:

- Foul language, club throwing or unsafe activity on golf course will not be tolerated.
- Abuse of staff personnel is prohibited.
- Mopeds, skateboards, roller blades, and bicycles are not permitted on the golf course, cart paths, or its adjacent grounds. Walking and jogging on cart paths are only permitted when the course is closed for golfing.
- The cost of any damage shall be charged to the responsible member.
- All golfers are responsible for the flight of their ball at all times. Any damage to a resident members private property, due to an errant flight of a golf ball, is the responsibility of the golfer who hit the ball.
- It is proper golf etiquette to assume this responsibility.
- If damage were to occur to a residential property, home, vehicle, or personal injury, please notify the golf shop immediately. Failure to notify the golf shop of these types of incidents, may result in fines/penalties, or suspension of golf privileges.
- Looking for a ball – If you hit an errant shot that is beyond the rough, it is in some cases, a residential property. Please be respectful. If you see the ball is along what is perceived as the property line, a few feet in, the ball may be retrieved. Beyond that, please respect the private property and do not wander beyond that point.
- The cart shop, bag room and storage area are restricted to employees only.
- Handcarts must stay on cart paths near all tees and greens.
- It is only common sense and normal courtesy to others that players are expected to replace divots, smooth sand bunkers and fix ball marks on the green. Slower players should allow

faster players to play through provided the hole ahead is void of players. Please place bunker rakes outside of bunkers after use.

- The sale of used balls on the course is prohibited.
- Alcoholic beverages will not be served, or sold, nor permitted to be consumed, on the Club's premises during hours, or at locations, prohibited by law. No alcoholic beverages will be sold or served to any person not permitted to purchase the same under the laws of the State of Pennsylvania.
- All food and beverages consumed on the Club Facilities shall be furnished by the Club, except as may be permitted by the Manager.
- No coolers containing outside alcohol are permitted anywhere on the golf course property including all parking areas. This restriction applies to all visible coolers, cooler bags stored inside golf bags and any item capable of carrying outside alcohol. The policy applies to all members and guests during regular play, league play, member events, mixed events and all non-member tournaments. PFCCA reserves the right to inspect coolers and such items as mentioned above.
- All areas designated as Non-Smoking must be observed under penalty of disciplinary action.
- Employees are not permitted to deliver food or liquor to areas outside areas designated by the club.
- Members must not request special personal services from employees.
- No commercial advertisements shall be posted or circulated in the Club, nor shall solicitations of any kind be made on the Club Facilities or upon the Club's stationery, except as authorized by the Club.
- Each player must have his own set of golf clubs.
- The Golf Course Superintendent may close the golf course to play whenever the grounds could be damaged by play.
- All tournament play must be approved in advance by the Golf Committee or Golf Professional.
- Members must use designated restroom facilities while on Club premises.
- No performance by entertainers will be permitted on the Club Facilities without the permission of the Club.
- Dogs or other pets (except for seeing eye dogs) are not permitted anywhere on the Golf course at any time, regardless of whether they are on a leash or are attended to.
- No member or guest is allowed in any service or maintenance area of the Club.
- All complaints concerning the operations of the Club Facilities, its employees and other matters are to be made in writing to the General Manager and signed by the complainant.

V. Golf Rules

A. U.S.G.A. Rules:

The rules of golf of the USGA together with the Rules and Etiquette as adopted by the USGA shall be the rules of the Club, except as modified by local rules. Local rules shall be those posted on the

scoreboard or by additional rule sheet as provided. The Golf Professional shall be the arbiter of any rule decisions. Maintaining pace of play is the responsibility of all members.

All members and guests must register in the Golf Shop before beginning play.

“Cutting-in” (entering the course without signing in) is not permitted at any time. All players must check in with the starter. Practice is not allowed on the Golf course unless otherwise permitted by the Golf Professional.

Shagging balls is not allowed.

No more than three (3) guests per member are permitted at any one time, unless otherwise authorized by the Golf Professional.

If a foursome or other group of players fails to keep their place on the course and loses more than one (1) clear hole on the players ahead, they must allow the following group to play through. It is the right and privilege of the following foursome to ask permission to play through, however, any grouping other than a foursome shall have no standing on the course as per the Rules of Golf. The slower group of players is required to take positions on the course out of play and shall remain stationary until the following foursome has played through.

