



**Gaudet Luce Golf Club
Member's Handbook
2026**



Gaudet Luce Golf Club





Welcome

A very warm welcome to Gaudet Luce Golf Club.

Whether you are an experienced and regular golfer, have progressed through from the Russell Adams Golf Academy, are just starting out on your golfing journey or have joined us from another club, we are really pleased that you have chosen to play your golf with us here at Gaudet Luce.

This handbook will provide you with useful and important information that should help you progress and enjoy your golf at all levels. It includes information about the Sections, how to obtain a handicap, competition formats, basic golf rules and etiquette. You will also find the names and contact details of Club Officers who are all very willing to help with any questions you may have.

Whatever your reasons for joining our club, whether you play solely for fun, enjoy socialising with other members, or you wish to regularly play in the monthly club competitions, represent Gaudet Luce in League fixtures, individual and team competitions, we have it all.

We hope that you will find being a member of Gaudet Luce both rewarding and enjoyable and most importantly have loads of fun!

Gaudet Luce Golf Club Executive Committee



List of Contacts

The Officers of the Club and Section Representatives work hard behind the scenes to make sure there are lots of events and fixtures for the membership to take part in. Should you wish to talk to us about any aspect of the Golf Club activities please feel free to make contact.

Position	Name	email
<u>Executive Committee Officers</u>		
President	David Worsfold	david.worsfold@gaudet-committee.co.uk
Chairman	Bill Clifford	bill.clifford@gaudet-committee.co.uk
Club Captain	John Doidge	john.doidge@gaudet-committee.co.uk
Club Secretary	Joan Woodhams	joan.woodhams@gaudet-committee.co.uk
Club Treasurer	John Miles	john.miles@gaudet-committee.co.uk
Club Handicap Chair	Sam Waters	sam.waters@gaudet-committee.co.uk
Club Competitions Chair	Nigel Nash	nigel.nash@gaudet-committee.co.uk
<u>Section Representatives</u>		
<u>Gents Section</u>		
Competition Secretary	Darren Williams	darren.williams@gaudet-committee.co.uk
Handicap Secretary	Andy Waters	andy.waters@gaudet-committee.co.uk
Communications	Andrew Kyte	andrew.kyte@gaudet-committee.co.uk
<u>Ladies Section</u>		
Competition Secretary	Sarah Woodhams	sarah.woodhams@gaudet-committee.co.uk
Handicap Secretary	Angie Partridge	angie.partridge@gaudet-committee.co.uk
Communications	Joan Woodhams	joan.woodhams@gaudet-committee.co.uk
<u>Seniors Section</u>		
Competition Secretary	Ray Dunn	ray.dunn@gaudet-committee.co.uk
Handicap Secretary	Andy Waters	andy.waters@gaudet-committee.co.uk
Communications	Nick Whitham	nick.whitham@gaudet-committee.co.uk
<u>Juniors Section</u>		
Competition Secretary	Kevin Harris	kevin.harris@gaudet-committee.co.uk
Handicap Secretary	Jenny Hartley	jenny.hartley@gaudet-committee.co.uk
Welfare Officer	Like Mound	luke.mound@gaudet-luce.co.uk
Pro Shop		golfshop@gaudet-luce.co.uk



General Club information

Website

The Gaudet Luce Golf Club website can be found at www.gaudet-luce.co.uk. On the website, you can book a tee time and find further information on the club, Pro Shop and other facilities on offer.

By accessing the Members Area, you can find information on Golf Facilities, Levy, Reciprocal Golf, Handicaps, Rules, Contact Details etc.

Online Social Golf Tee Booking

In order to book online you must provide us with an up-to-date email address. Once we have this on file, we will issue a registration email with instructions for you to setup a username and password so that you can book a tee time either via the club website or the Elite Live app. Please note that you are unable to cancel any bookings online. Please phone the pro shop in order to cancel a tee time.

Competition Entry

Entry into competitions is separate from the tee time booking system above.

