



REAL CLUB DE GOLF GUALDALMINA INTERNAL REGULATIONS

Section 1 - General provision

Article 1. These regulations establish and complete the standards by which the Club members should be governed, in accordance with the regulatory principles established in the Articles of Association of both the Club and the Guadalmina Golf, S.A., which they complement.

Section 2 - Regarding the Members

Article 2. - The different kinds of members, as defined in article 9 of the Articles of Association of Real Club de Golf Guadalmina are: Honorary Members, Numbered Members, Family Members, Aspiring Members and Corresponding Members.

The numbered members and aspiring members must necessarily be legal persons who are holders or beneficial owners of an ordinary share in GUADALMINA GOLF, S.A.

The procedure for the admission of new **NUMBERED MEMBERS, FAMILY MEMBERS** and **ASPIRING MEMBERS** into the Club will be the following:

- Applicants will submit an application for admission, ~~signed by two members~~ and addressed to the Board of Directors, which must be delivered to the head office of the Club.
- The applications will be displayed for a period **seven (7)** ~~of twenty (20)~~ days on the Club notice board, so that any other member, if he deems it appropriate, may inform the Board of Directors, in a justified manner, that there are grounds, in his judgement, to reject the applicant's status of member.
- Once this period has gone by, the **Board of Directors will** study the applications and carry out whatever procedures it deems necessary in order to decide whether to reach a decision on the acceptance of the application.
- The Board of Directors will inform the applicant whether his application has been accepted or rejected within a maximum period of ~~30~~ **5** days, starting from the application date.
- The rejection of an application must always be justified and will be for objective reasons, which the applicant will be informed of, giving him a period of fifteen working days to put forward his arguments.
- The Board of Directors will come to a definitive decision within a period of five days, starting from receipt of the statement of the arguments, and this decision may not be appealed.
- Applicants whose requests have been definitively rejected obviously have the route of the ordinary courts to defend their rights.
- Applicants whose applications have been approved must pay the club admission fee which is established for the purpose, as well as the annual membership fee for the current year, after which they will become **MEMBERS** of the Real Club de Golf Guadalmina.

- if twenty (20) working days have gone by since the applicant was supposed to pay the said fees and he has not done so, it will be understood that he waives the right to become a member and his application will be cancelled.

The appointment of an Honorary Member will require the formalization of a dossier in which an instructor, appointed by and from among the members of the Board of Directors, will explain and analyses the circumstances of each case, it will be formalized by the Secretary once it has been approved by the Board of Directors.

The designation of Honorary Member will require the prior proposal of the candidacy to the Board of Directors of at least 25% of the number partners for the beginning of the corresponding file. The Board of Directors will propose, where appropriate, its approval at the Assembly, which must be approved by 4/5 of the number of members present and representing at least 75% of the number of members of the Club, and all of this must be in accordance with article 9 of the Statutes.

~~In the event that the appropriate circumstances exist, the Board of Directors will approve the appointment and will notify the first General Assembly which is subsequently held in order to ratify the appointment.~~

Article 3. - All the members will always maintain friendly, correct and polite behavior in their contact with the other members, as well with guests, visitors and employees.

Article 4. - Any behavior deemed to be improper by any Member must be put in writing and sent to the Club Manager or the Secretary of the Board of Directors. It is strictly prohibited to directly recriminate conduct before workers and employees of the Club or of Guadalmina Golf, S.A..

Article 5. - Members are required to pay the fees which are established each year for the maintenance and use of the facilities.

Article 6. - Members will be obliged to immediately announce any change of address.

Section 3. - Regarding the fees

Article 7. - Each year the Board of Directors will approve the different fees and charges which must be paid by Aspiring Members and Members, which will be made public in order that they are generally known.

Article 8. - The annual membership fees will be paid within the periods established for each of them.

Section 4. - Regarding the Committees

Article 9. - The following internal, committees are established by the Board of Directors which, together with the Management, will work together for the organization of the different activities of the Club.

