

## **HOW TO SUBMIT NCGA PLAYER POINTS RESULTS**

Update: June 21, 2021

The tournament director/contact is responsible for reporting COMPLETE official results to the NCGA within five business days. Failure to submit ALL of the required information listed below will result in a forfeiture of points for the event.

Please submit all official results and any points inquiries to Ryan Toole at <a href="mailto:rtoole@ncga.org">rtoole@ncga.org</a>. An empty sample spreadsheet may be downloaded on the NCGA Player of the Year page or you may create/use a report in Golf Genius. The spreadsheet must be sent in an editable format (preferably .xls, .xlsx, or .csv) with the following included:

- 1. First Name
- 2. Last Name
- 3. GHIN ID
- 4. Date of Birth (for all senior/super senior divisions)
- 5. Cumulative Score
- 6. Member of Association (please make a note if they are not a member of the NCGA. Ex: player is a member of the SCGA or other state association)

You will need to make a separate spreadsheet for each division. The total field size should include everyone who signed up for the event before a cut was made or any WDs/DQs/NSs. The total field size is what determines the point value and is a vital piece of information. Failure to provide the above information in a timely fashion will result in the tournament not receiving points.

**Note:** Match play events should include the above spreadsheet for stroke play qualifying results, and a link or photo of the match play bracket results.