Miraflores Golf Club Members Booklet

Welcome and thank you for choosing to join our golf club. We all look forward to meeting you in person and hope you will enjoy your membership. In this booklet we have tried to collect all relevant information to make your experience more pleasant. However, if you have any questions please contact the office staff or our captains.
Please note: all details correct at time of printing, but may be subject to change.

Administration

Governance of Miraflores Golf Club
The clubhouse, the course and the driving range are all owned by Golf de la Riviera S.A. - a mercantile company owned by shareholder members.

Board of Directors
The board of directors consist of a minimum of 3 and a maximum of 7 members. Currently there are 5 directors who are elected by the shareholders at the Annual General Meeting, which is held annually in March/April. Directors are elected for a max of 5 years. Following AGM the directors meet & elect a president.

Board members Email: board@mirafloresgolf.es
The current board members are:

- Steve Parker President
- Jan Goodman Vice President
- Yann Simonon Course
- Doug Wright House
- Michael de Rijk Finance

Captains
Captains and vice captains are appointed by the board and serve for one year. Their phone numbers and email addresses are displayed on the main notice board and in the caddy masters office. The current captains (2025/2026) are:

- Dougy Hill Mens' Captain Email: captains@mirafloresgolf.es
- Brendan Monaghan Vice Captain
- Lesley Brown Lady captain Email: captains@mirafloresgolf.es
- Debbie Monaghan Vice captain

Committees
Committee members are appointed by the committee chairperson. Committees are in place to contribute to the smooth running of the club and to represent all members in decisions etc. If you have any ideas or concerns that you feel would benefit the club or you would like to bring to the club's attention, we are very keen to hear about them.

Members can use the equivalent committee email address or just complete one of the forms available from the caddy masters' office and place it in the suggestion box located outside the office door. Your ideas or concerns may cover any part of the club and will be dealt with at the next relevant committee meeting.

There are seven committees covering the various functions of the club. They are made up of members and some include one or two board members and the company secretary.

Finance Committee Email: finance@mirafloresgolf.es

- Michael De Rijk — Chair (board member)
- Steve Parker
- Flemming Lykke Hansen
- Paul Shelton
- Miguel Gallart — Company secretary

Course Committee Email: course@mirafloresgolf.es

- Yann Simonen — Chair (board member)
- Bryn Evans
- Aneel Sohal
- Kevin Burke
- John Lawson
- Jeannine Rehlinger
- Miguel Gallart — Company secretary
- Isabel Gil — Head greenkeeper

Rules and Handicaps Committee Email: rules@mirafloresgolf.es

- Jules Ford — Chair
- Alan Watts — Vice Chair
- Jo Mott
- John Goodman
- Brian Pinfield
- Paul Shelton
- Peter Bundgard

Competitions Committee Email: competitions@mirafloresgolf.es

- Dougy Hill — Men captain / Chair
- Lesley Brown — Lady captain
- Brendan Monaghan — Men vice captain
- Debbie Monaghan — Lady vice captain
- Jules Ford — R&H Chair
- TBC — Competitions Secretary

Captains Committee Email: captains@mirafloresgolf.es

- Dougy Hill — Men captain / Chair
- Lesley Brown — Lady captain
- Brendan Monaghan — Men vice captain
- Debbie Monaghan — Lady vice captain
- Jules Ford — Chair rules and handicap
- Yann Simonon — Chair course committee
- TBC — Competitions Secretary
- Miguel Gallart — Company secretary
- Francisco Munoz — Caddy master
- Steve Parker — President

House and Garden Committee Email: house@mirafloresgolf.es

- Doug Wright — Chair
- Elyane Stuart
- Graham Ford

- Ute Hakman

Marketing & Communications Committee Email**:** marketing@mirafloresgolf.es
- Jan Goodman Chair
- Sarah Stewart
- Francisco Munez

Disciplinary & Complaints Committee Email: complaints@mirafloresgolf.es
- Paddy Burke
- Jack Hakman
- Chris Robinson
- David Alsop

Greenkeepers
The names and photos of the greenkeeping staff are on the information board.

AGM - Annual General Meeting
The AGM is normally held once a year in March/April. The meeting is open to shareholders only who will receive an email informing them that all the information along with proxy papers are available under documents in the members section of the website.

