



2023 GOLF MANUAL

VICTORIA GOLF CLUB

GREETINGS!

Welcome to our Golf Manual. As with most private member clubs, there are many rules and regulations to be aware of as a Member of the Victoria Golf Club (VGC). It is our hope that the information you need to make your time at the Club as enjoyable as possible can be easily accessed and understood by every Member.

This booklet assembles all of the information, rules, and etiquette that you need to know in one central place. Please read through this manual and become familiar with our culture at VGC.

If you have any questions, thoughts, or concerns, please feel free to reach out to me at lindsay@victoriagolf.com. We trust that you will have a wonderful golfing season here at VGC and we look forward to seeing you often.



LINDSAY
BERNAKEVITCH

Head Golf Professional

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MISSION & VISION

MISSION

Victoria Golf Club provides exceptional golf & social experience for members and their families.

VISION

While remaining true to its golfing traditions, Victoria Golf Club will deliver an exceptional golf experience, and maintain a high standard of excellence, in a friendly, respectful, and relaxed atmosphere. The Club will strive to enhance the member experience with new amenities and services that support golf, increase relevance and focus on member satisfaction.

LAND ACKNOWLEDGEMENT

We are grateful to live, work, and play in the traditional and unceded territories of the Lekwungen speaking peoples of the Esquimalt and Songhees Nations.

PRO SHOP STAFF



LINDSAY BERNAKEVITCH
Head Golf Professional



CAILEAN HOURIGAN
PGA Professional &
Retail Manager



TYSON GIRARDET
PGA Professional



GORDY SCUTT
PGA Professional



ISAAC MORRIS
PGA Professional &
Outside Services Manager



ANNA MOONEY
Events Manager



CHASE FROGERON
PGA Professional



ARLEN WOCKNITZ
PGA Professional &
Director of Instruction



GINA HOSIE
PGA Professional



KYLIE KRULAK
Sales Associate

OUTSIDE SERVICES STAFF



THOMAS TRASK
Outside Services



RUSSELL BENNETT
Outside Services



RICHARD XIE
Outside Services



ANDY WESTHAVER
Outside Services



CALLUM BAIRD
Outside Services



NICK ANTAYA
Outside Services



ERIC HUNTLEY
Outside Services



MATT HARRIS
Outside Services



NOAH TARON
Outside Services

PLAYING RESTRICTIONS

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY / HOLIDAYS
FULL ACTIVE	anytime	anytime	anytime	anytime	anytime	anytime	anytime
SENIOR	anytime	anytime	anytime	anytime	before 9:30 am or after 2:30 pm	after 12 pm	after 12 pm
NON – RESIDENT	anytime	anytime	anytime	anytime	anytime	anytime	anytime
ASSOCIATE	anytime	anytime	anytime	anytime	anytime	anytime	anytime
INTERMEDIATE	anytime	anytime	anytime	anytime	before 9:30 am or after 2:30 pm	after 12pm	after 12 pm
JUNIOR	After 12pm	after 2pm	after 4 pm	after 2pm	after 3 pm	after 1 pm	after 1pm (2pm Holidays)
JUNIOR EAGLE	After 3 pm	After 3 pm	After 4 pm	After 3 pm	After 3 pm	After 3 pm	After 3 pm

EARLY MORNING GOLF

From May to September there will be early morning golf allowed on Thursdays and Sundays. Members will be allowed to tee off between 5:00 am - 5:30 am. To reserve a spot they must contact the Head Pro at least 24 hours in advance. Members must have their own clubs with them as the Back Shop will not be open and they will not have access to power carts or power caddies.

Restrictions are on a per Member basis and do not apply to groups as a whole. Members with playing restrictions cannot join groups playing on days/times when they themselves are restricted from playing.

Waitlist Members may play 1 round per week and one additional round during a Women's or Men's Day. They do not have lottery privileges and must wait to add their names to any time until the lottery has been published. They must also pay a waitlist green fee each time they play.

Women's Day restrictions are Tuesday between 8:30 am and 11:00 am.
Men's Day restrictions are Wednesday between 11:00 am and 4:00 pm. Both are subject to change based on the weekly demand.