All players who temporarily discontinue play after nine (9) holes for any reason must resume play and occupy the next tee before the following players arrive at the tee or they will lose their positions on the golf course.

All players must enter and leave bunkers at the nearest level point to the green. Smooth sand over with a rake upon leaving.

B. Handicaps:

- Pocono Farms has been rated and sloped by the Golf Association of Philadelphia. All PFCCA stroke play handicaps are computed according to the USGA world handicap system, which is based upon the lowest 8 of the last 20 scoring differentials.
- Handicaps are updated the day after the score has been posted.
- Scores of all rounds played must be submitted for handicapping purposes if 13 or more holes are played. Consecutive 9-hole scores must also be submitted.
- In accordance with USGA rules, to further support the key system premise of peer review, scores made while playing alone will no longer be acceptable for handicap purposes. This change underscores the importance of providing full and accurate information regarding a player’s potential scoring ability and the ability of other players to form a reasonable basis for supporting or disputing a posted score.
- All members found not submitting scores for handicapping purposes shall receive the lowest scores on their handicap run.
- All scorecards should be signed and contain handicap or member numbers.

- Members not generating official handicap may be prohibited from tournament play.
- To play in any tournament, you must have played and turned in for handicapping purposes five (5) properly attested handicap rounds. This will allow the computation of temporary handicaps.
- The Handicap Subcommittee shall be responsible for all aspects of the USGA Handicap System including enforcement.
- Further details about posting scores and handicaps are available in "The USGA World Handicap System" manual, a copy of which is available in the Golf Shop.

C. Tee Times:

Tee times may be reserved by calling or visiting the Golf Shop. All players must have a starting time prior to registration.

All players must check in at the Golf Shop before playing.

D. Golf Carts:

Golf carts must be used when directed by the Golf Professional and/or his staff.

Golf carts shall not be used by a member or guest on the property of the Club without proper assignment and registration in the Golf Shop.

Each operator of a golf cart must be at least sixteen (16) years of age and have a valid automobile driver's license. Any junior 16 or older in possession of a learner's permit may operate a cart in the presence of a licensed adult.

Drivers must read the operating instructions of the golf cart prior to usage and obey such instructions. No one is to operate a golf cart with a flat tire, or any other mechanical problem that is apparent or observed. Return cart to Golf Shop and another will be issued if an unsafe condition is encountered.

Obey all golf cart traffic signs.

Golf carts are to be returned to the staging area. The member who rents a golf cart may be fined if the golf cart is left in the parking lot or any other non-designated area. Always use golf cart paths where provided, especially near tees and greens. Cart usage is governed by the Professional Staff daily. Players are required to remain on the golf cart paths, without exceptions, on Par 3 holes.

Golf carts are not permitted within thirty (30) feet of a green, tee, bunker or their shoulders, except where golf cart paths are provided. Signs, designating, "Cart Paths Only", 90-degree rule, etc. are to be observed.

Golf carts are not to be driven over sprinkler heads and drivers are to avoid areas that are newly planted, wet or under repair.
The use of golf carts may be mandated by the Club during certain periods of play. These requirements will be prominently posted by the Professional Staff.

Exception: Persons with disabilities may request an exception and will be issued a flag to be attached to the cart roof after proper training.

Never drive a golf cart through a hazard.

Be careful to avoid soft areas on fairways, especially after rain. Use the rough wherever possible.

Operation of a golf cart is at the risk of the operator. Members are liable for any personal injury or property damage that results from the use of a golf cart checked out in their name. Members using a golf cart will be held fully responsible for all damages, including damages to the golf cart, that are caused by the misuse of the golf cart by the members or their guests, and the members shall reimburse the Club for all damages the Club may sustain by reason of misuse.

In the case of a junior licensed operator (ages 16 and 17) of a golf cart where damage to a cart is sustained, the parent/guardian will be responsible for the costs to restore/replace the cart to its original condition.

“Course closed” or “hole closed” signs are to be adhered to without exception. Golf carts shall be driven on the golf course only when the course is open for play.

