



2024 KORN FERRY TOUR OPEN QUALIFYING GUIDELINES

KORN FERRY TOUR CONTACTS

In addition to the yearly contact from the PGA TOUR office regarding contracts and financial obligations, Korn Ferry Tour Tournament Referee, Daniela Lendl (772-713-6445) will be available to answer questions regarding the Open Qualifier competition. A Korn Ferry Tour Tournament Referee will be designated to each Open Qualifying competition and work directly with the host PGA Section. Please note that a Korn Ferry Tour Tournament Referee will not be on-site prior or during the qualifying competition.

ENTRY FORM

The Application for Entry is attached to use as a guideline when creating the electronic application. All applicants will need to apply online. There are blank areas on pages 1 and 3 that will need filled in by the Section, as they are event specific to the Open Qualifier. Please ensure the applicants agree to the terms and conditions as part of the electronic process.

**** NOTE: REQUESTS FOR OR SELECTION OF A SPECIFIC GOLF COURSE OR ANY OTHER REQUESTS WILL NOT BE GRANTED. SELECTION OF A GOLF COURSE IS NOT PERMITTED DURING REGISTRATION.**

ENTRY FEES

The Open Qualifier entry fee shall be set by the Korn Ferry Tour from time to time. Currently, the entry fee for Open Qualifier shall be:

- a) \$100 for PGA TOUR members, Korn Ferry Tour members, PGA TOUR Champions regular members, and DP World Tour Members in categories 1-21 on their Field Priority Ranking
- (b) \$300 for PGA TOUR Americas Members
- (d) \$500 for all other entrants..

Credit Card payment for entry fee must accompany the online application. The PGA Section is not responsible for rejected credit cards. Entry fee includes green fee, range usage on the competition day(s) and, for the successful qualifiers, entry fee and insurance for the tournament proper. Practice rounds are not included in the entry fee.

FIELD SIZE

The field size should be such that play, at a reasonable pace, can be completed in one day. If this is not possible because of the number of entries, two courses should be used. The Open Qualifying field size must be approved by a Korn Ferry Tour Chief Referee. The following chart provides guidelines for acceptable field sizes per course:

Months of:	January, February	132 players <i>*per course</i>
	March, October	144 players <i>*per course</i>
	April, May, June, July, August, September	156 players <i>*per course</i>

ENTRY DEADLINE

All players must enter by the applicable deadline. Deadline for members of the PGA TOUR, Korn Ferry Tour and PGA TOUR Champions Regular Members shall be 5:00 pm (host PGA Section time) on the Friday preceding the Open Qualifier. Deadline for receipt at the PGA Section office of entries by eligible players

(All other Professionals, Amateurs/Players Seeking Amateur Status - with USGA or attested handicap index of 2 or less, PGA TOUR Americas members, and DP World Tour Members in categories 1-21 on their Field Priority Ranking) shall be 5:00 pm (host PGA Section time) on the Wednesday preceding the Open Qualifying competition. Late or incomplete entries and entries by paper submission, telephone, facsimile or email are not acceptable. **It is the responsibility of the PGA Section to confirm and verify all handicaps of amateur players to ensure they meet the entry requirements.**

WAIT LIST

Adequate space must be saved for members of the PGA TOUR, Korn Ferry Tour and PGA TOUR Champions regular members as they are guaranteed a spot in the qualifier if they register prior to the 5:00 pm (host PGA Section time), Friday deadline. To save space for these members, the field should initially be limited to a smaller field size with verbiage posted explaining the "wait list" process. Please consult with the designated Korn Ferry Tour Tournament Referee to determine an adequate amount of saved space for members. If the number of entries exceeds the field size (fills the adequate space saved) because of the number of members from the PGA TOUR, Korn Ferry Tour and PGA TOUR Champions regular members who enter, the field size will be expanded to accommodate those members.