Adult Categories with restricted tee access may add themselves to an empty tee time after 5:00 pm the day before or the day of play, if there is an available space by calling the Pro Shop.

RESTRICTED CATEGORIES

NON-RESIDENT

May play 6 free rounds and must pay a green fee for any additional rounds.

ASSOCIATE

May play 12 free rounds and up to 8 additional paid rounds. Maximum of 20 rounds per year.

JUNIOR EAGLE

May graduate early through the Junior Launch Program (11 and under).

SINGLES

During prime time of 7:00 am to 2:00 pm, singles are not to be booked. On the day of play, a single may play in an open time, but can be moved or joined with other groups to maximize use of the tee sheet at the discretion of the Pro Shop/Starter. When playing as a single, you should not assume that other groups will allow you to play through if they are keeping pace.

TWOSOMES

During prime time of 7:00 am to 2:00 pm, twosomes may be paired by the Pro Shop / Starter with other singles or twosomes if they deem the pairing is for the betterment of the tee sheet and pace of play.

No Shows: If you have a tee time booked and do not show up for it, the Pro Shop will keep a record. Multiple infractions will result in consequences from the Match Committee.

FIVESOMES

The tee sheet is setup to allow groups of four. A fifth player may be added at the discretion of the Head Professional to enable maximum use of the tee sheet.

Being a fivesome does not change the Pace of Play Policy - any group falling out of position will be asked to immediately move back into position (skip holes) and/or form a threesome and twosome if there is space to do so on the course.

Fivesomes will be permitted during the winter daylight savings period in order to maximize Member access to the tee sheet.

GENERAL TEE TIME LOTTERY RULES

Lottery is run 3 days in advance.

Members may make requests up to 10 days in advance.

Groups with more Members are given priority over groups that have guests in them.

Larger groups may request up to 4 tee times back-to-back, but single requests are given higher priority.

MEN'S NIGHT RESTRICTION

Official Men's Day times are from 11:00 am until 4:00 pm on Wednesdays. Men may bring 2 guests to any Men's Night (3 at the discretion of the Pro Shop, depending on availability).

WOMEN'S DAY RESTRICTION

Official Women's Day times are from 8:30 am until 11:00 am on Tuesdays. Women may bring up to 3 guests during any non-event days.

During the winter months, if there is not an official event taking place, Women's Day and Men's Night tee times that aren't used may be booked by anyone 24 hours in advance.

Members wishing to book multiple rounds on the same day can only do so if the second tee time is booked no earlier than 24 hours prior. Priority must be given to offering fair access to Members trying to book their first time on that day. These circumstances must be approved by a member of the Professional Staff.

GUEST POLICIES

GUEST TIMES

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY / HOLIDAYS	SUNDAY
1 GUESTS PER MEMBER	Anytime	Anytime	Anytime	Anytime	Anytime	Anytime	Anytime
2 OR MORE GUESTS PER MEMBER	After 12:00 pm	After 12:00 pm	After 12:00 pm	After 12:00 pm	After 12:00 pm	After 12:00 pm	After 12:00 pm

Visitors must be members of other private clubs and have a verified handicap

Local guests may play a maximum of once per month and no more than 6 times per calendar year

If there are open times the day of play, Members may move their time earlier or add a guest by calling the Pro Shop

Non-resident guests may play more than once per month, but no more than 6 times per year

Twilight is approximately 4 hours before sunset, time is set weekly by the Pro Shop

GUEST FEES

RATE TYPE	SUMMER (APRIL-SEPTEMBER)	SHOULDER (MARCH & OCTOBER)	WINTER (JAN-FEB & NOV-DEC)
GUEST OF MEMBER	\$150	\$125	\$100
TWILIGHT GUEST OF MEMBER	\$100	\$85	\$75
LATE NIGHT 9	\$65	\$55	\$50
WAITLIST, SOCIAL, NON-RES	\$105	\$85	\$75
VISITOR	\$350	\$250	\$200
JUNIOR	\$50	\$40	\$30

FAMILY GUEST RATE

Immediate family members are entitled to a guest rate of 75% of the green fee at the time of play

TWILIGHT

4 hours before sunset

LATE NIGHT

2 hours before sunset

JUNIOR

after 2:00 pm

POWER CART FEES

18 HOLES	9 HOLES	TWILIGHT	POWER CADDIE*
\$25pp	\$13pp	\$18pp	\$18

Prices are per player.