Violations of the golf cart rules may result in loss of golf cart privileges and/or playing privileges.

Club Management reserves the right at any time to make the use of a golf cart mandatory for all golfers during certain time periods.

Privately owned carts, or any other privately owned type of motorized, stand on, sit in cart, scooter and/or board, are not permitted on the golf course.

E. Weather Advisory:

It is the sole responsibility of each golfer to assess weather conditions and immediately leave the course if dangerous conditions exist or are threatened. USGA Rules of Golf (Rule 6-8) allow players to discontinue play if they believe there is a danger from lightning. Golfers must use common sense in determining when to leave the course.

F. Golf Course Etiquette:

People using the golf course should do their part to make a round of golf at Pocono Farms Country Club Association, Inc. a pleasant experience for everyone. Here are some suggestions:

Do not waste time. Anticipate the club or clubs you may need and go directly to your ball. Always be near your ball to play promptly when it is your turn. If a player is delayed in making his shot, it would be courteous for such player to indicate to another player to play and this should not be deemed playing out of turn.

The time required to hole out on and around the green is a chief cause of slow play. Study and clear the line of your putt while others are doing the same. Be ready to putt when it is your turn.

Be sociable but reserve your extended conversations for the 19th hole.

When approaching a green, park your golf cart on the golf cart path with all four wheels on the cart path. Never leave the golf cart in front of the green where you will have to go back to get it while the following players wait for you to get out of the way. When standing on a tee, all four wheels of each cart must be on the cart path.

When playing on a hole is completed, leave the green promptly and proceed to the next tee without delay. Do the scoring for the completed hole while the others in your group are playing from the next tee.

If you are not holding your place on the course, allow the players behind to play through. Do the same if you stop to search for a lost ball.

Repair all ball marks on the green.

Replace all divots with the divot itself grass side up or dress with the mixture provided on the cart or buckets.

G. Rangers:

Golf Rangers may be on duty to help regulate play and enforce golf cart regulations. The Ranger is responsible and is empowered to keep the play moving at an appropriate pace. Instructions from the Ranger to this end must be followed. Failure to cooperate with the requests or directions of the Ranger will result in disciplinary actions as follows:

First Offense – Warning Letter

Second Offense – Play restricted to afternoons only for 2 weeks.

Third Offense – Suspension of Membership Rights and Privileges

VI. Tournament Policies

A. Member:

All member outings, fun nights, and tournaments shall be scheduled by the Golf Pro and approved by the Golf Committee. All events must be financed by fees without cost to the Club.

- Member tournaments will require sign-up and payment of fees at least one week in advance so that proper arrangements for meals, etc. can be made.

B. Outside:

All outside agencies which request use of our facility for Golf outings or Tournaments shall submit a PFCCA application for approval of the Golf Professional. Upon approval and final scheduling, a non-refundable deposit of $500.00 for golf shall be paid. Final count will be made at least five (5) days before the date of the event. The final payment will be the day of the tournament.

- No outside tournaments will be held on weekends or holidays from Memorial Day weekend through Labor Day unless approved by the Golf Committee.
- The Golf Committee must approve all in-house tournaments and their formats.
- Guest passes may not be used in any outside tournaments.
- Outside tournaments will be limited to ten (10) "In Season", or as approved by the management so that they do not interfere with regular member play and enjoyment of the golf facility.

C. Eligibility:

All Championship events are restricted to full annual golf members only over the age of 21. There is no minimum age limitation for the Men's & Ladies' Championships or the President's Cup.

The format of any championship event may be revised by the golf professional, the golf committee chairman, or the tournament director for the overall benefit of the event.

Championship events are described as the following:

1. Member-Guest
2. Member-Member
3. President's Cup
4. Senior Championship
5. Men's & Ladies Championship
6. Handicap Tournament

The Senior Championship shall consist of three (3) divisions:

1. Senior – Any member 50-59 years of age
2. Super Senior – 60-69 years of age
3. Vintage Senior – 70 years of age or older

D. Schedule:

A complete tournament schedule shall be published no later than April 1st and shall be updated on a regular basis throughout the season, as changes become known.

