



INTERNATIONAL PITCH & PUTT ASSOCIATION

CONSTITUTION

A. TITLE

This constitution includes the regulations by which the "International Pitch and Putt Association" (IPPA), a non-profit sports organization created for the international development of Pitch and Putt, is governed.

B. ADDRESS

The association has its office in Switzerland, 10, Chemin du Molard-Rochau, CH-1272 Genolier.

C. OBJECTIVES

1. The promotion of Pitch and Putt internationally.
2. The organization and rules of international competitions between member countries.
3. The interchange of information between member countries.
4. To promote and develop a policy of "fair play"; the protection of children and a drug-free setting.
5. To promote and develop a non-sexist and non-racist setting in Pitch and Putt.
6. To promote and develop Pitch and Putt in coordination with international Golf and Pitch and Putt organizations.
7. In order to promote and develop the expansion of Pitch and Putt the Association can: hold international competitions, organize courses, conferences, seminars, meetings, study groups, hold public acts, edit books, pamphlets, periodical publications, and TV or other electronic media, that are considered appropriate, organize recreational activities, sports, and using all the means permitted by the laws in each member country where an event is held, alone or in collaboration with other organizations.

D. MEMBERS

D.1. Members can be: Founding, Active, Honorary and Supporting.

- a) Founding members are those who sign the founding agreement.
- b) Honorary members of the Association are those whom the General Assembly proposes to the Executive committee. They will be able to have a say in the association, but not a vote.
- c) Active members are all the organizations with full legal capacity that are accredited to be the legal authority at a national level for the governance of the sport of Pitch and Putt. This accreditation must be issued by the maximum Sports Authority in the corresponding country.
- d) Supporting members of the Association are the entities, individual or legal, who contribute materially and economically to the fulfilling of the objectives of the said association, in accordance with proposals from the Executive Committee, approved by the Assembly. They will be able to have a say in the association, but not a vote.

D.2. There can only be one representative per member country, this representative being at a national level by a physical person. Each member country can name a maximum of two delegates.

D.3. To become a member of IPPA, it is necessary to fill out the corresponding application, enclose the required documentation and pay the valid registration fees at that moment.

E. RULES REFERENCE

Each member country is responsible for the development of Pitch and Putt, in accordance with its own internal sports legislation and the international rules that are applicable.

However, when competitions or events are held under the impetus and guidance of IPPA, the member countries promise to respect the rules covered in section I and all others that are proposed by the Executive Committee for international events and are approved by the Assembly.

The Association is governed for matters not provided for in this constitution, in accordance with art. 60 ff of the Swiss Civil Code.

F. RIGHTS AND OBLIGATIONS OF MEMBERS

F.1. Founding and Active members have the following rights:

- a) Take part in the Assembly and have a say and the right to vote.
- b) The right to vote to elect the representatives of the Governing Bodies of the Association.
- c) To enjoy all the benefits of the Association.
- d) To receive information about the agreements and activities of the Association.
- e) To take to the Executive Committee as many initiatives, projects and consultations as necessary for the smooth operation of the Association.

F.2. The obligations of the members of the Association:

- a) To render as many services as are stated in the rules, regulations, and agreements of the General Assembly, and to comply with said agreements.
- b) To keep constant contact with the Association based on an up-to-date database. For that purpose, members will designate the people who represent them at all times in the Association.
- c) To hold the positions and committees that any body of the Association gives them.
- d) To meet the rights of registration of each event in which they participate.
- e) To pay the annual quota that is established by the Assembly.

F.3. Membership will be lost:

- a) By own free will.
- b) By seriously damaging the interests of the Association; following an agreement of the Executive Committee and approval in the Assembly with a majority of two-thirds.
- c) By serious non-fulfilment of the obligations stated in F.2 following an agreement of the Executive Committee and approval in the Assembly with a majority of two-thirds.
- d) By suspension as the organization's representative, at a national level, of Pitch and Putt, duly authorized by the maximum Sports Authority in the corresponding country.

G. GOVERNING AND ORGANIZATION OF THE ASSOCIATION

The bodies of the Association are:

- a) The Assembly.
- b) The Executive Committee.

