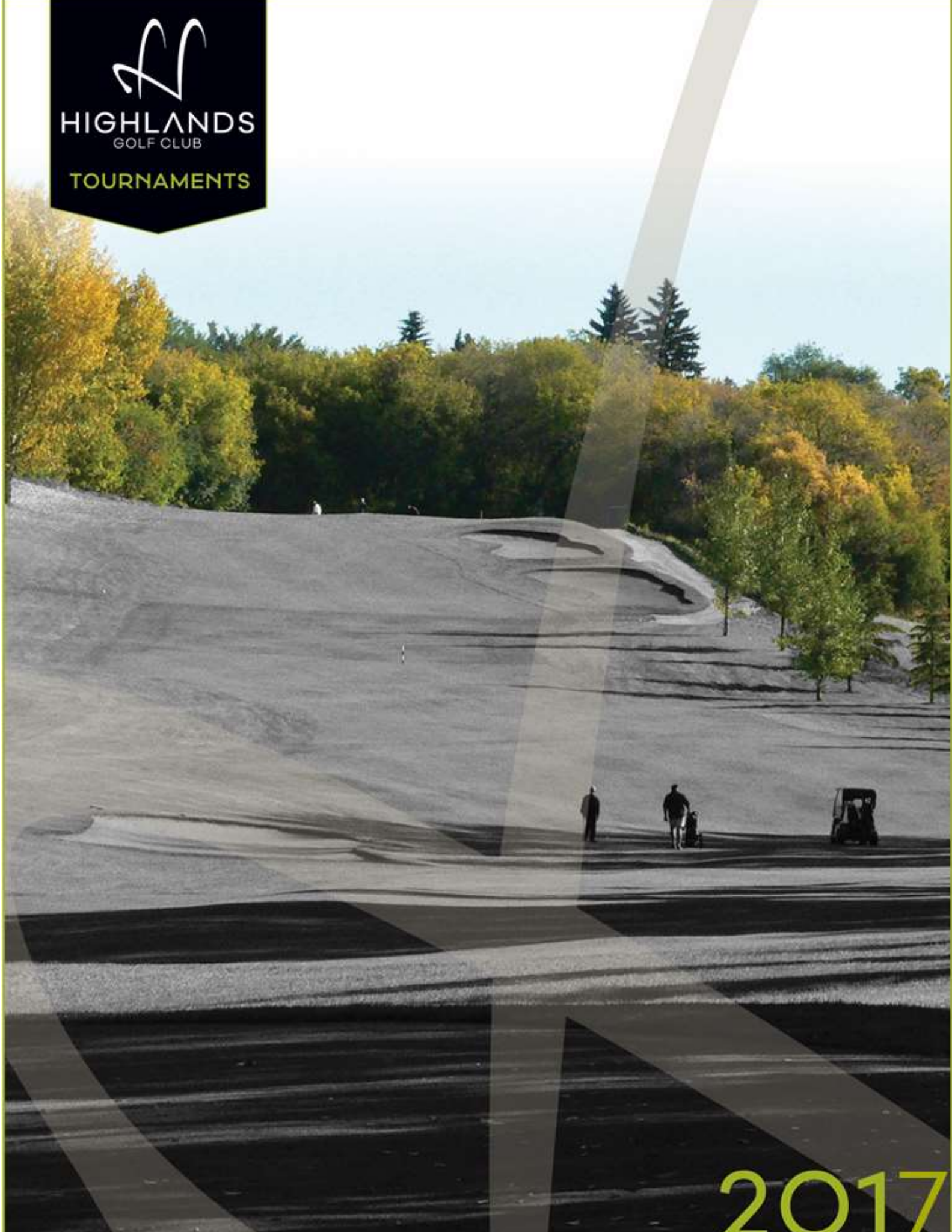




HIGHLANDS  
GOLF CLUB

TOURNAMENTS



2017



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## HIGHLANDS TOURNAMENT CONTACTS

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# WELCOME TO THE HIGHLANDS GOLF CLUB!

