

# International Ground Golf Federation – General Provisions

## Chapter 1: Name and Location of the Federation

(Name, Location, Languages Used)

- Article 1: The official name of the federation shall be the “International Ground Golf Federation” (hereinafter referred to as the IGGF). Its official Japanese name shall be the “国際グラウンド・ゴルフ連盟 (*Kokusai Guraundo Gorufu Renmei*).”
- 2: The IGGF shall be comprised of ground golf governing bodies representing countries and regions treated as such (hereinafter referred to as countries and regions) as well as similar organizations (see Article 4(2) Associate Members).
  - 3: The headquarters of the IGGF shall be located in Tokyo, Japan.
  - 4: The official languages of the IGGF shall be English and Japanese.

## Chapter 2: Mission & Objectives

(Mission)

- Article 2: As the authoritative oversight organization for ground golf activities throughout the world, the mission of the IGGF is to contribute to the improved health and physical stamina across generations of individuals through the worldwide promotion of ground golf while advancing the original philosophy at the heart of ground golf as a sport first developed in Japan. The IGGF will further strive to contribute to the cultivation of a bright and prosperous international society via the friendly exchange fostered by international tournaments as well as the realization of an active and long-lived society engaged in sports through the promotion of ground golf.

(Objectives)

- Article 3: The IGGF will pursue the following objectives in order to achieve its mission as stated in the previous article.
- (1) Promote ground golf throughout the world
  - (2) Establish international ground golf rules and equipment standards
  - (3) Host international ground golf tournaments
  - (4) Educate and nurture ground golf instructors
  - (5) Approve and certify ground golf equipment
  - (6) Create promotional materials and conduct marketing activities related to ground golf
  - (7) Any other initiatives deemed necessary to achieve the mission of the IGGF

## Chapter 3: Members

(Members)

- Article 4: The member classifications established within the IGGF shall be as follows:

### (1) Regular Members

- ① Regular members shall be ground golf governing bodies representing countries and regions that agree to the mission of the IGGF and swear to uphold its rules, equipment standards, etc.
- ② The name of regular members must include both the name of its respective country or region and the words “Ground Golf.”
- ③ Regular members must have an administrative function, an established means of communication, and the financial ability to pay the membership fees of the IGGF.

### (2) Associate Members

- ① Associate members shall be ground golf groups representing countries and regions that agree to the mission of the IGGF and swear to uphold its rules, equipment standards, etc.
- ② The name of associate members must include both the name of its respective country or region and the words “Ground Golf.”

- ③ Associate members must have an administrative function, an established means of communication, and the financial ability to pay the membership fees of the IGGF.

(3) Supporting Members

Supporting members shall be those individuals, organizations, and businesses that agree to the mission of the IGGF and support its initiatives and objectives.

(Obtaining Membership Qualifications & Membership Fees)

- Article 5: Those wishing to become a regular, associate, or supporting member of the IGGF must apply by submitting the proper documentation as separately stipulated by the board of directors and receive the necessary approval.
- 2: Regular and associate members must pay the membership fee as stipulated by the board of directors in order to cover expenses necessary for the management of the IGGF and its activities.
  - 3: Supporting members must pay the supporting membership fee as stipulated by the board of directors.

(Membership Withdrawal)

Article 6: If a member chooses to withdraw its membership from the federation, then the member must submit the necessary documentation as separately stipulated by the board of directors.

(Expulsion & Loss of Membership Qualifications)

- Article 7: Members may be dismissed from the federation by decision of the board of directors for committing any of the following acts:
- (1) Violating the rules and regulations of the IGGF
  - (2) Dishonoring the name of the IGGF or acting in a way that goes against its mission
  - (3) Other acts and reasons worthy of expulsion
- 2: In addition to the items listed above, members may lose their membership qualifications by decision of the board of directors for the following acts:
- (1) Regular members disband
  - (2) Failure to pay membership fees or supporting membership fees as applicable
  - (3) Unanimous decision by the members of the board of directors

## **Chapter 4: Officers**

(Officers)

- Article 8: The officer positions established within the IGGF shall be as follows:
- (1) Directors 8 or fewer
  - (2) Auditor 1
- 2: The president, no more than two vice presidents, and the secretary general shall be elected from the directors.