The four individual sections (Gents, Ladies, Seniors & Juniors) run competitions for members throughout the year and also take part in a number of mixed 'Fun' competitions.

Entry for these competitions is managed via the Club Systems software and the HowDidIDo website facility. This will require members wishing to enter competitions to register with www.howdidido.com or use the PSI terminal in the clubhouse. Members will need to be preloaded for handicap management into the Club Systems application that we use. The HowDidIDo website is currently free to use but members should note that the mobile app does attract an annual charge.

In order for the section to communicate effectively with our members we ask that email details are provided for us to create a record in Club Systems that enables us to email from the system direct to members, provide updates on competitions and results etc.

Dress Code

As a modern golf club, Gaudet Luce does not have a restrictive dress code. Members should be relaxed and comfortable whilst at the golf club, however, both on the course or in the clubhouse Members must maintain a respectable standard of casual but smart dress in keeping with golfing traditions.

On the Course

Members and guests of Gaudet Luce are asked to wear appropriate golf clothing (including sports socks and appropriate golf shoes) of a style and design that could be readily purchased in any professional golf retail outlet or as you see worn by golf professionals.



Should your dress, or that of your guest(s), be considered inappropriate our staff have been instructed to discreetly bring it to your attention and you may be asked to correct it prior to continuing your round.

In the Club House

- General dress code - Smart casual dress
- We ask that soiled clothing and muddy shoes are not worn in the clubhouse
- Spiked golf shoes **must** be removed before entering the clubhouse.
- Golf caps and hats **must not** be worn in the clubhouse.

On the Course Equipment

In your bag: weather:

Ball markers

Sharpie pen

Glove

Golf balls

Golf towel

Golf rule book

Pitch mark repairer

Pen / pencil

Tees

Watch

Drinks & Snacks

For hot weather:

Plenty of water

Hat / cap

Sun cream

For rainy

Golf Umbrella

Waterproofs

Remember Only 14 clubs are allowed in your bag for competitions.

A mobile phone is accepted in case of an emergency, but it can't be used to provide information that may help you in a competition! It must remain on silent in your golf bag.



Basic Rules and Etiquette

Playing the game

- Honesty is very important in golf as it is in every other aspect of your life. It is a game of trust and if you cheat, you cheat yourself and betray the trust of other players. Once you have lost the trust of other players, that trust is very difficult to regain, so be sure to count all your shots.

Before a round

- Check notice boards for any relevant information.
- Ensure you have a rules booklet and are acquainted with the Gaudet Luce local rules
- Sign the entry sheet and pay your entrance fee in Club Shop prior to starting your round.
- Arrive early for your tee time – be on the tee at least 10 minutes before you are due to tee off.
- Shake hands and introduce yourselves to your playing partner(s)
- Identify the ball you are playing with to eliminate any mis-identification on the course.
- When it is safe to do so, tee off at your appointed tee time.

During the round on the course

- Mobile phones to be on silent and kept in bag.
- Let groups through if you are slow or know you will be holding up play whilst searching for a ball.
- Avoid slow play – keep up with the group in front, not just ahead of the group behind and to comply with England Golf Pace of Play rules.
- Rake bunkers.
- Flag sticks - don't drop them on the green or damage around the hole. Replace them when the hole is completed. We utilize a colour identification to indicate the position of a hole on the green from distance: Red=Front, White=Central, Blue=Back
- Replace divots on fairways
- Repair divots on tees with repair soil provided in the green boxes. Do not replace divots on tees.
- Repair pitch marks on the green.
- Wait to take shots until the players in the group in front are out of your range.
- Consider other players by not walking on your playing partners lines on the green.
- Exercise "Ready Golf" practices. Regardless of order of play, if it safe to do so, play your shot.
- Consider other players by not distracting them when they are taking shots by moving, making a noise or standing too close. Give players space.
- Consider where you leave your trolley. Ensure it isn't in the way of other players and it is placed in the best position to keep up the pace of play.

At the end of the round

- Take off any hat and shake hands with your playing partner(s).
- Ensure your scorecard is completed correctly.
- Hand in your score card following club score entry procedure.