Thank you for considering Highlands Golf Club as the host venue for your event! Please find our 2017 Tournament Information Package attached, which includes everything you need to know about how we bring competition and camaraderie together on and off the green.

We look forward to working with you to create an unforgettable event for your guests, with the stunning beauty of Edmonton's own backyard at the forefront. With breathtaking scenery, a sophisticated course, and a welcoming atmosphere on our side, we're confident your guests will receive service at the highest standard of excellence, from first tee to final stroke.

We appreciate the opportunity to assist you with your event in 2017 and will be glad to support your business in the future as you discover the glory of the game at the Highlands Golf Club.

We can't wait to get started!

Yours truly,

Landon Hargreaves  
*General Manager*

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HIGHLANDS  
GOLF CLUB

780.474.4211

6603 Ada Boulevard

Edmonton, Alberta

T5W 4N5





## HIGHLANDS TOURNAMENT BOOKING POLICIES

### *AT A GLANCE*

- Highlands Golf Club allows 18 hole tournaments to be booked on Mondays, Tuesdays, or Wednesdays. Date availability is determined by the General Manager.
- All Major tournaments (over 120 players) will be shotgun starts at 8:00am or 1:30pm.
- All shotgun starts must have at least 120 players. Events with fewer than 120 participants will be billed the 120 player minimum.
- A \$3,000 non-refundable deposit is required for all new tournaments to secure a tournament date.



## TOURNAMENT AMENITIES AT THE HIGHLANDS

### Add Ons:

Add ons such as BBQ's, tents, umbrellas, are available but subject to additional charges for rental/setup

- Bag drop along with preprinted bag tags at our upper parking lot
- Placement of bags on staged carts for the shotgun start
- Dispersal of event signage to the appropriate holes on the course
- Collection of markers for hole competitions (ie. Long Drive, Closest to the Pin)
- Player scorecards
- Tables and chairs for sponsor holes as requested (along with ice as necessary)

### Cart Prices:

*carts must be requested at least two weeks prior to the event to ensure availability. Prices do not include GST*

**2 PASSENGER  
VOLUNTEER  
CARTS RENT  
FOR \$55**

**4 PASSENGER  
CARTS RENT  
FOR \$80**

## POWER CARTS

- Power Carts are mandatory for all tournament play (included in the price/player)
- Volunteer Carts are available—it is the tournament's responsibility to secure necessary transport for volunteers around the facility during the event
- The tournament organizer assumes ALL responsibility for any damage to any carts used during the tournament by participants or volunteers as well as any damage to the property or grounds. Any damage to carts will be billed to the tournament.



## CODE OF CONDUCT

- Cell phones must remain on “vibrate” or “silent” while on the course or in the clubhouse.
- The Club enforces a non-smoking environment as per the Tobacco Reduction Act. Failure to comply with the specifics of this Act will result in disciplinary action and potential legal ramifications.
- The Club is soft spike only.

## DRESS CODE

Guests are expected to maintain an acceptable standard of dress at all times on the golf course and in the clubhouse.

### PERMITTED DRESS:

- Men: Tailored slacks or shorts
- Women: Tailored slacks, skirts, dresses or shorts. Tailored blouses or golf shirts

### PROHIBITED DRESS:

- Denim pants on the golf course (jeans), tee shirts, tank tops, halter tops, spaghetti straps, tops with objectionable print or cartoon caricatures, cut-offs.
- Athletic jerseys, gymnasium-style/athletic work-out clothing (including, but not limited to, gym/jogging shorts, sweatpants/shorts, track suits, spandex shorts/tights/suits, cycling clothing).
- Apparel that leaves the midriff exposed.

Tournament Hosts are responsible for communicating dress code information to their participants. Highlands Golf Club staff will enforce the dress code at the club. Participants not adhering to the dress code will be asked to leave the premises unless they are willing to change to suitable attire.

