## New Card Order and Distribution Process

## **Existing Card Orders**

In order to try and avoid old and new cards being distributed simultaneously, as well as players potentially receiving two new cards, the card order facility on the club administration website will be temporarily suspended from Friday the 11th of May.

This means that clubs will, for a short period of time, not be able to place any card orders. Clubs making use of integrated back office Service Provider software will also not be able to place card orders via these interfaces while the facility is suspended.

All cards ordered prior to 11 May will be processed and distributed by HNA before the distribution of the new cards. Please be aware that these will, however, be the existing grey handicap cards that will be replaced in early June.

## **Printing of New Cards**

A new card will be printed for all active Handicap Members listed on each club's handicap database as at 24 May 2018. Please note that new cards will also be printed for any Handicap Members listed on the system for whom clubs are yet to order cards.

This is to ensure that there is no delay in the processing of cards for new members while the card order facility is suspended at all clubs. Clubs will be invoiced for these particular members.

The card order facility will again be made available on the club administration website shortly after the printing of the new cards has commenced. A communication will be sent to all clubs notifying them of this.

## **Old Card Validity**

The old, grey SAGA handicap cards will be active until the earlier of the following:

1. 31 August 2018; or

2. The second swipe of the new card on a handicap terminal. (The reason that the old card will only be disabled on the second swipe of the new card is that some clubs test their members' new cards prior to distributing them.)

If a player has, for some reason, not been able to collect their new card by 31 August, their old grey handicap card will be deactivated. They will still be able to access the handicap system using their manual login details on the handicap terminal, mobile phone app and the <u>www.handicaps.co.za</u> website.