

## **CLUB REPRESENTATIVES' ENTRY LIST FOR CALGA TOURNAMENTS**

(Blank entry lists may be downloaded from the CALGA website)

1. It is important to complete the entry list for the hosting club. Either email or mail two (2) copies of the list. Entries must be postmarked by the Tuesday prior to play day. If you are emailing the entry list please also email the same listing to the Handicap Chairperson. She will in turn email the listing with adjusted scores back to you following the tournament. If mailing entries by post then mail two (2) copies to the Host Rep.
2. Entries are to be typed or printed.
3. Make check payable to CALGA. Send one check with the 2 entry lists for the total amount. If you have emailed the entry list, you would just be mailing the checks.
4. Any cancellations prior to the CALGA play day should be made to each player's club representative. The representative will call the host club representative to make the cancellation. The player's name, home club and handicap must be supplied.

### **FORMAT FOR ENTRY LIST**

1. Club name and tournament date.
2. CALGA representative's name, phone number, cell phone number.
3. Host course name, amount of entry fee, host course slope and rating.
4. Members last name, members first name, leave adjusted score blank, members USGA index, members handicap after adjustment to the host course.
5. If any additions or deletions to your clubs roster, annotate.
6. Complete the total entries and dollar amount sent.
7. Sign the form.

**See attached sample**

**Revised April 2011**