E. Tee Policy:

Men under age 60 will play the Blue Tees, ages 60–79 the White Tees, ages 80–89 the Red Tees and ages 90 and over the Silver Tees, with all men's tee assignments based strictly on age and no exceptions permitted.

Women under age 80 with an Age + Handicap Index under 100 will play the Red Tees, while women under 80 with an Age + Handicap Index of 100 or greater may play the Silver Tees only in Stroke Play or Better Ball formats. Women under 80 must play the Red Tees in Scramble and Alternate Shot formats. Women age 80 and over may play the Silver Tees in all formats.

Event Exceptions **–** In the Member/Guest Tournament, Silver Tees are permitted in the 9-hole Better Ball for women meeting the Age + Handicap Index ≥100 requirement or age 80 and over. In the 9-hole alternate shot and 18-hole scramble, women under 80 must play the Red Tees and women age 80 and over must play the Silver Tees.

Tournament Eligibility Requirement **–** To be eligible to compete from a specific tee box in tournament play, a player must have at least five posted scores from that tee prior to the event or will compete as a zero handicap from that tee.

Tournament Posting & Communication **–** The Golf Professional will post the official tee assignments for all tournaments on event sign-up materials and online registration prior to each event.

Summary **–** This policy defines clear tee eligibility by age and handicap index, allows Silver Tees for women meeting Age + Handicap Index ≥ 100 in Better Ball or Individual formats, requires Red Tees for women under 80 in Scramble and Alternate Shot events, enforces a five-score posting requirement for tee eligibility and ensures tee rules are clearly communicated by the Golf Professional before every tournament.

VII. Golf Committee

To obtain member input concerning the operation of the Club Facilities, a Golf Committee has been established to serve as a liaison between the Club and the members. The members of the Golf Committee, except for four (4) members who may be non-residents, must be resident members of the Club and are elected by the members of the Club for three-year terms. The Golf Committee has no duty or power to negotiate or otherwise act on behalf of the members of the Club and serves only in an advisory capacity. Final approval of committee members is made by the Board.

Golf Committee:

Membership and duties are described in PFCCA By-Laws; Section 6.5 The Committee shall meet with the General Manager, Golf Professional, Course Superintendent and PFCCA Liaison member. Meetings shall be open to the participation of the general membership.

The Committee shall elect from its members, a Chairman, Vice Chairman and Secretary.

The Chairman shall appoint with the approval of a majority of its members, Sub Committee Chairman in the following categories.

- Maintenance & Greens keeping
- Policy (Rules & Regulations)
- Tournaments
- Handicaps
- Memberships
- Scholarship
- Communication

Club operation, financial control and any problems brought to the Committee shall be acted upon promptly with a recommendation to the PFCCA Board.

VIII. Golf Scholarship

The Pocono Farms Country Club Association Scholarship was created to enable the golf community to help resident students with their first year's college needs. There will be no more than three individual monetary scholarships awarded annually by the golf membership to resident Pocono Farms students. The monetary amount will be set by the committee, not to exceed $2,500 per recipient. *Amended by the Board of Directors – May 2026*

Awards are based on achievement of the following qualifications:

1. Must be a high school senior.
2. Must be a resident of Pocono Farms.
3. Must have a minimum grade point average of 2.75.
4. Must have been active in community activities.

Funding is accomplished through tournament donations, individual contributions and other donations.

Selection of the winners is not limited to golf membership but recognizes the students in the entire community.

The Selection team should be comprised of The Community Board President, Golf Committee Chairman, and a non-golf member resident.

The General Manager should sit on the selection committee in an advisory role.

The Golf Committee Chairman will also be the Scholarship chairman during their term.

IX. RW Denny Jr. Golf Scholarship

This scholarship is available to both resident and non-resident current golfing members' children. The high school senior applicant must have been a member of the Junior Golf Team for a minimum of two years, have a grade point average of 2.75 or higher, have volunteer hours with Junior Golf Camp and/or PFCCA Golf Tournaments and have a letter of recommendation from a coach, golf professional or teacher. High school golf team participation is encouraged but not required.