- Competition Committee
- School and Junior Members Committee
- Course and Facilities Committee
- Social Affairs Committee

The Board of Directors may create other committees, or one or more Delegates, to address other isolated or specific issues.

Article 10. - The Competition Committee will be responsible for the organization of all the competitions and sporting activities of the Club. It will similarly supervise the sporting activities of the groups of members, draw up local rules and regulations and competition conditions and award handicaps to members, always in accordance, jointly and in conjunction with the Royal Andalusian and Spanish Golf Federations,

Article 11. - The Course and Facilities Committee will be responsible for monitoring the state of the course and will cooperate with the Marshals, Caddy Masters and Greenkeeper for:

- The conservation and maintenance of the course.
- Ensuring that there is not an excessive number of users on the course.
- Watching over the good manners and correct dress of all the players.
- The fluent movement of players.
- The safety of the golfers.
- Controlling the receipts for green fees.
- Checking the membership cards.
- Ensuring that the machinery, the buildings and facilities, as well as all the services, are always of the highest quality and are always available for the use of the members and users of the course.

Article 12. - The Course and Facilities Committee will also monitor the services and the maintenance of the Club's facilities, including the clubhouse with all its furniture and fittings, the cart and buggy storerooms **and** the other buildings adjoining the Courses.

Article 13. - The Social Affairs Committee will be responsible for promoting the social events of the Club, either on its own initiative or at the request of the members, thereby aiming to maintain the good level and spirit of the Club, which should set us apart at all times. This Committee will organize the parties, fashion shows and any other activities of a social and cultural nature which are held.

Article 14. - The School and Junior Members Committee will be responsible for all the activities of the junior and child members and will organize and oversee all the sporting activities of these young members under 21 years of age. All these activities will always have the appropriate authorizations from the Royal Spanish and Andalusian Golf Federations, as well as from the members' teachers and parents.

Section 5. - Regarding the internal organization of the Club

Article 15. - Booking of tee times. –

The Caddy Master will use a booking system to regulate the order of play, which may be modified with the prior authorization of the Board of Directors, based on the increase in the number of members and the greater demand for the use of the golf courses.

The reservation **procedure** ~~system will always~~ take into account that

1. The member is the most important element of our Golf Club, and therefore his right to play will always take precedence over anyone else's, whether it be an external organized group or the general public.

2. The regular competitions which take place among the members, such as those which are held on Mondays, reserved for male members, on Tuesdays, reserved for female members and on Thursdays, reserved for mixed couples, will be guaranteed at all times. Additionally, periodic competitions by other member groups may be organized after authorization of the Competition Committee.

~~3. Members may book their playing times in accordance with the requirements published on the Club's website in the "Reservations" section. seven days in advance. The names of at least two players are necessary to book the tee time. In any case, they must accept that, in the Caddy Master's judgement, they may be joined by other players. Similarly, any member has the right to include his name in a booking in order to complete a group or match.~~

4. A player may only book one tee time per day, although he may play more than once if the course capacity allows it.

5. A player who has booked a tee time and cannot attend must notify the Caddy Master in advance. Failure to do so will be regarded as a minor offence and will be the subject of the corresponding fine

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6. Members may only play alone if the circumstances of the course and the players expressly allow it at that time.
7. Visiting players, whether they are guests or not, will be required to show the Caddy Master their handicap certificates. The maximum handicap with which they can play will be 27 for gentleman and 35 for ladies.
8. All kinds of competitions open to the public may be held, provided that they have received the mandatory authorization of the Competition Committee.
9. Bookings may be made for organized groups, hotels, golf clubs, etc., up to a year in advance if there is capacity for them, but they will have to respect the fact that they will be unable to use the times reserved for members, which will previously be established by the Board of Directors each year.
10. Any competition will have priority in the use of the Course.

Article 16. - Member identification card

Employees of the Club may request players to show them their member identification cards or their green fee receipts. In the event that they do not have this card with them, they must identify themselves by other means.

