



LET ACCESS SERIES – FAQs

JOINING LETAS

Who can join the LET Access Series?

All female amateurs with a handicap of 2.4 or better and all female professionals who are a member of a recognised Professional Golf Association or Tour.

How do I join the LET Access Series?

Membership for the 2024 season opens on the 18th of December 2023 and closes on the 14th of February. Except for new members eligible for *Category 14: LET Tour School Non-Attendees*; membership for this category closes on the 18th of July.

For further information on how to join, please contact Klara Kucharova at klara.kucharova@ladieseuropeantour.com

If you are already a member of the LET, you are automatically a member of the LET Access Series.

Do I lose my amateur status if I become a member of the LET Access Series?

The LET Access Series abides by the rules regarding Amateur Status as outlined by the R&A. When becoming a member, you will state within the membership form that you are an amateur and provide your handicap certificate. When you enter an event, you will need to sign an 'Amateur Waiver Form', which protects your Amateur status.

If an amateur joins LETAS and then turns professional at any stage during the season, the Order of Merit points earned in either status will count towards the official LETAS Ranking.

I am under 18 years of age can I become a member of the LET Access Series?

Special permission must be sought from the LET Access Series and will be reviewed on a case-by-case basis. If the application is accepted, a parent or guardian must accompany you at every event.

How much does it cost to become a Member of the LET Access Series?

To become a member of the LET Access Series the following fees apply: New Members - Joining Fee: €200 & Annual Membership Fee: €200

If you are a new member, you will pay a total of €400 (€200 joining fee + €200 annual membership fee).

In the following seasons, you will only pay the annual membership fee.

If you are a member of the Ladies European Tour, the LETAS membership is already included.

How do I enter an LET Access Series event?

You will first receive login details to access the LETAS Player Portal via the website where you will fill out all the necessary information to create your player's profile. Once you have completed this, you will be able to enter the events via the website to the LET/LETAS App which you can log into using the same login details.

If I become a LETAS member, does it guarantee that I will play in every tournament that I enter?

No, that will depend on the number of spots in the field and how many players enter the tournament. Spots in a tournament field will be allocated based on the order of exemption categories and the players' position within their exemption category.

Any member who has entered the tournament but does not get into the field will be placed on the reserve list, also in their exemption category position and order. Reserves will be notified as soon as possible after the close of entry if they will be in the field due to any withdrawals.

LETAS ENTRIES

Who gets priority in LETAS tournaments?

The order of entry for LETAS events is based on the order of the Exemption Categories. The field is typically divided like so:

Special Entries (*the exact number of spots is specified on the Eligibility Statement for each event*):

- LETAS Invitee Spaces – maximum of four (4) spots for non-members only
- Holding Spaces – promoter's invitations
- Top 2 players from the Previous Week's Top 10 (not otherwise exempt)
- Winner of the penultimate tournament (not otherwise exempt)

LETAS Exemption Categories (Categories 1 through 14)

- Rank within categories is based on the players' finishing position on the previous year's LETAS Order of Merit or in the latest LET Q-School
- If your category is low (e.g. Category 14), it is difficult to predict how many events you would get into. However, if you get a sponsor invite, you will still be eligible for ranking points and appear on the LETAS Order of Merit.

Please [CLICK HERE](#) to access the entry list for one of our events in 2023 where you may see what a typical entry list looks like.

When are the Holding Spaces assigned?

The promoters have until the Close of Entries to allocate invitations for their events. The Close of entries is typically on a Wednesday two weeks prior to the tournament week.

What should I do if I am on the reserve list for multiple events?

Players with lower categories might be on the reserve list for multiple events. If you don't make it onto the entry list through your exemption category, you may write directly to the promoter to request a Promoter's invitation that is available at each event.

LETAS has no control over the allocation of the invitations, other than to ensure that they comply with the Regulations.

The 2024 Contacts for Invites will be shared in the Player's Portal under the *Extranet* tab once the schedule has been officially announced.

When should I book my flights?