For Members wanting to use a cart for a few holes, they will be charged \$1.50 per hole with a minimum \$6 charge.

POWER CART CONTRACTS

We offer monthly power cart contracts for those Members who take a cart on a regular basis or who need to take carts for medical reasons. The below rates are available on a monthly or yearly basis.

MONTHLY RATES

October - March | \$150
April - September | \$225

MEDICAL CART REGULATIONS

On days that the Links Crew deems the course too wet for full cart access, they may allow limited access to medical cart users. To be considered eligible to a medical cart, you must have a documented medical issue that would prevent you from playing golf that day unless by the aid of a power cart.

ON COURSE ETIQUETTE

Our Driving Range is limited to shots of 150 yards or less. If you hit a ball into the range while playing the 1st or 17th holes, ring the buzzer (and count to three) on either side of the range and players will stop hitting balls. Players warming up on the driving range will immediately stop hitting balls when they hear the buzzer and will only resume when the area is clear.

The washroom codes are 4-3-2-1 for both the Men's and Women's washrooms. Washrooms are located between the 3rd and 4th holes and at the 11th tee box.

Please do not take pull carts between bunkers and greens. Power carts should also remain a minimum of 30 feet from all tees and greens.

Please repair your ball marks, fill your divots (sand bottles are located on the course), and rake any bunkers you find yourself in (rake head in the sand with handle out).

Holes 3 and 4 have adjacent fairways. When playing the 3rd hole, please give way to golfers playing the 4th hole. Using the adjacent fairway is not uncommon, so please be wary and yell "fore" as required.

Hole 6 is a blind tee shot. Please post someone at the top of the hill so that the group behind doesn't hit you. Use the periscope to check if the green is clear. Ring the bell when you clear the green. Please be aware that under the new rules, the pin may still be in, while groups are finishing play.

BUNKER RAKING

If you find yourself in a bunker, please ensure that you rake the entire area that you affect while in the sand. All footprints and club impact areas must be smoothed out and raked to ensure the playing surface is returned to normal for the players following you on the course. When you finish raking, please place the rake with the rake head in the bunker (pointed to the middle of the bunker) with the rake handle placed out of the bunker on the grass bank.

DIVOTS

Please ensure that you have a sand bottle with you when you play and that you fill any divots made with sand and smooth them over with your foot. Please note that divots made on par 3 tees do not need to be filled as the Links crew will sand those tees on a regular basis.

CART TRAFFIC FLAG PROGRAM

During the Winter season, or when course condition are very soft, you will see two white flags placed at the approach of every green to indicate where carts can and cannot go. All cart traffic should follow the directional arrows and proceed to the right or left of the directional flags and proceed to the outside of the flags and around the green.

PULL CARTS

Pull carts should be taken around the outside of any green side bunkers to avoid wear and tear to the fringe areas around the greens. Pull carts should also not be taken directly onto tees, but should be left to the side of tees.

POWER CARTS

Power carts should be driven in the fairways whenever possible and should never be taken within 30 feet of greens or tees. Around the greens, power carts must obey the cart traffic flags and be taken to the left or right of the greens as indicated. The onboard GPS system in each cart will prevent carts from accessing areas that they should not be in.

BALL MARKS

Please ensure all ball marks are repaired in order to maintain the health and integrity of our putting surfaces.

PACE OF PLAY

It is good etiquette to let faster groups play through at a convenient point in time.

FROST DELAY

During frost delays, groups should designate one player to contact the Pro Shop to combat tying up Clubhouse phone lines and allow for efficient information flow to all Members.