G.1. The Assemblies

Will be ordinary and special:

- a) Duties of the Ordinary Assembly (hereafter referred to only as the Assembly):
 - To approve the annual report of activities and to close the accounts of the previous fiscal year presented by the Executive Committee.
 - To approve the program of activities and the economic budget of the following year.
 - To make the necessary decisions to achieve the objectives of the Association and which are not reserved for special Assemblies.
 - To appoint, every four years, the members of the Executive Committee and the Honorary and Supporting members of the Association annually.
 - To expel, after proposal by the Executive Committee, members that fall into points F.3.b) and F.3.c)
 - To modify the rules covered in section I.
 - To approve the pacts and agreements with other international and European organizations.
- The Assembly will be convened in the first quarter of each year by the President of the Executive Committee and members will be notified with one month's notice.
- b) Duties of the Special Assembly:
 - The modification and amendment of the Constitution.
 - The regulation and transfer of goods of the Association.
 - The proposal of the dissolution of the Association.
 - Any other matter of general interest that cannot wait until the Assembly and following the request of two-thirds of the active members of the Association.

Its resolutions will be adopted by simple majority of the votes present at the Assembly, and by a two-thirds majority in the Special Assemblies. Supporting and honorary members can participate in the discussion but cannot vote.

Voting will be secret. Voting will not be secret when it is requested by half plus one of those present. The Presidency of the Assembly corresponds to the President of the Executive Committee, which he will direct, guide and keep order in the discussions, deciding in the case of a tie with his vote.

The Secretary of the Executive committee will act as secretary of the Assembly, keeping a record of the agreements made and will sign together with the President, issuing when necessary, certificates of these agreements.

G.2. The Executive Committee

G.2.1. By mandate of the Assembly, the Association will be governed and administered by the Executive Committee, composed of the physical representatives of each member country a number of not less than four members and a maximum of ten, from whom will be designated: President, Vice-presidents (a maximum of three), and without voting rights, Treasurer and Secretary General.

The duties of the Executive Committee are:

- a) To fulfil and to ensure the fulfilment of the agreements of the Assembly.
- b) To inform the Assembly about the course of events of the Association.
- c) To put the previous year's annual report to vote and its management, and proposing to the Assembly the new programme of activities and the new annual budget.
- d) To propose to the Assembly the regular economic obligations and the special contributions of the members.
- e) To propose to the special Assembly the agreements that require its approval.
- f) To represent the Association at all times.

G.2.2. The designation of the posts in the Executive Committee belongs to the Assembly and can be re-elected for four year periods. Honorary and Supporting members can be members of the Executive Committee and participate in the discussions but cannot vote. In order to designate the Executive Committee, each member country can present its candidates to the different posts in the Assembly of the Association. The rules for presentation and declaration of candidates will be set by the Executive Committee.

The voting table will be presided over by the oldest member of the Assembly with the help of the youngest member who will act as the Secretary, neither of whom are candidates.

The table will be formed immediately before the voting begins. The electoral table will solve all voting incidents and its decision will be final.

The winners will be the candidates with the most votes. In the case of a tie between two or more candidates a new election will be held and if the tie continues, a draw will be held.

Until the end of the Assembly in which the new members of the Executive Committee are designated, the incumbent members will continue to carry out their duties.

G.2.3. The Executive Committee will hold a regular meeting at least three times a year and special meetings when it is convened by the President or requested by half of the members plus one. The Secretary, with the approval of the President, will inform the members of the place, date, agenda of the meeting at least one month before. Some of these meetings could be held using internet technology or other means.

The meetings will be presided by the President. Agreements will be decided by a simple majority of the members present, the President's vote being decisive in case of a tie. The agreements will be recorded in the minutes which will be signed by the President and the Secretary.

G.2.4. The duties of the President:

- a) To legally represent the Association and to carry out all kinds of duties in its name, delegating to the Vice-president or another member of the Executive Committee if necessary.
- b) To call and preside over meetings of the Executive Committee and ordinary and special Assemblies.
- c) To authorize income and expenditures.
- d) To sign the minutes of the sessions.

G.2.5. The duties of the Vice-president are: The same as those ascribed to the President when he/she must be substituted because of absence or delegation.