Membership

Membership in the club is via the purchase of a share through "Golf de la Riviera S.A" a mercantile company owned by the members.

Special share offers or other offers may become available at various times of the year- see the “Special Share Offer” or other offers on the website or contact the caddy master.

The annual full maintenance fees are agreed by the board of directors in November each year.
Monthly memberships are available depending on the time of year.

New Members Incentive Scheme
Miraflores Golf Club is the only members’ golf club between Malaga and Marbella and has a limited number of shares for sale.

The club has a "New Members Incentive Scheme". If a member introduces a new member and shareholder there is a financial reward, in the form of credit being added to the membership card. Please check the office for the rules regulating the scheme.

Share ownership includes:
- Immediate membership
- All associated joining and legal fees
- Unlimited golf
- Organised competitions and social golf
- Excellent restaurant with members discounts
- Payments by instalments possible

Shareholders become part-owners of the golf club and there are currently nineteen nationalities within our membership. You can find more information about memberships in the members section of the website www.mirafloresgolf.es or our administration office on tel: 952 931 960 (Ext. 1).

Swipe Cards
All members receive a swipe card with their share number on it in their joining pack (contact the caddy master if you do not have one). Simply put credit on the card, either at the bar or at the caddy masters office and each time you use it to buy food, drink or items in the shop you will receive a 10% discount. The card will also open the door to the locker room. If you have a problem with your card at any time please contact the caddy master.

Miraflores Code of Conduct & Disciplinary Committee
The Miraflores Code of Conduct can be found under the heading Recent Documents in the members' section of the website. This is written in accordance with the Club statutes, and the R&A Code of Conduct guidelines.

Club House

Parking
Members, guests and visitors are requested to park their cars in the parking lots provided either behind the caddy masters office, or on the road in front of the club house. If all parking lots on the road are occupied, the extra parking space beside the practice putting green will be open. Please respect the parking lots reserved for handicapped persons.

Information Board
The information board is located in the lobby of the club house. They provide lots of information, such as details about competitions, rules, upcoming events, handicaps, events at other clubs, news about social activities and more.

Internet and Website
The club has a public WiFi access – the code is "Miraflores Public". The public website is www.mirafloresgolf.es. The member's website is https://miraflores.evolveodm.co.uk/account/default and has all the relevant documents, minutes of meetings and information about competitions and matches. Members can log in using their share number and a password which will be sent by email or you can get it from the caddy master. The club has 3 Facebook pages – "Miraflores Golf", "Miraflores Golf Club Members Official Facebook Page" and "Bobby Jones & Spikes Miraflores Golf Club".

There are separate whatsapp groups for each section – Men's and Ladies. It is preferable for members to be added to the relevant whatsapp group, in order to receive up to date information regarding competitions, sent out by the Captains. The relevant captain is admin for each whatsapp group, and they will contact you as a new member, to invite you to the group.

Dress Code
Players and visitors are expected to wear smart casual dress at all times, preferably shirts with collars, dress shorts or smart trousers/slacks. Golf shoes should have soft spikes – no metal spikes.

Bobby Jones Restaurant & Spikes Bar
Well known for the quality of its food and service, the restaurant is on the first floor. Spikes Bar is an indoor bistro with large open air terrace. Food and beverages are available from 08.00 until 18.00 every day, and the restaurant is open until late on Thursday, Friday and Saturday. Our catering facilities can house up to

120 covers with a dance floor and are available for private functions, community AGM's etc. There are two further additional meeting rooms on the upper level.

Events
The club has an active social programme and organises regular events with live music. Details can be found on the Information notice board, Facebook pages and Whatsapp groups. All facilities have wheelchair access including a lift to the 1st floor restaurant.

Caddy Masters Office
Situated next to the club house and open daily from 08.00 until 18.00. We have a professional team: Inma in the admin office, Francisco and Jose in the caddy masters office, and the course marshals Sally and Gustavo. Our team members are very happy to help in any way they can and are all bi-lingual.
There are free lockers for storing valuables whilst on the course and the shop stocks all your golf essentials and a range of clothing and accessories. Rental clubs are available; please check with the caddy master for details.

