



The following are risk management recommendations that should be considered for the use of golf carts at Special Olympics events:

- Only participants who are at least 18 years of age and hold a valid driver's license are allowed to operate a golf cart. A volunteer meeting these requirements will be provided for participants unable to operate the golf cart.
- Golf cart use at Special Olympics events is **ONLY** for athletes and partners participating in the event! No other persons will be allowed to use golf carts (event staff is excluded).
- Any participant who will be driving a golf cart must sign the Golf Cart Best Practices form.
- Participants requesting a golf cart that do not meet the requirements to drive do not need to sign this form. The County Coordinator is still required to sign authorizing the transfer of funds.
- **Each Program will be required to pay \$15 for golf cart use during each day of competition. Payment is required one (1) week prior to each event.**
- Do not allow unauthorized individuals to borrow the cart.
- Do not allow minors (children or persons under the age of 18 years old) to operate the golf cart under any circumstance.
- Golf cart operators should familiarize themselves with the controls – key starter, accelerator, brakes, reverse, and steering.
- The number of passengers allowed on the cart should be restricted to the number of seats available on the cart. Most carts are designed for a driver and one passenger
- Do not allow anyone taking medication that causes drowsiness or inability to concentrate to operate the golf cart.
- Do not allow individuals under the influence of alcohol to operate the golf cart.
- The operator should familiarize themselves with the current weather conditions. In the event of inclement weather, the operator should adjust his/her speed accordingly. The operator should allow for extra stopping distance on wet or icy surfaces.
- The operator should always drive the cart in a defensive manner. The operator should never assume that he/she has the right of way. Pedestrians should be approached with caution and should be made aware of the operator's presence – a horn or bell may be appropriate. The operator should be aware of and react properly to bicyclists and motor vehicles.
- The cart should never be operated on public roads, unless state/local laws allow limited use on public roadways (for example, to cross a public road). All traffic rules should be obeyed. All turns should be properly signaled and all directions checked before a turn is made or before entering an intersection.
- When approaching public roads, the operator should slow down and stop before entering or crossing the road. All approaches to an intersection should be checked twice before crossing. The operator should be aware that the cart does not accelerate as quickly as most vehicles. Extra time should be allowed when crossing an intersection.
- Caution should be used when going downhill; reduce the speed, be prepared to brake, and avoid sharp turns.
- Equipment or supplies should not be carried unless secured properly to prevent objects from falling off the cart.
- Caution should be used when reversing. Operators should make sure that there are no persons or obstructions behind the golf cart.
- The keys should always be removed, brakes set, and cart secured when it is unattended. Parking on inclines should be avoided whenever possible.
- Each individual who receives a cart for use during a Special Olympics event has a responsibility to assure that the cart is operated and maintained in a safe manner. Responsible operation of the cart requires concentration, sound judgment, and common sense by the operator.



- Cart operators should never compromise their safety or the safety of others by operating the carts irresponsibly. By observing the aforementioned guidelines, accidents and injuries can be reduced dramatically.
- These guidelines should be copied and given to the operator prior to assigning the golf cart.

Below is a checklist of items that must be sent to the Special Olympics State Office one (1) week prior to the competition day. Documents may be mailed, faxed, or emailed.

- Golf Cart Best Practices form** – Signed by Operator and County Coordinator
- Physician Note for Golf Cart** – Signed by Physician
- Physician’s Prescription for Golf Cart** – Signed by Physician

Please send the above documents to: Patrick Kozlowski
6200 Technology Center Drive, Suite 105
Indianapolis, IN 46278
Fax: (317) 328-2018
Email: pkozlowski@soindiana.org

Participant Requesting Cart

County Program

Participant intends to drive own golf cart _____ YES _____ NO (if NO skip to C.C. signature)

Operator is at least 18 years of age _____ YES _____ NO

Operator holds valid driver’s license _____ YES _____ NO

The operator should signify that he/she has read and is willing to abide by the guidelines for proper cart operation by signing and dating below.

Printed Name of Operator

Signature of Operator (only if age 18 or over)

Date

By signing below, the County Coordinator authorizes the transfer of the Golf Cart Fee for each tournament in which the athlete/partner participates.

Signature of County Coordinator

Date