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**NOTE:** Denim pants may be worn in all areas of the clubhouse but are not permitted on the golf course





## INCLEMENT WEATHER

- All tournaments will start at the scheduled time unless the course is deemed unplayable by the Highlands staff.
- The tournament will be delayed if possible and only rescheduled to an alternate date if necessary.
- Wind, rain, or cool/cold weather are not valid reasons for the cancellation or rescheduling of a tournament.
- A tournament may be delayed or cancelled during play in the event of lightning, dangerously high winds, or other severe weather. Highlands Golf Club staff will determine when and if it is safe to resume play.





# HOLE ACTIVITIES AND SIGNAGE

TOURNAMENT: \_\_\_\_\_

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

HOLE	ACTIVITY/DESCRIPTION	REQUIREMENTS	VOLUNTEERS	SIGNAGE	KP REQUIRED
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

WASHROOMS: #7, 10 & 12    SHELTERS: #4, 5, 7, 10, 12, 14 & 15    HOLE-IN-ONE VEHICLE ACCESS: #7 & 12





## TOURNAMENT PRICING

Tournament prices DO NOT include GST or 17% gratuity on all F&B related items.

PLATINUM PACKAGE \$165.00/PLAYER

**INCLUDES:**

- Full Hot Breakfast (am) or Sandwich Buffet (pm)
- Choice of Platinum Package Buffet

GOLD PACKAGE \$150.00/PLAYER

**INCLUDES:**

- Light Breakfast
- Choice of Gold Package Buffet

SILVER PACKAGE \$145.00/PLAYER

**INCLUDES:**

- Light Breakfast
- Choice of Silver Package Buffet

**NOTE:** All tournament packages include:

- Green Fee
- Power Cart
- Pro Shop credit of \$10/player (divided at organizers discretion)
- Bag drop and cart staging
- On course Marshalls



## BUFFET MENU OPTIONS

Volunteer meals can be added for \$56 per volunteer (price does not include GST and 17% gratuity). Includes full hot breakfast (am) or sandwich buffet (pm) as well as post round buffet.

### PLATINUM PACKAGE BUFFET

#### CHOICE OF ONE:

- 1) Carved Prime Rib with Yorkshire Pudding
- 2) BBQ Rib Eye Steak (8 oz.)

#### ACCOMPANIMENTS

Baked Potatoes

Western Style Baked Beans

Garlic Bread

Fresh Steamed Vegetables

Caesar or Tossed Salad

Four Chef's Choice Salads

Sliced Tomatoes and Cucumbers

Assorted Pastries/Desserts

Fresh Fruit Tray

Fresh Brewed Coffee/Tea



## GOLD PACKAGE BUFFET

### CHOICE OF ONE:

- 1) Pork Loin Steaks
- 2) BBQ Chicken Breast
- 3) Carved Beef Strip Loin

## SILVER PACKAGE BUFFET

### CHOICE OF ONE:

- 1) Carved Roast Pork Loin
- 2) Carved Ham with Honey Mustard
- 3) Deluxe Burger Bar