X. Handicap Flag Policy

Handicap Flags shall be assigned to members, family members and/or member's guests when the following requirements are confirmed:

1. Member, family member or guest provides bona fide proof of handicap, under the Americans with Disabilities Act, when such handicap requires use of such flags.
2. Member, family member or guest provides bona fide physician's letter (confirmed by staff) that individual has "temporary" disability requiring utilization of such flag.

If you have a medical condition that meets the requirement for the use of a handicap flag, please forward a letter to the Golf Professional with all pertinent information requested above. Meetings will then be scheduled for all individuals to review the rules regarding the use of handicap flags.

The courtesy is extended only to the player needing assistance. His or her partner must obey the cart rules for the day. Unfortunately, under extreme conditions, we may not be able to allow handicap flags to be used. This will be determined by the Golf Course Superintendent or Golf Professional.

Cart Paths Only – When cart paths rules for the day are "Cart Paths Only", handicap flags will not be distributed to anyone. The reason for "Cart Paths Only" is that on every hole there is some degree of potential damage from use of a golf cart. Please understand that we are attempting to accommodate those players needing assistance, but at the same time we must also protect the golf course from damage created by cart use.

Parking of Carts – Carts shall not be parked closer than five (5) yards from the front of any green.

90 Degree Crossing – When cart rules for the day are "90 Degree's", players using a handicap flag may cross at 90 degrees on all holes including par 3's. This means you may leave the cart path and drive at a 90-degree angle to your ball. After you hit your shot, you must return immediately to the cart path.

Do not ride up the fairway or the rough to your ball. For your own safety, we ask that you avoid driving up and down any steep hills. You must always keep the cart at least five (5) yards from the front of any green.

Mandatory Orientation – All individuals who require a handicap flag must attend a course orientation conducted by the Golf Course Superintendent. The orientation is by appointment only. Therefore, individuals requiring such a flag must make advanced arrangements for the course orientation.

GOLF COURSE STANDARDS | POCONO FARMS COUNTRY CLUB - 2026

GREENS:

Greens at Pocono Farms C.C. during peak season are maintained at .125 (eighth inch). This height of cut gives us a consistent 9.0 on the stimp meter. With the various slopes on our greens, this is a fast, yet fair, green speed.

The above height and green speed may change for various club functions, disease pressure, and aerification, and weather conditions.

FAIRWAYS:

Fairways at Pocono Farms C.C. are maintained during the peak season at .500 (half-inch). High-end golf clubs maintain their fairways anywhere between seven-sixteenths and half-inch depending on turf species.

This height is the best for the membership. Maintaining our fairways any lower would make it more difficult for the members with higher handicaps. If the height of the cut is raised, the fairways would not look as lush as they do and the risk of various weeds germinating in our fairways would increase.

TEES, COLLARS, & APPROACHES:

Tee boxes at Pocono Farms C.C. are maintained during peak season at .500 (half-inch). With our fairways maintained at .500 (half-inch), it is customary for the tees to be cut at the exact same height. This allows a consistent flow of turf height going from the fairway to the approach.

SECONDARY CUT:

The secondary cut, which is the very first pass outside the fairway and the green, is maintained at one inch. This is a progressive jump from the fairway and collar to the rough. There is no specific height allocated for this area among golf courses. This maintains a nice, steady transition from fairway and collar to the rough.

ROUGH:

The rough at Pocono Farms C.C. is maintained at 2.5 inches. Rough is an area on a golf course that can change from time to time due to weather conditions. During particularly wet times of the year the rough may exceed 2.5 inches because mowing under saturated conditions is unsafe and may be harmful to the turf. Maintaining the rough at 2.5 inches will keep our rough being lush and green, and fair to all levels of golfing abilities.

CUP CHANGING:

Cup changing is done on an as needed basis. Typically, the cups are changed every Tuesday, Thursday, Saturday, and Sunday. When the level of play increases, the interval decreases. During any club function, regardless of the day of the week, the cups are always changed. This also includes relocating tee markers and filling divot stations.

Reviewed and approved at the April 2014 Golf Committee and Board of Directors meeting.

Originally drafted in 2003. Revised March 2024. Added to Golf Policy & Procedure Manual April 2014.