

Exhibit A – Open Qualifying Procedures & Information Sheet



Pages 3 - 5 to be kept by the applicant

2018 Bayview Place DC Bank Open

Open Qualifying

Date: Monday June 4th, 2018
Course: Gorge Vale Golf Club
Website: www.gorgevalegolf.com
Address: 1005 Craigflower Road, Victoria, BC V9A 2X9
Phone: 250-383-6451

Procedures & Information:

Field Size

Maximum of 156 competitors.

Format

Play will be 18-holes of stroke play. There will be ten (10) qualifying spots available. Any ties for the final qualifying spot(s) or alternate positions will be settled by a hole by hole playoff commencing immediately following the completion of play. PGA TOUR Reserves the right to change the format, venue(s), qualifying spots and allotments, and other criteria set forth herein as presently contemplated due to adverse weather or other circumstances (see Reduction & Cancellation below).

Entry Deadline

Deadline for receipt at the Victoria Open Golf Society office of entries by eligible players (professional golfers and amateurs with attested handicaps of 2 or less) shall be 5pm (local tournament site time) on the Wednesday (non-members) and Friday (members) preceding the Open Qualifying competition. All players must enter by the applicable deadline. Entries late or incomplete are not acceptable. Faxed entries with a valid credit card will be accepted. Telephone entries will NOT be accepted. The Victoria Open Golf Society is not responsible for rejected credit cards or the timely performance of the Postal Service or any other delivery service.

Note: PGA TOUR, PGA TOUR Champions, Mackenzie Tour – PGA TOUR Canada, Web.com Tour, PGA TOUR Latinoamérica and PGA TOUR China members all have guaranteed access to Open Qualifiers. As a result, non-members' status in the qualifier field cannot be confirmed until the member deadline passes at 5pm local time on the Friday prior to the qualifier.

Each applicant will receive an email acknowledging receipt of their application for entry. This email in no way confirms a position in the field for non-members.

Entry Fees

The Open Qualifier entry fee is set by the PGA TOUR from time to time. The entry fee for the Open Qualifier is:

(a) \$100CAN plus applicable tax for Mackenzie Tour - PGA TOUR Canada members, PGA TOUR members, Web.com Tour members, PGA TOUR Champions Regular Members, PGA TOUR Latinoamérica members and PGA TOUR China members.

(b) \$300CAN plus applicable tax for all other entrants.

Entry fee must accompany application and be payable in cash, cashier's check, money order, traveler's check, debit card or credit card. Personal checks will only be accepted from members of: the Mackenzie Tour - PGA TOUR Canada; the PGA TOUR; the Web.com Tour; PGA TOUR Champions Regular Members, PGA TOUR Latinoamérica members or PGA TOUR China members. Entry fee includes: green fee and range usage on the competition day(s). Successful qualifiers will pay the difference between the entry fee paid and the entry fee for the tournament proper. Tournament entry fees for 2018 are set at \$300CAN plus applicable tax.

Eligibility

Professionals and Amateurs with a handicap factor when applied to the qualifying course slope will generate a handicap of two (2) or less. The Mackenzie Tour - PGA TOUR Canada reserves the right to verify the handicap factor of amateurs and to refuse anyone not meeting the requirements.

Starting Times

Starting times will be available after 8:00am on the Saturday preceding the Open Qualifying competition at: Gorge Vale or at www.gorgevalegolf.com. Starting times and groupings are made at the discretion of the Victoria Open Golf Society and Mackenzie Tour - PGA TOUR Canada. Specific requests will not be granted.

Refunds – Withdrawals & Tournament Alternates

Applicants must properly withdraw prior to playing a shot in the qualifier to be eligible for an entry fee refund. Other refunds will be given only, if the player becomes eligible for a Mackenzie Tour - PGA TOUR Canada, Web.com Tour or PGA TOUR event, or any other situation covered by the Mackenzie Tour - PGA TOUR Canada Tournament Regulations. No other refunds will be given.

Players who fail to properly withdraw or do not show up will not be eligible for refund.

Contestants who withdraw during the round may be subject to disciplinary action.

Tournament alternates who gain access to the tournament via the Mackenzie Tour- PGA TOUR Canada alternate list will be notified (if possible) prior to the close of the competition. Until the Open Qualifying competition has closed and the scores have been approved by the Mackenzie Tour - PGA TOUR Canada official in charge, any player gaining access to the tournament via the Mackenzie Tour - PGA TOUR Canada alternate list will be removed from the Open Qualifying competition, even if that player has completed his round. These players shall have their open qualifier entry fee applied to their tournament entry fee.

Practice Rounds

Practice rounds must be arranged with host facilities. Practice round fees are at the discretion of the host facilities.

Rules of Golf

Play shall be governed in accordance with the Rules of Golf of the R&A, Golf Canada and USGA, as modified by the Mackenzie Tour - PGA TOUR Canada Local Rules and Conditions of Competition card and supplemented by the Notice to Competitors. Questions or disputes (including equipment rulings) shall be settled by the on-site Rules Committee appointed by the Mackenzie Tour - PGA TOUR, whose decision shall be final.

Groove Specifications

Open Qualifying contestants are required to use equipment which conforms to the Condition of Competition for Groove Specifications as implemented in the PGA TOUR, PGA TOUR Champions, Web.com Tour and the Mackenzie Tour - PGA TOUR Canada Local Rules and Conditions of 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 Equipment > Conforming 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 specifications well in advance of the Open Qualifier.

Note that on-site field testing for groove conformity will not be available at either the Open Qualifying or tournament proper sites.

Distance Measuring Devices

Distance Measuring Devices will be permitted by local rule. Only the distance measuring feature may be utilized. Other features such as slope are prohibited from use during official competition rounds.

Transportation

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.

Anyone seeking a golf cart due to a disability defined under the Americans with Disabilities Act (ADA) should contact the PGA TOUR 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

Players: While on the host facility property, players shall present a neat appearance in both clothing and personal grooming. Blue jeans, shorts, cutoffs, T-shirts or shirts with no collar shall not be worn.

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.

Spike Policy

The use of traditional metal spikes is permitted during the Competition. Soft spikes may be required during practice rounds at the discretion of the host facilities.

Conduct

While on host facility property during qualifying rounds; players and caddies shall conduct themselves in a professional manner. PGA TOUR reserves the right to remove a player from the qualifying competition for; non-competitiveness; conduct unbecoming a professional by the player; conduct unbecoming a professional by the players' caddie.

Reduction or Cancellation

Any reduction or cancellation in the respective qualifying competition shall be in accordance with Reduction/Cancellation Guidelines as found in the Mackenzie Tour - PGA TOUR Canada 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 on-site Rules Committee, 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 Mackenzie Tour - PGA TOUR Canada Alternate List.

PGA 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 Rules Committee in charge shall be final.