

# 2019 TOURNAMENT REQUEST

TOURNAMENT DATE: \_\_\_\_\_ ESTIMATED # OF GOLFERS \_\_\_\_\_  
FORMAT REQUEST: (PLEASE CHECK ) \_\_\_\_\_ TEE TIMES (every 9 min)  
\_\_\_\_\_ CROSSOVER (minimum 56 players, every 9 min) \_\_\_\_\_ 18 HOLE SHOTGUN (minimum 80 players)  
START TIME REQUESTED: \_\_\_\_\_ (will be confirmed upon receipt of deposit)  
GOLFERS REGISTRATION/CHECK IN TIME WITH TOURNAMENT HOST \_\_\_\_\_  
NUMBER OF ADDITIONAL POWER CARTS REQUIRED (NON-GOLFERS) \_\_\_\_\_

**NOTE:** We maintain a fleet of 60 carts. If additional carts are required, they **MUST** be pre-ordered 3-4 weeks ahead of event date.

## **CONTACT INFORMATION:**

TOURNAMENT NAME: \_\_\_\_\_  
TOURNAMENT CONTACT / ORGANIZER'S NAME: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_  
CELL PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
BILLING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

## **FOOD & BEVERAGE:**

MEALS REQUIRED (PLEASE CHECK  IF APPLICABLE): \_\_\_\_\_ BREAKFAST \_\_\_\_\_ LUNCH \_\_\_\_\_ DINNER  
ESTIMATED # OF EXTRA MEALS REQUIRED: \_\_\_\_\_ (non-golfers/volunteers)

## **DEPOSIT INFORMATION:** \$500.00 DEPOSIT REQUIRED

PREFERRED METHOD OF PAYMENT (PLEASE CHECK ):  
\_\_\_\_\_ Cheque Enclosed or \_\_\_\_\_ Please put through on my Credit Card  
Credit Card Number \_\_\_\_\_ Expiry Date \_\_\_\_\_  
\_\_\_\_\_ Date Received \_\_\_\_\_

Signature \_\_\_\_\_

**PLEASE COMPLETE AND RETURN THIS APPLICATION FORM, THE TOURNAMENT CONTRACT AND THE \$500.00 DEPOSIT, IN ORDER TO CONFIRM YOUR EVENT.**

**Your date will NOT be secured until the Deposit is received. Date will be held for 10 business days if deposit is being made by Cheque to ensure time for mail delivery.**

# 2019 TOURNAMENT CONTRACT

The Tournament Host agrees with Carstairs Community Golf Club, to comply with and be bound by the following conditions, policies and procedures:

## DEPOSIT & PAYMENT INFORMATION

- Tournaments will be confirmed only by receipt of deposit. A five hundred-dollar (\$500.00) deposit is required at time of booking to guarantee your tournament date. This deposit will be applied to your final bill.
- All cancellations must be received in writing. Cancellations within 90 days of the event will receive a FULL refund. Cancellations less than 90 days will result in loss of deposit. Cancellations 7 days or less will result in loss of deposit and a second payment of 25% Green fees and carts plus 100% for meals.
- You will be invoiced following your event for your tournament balance. Depending on the previously agreed upon terms this may be immediately following your event or in the following days. **Payment is due on receipt of invoice and payment may be made by cheque, cash or credit card within 10 days of receiving your invoice.**

## GUARANTEED NUMBERS OF PLAYERS

- The estimated number of players must be conveyed to the Events Coordinator at time of booking.
- The deadline for any changes to the confirmed number of players and power carts is FIVE (5) DAYS prior to your tournament date with approximate numbers received 10 days prior. Confirmation must be received in writing (preferably e-mail). **Any cancellations after five (5) days before the tournament will be subject to the full fee including "no-shows" on the tournament date.**
- Your foursome list needs to be emailed to the Events Coordinator at least **THREE (3)** days prior to your tournament.
- Carstairs Community Golf Club reserves the right to alter starting times or tournament format should the number of players differ from the original booking.

## SHOTGUN STARTS

- The minimum number of players required for an 18-hole shotgun start is 80. Modified shotguns may be available, please inquire for details.
- If you have a shotgun booked and you end up with less than the required minimum to have that shotgun and you wish to change the format from an 18-hole shotgun to a crossover or regular tee times, you must notify the Events Coordinator at least **THREE (3) WEEKS** prior to the tournament date. Failure to give **THREE (3) WEEKS** notice will result in you being charged for the required minimum to have a shotgun start.
- If you decide to go ahead with a shotgun for less than the required number of players, you will be billed for the equivalent of 80 green fees and power cart fees for an 18-hole event. The prize allotment fee will be based on the confirmed number of players.