England Golf have produced pocket guides for the basic rules and etiquette which can be found at:

<https://www.Englandgolf.org/library-media/documents/GOLF-Rules-Pocket-Booklet.pdf>

<https://www.Englandgolf.org/library-media/documents/GOLF-Etiquette-Pocket-Booklet.pdf>

England Golf Pace of Play rules can be found at:

<https://www.Englandgolf.org/page.aspx?sitesectionid=1476&sitesectiontitle=Pace+of+Play+Policy+2017>



Handicap Information

All membership categories of the Phoenix Course are entitled to gain a handicap. Note this does not apply to Hadzor Course membership as it is a Par 3 course and not an England Golf measured course.

WORLD HANDICAP SYSTEM
R&A USGA

World Handicapping System

- Official Handicapping System for all golfers.
- From November 2020 this has replaced CONGU for both males and females.

How do I get a Handicap?

- Submit cards played on the Phoenix Course totalling 54 holes played.
- 9 Hole membership submit 6 x 9 holes played.
- 18 Hole membership, the norm is to submit 3 x 18 holes played. However, any permutation of 9 hole and 18-hole cards may be submitted but **must total a minimum of 54 holes**.
- You will be awarded a Handicap reflecting your standard of play against the par for the course.
- All rounds for handicap purposes **MUST be played at your Home Club** and cards submitted within a six-month period, any cards older than 6 months will become obsolete and not count towards gaining your handicap.
- Cards will not be accepted if **three or more temporary greens** are in play.

From which tees do I play to gain my handicap?

- Gents - Yellow Tees/Gents – Red Tees
- Ladies - Red Tees/Ladies – Yellow Tees

Who can mark my handicap card?

- All handicap cards **must** be marked by a member of Gaudet-Luce who holds a handicap.

What information MUST be on the card?

- Player's name and date played.
- Card clearly marked "For First Handicap".
- Total strokes played at each hole.
- Signature of player.
- Printed name and signature of marker.

Where do I submit my cards?

- Place your cards in the handicap box in clubhouse by the computer. Please hand them in as soon as played so that the system can be updated.

What happens next?

- Your handicap will be calculated by England Golf, entered onto the club database and registered. Please note that England Golf require an email address and date of birth for them to process a handicap.
- You are now eligible to play in handicap qualifying competitions but always check entry rules for any handicap restrictions that may apply.



What is my CDH ID Number?

- You will find your “CDH ID Number” next to your name on your handicap certificate. CDH stands for the Central Database for Handicaps. Handicapping information is collected electronically from all clubs when they close qualifying competitions. The information is available on the Internet for reference by individual players, clubs, and tournament organising bodies.
- A CDH ID Number is a unique lifetime number which allows a player to be registered for handicapping purposes. You will need this number to enter competitions played away from your home club. All club members are automatically members of England Golf and are issued with an England Golf/County membership card showing your CDH ID Number – these are now electronic, and can be downloaded by registering at www.Englandgolf.org





Competition Scoring Formats

Medal Play	A round where you count every shot that is played in a round
Stableford	A round where you score points on each hole for the number of shots you take, taking your handicap into account Bogey (1 over par) = 1 point Par (level par) = 2 points Birdie (1 under par) = 3 points Eagle (2 under par) = 4 points Albatross (3 under par) = 5 points
Match Play	A round where you play against each other individually or as a team, hole by hole. You can win, lose or halve a hole. Once a player is up by a number of holes which is less than that remaining to be played, then that player will have won the match.
Knockout Competitions	A match play format either as an individual or a team where you must win to progress to the next round.
Pairs Betterball Stableford	A round where two players play as a team using the Stableford format. With the best points score on each hole being the one used for the team.
Bogey / Par	A round where you play match play against the course. A gross or nett birdie or better wins the hole. A nett par means you level the hole, and a nett bogey or worse means you lose the hole.
Flag Competition	A round where players have a total number of shots equivalent to the par of the course plus their handicap to complete the round. They then play the round until their allotted number of shots runs out and they place a flag in the ground at the place where their number of shots run out.
Foursomes	A round with two players play as a team, but instead of playing their own ball, the players play take alternate shots with the same ball and tee off alternate holes
Greensomes	A round where two players play as a team, but each player tees off and then the team decides which ball to play in alternate strokes for the remainder of the hole
Texas Scramble	A round where up to four players play as a team. All players tee off, but the team uses the best shot of the four to play next. All players then play this ball and again they choose the best ball and so on until the ball is holed out.
Medford	The best Stableford score(s) are taken from the best Medal score(s) and the winner is the player with the lowest 'Medford' score.
Order of Merit – OOM	Accumulation of points based on finishes in pre-nominated competitions throughout the year.