PAIRING GROUPS

At any time, the starter or the Pro Shop may pair up singles or twosomes in an effort to maximize the use of the tee sheet.

JUNIORS

Juniors with a single-digit handicap may play during restricted tee times if booked on the same day at the invitation of an adult member. On the day of, the Pro Shop may approve Juniors to play outside restricted times when the tee sheet is quiet and the times would go unused.

ON COURSE SAFETY

The golf course and practice areas at the Club are very intimate in nature and there are many areas that are in close proximity to one another. Our goal is to provide a fun and safe environment to use the facilities despite the inherent risks associated with playing golf.

Please keep in mind that you are responsible for any shot that you hit and please keep the following guidelines in mind when you are using the golf facilities.

Please also remember that the Club has insurance for broken windows. If you hit an errant shot and may have broken a window, please report to the Pro Shop.

LINKS CREW SAFETY

The Links team have the right of way on course until 9:30 am daily. Play cannot commence past hole 11 prior to 9:15 am.

If you run into a Links crew member, please wait until they see you and wave you up before hitting. If they don't wave you up, please be patient and let them finish their task before playing.

CROSSING HOLES

Several times during the round, groups have to cut across another hole. Please wave groups across when it is safe to do so. (10 to 11 crosses over 6, 17 to 18 crosses over 1, 18 to Clubhouse crosses over 1).

DRIVING RANGE

If you hit a ball into the driving range, please use the buzzers located down the side of the range to let people know you are entering the area. Make sure everyone has stopped hitting before walking out onto the range.

FORE

Please yell “fore” whenever you hit a shot that is travelling towards another golfer, or towards an area where there may be other golfers or pedestrians.

PLAYING ADJACENT HOLES

As a general rule of etiquette, the group that is further ahead on the course always has the right of way. When playing holes that are close together, please always give way to any players that are farther along the course than you.

Ex: players on the 4th hole should always play and clear the area before players on the 3rd hole hit. Players on the 17th hole should play and clear the fairway before players on the 16th hole hit

BLIND SHOTS

Hole 6 and 15 have blind tee shots and hole 6 has a semi blind approach. When playing the 6th hole, please leave someone at the top of the hill until you have cleared the fairway. Please ring the bell when you have cleared the green. On the 6th fairway and 15th tee there are periscopes to check if the group ahead has cleared the area of play. There is also a live webcam of the 6th fairway and 10th green for players hitting from 6 tee (the link is on our website).

SHORT GAME PRACTICE AREA

When in transit to and from the practice area, please be mindful of players teeing off the 15th hole. Players playing the 15th hole have the right of way over players in transit to the practice areas.

GENERAL ETIQUETTE

SMOKING/VAPING

You may smoke while on the golf course. Smoking is prohibited while using the driving range and in other practice areas when there are other Members present. When smoking around the clubhouse, you are reminded that you must be 7 m from any entrance way, and not in an area where service is provided.

MUSIC

Music should not be played at a volume that other groups can hear it. If you are playing music and another group can hear it, you must turn it down or turn it off.

The natural environment around the course is part of the enjoyment of playing here, your music cannot negatively affect another groups golf experience.

CHILDREN

At VGC, we are very proud to be known as a family-friendly club. However, parents and caregivers are reminded that they are responsible for their children at all times while on site. When in the restaurant or when using any of the practice facilities, children under the age of 12 must be accompanied and in the line of sight of their adult at all times.

CELL PHONE USE

Cell phones are restricted to non-verbal forms of use when in and around the clubhouse and while on the course. If you need to make a phone call, you may use your cell phone while standing next to a house phone or in the parking lot. House phones are located near the front desk area and in the Locker Rooms.

PACE OF PLAY POLICY

The first hour of tee times each day should play in less than 3 hours 45 minutes.

After the first hour of play, the pace of play for the course is 4 hours.

If a group finishes in over 4 hours and is more than 15 minutes behind the group in front of them, they are deemed to have broken the Pace of Play Policy and will receive a written notice from the Match Committee as an awareness protocol.

Repeat offenders of the Pace of Play Policy will have their playing privileges restricted in accordance with the guidelines below.