Changing Rooms
Changing rooms with toilet and showering facilities are available for the ladies next to the caddy masters office and for the men on the side of the clubhouse. Towels are available with a 5€ deposit from the caddy masters office. Whilst every effort is made to ensure they are secure, items are left at the owner's risk and lockers are available in the ladies shower room.
Nothing should be left in the changing rooms overnight as they are cleared out at the end of each day.
The access number to the changing rooms is available from the caddy masters office.

Lockers
In the same building where the caddy masters office is, is a large locker room for golf bags, trolleys etc. Members should contact the caddy master to arrange rental.

Large lockers for golf equipment and a small battery locker with an electricity socket are available for members to rent at the following prices:

Ground floor large locker –	deposit of 450€	plus annual rental – 84€
Upper level locker –	deposit of 350€	plus annual rental – 84€

Battery lockers – one off payment of 80€

Please check with the caddy master to arrange.

Items stored in members lockers are covered by insurance in the event of theft but there is a limit of 1.800€ that can be claimed. Golf equipment is expensive and members may wish to insure their clubs etc privately.

Playing Golf

Insurance
The Spanish sport legislation establishes that any player must have an insurance policy, covering civil responsibility and own personal damages, when playing in an official competition (qualifying). If the member is federated, such an insurance policy is already included in the federation fee, and if not the member must pay 2 euros fee for a provisional insurance cover.

If the member is playing in the guest category, and therefore is only opting for the "guests" prize, it is understood that they are not participating in an official competition and the obligation to pay the 2 euros is waived. However, in such a case the non federated member (that has not paid the 2 euros either) will not be covered by the Federation insurance and therefore will be responsible, either personally or via the private insurance he/she may have, for damages caused to other players, or property, the course and its surroundings, and own personal damages in case of an accident.

Accidents occurring whilst driving a buggy are not included in the category above as each buggy has its own accident insurance regardless of who drives it.

Green Fees
Green fee rates are available on the website or at the caddy masters office. Fees vary depending on the season.

Tee Times
Members can play unlimited golf depending on tee time availability. There is a schedule, available from the caddy master, that shows those times when members have priority over green fee players.
Tee times can be reserved with the caddy master by telephone on 952 93 19 60. Alternatively, members can use the online booking system within the members section of the website.

Twilight times
Guests can receive a reduced green fee rate after certain times dependent on the time of year. Please see the current rate on the website or contact the caddy master.

Buggies
Electric buggies are available for members and guests. The current cost of renting a buggy at any time of the year will be 25€. Members may purchase multiple vouchers at the following reduced rates.

- 15 vouchers for 210€
- 30 vouchers for 375€
- 50 vouchers for 600€

All are valid for 2 years. and are not transferable. The vouchers may be used by one other designated person, nominated at the time of purchase.

A blue flag on a buggy indicates that you are allowed to drive on the fairways (weather permitting) with the buggy staying to the rough where possible. Players can obtain a blue flag from the caddy master when producing a medical certificate. At all other times buggies must use the paths. Blue flags may be available to all in summer when the temperatures are high.

Trolleys - Pull trolleys are available for a rental of 5€ per round.

Pin Placing
Pins are placed in one of three zones on the greens. The zones for each green are shown on the score card using three colours - Red, Blue and Yellow. The zone for the day is represented by the relevant large coloured golf ball on the desk in the caddy master's office. A similar coloured ball is also affixed to the arch of the seat situated beside the first tee.

Theft on golf courses
There are occasional thefts from golf bags and buggies on most golf courses on the Costa del Sol and throughout the world. **Never** leave valuables in your golf bag especially car keys and phones, either keep them on your person or use the safety boxes provided free of charge in the caddy masters office. Keep your buggy within sight wherever possible.

Practice
Facilities at the club house include a putting green, a chipping area and outdoor warm up practice nets. Please use the driving range for extended practice. Chipping onto the putting green is not allowed. Please use the chipping area provided situated between the putting green and the practice nets.

Driving Range
The driving range has 25 bays each with electronic tracking, and is located near the 2nd tee on Calle Esmeralda. Practice ball tokens (2€ for 30 balls) are available from the bar or the office next to the

Miraflores Sports Village restaurant. The village also has a fully stocked golf shop with popular brands and an Academy.