Filling Out a Scorecard (for Competition or Handicap purposes)

Before teeing off simply fill in the top section of the scorecard

INDICATE TEE USED:			Rating 69.2 Slope 124	Rating 68.3 Slope 124	Rating 71.3 Slope 128	
COMPETITION					TEE	
DATE	H'CAP INDEX	COURSE H'CAP	STROKES REC'D	TIME	H'CAP INDEX	COURSE H'CAP
Player A				Player C		
Player B				Marker/D		

Players WHS handicap index

Convert to course handicap referring to the QR code on the scorecard

Competition handicap - Enter shots received from percentage of Course Handicap depending on the competition

- Competition - Name of the competition being played for example – April Monthly Stableford
- Date - The date of the Competition – e.g. 10/06/2026
- Time - The tee time that you start your round – e.g. 12:04
- Tee - The colour of tee you are playing from – white / yellow / red
- Player A - Your name*
- Players B, C & D (as applicable) - Names of your playing partner(s)*
- Your handicap and that of your playing partner(s) as per above

* The 'name boxes' are not ideal for some of our names - if you cannot fit your name in can we ask for your Initial and Surname i.e. A N Other, and **not** a shortened version of your Christian Name and Surname, i.e., Annie O.

At the start of the round exchange cards with your playing partner(s) to ensure you do not mark your own card.

INDICATE TEE USED:			Rating 69.2 Slope 124	Rating 68.3 Slope 124	Rating 71.3 Slope 128	
COMPETITION					TEE	
DATE	H'CAP INDEX	COURSE H'CAP	STROKES REC'D	TIME	H'CAP INDEX	COURSE H'CAP
Player A				Player C		
Player B				Marker/D		

Hole	Marker/D	White Yards			Yellow Yards			S.I.	Player's Score			Nett Score	Red Yards		
		White	Par	Yards	Par	Yards	A		B	C	Red		Par	S.I.	
1		381	4	375	4	12		367	4	12					
2		185	3	175	3	16		163	3	16					
3		309	4	300	4	10		287	4	10					
4		267	4	263	4	14		257	4	14					
5		317	4	312	4	6		294	4	6					
6		151	3	141	3	18		130	3	18					
7		358	4	353	4	4		259	4	4					
8		524	5	509	5	8		483	5	8					
9		392	4	389	4	2		388	5	2					
		2884	35	2817	35			2628	36						
PLEASE REPAIR PITCHMARKS, REPLACE DIVOTS AND AVOID SLOW PLAY AT ALL TIMES															
10		160	3	155	3	15		144	3	15					
11		410	4	393	4	5		405	5	5					
12		201	3	192	3	11		157	3	11					
13		388	4	383	4	9		332	4	9					
14		422	4	417	4	3		417	5	3					
15		553	5	547	5	7		429	5	7					
16		145	3	135	3	17		138	3	17					
17		557	5	502	5	1		422	5	1					
18		329	4	324	4	13		320	4	13					
		3165	35	3048	35			2764	37						
		2884	35	2817	35			2628	36						
		6049	70	5865	70			5392	73						
		Stableford Points or Par Result		HANDICAP		NETT									

Markers score – yours! (or player D)

