MIDLANDS GOLF CLUB

WAYWARD GOLF SHOT REPORT FORM

Complete when a shot may have left the Club boundary, struck a person, caused damage or resulted in a near miss.

Please provide factual information only. If a person may be injured, ensure immediate assistance is sought and notify Club staff. Completing this form is not an admission of liability.

1. GOLFER DETAILS

Golfer full name

GolfLink number

Midlands membership number (if applicable)

Home golf club (if not Midlands)

Mobile number

Email address

2. ROUND DETAILS

Date of round (DD/MM/YYYY)

Approximate time of shot

Competition or event (if applicable)

Playing partner 1

Playing partner 2

Playing partner 3

Playing partner 4

3. HOLE AND SHOT INFORMATION

Hole number

Shot number

Club used

Approx. distance from target (if known)

Shot type and location (select all applicable)

- ☐ Tee shot
- ☐ Second shot
- ☐ Third shot
- ☐ Other shot
- ☐ Played from tee
- ☐ Played from fairway
- ☐ Played from rough
- ☐ Other location

4. DIRECTION AND LOCATION OF GOLF BALL

Direction of wayward shot

- [ ] Left of intended target
- [ ] Right of intended target
- [ ] Long
- [ ] Short
- [ ] Other direction

Other direction details

Where did the ball finish, or where was it last seen?

- [ ] Outside Club boundary
- [ ] Neighbouring residential property
- [ ] Road or footpath
- [ ] Car park
- [ ] Another hole or playing area
- [ ] Club building or structure
- [ ] Location unknown
- [ ] Other location

Was the golf ball recovered?

- [ ] Yes
- [ ] No
- [ ] Unknown

Ball brand, model and identifying markings (if known)

5. PERSON STRUCK OR NEAR MISS

Incident status

- [ ] Ball struck a person
- [ ] Near miss involving a person
- [ ] No person involved
- [ ] Unknown

Name of affected person (if known)

Contact details (if known)

Injury reported or observed

- [ ] Yes
- [ ] No
- [ ] Unknown

Assistance provided

6. PROPERTY DAMAGE

Was any damage caused or suspected?

- [ ] Yes
- [ ] No
- [ ] Unknown

Property affected (select all applicable)

- [ ] House or building
- [ ] Window or glass
- [ ] Roof or guttering
- [ ] Fence
- [ ] Vehicle
- [ ] Club infrastructure
- [ ] Garden or landscaping
- [ ] Other property

Property owner or affected person (if known)

Contact details (if known)

Supporting information

- [ ] Photographs taken
- [ ] No photographs
- [ ] Affected person contacted
- [ ] No contact made

7. INCIDENT DESCRIPTION

Provide a factual description, including the intended line, ball flight, where it was last seen, whether FORE was called, and any contact with another person or neighbouring property owner.

8. IMMEDIATE ACTION TAKEN

Select all that apply

- [ ] Called FORE
- [ ] Warned persons in the area
- [ ] Checked whether anyone was injured
- [ ] Checked for property damage

9. WITNESSES

Witness 1 name

Witness 1 mobile or email

Witness 2 name

Witness 2 mobile or email

10. SHOT DIAGRAM / LOCATION NOTES

Describe or sketch the hole, shot position, intended direction, actual direction and final/last-seen location.

11. GOLFER DECLARATION

I confirm that the information in this report is true and correct to the best of my knowledge. I understand the report may be used for safety monitoring, incident management, insurance enquiries and necessary follow-up.

Return completed form to the Pro Shop, Reception or Club Management as soon as possible.

Typed full name / signature

Date (DD/MM/YYYY)

12. REPORT RECEIPT

Date and time report received

Received by

Method received

- [ ] Pro Shop
- [ ] Reception
- [ ] Club Office
- [ ] Email
- [ ] Online form
- [ ] Other

Other method details

13. ASSESSMENT AND EVIDENCE

Select status

- [ ] Affected person/property owner contacted
- [ ] Contact not required / not made
- [ ] Photos or evidence received
- [ ] No evidence received
- [ ] Further incident report required
- [ ] No further report required
- [ ] Insurer/broker notified
- [ ] Insurer/broker notification pending
- [ ] Notification not required
- [ ] Follow-up required

14. FOLLOW-UP ACTION

Responsible officer

Target date

Completed date

15. MANAGEMENT NOTES AND REVIEW