G.2.6. The Executive Committee will appoint a permanent secretariat, located in the headquarters, with a Secretary General in charge, which can be an external person and not a member of the association. The duties of the Secretary are:

- a) To report to the Board and to deal with day to day matters, executing the decisions of either the Assembly or the Executive Committee.
- b) To co-ordinate and run the IPPA Secretariat department. The staff shall be under the authority of the Secretary General who takes full responsibility for running the Secretariat.
- c) To implement all IPPA resolutions.
- d) To keep the Minutes of the Assembly and of the Executive Committee.
- e) To keep an up-to-date database of the members of the Association.
- f) To write an annual report of the Association.
- g) To prepare the agenda for meetings of the Executive Committee and Assemblies with the approval of the President.
- h) To keep a record of the authorized golf courses for their use in IPPA competitions.

G.2.7. The duties of the Treasurer:

- a) To be the financial manager of the funds of the Association.
- b) To keep the accounting records and books of the Association.
- c) To write a financial report before every Executive Committee meeting.
- d) To present an annual financial report to the Assembly.
- e) To deposit and withdraw funds, together with the President and the Secretary.
- f) Upon resignation or suspension of post, all capital, receipts, books and belongings in his/her possession will be handed in.

G.2.8. The duties of the members:

- a) To render the services as stated in the rules and agreements of the Assembly, and to comply with said agreements.
- b) To carry out the post and jobs entrusted by the Executive Committee or the President.

G.2.9. The suspension or resignation of posts on the Executive Committee will be caused by:

- a) Own free will.
- b) By seriously damaging the interests of the Association: following the agreement of the Executive Committee and approval in the Assembly by simple majority.
- c) By non-fulfilment of the obligations of the post, following the agreement of the Executive Committee and the approval of the Assembly by simple majority.

H. ASSETS AND ECONOMIC REGIME

H.1. Income and assets of the Association will consist of:

- a) Upon entry each member has an obligation for his participation in the events the Association organizes.
- b) The contributions that the members make voluntarily.
- c) All the goods that the Association acquires by purchase, bequest or donation.
- d) The income coming from events the Association holds.
- e) Annual quotas that are approved by the Assembly.
- f) Income coming from Supporting members and sponsors.
- g) Income from sale of promotional goods.

H.2. The administration of the goods of the Association will be done by the Executive Committee with the possibility of hiring outside services, if necessary, following approval from the Assembly. The income, expenditures and payments will be verified in the records and accounting books of the Association which will be available to its members.

H.3. The performance and accounting will coincide with the calendar year.

I. RULES

I.1. To apply this Constitution, IPPA defines Pitch and Putt as the game that is played on a course of artificial or live grass, and it is defined as follows:

ITEM	IPPA
Distance to each hole	Maximum 90 meters.
Total Distance for 18 holes	Maximum 1200 meters
Number of clubs used for playing Greens and the Teeing ground	Maximum 3 clubs (one of which should be a putter) Either grass or artificial

I.2. IPPA will keep a record of the courses that satisfy the afore-mentioned requisites. The assessment and accreditation of these courses will be the responsibility of each member country and will be done in agreement with the rules of course assessment approved by The Assembly. IPPA competitions cannot be held on those courses that are not included on the IPPA list. To register a course on the IPPA list, a member country is required to send to the Executive Committee the technical data which includes the assessment done by the authorized body in that country, together with any remarks that may be considered pertinent.

I.3. IPPA competitions will be governed by the rules approved by The Assembly. The Executive Committee designed a technical team for developing these rules.

I.4. These rules can only be modified in the Assembly by a two-thirds agreement among the active members.

J. MODIFICATION OF CONSTITUTION

The present Constitution can only be modified by agreement in a special Assembly by a two-thirds majority of the members present, having been convened on purpose by the Executive Committee or by ten percent of the active members.

K. DISSOLUTION OF THE ASSOCIATION

The Association can be dissolved by agreement in a special Assembly, being the only point on the agenda. In this case, The Assembly shall appoint a liquidation commission, which once extinguished debts if any, and if there was excess liquidity, and used for non-profit institutions or entities from non-profit sports.