Par – this is determined by number of shots a scratch player would play to par the hole

Total score for front 9 holes

Total score for back 9 holes

Total score for all 18 holes – known as gross score

Add your name and details to your partner's card as "Marker"

Partner(s) Gross score as Player A, B, or C

Stroke Index (S.I.) – determines how many shots you receive over par depending on your handicap, for example in Stableford and Matchplay formats

Handicap – taken from "Strokes Received" above

Nett score - Total score for all 18 holes Gross Score minus handicap

Marker's Signature _____ Player's Signature _____

Signatures of both players

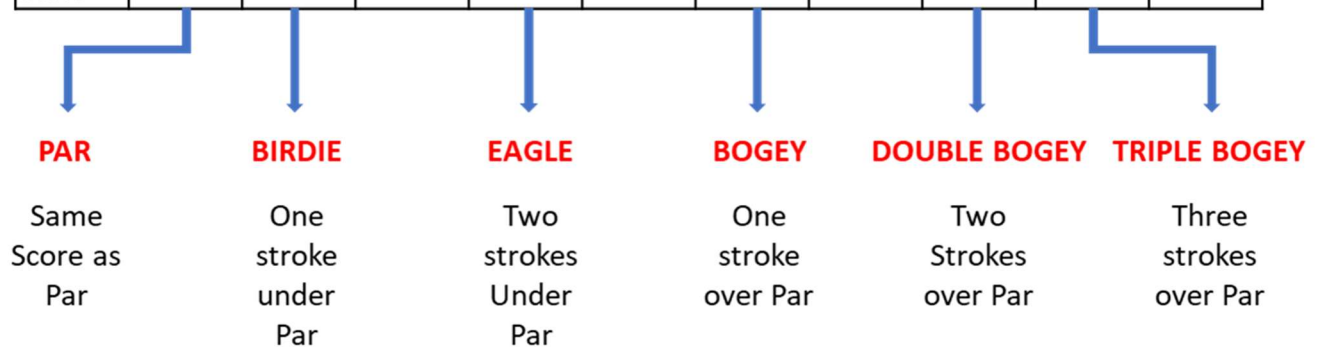


- On completion of each hole it is good practice to check your score for that hole with your playing partner(s). Compare the scores you have marked with that of your playing partner(s), they should match yours and you should agree each other's scores.
- At the end of the round, both you and your Marker MUST sign your card. Unsigned cards will result in disqualification.
- Make sure all details are completed on the card.
- Although you are no longer responsible for entering your current handicap – the committees do request that this is completed for the sake of clarity in scoring for Stableford competitions.
- Carefully check your scores per hole-signing for an incorrect score is disqualification.
- Hand in your card as soon as possible after the round following club procedure.
- You may be asked to input your results onto the club computer system, enter results carefully, checking they match the results on your card-good practice to do this task with your playing partners.
- Always remember, the correct completion and signing of the score card is vital, you cannot be disqualified for computer typing errors but you can be disqualified for an incorrect score card.
- Always check and ask if you need some help!

Please note : We have local rules in place and failure to fill out a card with all the correct details will mean that you will be disqualified from the competition. If you are unsure, please ask for help.

N.B if you are playing a 9-hole competition The table below shows how to score each hole dependent upon the number of shots you take to put the ball in the hole:

Hole	1	2	3	4	5	6	7	8	9	Total
Par	4	3	4	4	4	3	4	5	4	35
Player A Score	4	2	4	2	4	4	4	7	7	38





Competition Entry Procedures (for Club V1 Computer System Competitions)

You are able to view a competition 8 weeks in advance, entry opens 4 weeks prior to playing date and close at 2 weeks. After this you can be added to the reserve list and will be notified as soon as there is a place available. Once a competition has closed if you need to withdraw could you please contact the section Competition Secretary and not just remove yourself from the competition.

Entry into section trophy competitions – These may have specific conditions and handicap limits applied but in general, players must have played 3 x 18 hole qualifying competitions at Gaudet Luce within a rolling year of the trophy competition being played.