## DAMAGES

- The Tournament Host is responsible for the actions of its Tournament participants and will indemnify and save harmless Carstairs Golf Club from all losses, damages and claims whatsoever which Carstairs Golf Club suffers or incurs as a result of any act, neglect or omission of the Tournament participants.
- Carstairs Community Golf Club shall not be responsible for any loss or injury suffered or incurred by any Tournament participant unless such loss or injury is caused by the negligence or wrongful act of the Carstairs Golf Club or its employees.
- Tournament participants are responsible for any damage caused to personal residences adjacent to the golf course (i.e. broken windows). In the event that a participant has damaged property and neglects to inform the tournament organizer or Carstairs Golf Club, the Tournament Host will be responsible for all costs associated with the damage.
- The Tournament Host is responsible for any damages to power carts, the golf course, the clubhouse or any fixed property of Carstairs Golf Club. Any lost or negligent damage to rental clubs will be charged to the individual or the Tournament Host (depending on who is responsible for the rental fee).

## WEATHER

In the case of cold and/or inclement weather, tournament play and meals must go ahead as scheduled **unless the Golf Course Superintendent deems the golf course unplayable**. In the event of such an occurrence, the tournament will be given, wherever possible, alternative days of play. If alternative dates are not available, the tournament deposit would be refunded.

**POWER CARTS**

- Power carts are required for all tournaments. Carstairs Community Golf Club will ensure that they will have enough power carts for you based on the number you estimate on the application (to a maximum of 60 carts, 120 players). If you require any additional power carts for tournament organizers, your photographer etc. please reserve additional carts at time of booking.
- Power carts must always adhere to 90-degree rule , unless otherwise advised on tournament day. Players failing to follow power cart rules may be asked to leave. The Course Marshals have sole authority on the golf course. Please obey all instructions and/or requests.

**PRIZES**

- You must spend a minimum of ten (\$10.00) dollars per person on golf shop merchandise or gift certificates. (Note: this is built into your tournament fee).

**VOLUNTEERS**

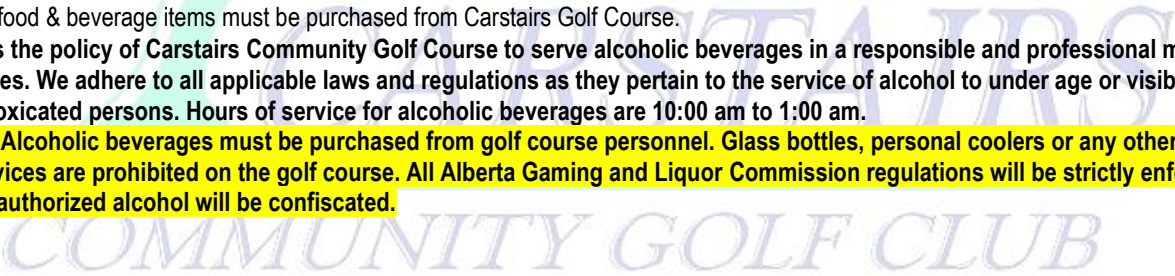
- The Carstairs Community Golf Club must be advised of any on-course volunteers.
- Sponsors should arrive at least one (1) hour prior to tee off to go out to their designated location or to have their hole in one prizes brought out to the designated hole.
- Hole In One volunteers will be provided (upon request) with a table and chairs at their tee box. Please coordinate all your on-course requirements with the Events Coordinator **in advance** of your event.

**DRESS CODE**

- It is the responsibility of the HOST to inform all participants of the dress code.
- All players and volunteers must comply with the Carstairs Community Golf Club dress code. Tailored pants or shorts and a collared shirt are required. Men must have a collar on their shirt. Ladies may wear a shirt without a collar, providing it has sleeves, or they may wear a sleeveless shirt providing it has a collar. Persons wearing sweatpants, cut-offs, gym shorts, tank tops, halter-tops or spandex will be denied access to the golf course.

