



# Olympia Fields Caddie Manual

Jim Salvatori & David Medina - Caddie Managers

## *Caddie Program Expectations and Recommendations*

Caddies at Olympia Fields Country Club (OFCC) are expected to meet the expectations and recommendations outlined in this document. Caddies who fail to do so when providing caddie services for members and guests of OFCC are at risk of not being invited to provide caddie services at OFCC in the future.

- **Caddies providing services to members and guests of OFCC are not permitted to smoke or drink alcoholic beverages on club property (or at any club sponsored event) regardless of age**
- Sexual Harassment of any kind is not tolerated at OFCC.
- Caddies providing services at OFCC are required to treat all facilities at the club with respect and care. Caddies that damage or break property will be held personally and financially responsible.

## *Independent Contractors*

- Caddies are independent contractors providing their services to members and guests of OFCC.
- Caddies are not employees of OFCC
- Caddies are paid in cash directly by the member who they provide caddie services for at the conclusion of the round.

## *Recommended Caddie Rates*

- OFCC does not set rates for the caddies providing services at the club. It is common for OFCC members and guests to ask what they should pay for caddie services; below is a list of what OFCC recommends based on input from caddies and local area clubs.
- The members and guests at OFCC determine the rate paid for caddie services and understand the recommended rates listed below do not include any gratuity

## **Walking Caddie**

- 18 Hole Recommended Rate
  - Honor Caddie \$95-\$120
  - Captain \$85-\$100
  - "A" Caddie \$65-\$80
  - "B" Caddie \$50-\$60
- 9 Hole Recommended Rate
  - Honor Caddie \$55-\$65
  - Captain \$45-\$55
  - "A" Caddie \$37-\$45
  - "B" Caddie \$31-\$45

## **Forecaddie**

- 18 Hole Recommended Rate
  - Honor Caddie \$30-\$35/per bag
  - Captain \$25-\$31/per bag
  - "A" Caddie \$22-\$25/per bag
  - "B" Caddie \$18-\$21/per bag
- 9 Hole Recommended Rate
  - Honor Caddie \$15-\$18/per bag
  - Captain \$12-\$16/per bag
  - "A" Caddie \$10-\$14/per bag
  - "B" Caddie \$8-\$12/per bag

## *Caddie Uniforms*

- Caddie are to be wearing a caddie bib with the OFCC logo, a name tag, a white shirt and a caddie hat. Khaki pants or shorts are to worn when providing services on club property. Cargo pants or shorts are not allowed on OFCC.
- They are also to have a ball mark repair tool each round. Caddies planning to provide caddie services at OFCC can purchase these items as a package each season for \$100.
- If any part of a caddie's uniform becomes worn or is lost during the season, the caddie should speak with Jim or David to purchase a replacement

## *Caddie Groups*

OFCC members have agreed that caddies providing services at the club are put into the following caddie groups based on their experience and level of service:

### *"B" Caddies (new caddies)*

- When a new caddie completes the orientation process at OFCC and is requested to caddie on their own, they are added to the B caddie group.

### *"A" Caddies*

- Must be in the caddie pool for two months
- Minimum of 20 completed loops with acceptable feedback from members or guests

### *Captain*

- Must have provided caddie services at OFCC for a minimum of three years
- Be available to caddie an average of 5 days/week in season
- Consistently be in the top 75 caddies in points during the season
- Not have more than 3 substandard Evaluations/Caddie Season
- Take charge of any foursome/group in absence of an HC

### *Honor Caddie*

- Must have provided caddie services at OFCC for a minimum of four years
- Must have ample knowledge of each golf course from tee to green
- Capable of providing quality caddie service for ANY golfer assigned to
- Can handle ANY loop – forecaddie, walking, double carry, etc.
- Available to Caddie an average of 6 days/week during the season
- Possess a consistent record of perfect evaluations
- Foster the growth of other caddies-particularly the first- & second-year caddies
- Always responsible for all other caddies in group/foursome
- An Honor Caddie must be in the top 50 in points at all times during the season
- An Honor Caddie is the BEST-OF-THE-BEST, never having poor evaluations and always representing their rank both on and off the course

## *Caddie Lunch/Halfway House*

- Caddies providing services at OFCC have the option to purchase lunch at the caddie house after or before a round.
- If a member offers to buy a caddie an item from the OFCC halfway house, caddies can accept. However, caddies are asked to limit any time spend in the halfway house. **NO ALCOHOL IS PERMITTED TO BE BOUGHT FOR CADDIES.**

- One caddie per group should go into the half house to get drinks or any snacks, if the member offers to buy them something at the turn. Any issues the halfway house staff should call the Caddie Superintendent immediately