

Golf Tournaments FAQ

Thank you for considering the Harrison Resort Golf Course for your upcoming golf tournament! Whether you are raising money for a local charity or celebrating / commemorating a special event, our team of golf and resort professionals have many years expertise in making these events fun, smooth running and ultimately memorable for all participants.

Here are some frequently asked questions to assist you in planning your event:

HOW MANY GOLFERS CAN PARTICIPATE?

Our historic golf course has 9-holes, so typically with a foursome on each hole the number of golfers is **36 golfers**. If you wanted to add a second foursome, we can do that too, however we do not permit more than a foursome on our par 3's (of which there are two), so the overall maximum number for a shotgun tournament is **64 golfers**.

TIMING & SCHEDULE?

Arrangements for the start time and end time of your tournament depends on a number of factors; the type of tournament (i.e. "shotgun", where every hole starts at the same time), the time of year (when the sun rises and falls) and which day of the week you desire. The Golf Superintendent will be more than happy to discuss what will work best for your specific event, while balancing the overall needs for the golf course operations.

GREEN FEES / PRICING?

Prices vary depending on many factors such as; number of players, month, day of week, start time, end time, food & beverage requirements, etc.

WHAT IF THE WEATHER DOESN'T COOPERATE?

Golf tournaments are "Rain or Shine" events, unless the Golf Superintendent or designate elects to close the course for reasons pertaining to the health and safety of employees and participants (i.e. dangerous weather events). Clauses regarding weather events, cancellations or other changes to the event schedule are contained in the *Golf Tournament Event Contract* found at the end of this FAQ document.

CAN WE BRING OUR OWN FOOD AND BEVERAGE?

Generally speaking, no. The resort provides all foods and beverages to ensure consistency, food safety and, by preparing all foods through the resort you and your participants are saved harmless for any liability resulting from the provision of food and beverage services. Some exceptions may be made for non-prepared / pre-packed foods (i.e. snacks, chips) that may be used as gifts or are including in "loot bags". In any case, no foods or beverages are to be made available for sale by any 3rd-party vendors.

SO YOU CAN PROVIDE FOOD & BEVERAGE FOR THE PARTICIPANTS?

Our resort's culinary team can arrange everything from pre-prepared cold sandwiches to BBQ hotdogs to burgers to striploin steaks! We can also help plan a full-on banquet event at the main resort in one of our 10 beautiful conference rooms. We have golf packages to accommodate all tournament budgets.

CAN YOU HELP US MAKE THE TOURNAMENT MORE FUN AND COMPETITIVE?

Absolutely! We can suggest and arrange for all kinds of contests for all your tournament participants; closest to the pin, longest drives, shortest drives, best straight drives, longest putts, etc. We have the equipment to make all manner of competitions and games fun, memorable and hassle-free for you.

ARE WE REQUIRED TO SIGN A CONTRACT?

Yes, there is a written agreement prepared for the benefit of both parties which outlines all the days events; number of golfers, start times, end times, food and beverage requirements, pricing, what is permitted and what is not permitted. There will be a number of "guarantees" that you will need to commit to, as the resort must pre-schedule sufficient numbers of employees to effectively service the event. We also need to pre-purchase food and beverage from 3rd-party suppliers. A copy of the agreement is found on page 4 of this FAQ document.

HOW DO WE PROCEED TO BOOK OUR TOURNAMENT?

On page 3 of this FAQ, there is a *Golf Tournament Event Inquiry* form that you can complete and send to the Pro Shop, either in person or via email: golf@harrisonresort.com

All inquiries will be reviewed in a timely manner so you can get the ball rolling and rest assured your event would be in capable hands!

We look forward to hosting your next charity or special event golf tournament!

Please complete the Golf Tournament Event Inquiry form once you are ready to start reserving your next big golfing event!



Golf Tournament Event Inquiry

Thank you for your interest in having a golf tournament at the beautiful and historic **Harrison Resort Golf Course!** Please complete the following information and send to us as soon as possible by either delivering in person to the Pro Shop or via email:

golf@harrisonresort.com

We will respond to your inquiry within 48-hours.

Your Name: _____
Your Telephone: _____
Your Email: _____
Name of Organization: _____
Name of the Tournament: _____

Shotgun Start: Yes _____ No _____
Number of Holes: 18 _____ 9 _____
of Participants: _____

Preferred Date: _____
Secondary Date: _____
Tertiary Date: _____

Power Carts: Yes _____ No _____
How Many: _____ (Number of carts available may vary based on demand / units under repair)
Pull Carts: Yes _____ No _____
How Many: _____ (Number of carts available may vary based on demand / units under repair)

Food & Beverage Service: Yes _____ No _____
From the Chef's Menu*: Yes _____ No _____
Food Service Notes: _____

* Attached to this event inquiry form is our Chef's current golf tournament BBQ menu; should you wish to customize your menu we are happy to accommodate your group!

Once the general details of your inquiry are agreed to, you will be required to sign a written Golf Tournament Event Agreement which outlines all the days events; number of golfers, start times, end times, food and beverage requirements, what is permitted and what is not permitted. There will also be a number of "guarantees" as the resort has to schedule sufficient numbers of employees to effectively and safely service the event and to ensure timely pre-purchases of foods and beverages from 3rd-party suppliers.