Players in lower categories that are close to the reserve list should wait until the close of entries which is typically on a Wednesday two weeks prior to the tournament week OR they can purchase refundable slight tickets.

Both LETAS and the promoters cannot guarantee your spot in the event before the close of entries.

FINANCE

What do I need to do after I've joined LETAS?

Firstly, it is essential that you have a Euro bank account. If you haven't already got one, you'll need to open one up. This should be fairly straightforward, but if you experience any problems, seek assistance from a reputable financial adviser.

Secondly, you will need to provide LETAS with:

- i) Your Euro bank account details (i.e., the bank's name, account name, account number and sort code).
- ii) Your credit card details.

These will be needed to enable LETAS to make and receive payments as all money paid to you or received from you will be transferred electronically.

How are entry fees paid?

When you enter an event, the LETAS Entries Department will take the appropriate amount using your credit card details. They will only take the amount once you are confirmed as being in the field and the payment will be taken on the closing date for entries.

If you are on the reserve list for an event, they will only take the entry fee should you get into the field.

If for some reason the credit card payment is declined, you will be contacted by e-mail.

If I don't get into the event, do I get the entry fee back?

Yes, the full amount will be refunded to your credit card.

Do I get anything if I miss the cut?

No – the prize money for the event will be split between those who make the cut.

When will I know how much I've won?

The prize money breakdown will be calculated by the Tournament Director immediately after the event has finished and the gross amount will be posted on the website.

It's important to point out that the amount that appears on the website is not the amount you will receive due to withholding tax and the levy fee (see below).

Why is there a difference between the gross amount shown on the website and the amount I'll receive?

There are two reasons for this:

i) Withholding tax

In most countries, there is a requirement for income tax to be paid to the government. Therefore, the Promoter will need to calculate the total amount of tax to be paid and will retain that amount of money from the prize fund to pay to the government on behalf of the players. This is called the 'withheld tax'. The tax rate for the country will be applied to, and then deducted from your winnings, leaving you a net amount.

ii) The levy

As is normally the case in professional sports, after the withheld tax has been deducted, LETAS then applies a levy to the net amount (for LETAS, this is 4%). This is essentially a management fee that contributes to the costs incurred by LETAS whilst setting up and running the events.

When and how will I receive my prize money?

LETAS aims to pay the prize money to the players within 2 or 3 days of the event.

Sometimes payments can be delayed for the following reasons:

- i) The prize fund has not been received prior to the event (which may be the case with co-sanctioned events).
- ii) There are administrative procedures within the host country that delay the process.
- iii) Players' bank details have changed, and the Tournament Operations team hasn't been informed.

If I incur a fine for something, how is this handled?

Hopefully, you will never incur a fine, but if it happens, the Tournament Operations Department will inform you by e-mail.

Fines are handled as a separate payment. Normally, once the fine has been issued as per the members' regulations, the payment is taken from your credit card.

How can I access my financial documents?

Players can view and download their financial documents and payment breakdowns in the Player Portal under the *Payments* tab.

What happens at the end of the year?

At the end of the year, the Finance Department is able to provide you with a 'Tax and Payments Record'. This gives you a breakdown of the gross amount you won at each event, the amount of withheld tax, the levy amount and the amount you actually received. This document will be required by your accountant as it will help them to determine whether you have paid the right amount of tax in your own country. In some cases, you might be able to claim a refund.

Should I use an accountant?

You will almost certainly need an accountant to help you to manage your financial affairs. Unlike some of your friends who are in full-time paid employment, you will not have a regular monthly salary. You may have several different sources of income (e.g., prize money, sponsors, etc.) and you will probably need some advice when it comes to calculating the amount of tax you need to pay.

How can I keep the accountant's fees as low as possible?

The more you do for yourself, the less the accountant will need to do and, therefore, the lower their fees will be.

It is essential that you keep detailed records of your income and expenditure. You might find the spreadsheets provided by LETAS helpful and make sure you keep all of your receipts in a folder.

Don't wait until the end of the year to sort out your finances – it's much easier to do it as you go along.