Competition Entry

- Enter competitions by:
 - a. Using Touch Screen in Club House lobby: Enter name and click on competition required
 - b. How Did I Do website, register at www.howdidido.com, enter “Booking” and click on competition required. Note – the website access is free of charge but there is a subscription payable for using the app version.
- The section Competition Secretary closes competition for entry (usually 2 weeks prior to the date of the competition) completes the draw and issues start times to Players who have entered via email
- Players can also view their start times on the club touch screen or at www.howdidido.com
- Players should check their start time 24 hours before the competition as it may be necessary to move groups or individuals forward.

On Day of Competition

- Players must report to pro-shop to register and pay entry fee for competition – failure to do this prior to the competition will result in disqualification.
- On completion of round, players enter their scores on to the system using the touchscreen and place their cards in the white box
- After competition is complete and all cards entered, the Competitions Secretary will check the cards, close the competition, and publish results. Any handicap revision will be visible on the England Golf website and app from midnight.
- All can view results on www.howdidido.com or club touch screen
- Everyone can view their playing record and print handicap certificate on www.howdidido.com

If a Player wishes to cancel out of a Competition

- If competition still open for entry: Click “remove me” on either touch screen at the club or on www.howdidido.com
- If competition closed: Contact the Section Competition Secretary and Pro Shop
- To cancel on the day of the competition: Contact the Golf Shop ASAP on 01905 796375

NB: Failure to notify cancellation can result in a four week ban from club competitions. Refer to Club Rule for “No Show” in competitions.



For more information on howdidido please follow <https://www.youtube.com/watch?v=6PljcQ7Q9TM&t=54s>



Rules for Competitions played at Gaudet Luce

All competitions are subject to the rules of golf as laid down by England Golf. In addition, a copy of the "Terms of reference" which contains all of the rules when playing in any Gaudet Luce competition or match is available on the Gaudet Luce website.

<https://www.gaudet-luce.co.uk/wp-content/uploads/2025/01/Competitions TOR v1 2026.pdf>

All rule infringements are subject to additional penalties and or disqualification. Please make yourself aware of the rules before playing in an organised competition.

Away Competitions

This includes all competitions played at outside venues, including other clubs to which you may belong, County competitions, Open and National competitions. You are responsible for ensuring your score is returned to your Home Club (i.e., the club which holds your handicap).

Members are reminded that when playing at any external venues, you are acting as Ambassadors for Gaudet Luce Golf Club and your conduct reflects upon the club. Any issues resulting from bad behaviour at an external event will still be dealt with through the Gaudet Luce disciplinary procedure.

A copy of the Conduct & Compliance standards can be found in the Member's section of the website:

<https://gaudet-luce.co.uk/wp-content/uploads/2024/04/Code-of-Conduct-for-Adult-Golfers-2024.pdf>

Also, the Disciplinary regulations are in the same area of the website:

<https://gaudet-luce.co.uk/wp-content/uploads/2024/04/Gaudet-Luce-England-Golf-Club-Disciplinary-Regulations-2024.pdf>

Handicap Qualifying Competitions:

- The host club will send the results electronically to your home club via the CDH system. This can occasionally take a couple of days, so it is advisable to check with your Handicap Secretary or Competition Secretary at your home club that they have received the results and your handicap has been adjusted accordingly.

Non-Qualifying Competitions:

- You are obliged to return competitive away scores to your Home Club (your original score card, a copy, or a photo)
- This includes all singles, team events, Am-Am, 4 Ball Betterball. Exceptions are Texas Scramble; Foursomes and Greensomes.
- Return your scores to the Handicap Secretary. These will not directly affect your handicap but will be used as evidence of ability in the Annual Review.

Summary:

We hope and trust that you will find Gaudet Luce Golf Club an inclusive, friendly club.

We require all of our members to act responsibly with respect for others at all times whilst on the course and premises and to be a good ambassador if chosen to represent the club in any inter-club activities.

But most of all, we want you to enjoy your golf.