

Makray Memorial Golf Club Outing Contract 2012

Our PGA Professional staff has the experience necessary to help you plan the perfect tournament or golf event. From informal gatherings of family and friends to corporate outings and charity fundraisers, our professionals are dedicated to making your event a success and will handle every detail.

Table of Contents

Section 1:	Outing Rates
Section 2:	Course Etiquette
Section 3:	Group Reservation Policies and Guidelines
Section 4:	Outing Payment Schedule
Section 5:	Cancellation
Section 6:	Confirmation
Section 7:	Pairings
Section 8:	Dress Code
Section 9:	Rain Check Policy
Section 10:	Outing Communication
Section 11:	Food and Beverage
Section 12:	Logo and Merchandise

Section One: Outing Rates

Monday to Thursday **\$67.00**
Friday, Saturday, Sunday and holidays **\$92.00**

(Group Rate 24 players or more)

These rates include the following tournament services:

- Green/ cart fees with GPS yardage guide
- Bag / cart attendant services
- Group pairings preparation
- Cart sign preparation
- Custom scorecard preparation
- Rules sheet and officiating
- Contest organization (closest to the flagstick, longest drive, etc.)

The following outing options can be arranged through Makray Memorial Golf Club at an additional fee:

- Box lunch packages
- Open beverage cart and / or snack bar
- Custom merchandise with your company logo (we need notice of your wishes well in advance on most items)
- Merchandise gift certificates

*If you are interested in any food and beverage options in your

group's golf outing package, please request a menu from our **Banquet Manager, Barb Hertel**.

*Fees and policies are subject to change without notice.

Section Two: Course Etiquette

Makray Memorial Golf Club wants you to have the greatest golf experience. We feel you will, by following these etiquette tips:

- o Play within the USGA Rules of Golf
- o Repair ball marks
- o Rake bunkers
- o Replace fairway divots
- o Respect the course: leave it in better shape than when you started
- o Respect other golfers
- o Respect our employees
- o Respect property owner's privacy

Under normal playing conditions we allow only 24 players per hour, therefore; THIS ASSURES 4 HOUR 12 MINUTES FOR THE COMPLETION OF 18 HOLES.

Please convey to all participants that we will monitor the pace of play if necessary and advise players if they are not playing at an appropriate pace. Makray Memorial Golf Club reserves the right to deny playing privileges to any player who does not display proper golf etiquette or who violates the rules and policies of Makray Memorial Golf Club when on site before, during or after play.

Section Three: Group Reservation Policies and Guidelines

Groups of **23 players or less** are not obligated to a contract
Groups desiring a **shotgun start** must guarantee at least **120 players** to reserve the entire course. Shotgun starts are available for an **7:30am** start or **1:30pm** start

Groups less than 120 players will be assigned starting times
Starting times are at **10 minute intervals** to accommodate a comfortable pace of play

Section Four: Outing Payment Schedule

Outing dates will be secured upon receipt of signed contract and a **\$500 deposit**. Deposit will be applied to the final bill. Deposit is non-refundable. Contracts must be signed and returned to Makray Memorial Golf Club within **10 days** of receipt.

A guaranteed number of golfers must be confirmed **14 days** in advance. The confirmed number is the number you will be charged for unless actual count is greater

Payment of the event must be made **14 days** prior to the event. Cash, Checks, Visa, MasterCard, or Discover are accepted.

All fees and deposits are applied to the group's total outing fees and must be received by these dates or the group's tee times will be canceled.

Section Five: Cancellation

14 days prior to outing date - Group will not be held responsible for paying the green fees for the number of players

14 days or less prior to the outing date - Group is responsible for paying green fees for the number of players reserved

Section Six: Confirmation

All group player counts must be confirmed at least **10 days in advance** of the outing date. The number that a group guarantees at this time is the number for which the group will be charged. If a group originally requested a shotgun start, but cannot guarantee 120 players at the 10 day advance point, the group will be revised to consecutive tee times. If a group has less than the shotgun requirement, but would like to pay for the required number, they will be permitted to have a shotgun start. If a group wishes to add more players (beyond those originally reserved) the day's activity already scheduled may not allow it. All additions, therefore, are subject to the availability of additional tee times.

Section Seven: Pairings

In order to run a smooth organized tournament, it is required that a group turn in the pairings and an alphabetized list of the players at least **three (3) days** in advance of the date of play. This allows the tournament coordinator sufficient time to prepare cart signs, scorecards, etc.

Section Eight: Dress Code

Shoes with metal spikes are prohibited

Men must wear collared shirts

Shorts must be at least mid-thigh in length

NO blue jeans or tank tops of any kind will be permitted

Proper golf attire will be at the discretion of the golf shop staff.

Section Nine: Rain Check Policy

If the course is determined to be unplayable due to inclement weather, rain checks will be issued for 18 holes if less than 6 holes were completed. Rain checks for 9 holes will be issued if 6-12 holes were completed. If the player/ group completed at least 13 holes, no rain check will be issued. If the entire day is rained out, the group will receive a refund of all fees paid, not including the deposit.

Section Ten: Outing Communication

The **Head PGA Golf Professional, Don Habjan**, from Makray Memorial Golf Club will be responsible for organizing your group's golf outing needs. Our **Banquet Manager, Barb Hertel** will be responsible for your group's food and beverage service needs. **If food and beverage services are needed for the event, an additional contract is necessary for this department.** All communication involving the outing details shall take place between these designated representatives only, in order to eliminate any confusion and provide the best service for your outing.

Section Eleven: Food and Beverage

All food and beverage service for your event must be approved or coordinated by Makray Memorial Golf Club. Makray Memorial Golf Club does not permit the importing of food, coolers, alcoholic or non-alcoholic beverages into its public areas or golf course. Makray Memorial Golf Club will organize and provide all food and beverage service for your group while they are on site. Management reserves the right to refuse alcoholic beverage service to any guest. Makray Memorial Golf Club is a responsible vendor and will not serve any alcohol to anyone under the legal age of 21. Identification is required.

A guaranteed number for food must be given to Makray Memorial Golf Club at least **10 days** prior to the date of the outing. The number

that a group guarantees at this time is the number for which the group will be charged. If there are additional invitees for the food and beverage functions, they will be charged the per person rate of all other attendees.

Section Twelve: Logo and Merchandise

The Makray Memorial Golf Club logo is a registered trademark. Any use or reproduction must have the approval of **Don Habjan, the Head PGA Golf Professional**. Makray Memorial Golf Club provides a selection of merchandise, which can be specially ordered with your company's logo. Advance notice is necessary to place such an order. If your group is interested, please request more information from **Don Habjan**.

NOTE: PLEASE KEEP SECTIONS 1 THROUGH 12 FOR YOUR RECORDS AND SHARE THEM WITH ALL PLAYERS CONCERNED.