Article 17. - Federative Licences

In order to play, both members and visitors must compulsorily be in possession of the corresponding Federative License issued by the corresponding Territorial Golf Federation. Otherwise they will have to pay the amount corresponding to the temporary license.

Article 18. — Buggies

The Course Committee will decide, at all times, on the possibility of using buggies on the course, depending on its conditions, either due to the weather or to any other circumstances. It may therefore prohibit the use of buggies or restrict their use to buggy paths. Failure to follow these prohibitive or restrictive rules, following a prior warning, will entail the offender's obligation to leave the course. When the course conditions allow their use, the following rules will apply:

- Use the paths for buggies whenever possible
- Avoid flooded areas of the course.
- Use the 90° norm.
- Avoid speeding and dangerous maneuvers.
- Do not use buggies less than 12 meters from the boundaries of the greens.
- Do not use more than two buggies for one game.

Article 19. - Practice areas

The practice areas are available for the use of members and guests and visitors who have paid the green fee, **or the amount corresponding to the use of the facility that will be published on the Club's website**. Players may only practice in the areas designated for this purpose (driving range, chipping and putting greens). Practice is forbidden in any other place, including on the par three short course. Only one ball may be played by each player on this course, except in the circumstances envisaged in the rules.

It is strictly forbidden to use practice balls off the driving ranges. No practice strokes may be made on the tees or on the fairways, or in places where the course may be damaged.

Article 20. - Tennis and paddle tennis

All members, and the guests who accompany them, may use these facilities free of charge. **Non-members will pay the amount corresponding to the use of the facility, which will be published on the Club's website.**

The playing schedules must be previously established in the Caddy Master's office. A fee per hour of play will be charged for consumption of electricity if necessary. These facilities may also be used by visitors who have paid the appropriate fee.

Article 21. - Club storeroom

This service will be for the exclusive use of members until the space available is occupied, following payment of the corresponding annual fee which will be established for the purpose. Access to the cart and club storeroom will be restricted.

Article 22. - Golf carts

Members may use manual carts at no additional charge. Visitors and guests will pay a fee, which will be previously established. After they are used they must be returned to the Caddy Master's enclosure.

Article 23. - Beginners

Members who have not been assigned a handicap and those who have recently obtained it may not play on the course unless they are accompanied by a club professional until they reach an acceptable level of play and fully understand the rules, especially the etiquette.

The Competition Committee will authorize beginners to play on the course when their level of play has been confirmed by a professional and is in accordance with the recommendations of the Royal Spanish Golf Federation.

Article 24. - Professionals

The Club may have one or more professionals who will cover all aspects such as free coaching, coaching for child and junior members, etc.

Article 25. - Competitions

All the members will have access to a competition calendar, to be published by the Club on its website at www.guadalinagolf.com

All the Regulations, Competition Conditions, Local Rules, Committee Decisions and any information which may be useful with regard to the competitions will also be available on the same website. In each case the Competition Committee will determine the requirements for participation in Club competitions. Members, their guests and the general public may take part in open and sponsored competitions. The Club will always establish reduced rates for members who take part in open tournaments.

Article 27. - Absences from competitions or games in general

If a player feels unable to take part in a competition or in a game for which he is registered once the starting list has been published, he must immediately notify the Caddy Master, without detriment to the fact that he may incur the corresponding penalty.

Article 28. - Turning up for competitions

All those taking part in competitions should arrive at least ten minutes before their established starting time, without detriment to that which is established in the Rules of Golf and the Club Competition Book.

Section 6. - Redardind the Club House. Cafeteria-Restaurant and other members' facilities

Article 29. - All the facilities are basically for the use of the members. However, they may also be used by their guests, as well as by the general public, if they have paid the green fee, with the exception of the cafeteria and restaurant in accordance with the rental contract.

Article 30. - The Caddy Master's office will be open daily between the hours established for the purpose by the Board of Directors. The Caddy Master will be responsible for booking the tee times, the starting lists, the collection and delivery of the green fee receipts and assisting the Competition Committee in the running of the competitions. He will also be responsible for the club and cart storeroom and for the golf buggies.