Academy

The Academy has 2 male professionals and 1 female professional.

- Thomas Bellido Spanish Mobile +34 663 66 76 51.
- Steve Pullan British Mobile +34 603 22 13 36
- Simone Morgan German Mobile +34 617 26 24 77

Please contact them directly to arrange lessons.

Miraflores Sports Village

The restaurant has speciality evenings and a large terrace and bar, often with evening entertainment. All subject to a 10% discount to members. The website is www.msvillage.es

Competitions

The club runs a full calendar of competitions for members and guests. Entry to competitions varies:

Club Matches

There are 6 different types of club matches against other clubs on the Costa del Sol. Details are displayed on the relevant notice board and also via the whatsapp groups.

Men's Senior Liga	Captain	Paul Mousely
Ladies La Liga	Captain	Sarah Stewart
Mens Interclub	Captain	Ross O'Sullivan
Ladies Interclub	Captain	Debbie Monaghan
Los Bandidos	Captain	Paul Shelton
Summer Mixed Interclub	Captain	Jules Ford & Sarah Stewart

Board Competitions

These are the pre-eminent competitions, and are the highlight of the club's calendar. You should enter your name following the direction of the captains for each specific event. The entry process is normally circulated via whatsapp groups one week prior to the competition. The draw for the competition will take place three or four days prior to the competition date. There is always a presentation at the conclusion of the board competition. The Captains produce a monthly as well as annual program – details are always available on the members website – under the General Info page as well as being sent out via whatsapp groups.

Members are eligible to win board competitions, provided that they have submitted a minimum of 3 qualifying cards in the previous twelve months, and have current membership of the Spanish Golf Federation. Non-qualified members are welcome to play in the competitions, but will only be eligible for guest prizes.

Board competitions are usually played from the white and blue tees.

All other competition tee times are booked with the caddy master with the exception of Moonlighters which you book for the following week at the caddy masters desk prior to playing, or through the Moonlighters whatsapp group.

Tee times for certain competitions will be posted on the website. An online booking system for competitions and start times is available.

Club competitions open to all members are as follows:

Saturdays
The Saturday golf program runs throughout the year with competitions being held on most Saturdays in a variety of different formats. Details of each competition and how to enter are posted on the information board, the website or check with the caddy master.

Monday - 3 hole challenge
This is organised by our teaching Pro Stephen Pullan (Phone +34 603 22 13 36) at Miraflores Sports Village playing the 2nd 3rd and 4th holes only, starting between 15.00 and 16.30 depending of the time of the year and is open to members and guests. You get a welcome gin and tonic, a bucket of range balls, 3 holes of golf, and afterwards, a beer or wine, chicken wings and prizes. All for 7€ for members and 15€ for guests. There is a WhatsApp group on phone +44 7901 621 444

Tuesday - Mens' Day
Competitions played in members tee times and open to all male members with a Spanish Federation handicap. Please book in with the caddy master up to one week in advance.

Wednesdays - Ladies Day
Open to all lady members with a Spanish Federation handicap and played in member tee times. Ladies are invited to enter by the Lady Captain, and generally she sends a whatsapp to all lady members with a link to the booking entry site. All ladies competitions are drawn. New lady members are invited to contact the lady captain directly, to ensure their opportunity to play in the weekly ladies competition.

Ladies competitions run all year round. A winter eclectic competition and a summer eclectic competition are run each year.

Members who are not federated are welcome to play on their respective men's or ladies day, but will be entered in the competition as guests and will only be eligible to win guest prizes.

Thursdays - Moonlighters
A nine hole Texas Scramble is held every Thursday in the late afternoon/early evening, where all members and guests of any handicap are welcome. Booking is by contacting the organisers on the Moonlighters whatsapp group or entering your name on a sheet on the caddy masters desk the previous Thursday.

Teams are drawn and the event is a very social occasion where a lot of new friends can be made. The competition is followed by prize-giving in the Spikes Bar.

General
There are several other informal competitions held on a regular basis.

- 18 hole competition on Monday and Wednesday for the men called "The W's"
- 9 hole competition on Monday afternoon for the ladies (roll up).
- 18 hole competition for men and ladies on Thursday by the Danish members but open to all nationalities. It is called "Los Daneses"

Competition fees
Competitions have a competition fee which must be paid to the caddy master prior to playing, competition fees pay for the various prizes. There is no entry fee for some sponsored competitions as the sponsor pays for the prizes.

