



# *Golf Tournament Packet*

*Union Hills Golf Course*

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# *Tournament Information*

## *Greens Fees and General Information*

Please contact the Union Hills Golf Professional to inquire about tournament pricing.

For all tournaments, a.m. shotgun starts will begin no later than 8:00 a.m. and all p.m. starts will begin no earlier than 1:00 p.m. unless approval is given by the Union Hills Golf Professional.

A.M. and P.M. Shotgun start events are available to groups with 12 – 144 golfers playing in groups of four. However, only groups of 100 or more will close the course to outside play, smaller groups will use a reverse shotgun start with regular play following the last group off # 1 tee.

Double shotgun start tournaments will require a minimum of 145 golfers, not to exceed 288 when playing in groups of four.

Although we do accept groups with less than 100 golfers, please be advised that you may have other groups booked at the same time. All pre-booked tournament pricing fees include: green fees, cart fees, use of clubhouse facilities, practice putting green, sponsorship sign placement and removal, ice and up to six coolers, two beverage carts, one staff cart, hole assignment tags, score sheets, and scoring.

Tee time outings (non-shotgun events) must guarantee number of golfers fifteen (15) days prior to the event date. Each reserved tee time represents four (4) Greens/Cart fees. Tee time outings will share the golf course with normal play.

### Deadlines

Changes in the minimum number of golfers participating in a scheduled Shotgun event requires pre-approval from the Union Hills Golf Professional and must be made prior to forty-five (45) days of the scheduled event (15 days prior to a Tee Time event).

### Golf Carts

For all Shotgun events, 52 golf carts are available. All groups requiring more than the available number of carts will pay \$35 for all carts Union Hills Golf Course leases for that event.

All golf cart operators must be at least 16 yrs. of age and possess a valid driver's license.

### Deposits

A \$500.00 deposit is required for all Shotgun events. Tee time events are required to secure a deposit with credit card and pay balance due the day of the event. Deposits must accompany a Union Hills Golf Course tournament contract.

### Golf Guarantees/Confirmation

Formal booking of a shotgun event is not complete until a contract and deposit are received by the Head Golf Professional at Union Hills Golf Course. The number of players indicated on your original contract is the number considered for approval. The tournament contract must be signed by an authorized representative of the participating organization and submitted with a \$500.00 deposit.

A payment of 75% of the estimated fees for a Shotgun event will be due on or before the event date. The balance due of actual tournament fees will be billed at a net ten (10) days. A finance charge of 1.5 % will be assessed per day for accounts past due. The authorized tournament organizer is fully responsible for collection of any and all fees from tournament participants.

A current sales tax exempt letter is required for those organizations claiming tax exempt on or before the date of the scheduled event.

### Cancellations

All cancellations must be made with the Union Hills Head Golf Professional. Written cancellations received by Union Hills' Head Golf Professional 45 days prior to the scheduled date of the Shotgun event will be eligible for a 100% refund of deposit. Cancellations made within 45 days of the scheduled Shotgun event will have the deposit refunded contingent upon booking of cancelled date with a comparable tournament. Cancellations made prior to 15 days of a scheduled Tee Time event will be eligible for a 100 % refund. Cancellations made within 15 days of a scheduled Tee Time event will have the deposit refunded contingent upon booking of cancelled date with a comparable tournament.

Pre-booked tournaments and outings are responsible for full payment of the event unless the golf course is closed due to inclement weather or the Union Hills Head Golf Professional deems the golf course unplayable.

Pre-booked rain dates are not available. Should the golf course be closed for any reason, rescheduling the event will be addressed at that time. Should the

golf course be closed, and remain closed, after the event has begun, the following will apply:

1 – 8 holes completed 75% of the tournament fee per golfer applies.

9 – 18 holes completed, the standard tournament fee per golfer applies.

### Playing Formats

In the interest of speeding up play, all formats must be approved by the Union Hills Head Golf Professional. It is recommended that a scramble format or selected drive format be used.

Union Hills Golf Course is a Soft Spike Facility. If you do not have soft spikes, the Pro Shop will change spikes for \$10.00 per pair. This charge will be billed to the tournament unless the individual golfer pays prior to the tournament. Please notify your guests to allow extra time for this service.

Rental clubs are available at a price of \$25 per set. A notification of the number of sets is required in advance.

**All tournaments assume responsibility and liability for their players and volunteers in connection with their events.**

# *Tournament Contract*

This contract, made and entered on: \_\_\_\_\_

By and between \_\_\_\_\_

And Union Hills Golf Course is for the purpose of reserving tee times on the Golf Course.

Account #: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Tournament Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Billing Address (if different): \_\_\_\_\_

\_\_\_\_\_

Date Request: \_\_\_\_\_

Guaranteed number of Players for Golf: \_\_\_\_\_

Rate Agreed upon for Golf: \_\_\_\_\_

Shotgun Start time: \_\_\_\_\_

Tee Time: \_\_\_\_\_

Outing Times: \_\_\_\_\_

The undersigned understand and agrees to the policies stated in the tournament packet. This packet in its entirety has been provided and/or is available on the facility website.

AUTHORIZED SIGNATURE:

\_\_\_\_\_ Date: \_\_\_\_\_