Waiting List Verbiage - The maximum total number of entries accepted for these qualifiers is ____ (____ at each course) and are accepted on a first come, first serve basis. Members of the PGA TOUR, Korn Ferry Tour and PGA TOUR Champions Regular members are guaranteed a spot in the qualifier if they register prior to the 5:00 pm (host PGA Section time), Friday deadline. To save space for members of the PGA TOUR, Korn Ferry Tour and PGA TOUR Champions Regular members, the field will initially be limited to a total of _____. All other Professionals and Amateurs/Players Seeking Amateur Status, PGA TOUR Americas members, and DP World Tour Members in categories 1-21 on their Field Priority Ranking registering after the limited field size is full (if this happens before the Wednesday deadline) will be put on a waiting list in order of receipt. After the 5:00 pm (host PGA Section time), Friday deadline for members of the PGA TOUR, Korn Ferry Tour and PGA TOUR Champions Regular members, any remaining spots will be filled with those that are on the wait list until the maximum field size of _____ has been reached. Individuals on the wait list who gain access to the field will be notified by the PGA Section as soon as possible after the 5:00 pm (host PGA Section time), Friday deadline. No entries will be accepted after the Wednesday entry deadline from all other Professionals and Amateurs/Players Seeking Amateur Status, PGA TOUR Americas members, and DP World Tour Members in categories 1-21 on their Field Priority Ranking.

COURSE ASSIGNMENTS/GROUPINGS/STARTING TIMES

As noted under the Entry Form section, request for or selection of a specific golf course or any other requests will not be granted. In any case, if two courses are used, the PGA Section must attempt to make the field size at each course approximately equal. This means in total number and by category (PGA TOUR/Korn Ferry Tour/PGA TOUR Americas membership) of entry. Course assignments may be made after the Wednesday deadline preceding the tournament upon approval of your designated Korn Ferry Tour Tournament Referee.

The groupings and starting times for Open Qualifying shall be approved by your designated Korn Ferry Tour Tournament Referee and shall be posted by 8:00 am (host PGA Section time) on the Saturday preceding the competition. Normally, the competition shall be played in groups of three (3) players, with starting times off both the first and tenth tees in two "waves". If a #1 & #10 tee start and/or two waves are utilized, a minimum of 10-minute intervals between groups and 2 hours and 50 minutes between am & pm waves should be used. If the field size at each course is only between 85-110 players, the Section may choose to start all the players off #1 only. If so, to reduce the amount of waiting during the round, the Section should consider alternating 10 and 11-minute tee time intervals – or even all 11-minute intervals. The designated Korn Ferry Tour Tournament Referee will assist you with these decisions. The first starting time should be at the earliest reasonable time which provides time for maintenance procedures and gives the first group a minimum of 45 minutes of proper light to warm up. If members of the PGA TOUR or Korn Ferry Tour make the cut in the preceding week's tournament, they should normally be grouped in the latest

starting times. An applicable alternate list will be provided after 5:00 pm on the Friday preceding and should be cross referenced to know who is competing in the Open Qualifying tournament from the list.

PRACTICE ROUNDS

Practice rounds must be arranged with host facilities for, at minimum, one day prior to the qualifier. PGA Section must communicate to the players all information regarding practice round availability, booking process, rates & contact information.

QUALIFYING POSITIONS/PLAYOFFS

For Korn Ferry Tour events, the number of players advancing is normally eight (8). To the extent possible, hole-by-hole play-offs for qualifying positions shall be conducted immediately following the completion of qualifying competition play. If multiple sites are required, play-offs for the specified number of spots shall be conducted at each site. In no case will a play-off be decided by any other means than a hole-by-hole play-off, even if this means continuing the play-off on the next day.

Upon approval of the Open Qualifying site round scores by the designated Korn Ferry Tour Tournament Referee and prior to starting a hole-by-hole play-off, contestants that earn a qualifying position are in the field of the above-named tournament. In the event of a tie for the last Open Qualifying position, a separate hole-by-hole play-off competition will be conducted to determine the player(s) that will earn the remaining qualifying position(s) for the above-named tournament.