(Election of Officers)

- Article 9: The officers shall be elected during a meeting of the board of directors as follows:
- (1) As a general rule, the president shall be chosen through an election; however, the president may also be selected through mutual agreement.
  - (2) The vice president(s) and secretary general shall be appointed by the president after consulting with the board of directors.
  - (3) Regarding the officers other than those mentioned in Item 2 of Article 8, there shall be no more than four directors elected from the regular members.
  - (4) The auditor shall be appointed by the president from knowledgeable persons.
- 2: The term of the officers shall be two years. This does not preclude re-election.  
Officers shall carry out their respective duties until their successor has been elected, regardless of whether

the officer's term has expired. The term for officers elected to fill a temporary vacancy shall end when their predecessor's original term would have ended.

(Officer Duties)

Article 10: The duties of the officers are as follows:

- (1) The president shall represent and preside over the IGGF.
- (2) The vice presidents shall assist the president in his/her duties.
- (3) The directors shall make up the board of directors and carry out its duties and responsibilities.
- (4) The secretary general shall oversee the projects of the IGGF and manage its administrative and financial affairs.
- (5) The auditor shall audit the accounting and affairs of the IGGF.

(Advisors)

Article 11: The IGGF may employ advisors if deemed necessary.

- 2: The president, with the consent of the board of directors, may commission advisors or consultant with experience in helping to establish or manage the IGGF.

### **Chapter 5: Board of Directors**

(Organization & Powers of the Board of Directors)

Article 12: A board of directors shall be established within the IGGF.

- 2: The board of directors shall be comprised of the officers. The quorum for meetings of the board of directors shall be one half of its members.
- 3: The board of directors holds the following powers:
  - (1) Decisions regarding the approval, withdrawal, and expulsion of members
  - (2) Election of officers
  - (3) Approval of project and budget proposals
  - (4) Approval of project reports and settlement of accounts
  - (5) Approval of other important matters related to the management of the IGGF not included herein
- 4: Associate members and other observers may attend the meetings of the board of directors.

(Convocation of the Board of Directors)

Article 13: The president shall convene meetings of the board of directors.

- 2: The president of the IGGF shall be the chair of the board of directors.
- 3: Resolutions of the board of directors shall require the approval of over one half of the directors in attendance to be adopted.
- 4: Decisions by the board of directors shall be recorded in the minutes, which shall be signed by both the president and the auditor(s).
- 5: Associate members do not have voting rights; however, they may share their opinion at a meeting of the board of directors with the permission of the chair.

### **Chapter 6: Office of the IGGA**

(Office Employees)

Article 14: Employees shall be placed in the office of the IGGA to handle its affairs.

- 2: The administrative duties of the IGGF shall be performed by the employees of the Japan Ground Golf Association (hereinafter referred to as the JGGA).

## **Chapter 7: Funds & Accounting**

(Accounting, Settlement of Accounts & Fiscal Year of the IGGF)

Article 15: The costs and expenses associated with the management and initiatives of the IGGF shall be covered by funds from the following sources:

- (1) Membership fees from regular and supporting members
- (2) Revenue from projects and events
- (3) Contributions & donations
- (4) Other

2: Financial statements for the IGGF shall be prepared and presented to the board of directors.

3: The fiscal year of the IGGF shall begin on April 1 each year and end on March 31 of the following year.

## **Chapter 8: Other Miscellaneous Items**

(Amendments to the Constitution)

Article 16: The provisions and regulations contained herein may be amended with the approval of at least one half of the directors.