Guests
Guests of members are able to play in members times but, with the exception of Moonlighters, they will be playing in a separate competition for guests. They will be eligible for a discount. Please see the caddy master for details.

Course Rating
You can find the Course Rating Slope Handicap System on the website www.mirafloresgolf.es, notice board or on the caddy masters desk.

Handicap
Members wishing to play in club competitions with the exception of some specific social events must be registered with the "Real Federación Andaluza de Golf" who are responsible for the Golf Handicapping System.

Three qualifying cards are required before players are allowed to enter major competitions.
Handicap limit for Board comps: Men 28 including slope, Ladies 36 including slope.
Handicap limits for other comps set by the Captains and Competition Committee.

Hole in One insurance
Open to members is a club hole in one insurance fund at a cost of 5€ to join. For full details refer to the information board in the clubhouse for contact details of the current organisers. There are two funds, one for the ladies and one for the men.

Tee Boxes
During social or informal play, men tee off from the yellow blocks and ladies from the red blocks.
In competitions men tee off from the white blocks and ladies from the blue blocks.

Score cards
All players entering a competition must pay the competition fee and complete a score card. On the score card you should check it includes your name, your handicap and the date. Prior to commencing play you must exchange your card with another competitor for marking.

At the completion of each hole you must note in a medal competition the number of shots taken on that hole and in a stableford competition the number of shots taken and the number of points. Enter your own scores in the marker column.

On completion of the round you and your playing partner must check that the scores on both cards are correct, then **both sign each card** in the appropriate place and hand the cards in either via the competition box, caddy master or a person from rules and handicaps committee designated for that particular competition.

Please note: family members (& de facto partners) may not sign each other's cards for competition events.

Seasons
The seasons are as follows:

- Low Season: 1st June - 15th September
- High Season: 16th September - 30th November
- Mid Season: 1st December - 15th February
- High Season: 16th February - 31st May

Rules
We are playing according to the official R&A rules. You can find them here:
www.randa.org/en/rog/2019/pages/the-rules-of-golf

Winter Rules
Under winter rules, a ball coming to rest on close mown areas may be marked, lifted, cleaned and placed within six inches (150mm) of where it originally lay, no nearer the hole.

Local Rules
Please familiarise yourself with our local rules here: www.mirafloresgolf.es/local-rules

Electric Fencing
There is low level electric fencing on many of the holes, in order to keep feral boar from damaging the course. Where this fencing is on the inside of the course boundaries, free relief of up to one club length, no nearer the hole is allowed.

Etiquette

All players are asked to observe golf etiquette and to obey the rules of golf so that everyone on the course may enjoy their game. Here are some important things to remember:

- No one should move, talk or stand close to or directly behind the ball or the hole when a player is addressing the ball or making a stroke.
- No player should play until the players in front are out of range.
- In the interest of all, players should play without delay.
- Play 'ready golf'; make your club selection whilst your playing partners are hitting. If you can take your practice swings without disturbing your partners whilst they are hitting – do so. If you can line up your putt whilst playing partners are playing – do so. Don't wait until it is your turn before you start thinking about your shot!
- Slow Play: Slow moving players should call faster moving players through. The lowest handicapped player is captain of any formation and is responsible for maintaining etiquette, procedure and speed of other players.
- Calling through: If you have lost a ball, or are for any other reason are unable to maintain your place in the field, call the players behind you through. This is their right and should always be voluntarily and cheerfully given. A group playing a whole round is entitled to pass a group playing a shorter round. The term 'group' includes a single player.
- When the play of a hole has been completed, players should immediately leave the putting green.
- Cards should be marked at the next tee.
- All players are requested to carry a sand bag and to fill in divots.

Slow Play
Slow play irritates everyone on the golf course. Players should be aware at all times of their position on the golf course. It is their responsibility to maintain their position on the course and avoid undue delays. Any group that has lost a complete hole on the group ahead of them should call a faster group through. Marshalls will ask you politely to speed up and if you lose two holes they may ask you to skip one hole. Members searching for a ball, unless found almost immediately, should allow the following groups to play up. They should not wait until the ball has been declared lost (3 minutes) to signal to the group behind.

