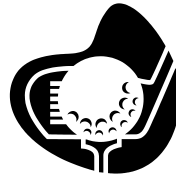




Coakley-Russo Memorial Golf Course

Located at the VA Medical Center
Knollcroft Rd., Lyons, NJ

Membership Handbook



Effective 2012

Managed & Maintained by:

Bernards Township Parks & Recreation
1 Collyer Lane
Basking Ridge, NJ 07920
908-204-3003

TEE TIME PHONE: 908-604-2582

General Rules & Regulations

The following rules have been established for the safety and enjoyment of members and their guests.

Hours of Operation

- The course operation hours are from 7:00am to Sunset, daily.
- Players will not be allowed on the course within one hour prior to closing. All players must be off the course and in the parking lot by the posted closing time (sunset).
- Changes in operating hours, delayed openings and closings are at the discretion of the Golf Operations Supervisor. Call the course directly for the most up to date schedule changes, 908-604-2582.

Guests

- Guests are permitted on the course during the following hours:
 - Monday through Friday 8:00am until 5:00pm
(June, July and August: extended until 6:00pm)
 - Weekends and Holidays after 8:00am until Closing
- Members are responsible for their guests at all times.
- Guests must play in a group accompanied by a member, no more than 4 total golfers per group.
- **The minimum age to play** the course is **10 years old** (minimum age for membership is 14). Proof of age is required!! A copy of a birth certificate, passport, pool ID or any ID with date of birth can be used for age verification.
- Rain checks will be issued at the discretion of course staff.

Dress Code

- Proper golf attire and footwear must be worn. **Collared Shirts Required.** Mock turtle collars may be worn. Tank tops, T-shirts, undershirts, half shirts, halter tops, cut-off shorts, short shorts, ripped or torn jeans, playing without a shirt or other such apparel are not permitted.
- **No metal spikes;** soft spikes and rubber-soled shoes only.

Membership Photo I.D.'s

- Photo I.D.'s are required for all members to play the course.
- Photo I.D.'s will be reactivated for annual members when their renewal payment is received.
- Non-Resident members will receive new I.D. cards each year. All other members are encouraged to turn in their card at the Recreation Office to receive a replacement if their ID is 5 or more years old.
- The cost to replace a lost I.D. is \$20.00.

Course Rules of Play

- All USGA rules are in effect.
- All players must have their own bag with a minimum of **three** clubs. There are no rental clubs available.
- Four players are the maximum in any group.
- No singles play on weekends or holidays.
- All players must tee off at Hole #1, unless approved by Course Staff.
- No walkers or caddies allowed.
- Players should play at a good pace. It is a group's responsibility to keep up with the group in front. Slower groups should allow faster groups to play through, if hole ahead is open and/or directed by a golf course employee.
- **Players should carefully repair ball marks on greens and replace their divots in the fairways/rough. Players should also pick up any broken tees.**
- Pull carts are not allowed on greens, fringe areas, or tee areas.
- All players are responsible for any damage/injury they may cause while on the golf course.
- No alcohol, firearms or controlled substances allowed on the course.
- **No mulligans!!!**

Disciplinary Policy: The Golf Course Staff and the Department of Parks & Recreation have the authority to advise a member or guest if they are in violation of a rule or regulation. Failure to comply, or rudeness to the staff member, can result in the following:

- 1) *Written warning*
- 2) *30 day suspension of playing privileges*
- 3) *Suspension for rest of season*

The Operations Supervisor will enforce rules as necessary for the safety and maximum enjoyment of the membership.

All Players Must Sign-In

All players must sign in with Course Staff at the starter building prior to playing. By signing in, I agree as a condition of my and my guest(s) being accorded golf privileges to hold the Veterans Administration and Bernards Township and their authorized agents harmless against any and all claims that might arise as a result of my sustaining injury to myself and/or damage to my property and/or my injuring someone else and/or damaging someone else's property as a result of my activities on the Coakley-Russo Memorial Golf Course. I also agree to ensure my guests will abide by the rules established for the use of the Coakley-Russo Memorial Golf Course.

Membership

Qualifications

All applicants must be at least 14 years of age prior to the course opening to be eligible for membership. Proof of age is required for all minor applicants. ***Note: Memberships are individual. There are no family memberships.***

Residents of Bernards Township, affiliates of the VA Medical Center, Lyons as either a current or retired employee, an outpatient or a volunteer, and Township municipal employees are eligible for the following membership categories:

Full Membership: This is a membership with golfing privileges any day the course is open (7 days per week).

Weekday Only Membership: This is a Monday-Friday membership with no weekend or holiday golfing privileges. Weekday members must pay the guest fee and play with a full member in order to play on weekends or posted holidays.

Senior Membership: Full week or weekday only options available for those who are 65 or older or will turn 65 during the operating year.

Student Membership: Full week or weekday only options available for those who are ages 14–23 at the time of course opening with proof of student status.

Non-Residents are eligible for the following membership categories. Privileges are for one season and are not guaranteed for renewal the following season.

Non Resident Full Membership - *see description above*

Non Resident Weekday Only Membership - *see description above*

Waiting List

If the type of membership you are applying for is not available, your name will be placed on the waiting list in the order of when your application was received. You will be notified by mail when a membership is available.

Charter Members

Members who have maintained their membership since 1996 are considered Charter Members. Charter Members will be eligible for membership as long as they pay the annual renewal fee, regardless of township residency. Should you drop membership and wish to re-apply, you will be placed at the top of the waiting list and are subject to current eligibility qualifications.