### **Supplementary Provisions**

1. These provisions shall be effective from May 24, 2019.
2. Regardless of the provision as stipulated in Article 9 Item 1, the officers at the time of the establishment of the IGGF shall strive for the smooth management of the IGGF and shall serve until May 30, 2021, as separately determined.

Additionally, the officers of the JGGA shall, until otherwise decided, attend the meetings of the board of directors in order to support the operation and management of the IGGF.

3. These provisions shall be effective from September 27, 2024.

# International Ground Golf Federation Constitution Bylaws

## Matters Related to Article 5 Item 1

Those wishing to join the International Ground Golf Federation must submit the following application forms to the Board of Directors, along with any other documentation specified therein.

- (1) Regular Members . . . Attachment 1
- (2) Associate Members . . . Attachment 1-2
- (3) Supporting Members . . . Attachment 2

## Matters Related to Article 5 Item 2

Until otherwise decided, the membership fee for members shall be as follows:

- (1) Regular Members . . . 200 USD/Year
- (2) Associate Members . . . 100 USD/Year

## Matters Related to Article 5 Item 3

The membership fee for supporting members shall be as follows:

- For Individuals . . . . . 100 USD/Year
- For organizations, businesses, etc. . . . . 200 USD/Year

## Matters Related to Article 6

Members wishing to leave the International Ground Golf Federation must submit a written notification of withdrawal containing the following items to the board of directors.

- (1) Regular Members . . . . . a) Name of country or region, b) name of representative or office manager, and c) reason for withdrawal of membership
- (2) Associate Members . . . . . a) Name of organization, b) name of representative or office manager, and c) reason for withdrawal of membership
- (3) Supporting Members . . . . . a) Name of individual, organization, or business, and b) reason for withdrawal of membership

<Attachment 1>

Date (YYYY/MM/DD):

To the President of the International Ground Golf Federation

Name of Member Organization:

Name of Organization President:

Personal Stamp  
or Signature

**Application to Join the International Ground Golf Federation (Regular Member)**

Our association hereby applies to become a regular member of the International Ground Golf Federation and swears to strictly adhere to and uphold the provisions, rules, equipment standards, and tournament management policies of the International Ground Golf Federation and to pay the stipulated membership fee.

Name of Country or Region	
Name of Organization (Association)	
Number of Members	
Name of Representative	
Address of Office & Name of In-Charge Staff	
Phone, FAX, & E-mail Address	
Other Items & Comments	

*(Note) Applicants must also attach the rules of their organization as well as a list of its directors to this form.*

<Attachment 1-2>

Date (YYYY/MM/DD):

To the President of the International Ground Golf Federation

Name of Individual, Organization, or Business:

Name of Representative:

Personal Stamp  
or Signature

**Application to Join the International Ground Golf Federation (Associate Member)**

Our association hereby applies to become an associate member of the International Ground Golf Federation and swears to strictly adhere to and uphold the provisions, rules, equipment standards, and tournament management policies of the International Ground Golf Federation and to pay the stipulated membership fee.

Name of Country or Region	
Name of Organization (Association)	
Number of Members	
Name of Representative	
Address of Office & Name of In-Charge Staff	
Phone, FAX, & E-mail Address	
Other Items & Comments	

*(Note) Applicants must also attach the rules of their organization as well as a list of its directors to this form.*

<Attachment 2>

Date (YYYY/MM/DD):

To the President of the International Ground Golf Federation

Name of Individual, Organization, or Business:

Name of Representative:

Personal Stamp  
or Signature

**Application to Join the International Ground Golf Federation (Supporting Member)**

I (we) hereby agree to advance the mission of the International Ground Golf Federation and pledge to pay the membership fee as stipulated and hereby apply to join as a supporting member.

Name of Individual, Organization, or Business	
Name of Representative	
Address/Location	
Phone, FAX, & E-mail Address	
Reason & Purpose for Joining	
Other Items & Comments	

*(Note) Organizations and businesses must also attach documents that provide an overview of their organization.*