Prior to the approval of the round scores at an Open Qualifying site, an Open Qualifying contestant who gains entry into the field of the above-named tournament shall be removed from the Open Qualifying competition, even if the player has completed his Open Qualifying round and returned his scorecard.

A contestant competing in an Open Qualifying hole-by-hole play-off that gains a position in the field via the alternate list of the above-named tournament shall be removed from the hole-by-hole play-off.

A contestant competing in an Open Qualifying hole-by-hole playoff that earns an Open Qualifying position in the field of the above-named tournament will be removed from the alternate list.

TRADITIONAL SPIKES

Facilities hosting Open Qualifiers may not prohibit the use of traditional metal spikes for the Open Qualifier. Players may be required to use soft-spikes during practice rounds.

GOLF CARTS/CADDIES/PULL CARTS

Players and Caddies shall walk at all times during qualifying rounds, except when permitted to ride by the Rules Committee. Players are not required to have a caddie; they may carry their clubs or use a manual or motorized pull cart designed and appropriate for golf.

Anyone seeking a golf cart due to a disability defined under the Americans with Disabilities Act (ADA) should contact the PGA TOUR's Competition Department at (904) 285-3700 to obtain information on procedures for submitting such requests. All such request due to temporary injuries or impairments that do not qualify as a "disability" under the ADA will not be granted.

APPEARANCE/CONDUCT

Players: While on the host facility property, players shall present a neat appearance in both clothing and personal grooming. Blue jeans, cutoffs, T-shirts or shirts with no collar shall not be worn. Players are permitted to wear golf shorts which are knee length, tailored and neat in appearance. Compression leggings worn underneath shorts must be solid in color.

Caddies: While on the host facility property, caddies may wear either long pants or tailored solid colored knee length shorts or skorts. Blue jeans, cutoffs, T-shirts or shirts with no collar shall not be worn. Smooth

rubber sole shoes are required. Sandals, open toe shoes, and golf shoes with traditional metal or soft spikes are prohibited.

Clothing worn by players and caddies shall be consistent with currently accepted golf fashion. A Korn Ferry Tour Chief Referee shall interpret this regulation. **It is imperative to contact the designated Korn Ferry Tour Tournament Referee immediately should any concerns arise pertaining to an individuals appearance.**

EVACUATION PLAN

An approved evacuation plan is required for Open Qualifying tournaments in the event inclement weather or if any other emergency necessitates a prompt evacuation of the golf course. The Korn Ferry Tour Tournament Referee assigned will work with a meteorologist to provide the best guidance to the PGA Section prior to and during inclement weather.

SCORECARDS

Scorecards must be for the course being played and need to include the player's name, date, starting hole (i.e., #1 and #10), the yardage and par for each hole and a place for both the player and marker to sign. The PGA Section will create its own scorecard for the competition as opposed to using the normal card for the course.

RULES OF GOLF

Play shall be governed in accordance with the Rules of Golf published by the USGA and the R&A, as modified by the PGA TOUR, Champions Tour and Korn Ferry Tour Local Rules and Terms of the Competition (Hard Card) and supplemented by the Notice to Players. Questions or disputes (including equipment rulings) shall be settled by the on-site Rules Committee appointed by the Korn Ferry Tour, whose decision shall be final.

DISTANCE MEASURING DEVICES

For play in Open Qualifying, a player may obtain distance information by use of a distance-measuring device. If during the stipulated round, a player uses a distance-measuring device to gauge or measure other conditions that might affect his play (e.g. elevation changes, wind speed, etc.), the player is in breach of Rule 4.3a(1).

GUIDANCE ON USE OF CELL PHONE DURING ROUND

The use of cell phones in a Korn Ferry Tour tournament is typically prohibited by Korn Ferry Tour Tournament Regulations; however, during Open Qualifying, limited functions are allowed. The Korn Ferry Tour will provide the PGA Section with a Notice to Players on what is allowed and not allowed. The PGA Section must post this Notice online on the Tournament Information Page as well as make it available on the starting tees.