SLOW PLAY PENALTIES

After each documented slow time, the group involved will receive an email from the Club.

3rd, 4th and 5th slow play time documented = 1 week prohibition playing before 2 pm.

6 or more slow play times documented = 1 month prohibition playing before 2 pm.

FROST POLICY



If the temperature is warm overnight and there is no danger of frost, tee times will commence as soon as it is light enough to accommodate golf.

If the temperature is very cold overnight and frost develops prior to the first tee time, the Links team will determine if a 10 am modified shotgun start is necessary. Temporary green will potentially be used if the ground is still frozen, frost-covered or thawing.

If the temperature is borderline overnight, the Links team will wait as long as they can to make the call. there will be no delay of any kind, but early groups may have to play to temporary greens until the links crew determines the greens are fit for play.

SIMULATOR

May be booked for Member use in 30-minute increments on the day of use. The simulator may not be booked before the day of use. All bookings require the accompaniment of Professional Staff.

SHORT GAME PRACTICE AREA

May be reserved in 45 minute increments through the Pro Shop. May be reserved 3 days in advance.

DRIVING RANGE

Opens 30 minutes before the first tee time and closes at 7 pm in the Summer months. The range may open late on Mondays and Thursdays, and close early on Wednesday or Sundays due to maintenance. Daily range hours are posted outside the Back Shop.

ON COURSE PRACTICE

Practice on the golf course may only happen during non-peak times and must be restricted to only a few balls. Extra shots into greens should not be of a distance that will cause ball marks or damage to the putting surface. Extra shots off the tee should only be taken on holes where there are no other groups around. Players practicing while on the course should never hold up a group behind them and need to let faster players play through.

Tailored pants, shorts, skirts or skorts are all acceptable. The minimum length for shorts, skirts or skorts is mid-thigh (mid-way between hip bone and knee).

Men's "Polo-style" golf shirts must be tucked in. Button-down shirts may be worn untucked provided they are evenly finished around the hem and designed to be worn untucked.

Women's leggings/tights are appropriate, providing they are worn in conjunction with a dress, skirt, or skorts. This includes yoga-style tights.

Women may wear a sleeveless shirt if it has a collar. Men's shirts must have a collar.

Appropriate golf footwear must be worn on the course.

Logos should be discreet and golf-related.

Hats must be worn facing forward.

Juniors and children may wear non-golf-specific clothing while on the practice areas or during Junior lessons, provided they are dressed in a way that is appropriate. They are required to follow the dress code if they are playing golf on the course.

Members are responsible for their guests' dress.

Blue jeans, garments with exterior cargo pockets if they are bulging or gusseted, tennis, track, gym, or yoga styled pants or athletic shorts, halter tops, tank tops (no midriff showing) are not permitted.

Any tattered, over-worn or faded clothing is also considered inappropriate.

Sandals, flip-flops or bare feet are not permitted.



Appropriate golf, sports, casual or semi-formal attire are all acceptable in the Clubhouse.

Men's shirts are to be tucked in at the waist, unless designed to be worn untucked.

Logos must be discreet and golf-related.

Jeans are appropriate in the Clubhouse, but they cannot be frayed, dirty or ripped. Dress jeans may be worn throughout the Clubhouse, unless a different dress code is specified for a special event.

No headwear is permitted on the upper floor of the Clubhouse or in the serviced areas, with the exception of formal men's and women's hats.

Athletic wear is acceptable in the locker rooms while participating in athletic events, or in the casual dining areas during breakfast hours.

Leather flip-flops are acceptable throughout the Clubhouse. Rubber flip-flops are unacceptable unless designed to be a dress sandal.

As a Member of VGC, it is your responsibility to know the dress code and to ensure that you and your guests are dressed appropriately at the Club. The intent of our dress code is to respect the history and tradition of the game of golf while navigating the current trends in golf fashion.

Thank you for taking the time to be up-to-date with the current dress code in the Clubhouse and on the course.