How to Apply for Membership

To apply or re-apply for membership, you must submit an application form in-print or online. A complete Household Information Form with verification documents must be on file with our office. To apply or re-apply for a VA membership for employees or out-patients, you must complete an application form at the VA Recreation Office, Bldg #8 and have the form signed by the VA Recreation Chief. VA Volunteers must have their form signed by the VA Chief of Voluntary Services, Bldg #2.

Initiation Fees

All annually renewing memberships are required to pay a non-refundable initiation fee in addition to the yearly membership fee their first membership year. The first family member in a household to obtain membership pays the full initiation fee of \$300. Additional family members in the same household (immediate family only, living at the same address) pay an initiation fee of \$150. *The Non-resident memberships are not required to pay an initiation fee, but their membership is not guaranteed for renewal the following year. Members/Households who may have paid the initiation fee more than once under previous policy, will not be refunded.*

Transfer of Membership

Membership may be transferred within the same immediate family to either a spouse or a child, between the ages of 14 and 23, living in the same household. Membership may only be transferred once during the operating season and the new member must be eligible for the type of membership being transferred. *Additional fees may apply.*



NEW!!! Renew your membership or apply for membership ONLINE. Visit www.bernards.org and click on the “Register Online” icon.

Lapse of Membership (Except Medical)

Individuals who previously held membership, have paid the initiation fee and wish to re-join the course will be charged a \$100 re-registration fee upon re-joining, in lieu of the initiation fee. The initiation (irrigation) fee was charged to all those who held membership in 2003 and those who joined thereafter. *Former members who wish to re-join the course must meet all current eligibility qualifications. If you were not assessed the initiation fee during your previous membership period, you will be assessed at the time you re-join the course and will not pay a re-registration fee.*

Medical Policy

Members who wish to request a suspension of their membership for medical reasons that prohibit them from playing for the current season must notify the Parks and Recreation Department in writing and submit a letter from their physician by April 1. Membership dues (not initiation fees) paid for the current season will then be refunded, minus a \$10 processing fee. The member will be offered a membership the following year. To continue the suspension of membership in following years, an updated letter from the member's physician must be received by April 1 of each year.

Tee Time Reservations

Members may make a tee time reservation up to 7 days in advance by calling 908-604-2582. Please notify the staff when you are making your reservation if you have someone in your party that is 10-14 years of age. Your group should be ready to sign in 10 minutes prior to your tee time. Failure to sign in will result in loss of tee time. If you cannot make your tee time, please call to cancel. If you are a no-show, you will lose your privilege to reserve a tee time. *1st Offense: Written Warning, 2nd Offense: 30 days loss of Tee Time Reservation privilege, 3rd Offense: Loss of Tee Time Reservation privileges for remainder of the season.*

Course Use by Groups

Book a group outing with us! Call 908-204-3090 for more information on course use by groups.

2012 Golf Fees

Membership Fees:

Full Membership

- \$300 Initiation Fee
- \$435 Annual Fee

Weekday Membership

- \$300 Initiation Fee
- \$385 Annual Fee

Student (14–23) & Senior (65+) Membership

- Full, \$300 Initiation Fee + \$395 Annual Fee
- Weekday, \$300 Initiation Fee + \$355 Annual Fee

Non-Resident Membership

- Full—\$535 Annual (if available)
- Weekday—\$485 Annual (if available)

Initiation Fee, Additional Member in Household \$150

ID Replacement Fee \$20.00

USGA Handicap Registration \$22.00

A full description of membership categories and eligibility requirements are listed in this handbook. Renewing members can take advantage of a discount for early renewal, noted on renewal invoices.

Guest Fees:

Monday–Thursday \$18.00, per 9-Holes

Friday–Sunday & Holidays \$23.00, per 9-Holes

Holidays: Memorial Day, Independence Day, Labor Day, Columbus Day, *Course CLOSED Thanksgiving Day*

Pre-Paid Guest Visit Credits \$160.00, 10 Rounds M-Th only

Pull Carts available for rental at the course for \$2.00

Membership Cancellations

Refunds of membership renewal or new membership fees (minus a \$10 processing fee) will be issued if you notify the Department of Parks & Recreation, in writing, by the Friday prior to opening day of the season. Refund requests may be emailed to golf@bernards.org or mailed to 1 Collyer Lane, Basking Ridge, NJ 07920. No refunds after opening day.

2012 Operating Season

March 31, 2012—November 25, 2012

Open Daily

7AM—Sunset

Closed Thanksgiving Day

Players will not be allowed on the course within one hour prior to closing. All players must be off the course and in the parking lot by the posted closing time.

Delayed openings and closings are called at the discretion of course staff and are posted to the Township Calendar at www.bernards.org.

Call the course at 908-604-2582 for the latest conditions or to reserve a tee time.

HOLD HARMLESS STATEMENT

By accepting membership, I hereby accept membership privileges for myself and family members listed on the membership and agree that this is a voluntary choice. I acknowledge that there are certain risks inherent with being a member, and I agree to accept all of the consequences and assume the risks involved with membership. I give permission to the Township to provide emergency care as necessary for the well being of myself and my family until such time as a designated emergency contact may be reached. I understand and acknowledge that Bernards Township is not responsible for any loss, damages or injury to any person or property for any reason associated with my and/or my child's/dependent's participation in the activities associated with this membership. In light of the above, I hereby agree to indemnify and hold harmless and release Bernards Township from any and all liability for any and all injuries that I and/or my child/dependent may sustain as a result of participation in this activity. This includes, but is not limited to, responsibility for the payment of any and all doctor, medical or hospital bills resulting from any and all injuries to me and/or my child/dependent. I grant Bernards Township the right to use any and all photographs of myself or my child participating in a Department sponsored activity for future media promotion. I confirm that I have read and understand the rules outlined in the Membership Handbook and the Recreation Department's registration policies and procedures.