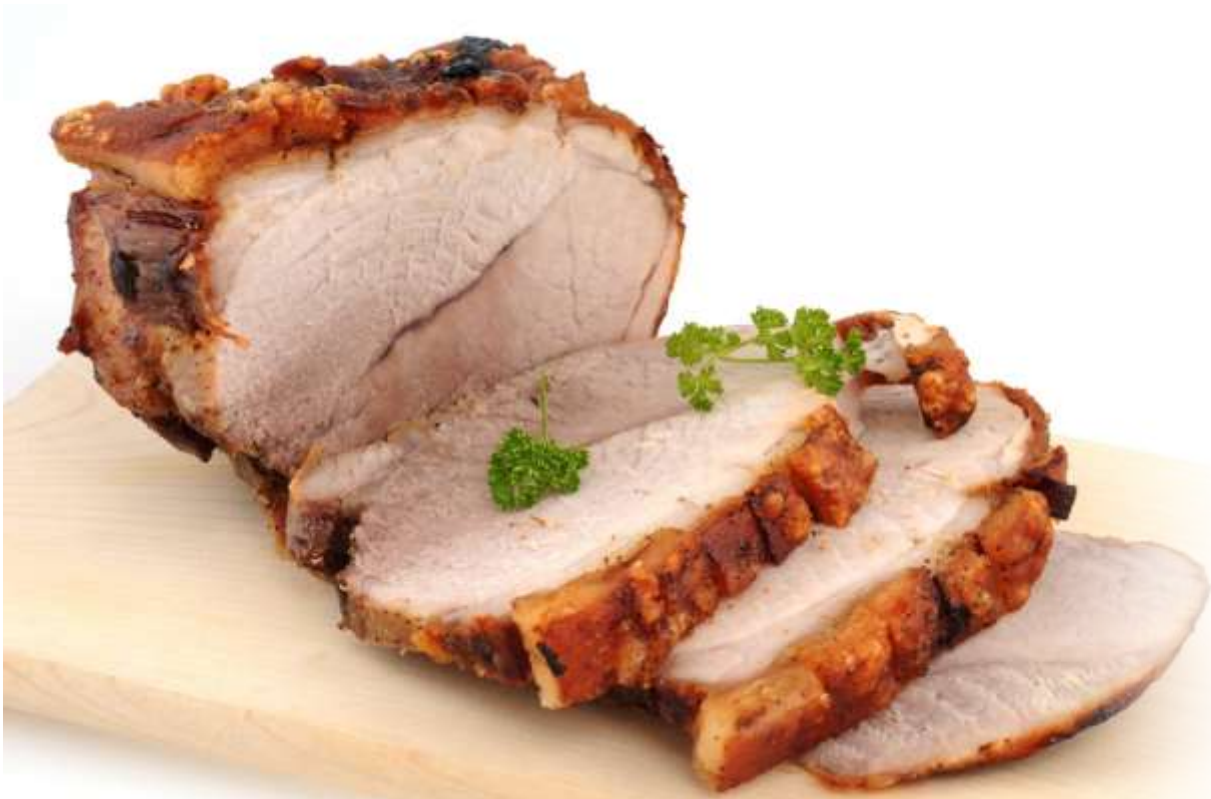
### ACCOMPANIMENTS

Baked Potatoes	Caesar or Tossed Salad
Western Style Baked Beans	Three Chef's Choice Salads
Garlic Bread	Assorted Pastries/Desserts
Fresh Steamed Vegetables	Fresh Fruit Tray
Sliced Tomatoes and Cucumbers	Fresh Brewed Coffee/Tea

Volunteer meals can be added for the following amounts (price does not include GST and 17% gratuity):

\$41 for Gold

\$36 for Silver







Hot breakfast price does not include GST and 17% gratuity)

## BREAKFAST MENU OPTIONS (MORNING TOURNAMENTS)

### LIGHT BREAKFAST

*Included with Gold and Silver Tournaments*

Assorted Fresh Muffins, Danishes, Croissants, and Loaves

Fresh Fruit Tray

Fresh Brewed Coffee/Tea, Assorted Juice

### FULL HOT BREAKFAST BUFFET

**\$11/GUEST**

*Included with Platinum Tournaments*

Lazy Eggs Benny

Bacon and Sausages

Hash Brown Potatoes

Pancakes and French Toast

Fresh Fruit Tray

Fresh Brewed Coffee/Tea, Assorted Juice



Sandwich buffet price does not include GST and 17% gratuity)

## LUNCH MENU OPTIONS (AFTERNOON TOURNAMENTS)

### LIGHT LUNCH

*Included with Gold and Silver Tournaments*

Assorted Fresh Muffins and Donuts

Granola Bars

Fresh Fruit

Fresh Brewed Coffee/Tea, Assorted Juice

### SANDWICH BUFFET

\$11/GUEST

*Included with Platinum Tournaments*

Assorted Sandwiches and Wraps

Chef's Choice Salad

Fresh Fruit

Assorted Cookies and Squares

Fresh Brewed Coffee/Tea, Assorted Juice





Prices are per guest and do not include GST or 17% gratuity.