GROOVE SPECIFICATIONS

Open Qualifying contestants **MUST** use equipment which conforms to the Local Rule for Groove and Punch Mark Specifications as implemented in the PGA TOUR, Champions Tour and Korn Ferry Tour Local Rules and Terms of the Competition (Hard Card). The complete specifications for grooves in elite competitions along with a public database listing conformity of many clubs can be found at USGA.org (click on Playing > Equipment > Club & Ball Lists > Informational Club Database) or by contacting the USGA Equipment Standards Department at (908) 234-2300. Players should confirm that their equipment conforms to the new specifications well in advance of the competition and should be aware that conforming equipment must be used in Open Qualifying.

If, before the competition, a player has doubt as to the conformity of a club, PGA Section officials will attempt to determine the status of the club(s), but play will not be delayed in doing so. There will be no on-site field testing for groove conformity at Open Qualifying. If the club(s) in question is not listed on the public database listing conformity of clubs, the club shall not be used in the competition.

If it is discovered that a player's club(s) do not conform after the close of the competition, the provisions of Rule 20 of the Rules of Golf shall apply.

GREENS READING MATERIALS RESTRICTIONS

Model Local Rule G-11 is not in effect for the Open Qualifying competition.

CLUB LENGTH LIMITATION

Model Local Rule G-10 is not in effect for the Open Qualifying competition.

ON COURSE DRINKING WATER / FOOD & BEVERAGE AVAILABILITY

Drinking water is essential and must be located on the teeing grounds at a minimum of three times per 9-holes (e.g. on holes #1,4,7,10,13,16). Please work with the host facility to ensure the coolers remain full and cold throughout the competition rounds. In some cases, this may require providing bottled water. Please insure that food & beverage is available for purchase throughout the day. A halfway house with snacks, sandwiches, sodas etc and/or a limited clubhouse menu is suitable.

REFEREES AND OTHER VOLUNTEERS

The host PGA Section is required to coordinate the starters, scoring official(s) and to provide at least four (4) on-course rules referees at each qualifier course at all times. We expect that one or more of these be certified by PGA/USGA examination to the level of USGA or PGA of America guidelines.

GOLF COURSE CONDITIONS

All putting greens must be mowed the morning of the Open Qualifier. Fairways and tees must be cut within the preceding day and bunkers should be smoothed prior to play. The Korn Ferry Tour requests that the course generally be firm and fast and not overly wet on the competition day. If possible, divots in landing areas and on tees should be filled and dew on fairways, tees and putting green collars must be removed. Please remain in contact with the host golf course superintendent leading up to the Open Qualifying Tournament and make a site visit to review course conditions approximately three weeks prior. **It is imperative to contact the designated Korn Ferry Tour Tournament Referee should any concerns arise pertaining to the overall condition of the golf course.**

COURSE MARKING

The marking of the course is the PGA Section's responsibility while the assigned Korn Ferry Tour Tournament Referee for that week's Korn Ferry Tour event will be available for questions. Please contact the facility and develop an action plan for marking the course. The use of 1" x 2" x 24" stakes for penalty areas and 1" x 2" x 30" or 36" stakes for out-of-bounds is preferred. The Section shall ensure that there is enough red, yellow and white marking paint to mark the course, as well as some green marking paint, enough paint guns and a mallet hammer. Out of Bounds must be defined and marked with white stakes and all penalty areas must be identified with stakes and defined by painted lines. The marking of any ground under repair is the PGA Section's responsibility while the designated Korn Ferry Tour Tournament Referee will be available for questions.

HOLE / TEE MARKER LOCATIONS

Hole Locations: The location of the hole on each green is the PGA Section's responsibility while the designated Korn Ferry Tour Tournament Referee will be available for questions. Hole locations should be determined and paced from the front edge and closest side of the green, however DO NOT dot the green to indicate the hole location prior to the day of the qualifying round. Doing so allows the Open Qualifying contestants playing practice rounds the ability to practice putt to the hole location adversely affecting turf quality.