The Marshalls form part of the Caddy Master's office. Their main task will be to supervise the players on the course and the flow of the game, to watch over etiquette and good behavior during the game as well as to deal with any queries made by the players on the course. Without detriment to the obligatory nature of including all the information on the club website, there will be notice boards in the Caddy Master's office and in the corridor by the changing rooms where, among other matters, the respective competitions to be held on the course will be announced.

Article 31. - The cafeteria and restaurant are reserved for members, their guests and visitors in accordance with the rental contract of the cafeteria and restaurant. The opening hours of the cafeteria-restaurant, as well as the services provided by it, will be permanently on show to the public there.

Children under 12 years of age cannot remain in the cafeteria-restaurant without being accompanied by an adult responsible for their behavior.

~~The first floor restaurant and its terrace will be for the exclusive use of members over 16 years of age and guests, will be opened if a request is made to the loccos. Members may also use it at other times with the prior authorization of the Board of Directors, through the Manager, provided that this does not hinder the provision of services by whoever has the licence for this service.~~

Article 32. - There is a games room for members and their guests. if members wish to play card games or games of any other kind in other sections of the Club, they must previously request and obtain authorization from the Board of Directors, through the Club Manager.

Article 33. - The Club changing rooms may be used by the club members, their guests and players who have paid the green fee or the fee for use of the pool or the tennis and paddle tennis courts, with no additional charge. They may also use the towels free of charge.

When these changing rooms are open to the public, there will be staff responsible for them, although not necessarily in an exclusively manner.

Article 34. - The pool, the gardens and the areas around them are for the exclusive use of members and their guests. The latter must always be accompanied by a member. Members will not pay any fees for the use of these services.

Article 35. - The opening hours of the cafeteria-restaurant, the Caddy Master's office and the other sections of the Club will be shown on the different notice boards of the Clubhouse. They will be established by the Board of Directors or by the Manager, on behalf of the former.

Section 7. - Regarding etiquette

Article 36. - Members, guests and visitors who have paid the green fee will always be dressed correctly and appropriately, both in the clubhouse and on the course. In this sense, the standards which are deemed appropriate will be made public.

Members are only allowed to wear shoes with traditional rigid studs, although they are discouraged from wearing them and are requested to wear shoes with rubber or similar studs.

Traditional studs cannot be worn when entering areas of the club where the flooring might be damaged by them, such as the restaurants on the lower and upper floors and the wooden-floored terrace.

Swimwear may only be worn in the pool, changing rooms and the connecting areas. Its use is forbidden in the cafeteria and bar. Respectful use of mobile phones is requested both in the clubhouse and on the course in order to not disturb other members.

The members will always be responsible for the conduct of their guests in all the Club facilities.

Section 8. - Regarding the disciplinary system

Article 37. - Indiscipline and misconduct by members will be regarded as offences and, following disciplinary proceedings, they will be penalized by the Board of Directors.

Offences are classified as minor, serious and very serious.

The following are minor offences:

- An unintentional breach of any regulation or any rule or norm established by the Board of Directors or its Committees.
- Misuse of the facilities, provided that it does not cause material damages.

The following are serious offences:

- An intentional breach of any regulation or any rule or norm established by the Board of Directors or its Committees.
- The committing of three minor offences, committed over a period of 12 months, previously penalized by the Board of Directors.
- Conduct within the Club showing a lack of respect for the rights of others or which causes or may cause injuries or damages.
- Drunkenness, use of drugs and disorderly conduct.
- The purchase of balls on the course from illegal vendors.

The following are very serious offences:

- Conduct envisaged in the Penal Code.
- Deliberately causing damage to the Club facilities.
- Violent conduct, in or outside the Club, against its employees, manager or members of the Board of Directors.
- Failure to comply with a penalty imposed by the Board of Directors for a serious offence.
- The committing of three serious offences, committed over a period of two years, previously penalized by the Board of Directors.
- Drunkenness, use of drugs and disorderly conduct, previously admonished and penalized by the Board of Directors.
- Refusal to pay membership fees, in accordance with that which is established in the Club's Articles of Association.