Date of Inquiry: _____

Golf Tournament Event Agreement

Thank you for choosing the beautiful and historic **Harrison Resort Golf Course** for your upcoming golf tournament. The following herein constitutes an agreement between the parties for the provision of services, as follows:

Summary of Event

Name of Organization: _____
Name of the Tournament: _____
Organizer's Name: _____
Telephone: _____
Email: _____

Date of Event: _____
Starting Time: _____
Ending Time: _____
Shotgun Start: Yes _____ No _____
Number of Holes: 18 _____ 9 _____
of Participants: _____

All contracted tournaments / group golf events are "Rain or Shine" except where the resort's Golf Superintendent (or designate) elects to close the course for reasons pertaining to the health and safety of golf course employees and event participants (i.e. dangerous weather events). In any case where the event is cancelled by the resort, both parties agree to reschedule the event to a mutually agreed upon future date / time, which may include rescheduling of the event to the following season.

The organizer of this golf event accepts responsibility for the details agreed to herein and for details provided on a Banquet Event Order for the provision of food and beverage service. The organizer further accepts reasonable responsibility for the general decorum of the group and for the behaviour of all persons attending this event.

Golf

Green Fees: \$_____ per person, net of applicable taxes.

Golf greens fees are based on the number of participants at the time of contracting. No changes or reductions will be permitted even if the number of event participants falls below the contacted number. In any case, greens fees will not be raised once agreed to by the golf course and convener.

Golf Equipment

Power Carts: \$_____ per person, net of applicable taxes.
Pull Carts: \$_____ per person, net of applicable taxes.
Rental Clubs: \$_____ per person, net of applicable taxes.

Carts and other equipment issued is on an "as is" basis. Equipment is expected to be returned in the very same condition as it was issued. Costs for any / all loss or reasonable damage - however caused - will be included in the final billing. All power cart operators must possess a valid Drivers Licence.

Incidental Fees (if applicable)

Food & Beverage

*The provision of all food and beverage will be detailed and acknowledged on a separate **Banquet Event Order (BEO)** prepared by the resort's Catering Office.*

The convener agrees that all food and beverage service will be provided exclusively by the resort to ensure consistency and strict food safety protocols. Some exceptions may be permitted for non-prepared / pre-packed foods (i.e. snacks, chips) that may be used as gifts or are including in "loot bags". In any case, where this is permitted, the convener agrees that at no time will any foods or beverages be made available for-sale by any 3rd-party vendors.

Course Permissions & Restrictions

Responsibility: the event organizer shall ensure that all participants, tournament helpers / assistants and any other persons coordinating and participating in the event are made fully aware of the following permissions and restrictions. Additionally, every participant must adhere to all existing golf rules and policies.

"Loot Bags": the event organizer shall coordinate and collate the bags; golf course associates can assist with placing the items on power carts, if requested.

Signs / Banners: may be displayed / hung within reason and the golf course reserves the exclusive and final right to disallow banners / signs if they are deemed inappropriate, offensive or otherwise in poor taste. No signs / banners are to be nailed, drilled, screwed or pinned to any permanent fixture without the expressed approval of the Golf Superintendent.

Tents / Shelters: Tents may be erected near any of the tee-boxes (but not on a tee-box) and between holes provided they are not any closer than 15 metres (approx. 45ft.) to a golf green. The golf course reserves the exclusive and final right to disallow banners / signs if they are deemed inappropriate, offensive or otherwise in poor taste.

Play Format: the format for the event must be pre-approved by the Golf Course Superintendent, to ensure safety and acceptable pace of play.

Games of Chance: proceeds from games of chance where cash monies are exchanged are specifically for the event's coffers and must never constitute a for-profit gambling transaction.

Motorized Vehicles: motorized vehicles of any kind are strictly prohibited from entering the golf course. Some exceptions may be permitted (i.e. hole-in-one prize) with the expressed permission of the Golf Superintendent.

Alcohol: only alcoholic beverages purchased from the resort are to be consumed; no carry-on or coolers are permitted. Any participant found to be consuming any other alcoholic beverages other than that, which is provided by the resort, may forfeit their rights to tournament participation.

Smoking / Smoking Materials: smoking materials are to be fully extinguished and all butts or residual smoking materials must be discarded in a waste container. Littering is unacceptable and "live" materials carelessly discarded constitute a serious fire hazard.

Deposit Schedule

- ✓ Formal booking of the golf event is not complete until the contract is signed and the initial deposit received by the golf course.
- ✓ The number of participants indicated on page one (1) of this agreement is considered the *minimum* guaranteed number.
- ✓ Food & Beverage deposit requirements will be determined based on overall catering requirements, as separately agreed on the Banquet Event Order.
- ✓ To secure the golf course for any events, a **non-refundable deposit of \$250.00** is required upon the signing this agreement.

1. **Twenty-Five Percent (25%)** of contracted greens fees are due **Thirty (30)** days before contracted date of event.
2. **Twenty-Five Percent (25%)** of contracted greens fees are due **Twenty (20)** days before contracted date of event.
3. **Fifty Percent (50%)** of contracted greens fees are due **Ten (10)** days before date of event.

Cancellation Policy

Thirty (30) days from date of event:	Loss of non-refundable deposit.
Twenty (20) days from date of event:	Loss of non-refundable deposit + 50% of first deposit
Ten (10) days from date of event:	Loss of non-refundable deposit + 50% of second deposit
Within Ten (10) days of event:	Loss of non-refundable deposit + 100% of all deposits.

This Agreement was made and entered on _____. The undersigned understands and agrees to the policies as stated in this Golf Tournament Event Agreement.

For the Event

AUTHORIZED SIGNATURE: _____ **Date:** _____

For the Golf Course

AUTHORIZED SIGNATURE: _____ **Date:** _____

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