Divots
Please replace divots where possible. Alternatively fill the divot hole with sand and seed mix. Buggies are equipped with sand bottles, small bags of sand for players who are walking which can be attached to trolleys are available on the first tee. From time to time we have divot parties made up from the members who spend a couple of hours walking the course filling in divots left unrepaired.

Mobile Phones
Mobile phones, if carried on the course, should be switched to silent and only used for an emergency. Please remember, that small safety boxes are available in caddy masters office.

Safety, Accidents and Emergency

Safety on the course is paramount. Members are responsible for ensuring that the area of the course they are about to play to is clear of other course users (both members/guests/visitors and green keeping staff).

Contact the caddy master in the event of an accident or persons taken ill on the course. First aid kits and a defibrillator with appointed persons are available.

Defibrillator

It is located at the entrance of the Club house, inside an special cabinet fitted with an alarm. It is important to bear in mind that it is meant to be used in the Club House and nearby area, not for the course - ,except places in the immediate vicinity, as travelling time will render its use ineffective for longer distances.
Only trained personnel must use it. The trained personnel have completed a course that is updated once a year. In Miraflores Golf the two caddy masters, the two marshals and our General Manager have completed the course. From the catering team, 2 employees (in different shifts) are also certified.

Animals

Please report any injury to players or animals to the caddy master on 952 93 19 60.

.**Medical emergency**

A medical emergency on the golf course should be handled the same way as it is off the golf course - calmly and quickly. If a fellow golfer is in distress please follow these rules:

- Please check the breathing, the consciousness and the pulse of the patient.
- Please immediately call the caddy master at +34 952 931 960. He will call Helicopteros Sanitarios, a 24-hours-a-day, 365-days-a-year health care service with a fleet of mobile intensive care units. The club has a contract with Helicopteros Sanitarios, and there will be no charge for the patient.
- In case you can't get in touch with the caddy master, please call Helicopteros Sanitarios at 952 811 818 In every flight one person should carry a mobile phone! When Helicopteros Sanitarios arrives it will help the doctor if he has medical information about:
- Important existing diagnosis / diseases.
- Actual medication.
- Existing allergies (if you have none, write none).
- Your medical Information should be "short" in Spanish and/or English and kept where it can be found easily (e.g. wallet, phone in Medical ID, health app etc) The caddy master will, if necessary, contact one of the trained first aid persons or, if by coincidence, a doctor or nurse being available.
- At the moment the 4 trained persons are Francisco, Jose, Sally and Miguel. We have the following equipment available in the club, which can be used in an emergency:
- **Emergency kits:**
  - Normal kit with bandage etc.
  - Doctors kit with diagnostic and therapeutic equipment.
  - Defibrillator.

How to diagnose a heart attack or cardiac arrhythmia? If the patient has no pulse or is not breathing, you must start cardiopulmonary resuscitation (compression of the sternum 4-5 cm). Please use a mask.

The use of the defibrillator should only be done by trained persons. NO PHYSICAL CONTACT WITH THE PATIENT DURING DEFIBRILLATION. Only medication if in pain: nitro-glycerine under the tongue.

How to act in case of a stroke? If the patient is conscious, please wait till the Helicopteros Sanitarios doctor arrive.

If the patient is unconscious and breathing, please bring him/her into a recovery position (side lie, mouth 45 degrees downwards). In this case, please no drinks, food or medication!

How to act in case of a bone injury Bring the patient in a comfortable position, but move her / him as little as possible. Do not administer painkilling medication.

- Always be aware: The reason for “slipping away“ can be e.g. a stroke, bite of a scorpion or a snake:
- Not deadly, but painful! They hide underneath stones. Always use your foot to move a stone - not your hand!
- **Bite of a tick**: They can transmit Borreliosis and/or tick-born encephalitis if the tick starts to vomit during the manipulation to eliminate them.
- Therefore leave the tick and use a special tweezers (emergency kit in the clubhouse) by compressing the ticks neck and start to pull slowly (30 – 60 seconds) till the tick releases hold.

We hope you enjoy Miraflores Golf Club!