WEST COAST

- Capilano Golf and Country Club
- Gorge Vale Golf Club
- Point Grey Golf Club
- Uplands Golf Club
- Shaughnessy Golf and Country Club
- Royal Colwood Golf Club
- Marine Drive

EASTERN CANADA

- Royal Ottawa Golf Club*
- Weston Golf and Country Club
- The London Hunt and Country Club*
- Beaconsfield Golf Club*
- Credit Valley Golf and Country Club*
- Lambton Golf and Country Club*
- Westmount Golf and Country Club*
- Ashburn Golf Club*
- Mad River Golf Club*

USA

- Oahu Country Club
- Victoria Country Club (Texas)
- Portland Golf Club*
- The Pacific Club
- Seattle Golf Club

AUSTRALIA

- Concord Golf Club*
- Lake Karrinyup Country Club*
- Victoria Golf Club*

NEW ZEALAND

- Royal Auckland Golf Club*
- Christchurch Golf Club*
- North Shore Golf Club*

ASIA

- Royal Selangor Golf Club*

- refers to full reciprocal privileges

RECIPROCAL BOOKING PROCEDURES

One of the privileges of belonging to a premium club like VGC is the opportunity to have access to other excellent courses all over the world.

VGC Members do not necessarily have full access to these other clubs, therefore should always consider themselves guests while at other facilities.

Members must request to book reciprocal tee times ahead of time through Richard Ingle (richard@victoriagolf.com) or Lindsay Bernakevitch (lindsay@victoriagolf.com).

Members are never to contact reciprocal clubs directly. Reciprocal privileges are only available for full Active Members of the Club.

PRO SHOP RETAIL PROCEDURES

MEMBER PRICING

The VGC Pro Shop offers Member pricing on all clothing that is sold to our Members in our Pro Shop.

SPECIAL ORDERS & RETURNS

We are proud to have an excellent special order and personal shopping program here at the Club. All returned special orders are subject to a shipping charge and 30% restocking fee as credit on your account. If you would like to experience personal shopping with one of our experienced Retail Staff, please come visit the Pro Shop.

PRICE MATCHING

The VGC Pro Shop will match any Golf Town or other golf retailers regular prices on the same product carried in our shop. The Pro Shop may not match other retailers promotional pricing.

ONLINE STORE

Visit the VGC Pro Shop online store at: www.the-shop-at-vgc.myshopify.com



OUTSIDE EVENTS

Outside golf events must be Board-approved. Although the Clubhouse may not be booked in its entirety by an event, there may be some interruption to regular Member play and dining. When such events are booked, we notify Members via e-blasts and there will be information on the event in the Club Calendar.

CLUB CALENDAR

Visit our Club Calendar on the website to view all of our upcoming golf events, outside events and Club social events.

REGISTRATION

All of our VGC golf events are split into Open, Men's, Women's, Mixed and Junior events. To register for any of our golf events, please log-in to the Members-only side of the Club Website. Under 'Quick Links', select 'Golf Events'. There you will find links to register for all of our events in each category.

EVANS CADDIE SCHOLARSHIP PROGRAM



As VGC's official charity, the Evans Caddie Scholarship program is a great way to contribute to the success and education of deserving youth while golfing each week. VGC is fortunate enough to have between 5 to 10 caddies each year that are available to caddie for yourself or your group each and every day.

To learn more about the program, visit our website: www.victoriagolf.com/evans-scholars-foundation.

In order to contribute to our charity and enjoy a round with a caddie, here are the steps you need to know:

BOOKING A CADDIE

Contact the Pro Shop at least 24 hours prior to your tee time in order to give us ample time to provide a caddie.

EVALUATING YOUR CADDIE

Please check in with the Pro Shop after your round to fill out a short questionnaire about the quality of service your caddie provided.

PAYING FOR A CADDIE

Individual round | \$20 (plus tip)
Forecaddie round | \$20 (plus tip)

Through fundraising efforts, costs have been reduced for members and are caddie fees are subsidized.

CADDIE FEEDBACK OR DONATION

Please contact our Evans Caddie Coordinator, Anna Mooney, at anna@victoriagolf.com.



VICTORIA GOLF CLUB
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