**FOOD & BEVERAGE**

- Food service is required for all tournaments. The menu selection must be conveyed to the Events Coordinator at least three (3) weeks prior to your tournament. Changes to the number of persons must be conveyed to Carstairs Golf Club THREE (3) BUSINESS DAYS prior to the tournament date. The confirmed number will be your guarantee. You will be charged for the guaranteed number or the actual number; whichever is greater. Any additions to the guaranteed number must be approved by Carstairs Golf Club to ensure availability. The confirmed number for all meals cannot be less than the number of confirmed golfers.
- All food & beverage services are subject to an 18% Gratuity & 5%GST.
- All food & beverage items must be purchased from Carstairs Golf Course.
- It is the policy of Carstairs Community Golf Course to serve alcoholic beverages in a responsible and professional manner at all times. We adhere to all applicable laws and regulations as they pertain to the service of alcohol to under age or visibly intoxicated persons. Hours of service for alcoholic beverages are 10:00 am to 1:00 am.
- All Alcoholic beverages must be purchased from golf course personnel. Glass bottles, personal coolers or any other receptacle devices are prohibited on the golf course. All Alberta Gaming and Liquor Commission regulations will be strictly enforced. Unauthorized alcohol will be confiscated.



PLEASE SIGN BELOW TO INDICATE YOUR ACCEPTANCE OF THE TERMS AND POLICIES INCLUDED IN THE CONTRACT AND THE ATTACHED TOURNAMENT PACKAGE. PLEASE RETURN THIS 2 PAGE CONTRACT ALONG WITH THE TOURNAMENT APPLICATION AND DEPOSIT.

EVENT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

TOURNAMENT ORGANIZER PER: \_\_\_\_\_  
(Printed name) (Authorized signature)

# TOURNAMENT PACKAGES

All packages Include; Green Fee, Power carts, meal and prize allotment

## **INCLUDED WITH YOUR TOURNAMENT FEES:**

Complimentary Use of the Practice Facilities Prior to Tee Off  
Power Cart Staging  
Scorecards  
Registration Tables  
Podium, Microphone & Prize Tables  
Tables for Silent Auction (if applicable)  
Course Marshaling  
Placement & Pickup of Hole Prize Proximity Markers

## **OPTIONAL ITEMS:**

Make your event standout by adding:

Drink Tickets  
On Course Food/Snack Holes  
Custom Signage  
1<sup>st</sup> tee water  
Logo'd Corporate Merchandise  
Hole-In-One Insurance

**\*Prices will vary depending on your tournament needs.\***

\*\* If one of the packages doesn't meet your groups needs or budget, we can tailor-make a package to fit your group. Our club is eager to host your event and in the result we need to adjust the packages to fit your needs we are more than willing to accommodate that. It is our goal to make your event successful no matter the budget.\*\*

# TOURNAMENT PACKAGES AND PRICING

All packages are subject to 5% GST and 18% gratuity on Food & Beverage

## **Hole In One Package**

**18 Holes; \$110(Weekend) \$100 (Weekday) / 9 Holes; \$75 (Weekend) \$65 (Weekday)**

Choose one of the following options

1. BBQ 8oz Strip loin
2. Roast Beef Dinner

Accompanied with; baby herb roasted potatoes, Caesar salad and chef's choice of one seasonal salad, maple infused baked beans, warm dinner rolls with whipped butter and coffee/tea.

**Additional Hole in One meals \$25/person**

## **Eagle Package**

**18 Holes; \$100(Weekend) \$85 (Weekday) / 9 Holes; \$60 (Weekend) \$50 (Weekday)**

Homemade Baked Lasagna

Accompanied with Caesar salad, chef's choice of a seasonal salad, garlic toast and coffee/tea

**OR**

BBQ Beef or Chicken Burgers

Accompanied with all the burger fixings, house cut fries, Caesar salad, chefs' choice of a seasonal salad and coffee/tea

**OR**

Taco Buffet

Accompanied with all the taco fixings, hard and soft shells, chicken and beef and coffee/tea

**Additional Eagle meals \$15/person**

## **Birdie Package**

**18 Holes; \$90(Weekend) \$75 (Weekday) / 9 Holes; \$60 (Weekend) \$50 (Weekday)**

Jug of Beer & Platter

Receive a jug of beer and an appetizer platter for every foursome in your event. The perfect post round snack to enjoy in the restaurant or on the patio.

**\*Add dessert to any option for \$3.00/person (cakes, pies and assorted sweets)**

FOR INFORMATION ON PRICING AND QUOTES ON OUR CORPORATE  
MERCHANDISE, PLEASE CONTACT

[tournaments@carstairsgolf.com](mailto:tournaments@carstairsgolf.com)