



Golf Canada Off-Course Facility Non-Voting Member Policies & Procedures

The Royal Canadian Golf Association operating as Golf Canada (hereinafter referred to as “Golf Canada”) is the governing body and national sport organization for golf in Canada. It was founded in 1895 and is comprised of member clubs, facilities, and individual members as more particularly described in Golf Canada’s general by-laws, which include Off-Course Facility Non-Voting Members

This policy outlines the relationship between Golf Canada and an Off-Course Facility Non-Voting Member that is approved by Golf Canada as a commercial off-course facility, other than a golf club, that is offering golf experiences to the public and supporting the participation in or instruction of golf, including virtual and/or simulator golf facilities, and other off-course golf facilities as approved by Golf Canada from time to time which may include driving ranges, par 3 facilities, schools or other instructional facilities (herein referred to individually as an “Off-Course Member Facility or Facility”).

Where applicable, policies of membership that are specific to the relationship between the Facility and its Provincial Golf Association may be found on the websites listed in Appendix A, and as may be amended by such Associations from time to time.

1. Status as a Golf Canada Off-Course Member Facility

A facility may apply to Golf Canada to become an Off-Course Member Facility, on the provision of such information as may be requested by Golf Canada. If approved by Golf Canada, remittance of the applicable annual Facility Membership Fee confirms the status of the facility as a Golf Canada Off-Course Member Facility and acceptance by such Facility of the policies in this document.

2. Term of Membership

The term of membership shall be one year from date of approval. Membership will automatically renew upon remittance of the applicable annual Facility Membership Fee and provided the Facility remains in good standing.

3. Entitlements of Membership

Golf Canada will provide Facility in good standing with the following benefits during the annual term. The delivery of these programs may also involve the applicable Provincial Golf Association.

- a. **Official Recognition as a Golf Canada Off-Course Member Facility.** Facility will be granted member status and receive on-site signage and marketing materials to promote membership.
- b. **Participation in Golf Canada's Off-Course Marketing Program.** Facility will be listed in the Golf Canada facility locator, proactive marketing through Golf Canada's digital network.
- c. **Listing on Golf Canada platforms.** Facility will be listed on Golf Canada's "find a facility" tool on golfcanada.ca and the mobile application.
- e. **Program eligibility.** Facility will be eligible to participate in Golf Canada programs designed for indoor or off-course facilities, including league initiatives, participation programming, and national engagement campaigns.
- f. **Access to customer service support.** Facility will be provided with access to Golf Canada's customer service team and the network of Regional Directors that support markets across Canada.
- g. **Member resources and marketing assets.** Facility will receive professionally designed marketing assets as part of Golf Canada's national promotional campaigns to promote participation and engagement.
- h. **Junior golf support.** Facility may be eligible to deliver programs such as First Tee or Youth on Course, subject to availability and alignment with Golf Canada's national growth strategy.

4. Conditions of Membership

Facility agrees to the following:

- a. **Compliance with Golf Canada by-laws.** Facility agrees to operate in accordance with Golf Canada's by-laws and policies as applicable to non-voting members.
- b. **Facility Membership Fee.** Facility agrees to pay the applicable annual Facility Membership Fee according to the rate for its type and province as determined by Golf Canada, within 30 days of receiving the invoice or in accordance with applicable Provincial Golf Association policy.
- d. **Commitment to Safe Sport.** Facility agrees to support an environment free from maltreatment and prohibited behaviour and to align with Golf Canada's Safe Sport policies and any applicable Provincial policies related to Safe Sport. The Facility agrees to inform its applicable Provincial Golf Association and Golf Canada of any credible allegations of maltreatment, prohibited behaviour or known material breaches of Golf Canada's Safe Sport policies.

e. **Commitment to Diversity, Equity, and Inclusion.** Facility agrees to materially align with Golf Canada's Policy on Equity, Diversity, and Inclusion and not engage in discriminatory practices.

6. Conditions of Provincial Golf Association Membership

Facility agrees to operate in accordance with the by-laws and related policies of its applicable Provincial Golf Association and any other terms and conditions specific to that association, as may be found on the websites listed in Appendix A, and as may be amended by such Association from time to time.

7. Non-Compliance and Termination

a. **Notification.** Golf Canada will notify Facility of the nature of any non-compliance issue.

b. **Meeting.** A meeting will be offered to review and discuss remedial steps.

c. **Progressive response.** Continued non-compliance may result in suspension of the entitlements of membership or termination of membership for the remainder of the term.

d. **Termination.** Notwithstanding the foregoing, Golf Canada reserves the right to terminate a Facility's membership status, in its sole discretion, at any time. Upon such termination, Golf Canada will reimburse the Facility a prorated portion of the annual Facility Membership Fee for the balance of the term, and the Facility will remove all signage from its premises, website and social media related to its status as a Golf Canada Off-Course Member Facility.

8. Governance Participation

Off-course facilities are valued relationships of Golf Canada with full access to programs, services, and resources described herein. However, Facilities have no voting status under Golf Canada's by-laws.

Appendix A: Conditions of Membership Specific to Provincial Golf Associations

Alberta

- FACILITY agrees to operate in accordance with any applicable [by-laws and related policies](#) of Alberta Golf.

British Columbia

- FACILITY agrees to operate in accordance with any applicable [by-laws and related policies](#) of British Columbia Golf.

Manitoba

- FACILITY agrees to operate in accordance with any applicable [by-laws and related policies](#) of Manitoba Golf.

New Brunswick

- FACILITY agrees to operate in accordance any applicable [by-laws and related policies](#) of Golf New Brunswick.

Newfoundland and Labrador

- FACILITY agrees to operate in accordance with any applicable [by-laws and related policies](#) of Golf Newfoundland and Labrador.

Nova Scotia

- FACILITY agrees to operate in accordance with any applicable [by-laws and related policies](#) of Nova Scotia Golf Association.

Ontario

- FACILITY agrees to operate in accordance with any applicable [by-laws and related policies](#) of Golf Ontario.

Prince Edward Island

- FACILITY agrees to operate in accordance with any applicable [by-laws and related policies](#) of Prince Edward Island Golf Association.

Québec

- FACILITY agrees to operate in accordance with any applicable [by-laws and related policies](#) of Golf Québec.

Saskatchewan

- FACILITY agrees to operate in accordance with any applicable [by-laws and related policies](#) of Golf Saskatchewan.