Article 38. - All offences, following the initiation of the corresponding disciplinary proceedings, and once guilt has been declared by the Board of Directors, will be penalized in accordance with the following:

a) Minor offences will be penalized with:

- A verbal warning.
- A written warning.
- Suspension of the right to use the Club facilities for a period of time no greater than 15 days.

b) The committing of a serious offence will be penalized with:

- Suspension of the right to use the Club facilities for a period of time between 16 days and 3 months, notwithstanding the fact that the member must continue to pay the membership fees during the period of the penalty.

c) Very serious offences will be penalized with:

- Suspension of the right to use the Club facilities for a period of time up to six months, notwithstanding the fact that the member must continue to pay the membership fees during the period of the penalty.
- Expulsion from the Club and loss of membership.

IMPORTANT NOTE: In addition to the corresponding penalty, the obligation to pay the amount of the damage caused by the offender will also be imposed for each offence.

Article 39. - In the event that the Board of Directors agrees to initiate disciplinary proceedings against a member, the offender will be notified of the agreement in writing. The latter may send a series of arguments to the Board within a period of seven days, starting from the date when he receives the notification, in which he may propose the use of the evidence he deems appropriate and request a hearing, to be held within the fifteen working days following the lodging of the appeal. The Board, once the hearing has been held and the evidence has been examined, will reach a definitive decision, if appropriate, within a maximum period of fourteen days.

Members under eighteen years of age may be assisted by an adult member chosen by his legal representative to act on his behalf. The Board will draw up and keep reports on all the decisions made, which must be signed by the President.

The offences will lapse three months after they were committed in the case of minor offences and after six months in the case of serious and very serious offences. The lapse will be interrupted by the initiation of the disciplinary proceedings.

The imposing of fines as a penalty for failure to turn up for booked matches or competitions will be automatically carried out by the Course and Competition Committees, without detriment to the fined member's right to argue whatever he deems appropriate in his defense.

Article 40. - The Marshals and the security service for the course are authorized by the Board of Directors to enforce and monitor the strict fulfilment of these regulations on the field of play.

The course rules, which include all the competition regulations, local rules, schedules, storm protocols, etc. are to be found in the Club Competition Book and its appendixes and published on the www.guadalminagolf.com website. In the event that a player infringes these rules, the Marshals will give him a warning. If he does not heed their instructions, he will be forced to leave the course.

The Marshals and the security service for the course will draw up reports on all the incidents and infringements, as well as on the identity of the offenders and the actions taken with regard to them. These reports will be submitted daily to the Club Manager, who will notify the Board of Directors so that it can make the appropriate decisions.

If there are complaints about the behavior of any member in addition to those reported by the Marshals, they will be delivered in writing to the Secretary of the Board of Directors. Members will be entitled to be heard by the Board of Directors for the purpose of putting forward the arguments they deem appropriate for their defense.

Section 9.- Miscellaneous

Article 41. - It is strictly forbidden for members, their guests and visitors to remove any object belonging to Guadalmina Golf S.A. or the Golf Club from the clubhouse, the course or any of the premises

Article 42. - The Board of Directors will regulate the presence of pets (dogs, cats, etc.) in any of the Club facilities, including the gardens and golf courses.

Article 43. - It is strictly forbidden to perform any kind of advertising in the Club facilities or on the field of play which has not been specifically authorized by the Board of Directors.

Article 44. - There will be a suggestion book available for members in the Caddy Masters office.

Article 45. - Alliteratively, for that which is not established in these Regulations, the Law of Andalusian Sporting Organizations and the Disciplinary Regulations of the Royal Andalusian and Spanish Golf Federations will be applicable, as well as any other regulations which might replace them in the future.