Tee Markers: All competitors in the field are required to play from the same tee markers, including females. Therefore, only one set of tee markers is needed on each hole. Please make arrangements to have all other tee markers removed from the competition course prior to the first starting time. The positioning and

dotting of the tee markers is the PGA Section's responsibility while the designated Korn Ferry Tour Tournament Referee will be available for questions.

SCOREBOARD / SCORING AREA

An Official Scoreboard (digital is preferred) clearly identifying individual 18-hole scores and a summary is required for the Open Qualifier. A scoring area(s) for players to sign and return their scorecard is required. The area should be in close proximity to the finishing green(s) and needs to be large enough to allow all players in a group to be seated comfortably. The scoring area should be free of any distractions and the perimeter must be defined on the Notice to Players.

OPEN QUALIFYING RESULTS

At the conclusion of the Open Qualifier competition, the Section shall submit the [Successful Open Qualifying form](#). This form will include qualifiers' full names as they would want them to appear, their contact information, date of birth, hometown/state, their score for the Open Qualifier and caddie information if applicable. Please submit this form as soon as possible so the successful qualifiers can be added to the competition.

OPEN QUALIFYING FIELD NUMBERS

For financial reporting purposes, within 18-hours after the conclusion of the Open Qualifying competition, the Section shall submit to their designated Korn Ferry Tour Tournament Referee the number of players that actually teed off in the qualifier. These numbers must be broken down by each individual player type (PGA TOUR members, Korn Ferry Tour members, PGA TOUR Champions regular members, PGA TOUR Americas members, DP World Tour Members in categories 1-21 on their Field Priority Ranking and all other entrants). **NOTE:** A player is counted in these numbers as soon as he/she makes a stroke in the qualifier – even if he/she gains entry into the field of the above-named tournament prior to the end of the qualifier. This includes those instances where a player is pulled off the qualifier course during the tournament because he/she is now in the field.

KORN FERRY TOUR INTEGRITY POLICY

Please ensure the following verbiage is posted onsite and on the Application for Entry.

Notice to Players: Please note that the PGA TOUR Integrity Program explicitly prohibits betting on professional golf events, among other things.

All participants in Korn Ferry Tour sanctioned Open Qualifiers, whether members of a PGA TOUR - affiliated Tour or not, are subject to the integrity program as stated in the *Tournament Regulations*. Therefore, participation in any other type of event involving qualifiers placing money on themselves in order to compete for prize money based on their performance in the event is prohibited. Participation in this activity could result in being disqualified from this event or suspension from competition.

REDUCTION / CANCELLATION / FORCE MAJEURE GUIDELINES

Any reduction or cancellation in the respective qualifying competition shall be in accordance with Reduction/Cancellation Guidelines as found in the Korn Ferry Tour Tournament Regulations. In the event that the competition is canceled without any player having been able to play, all entry fees will be refunded. In the event the competition is canceled after play has begun, all entry fees will be refunded, minus a \$25 administrative charge per player.

If in the judgment of the designated Korn Ferry Tour Tournament Referee, whose decision shall be final, conditions render commencement or continuation of tournament play inadvisable, play shall be postponed until such time as the Rules Committee determines that such weather conditions or other occurrences or conditions have improved sufficiently for play to commence or resume.

In situations involving adverse weather conditions or any other occurrence or condition, our first priority is the completion of the qualifying competition. Every effort will be made to achieve this objective by the end of the scheduled competition day.

In the event the qualifying competition cannot be completed by the end of the scheduled competitive day, play will be extended. Every effort will be made to complete the qualifying competition as soon as possible. The Open Qualifying competition will not continue beyond the end of the day immediately preceding the first scheduled tournament round of the competition. In the event one or more of the 18-hole Open Qualifying contestants cannot be identified, those qualifying spots will be filled by the next available players on the Korn Ferry Tour Alternate List.

Korn Ferry Tour reserves the right to change the format, venue(s), qualifying spots and other criteria as presently contemplated. In such cases, the decision of the designated Korn Ferry Tour Tournament Referee in charge shall be final.