**WANT TO MAKE AN IMPRESSION? HAVE OUR FOOD TRUCK ON A HOLE!!!**

We can serve sausage and kettle chips, or whatever you can dream up. Please ask at time of booking

## TOURNAMENT FOOD AND BEVERAGE ADD ONS

<b>EARLY BIRD BOX</b>	<b>\$10</b>
Warm Breakfast Bunwich (egg, cheese and ham)	
Whole Fruit	
Bottled Juice	
<b>DELI LUNCH BOX</b>	<b>\$12</b>
Deli sandwich	
Baked cookie	
Whole fruit	
Bottled water	
<b>TASTE OF ASIA</b>	<b>\$5</b>
Crisp Chicken and Chive Pot stickers (2 per guest) with sweet chili sauce	
<b>THE SLIDER</b>	<b>\$5</b>
Grilled House Made Slider (1 per guest)	
<i>You top with Ketchup, Mustard, Relish, Lettuce, Tomato, Onion, Pickles and Cheddar cheese</i>	
<b>SPOLUMBO'S CHICKEN APPLE SAUSAGE</b>	<b>\$5</b>
Sausage in a rich tomato sauce served in a bun.	
<b>MINI PRETZEL TWIST</b>	<b>\$4</b>
Warm pretzel with spiced mustard (1 per guest)	
<b>COOKIES</b>	<b>\$2.50</b>
Oatmeal Raisin or Chocolate Chip	





# SCORECARD/SITEMAP

HOLE	1	2	3	4	5	6	7	8	9	OUT	10	11	12	13	14	15	16	17	18	IN	OUT	TOTAL	HDCP	NET				
BLUE	430	505	144	293	380	395	235	530	361	3273	378	382	214	511	402	345	138	415	381	3166	3273	6439						
BLUE/WHITE	430	492	144	293	363	369	235	492	335	3153	349	356	197	511	402	345	138	415	365	3078	3153	6231						
WHITE	417	492	117	288	363	369	182	492	335	3055	349	356	197	491	390	323	132	402	365	3005	3055	6060						
MEN'S PAR	4	5	3	4	4	4	3	5	4	36	4	4	3	5	4	4	3	4	4	35	36	71						
MEN'S HDCP	1	5	17	11	9	7	15	3	13		12	6	16	2	10	14	18	4	8									
WOMEN'S HDCP	5	1	17	13	11	7	15	3	9		8	14	16	2	6	12	18	4	10									
WOMEN'S PAR	4	5	3	4	4	4	4	5	4	37	4	4	3	5	4	4	3	5	4	36	37	73						
RED	371	438	96	226	346	317	250	436	311	2791	339	323	165	434	343	268	126	393	305	2696	2791	5487						
RED/WHITE	371	438	117	288	363	317	250	436	335	2915	349	356	165	434	343	268	126	393	305	2739	2915	5654						
WHITE	417	492	117	288	363	369	250	492	335	3123	349	356	197	491	390	323	132	402	365	3005	3123	6128						
DATE:	ATTESTED:										SCORER:										PLAYER:				TEES:			



## TOURNAMENT ADD ONS

### GPS ADVERTISING \$400

Your company logo or other tournament sponsor logos displayed on the power cart GPS screens while the tournament is in progress. This is available as a stand alone option or can be combined with one of our tournament scoring packages. Inquire for more information.

### TOURNAMENT SCORING STARTING AT \$300

All tournaments include basic scoring. Allow our professional staff to take care of the score entry and display on our professional tournament scoring software! Customizable scorecards and leaderboards available with sponsor logos, text and pictures. This is available as a stand alone option or can be combined with one of our tournament scoring packages. Inquire for more information.

### LIVE SCORING \$300

Tournament participants can enter scores on their phones and see live leaderboards throughout the round. This is available as a stand alone option or can be combined with one of our tournament scoring packages. Inquire for more information.

### BEAT THE PRO \$FREE

There are various options to offer as an added value item to the golfers or as an extra source of revenue for your event and/or charity. You have the option of allowing the golfers a chance to double their money towards a pro shop gift certificate, or use it as a chance to offer a 50/50 on the golf course, with your event keeping 50% of the proceeds. This must be pre-booked a minimum of ten business days prior to your event.

### GOLF CLUB RENTALS \$50/SET

Includes a full 14 piece set and 2 sleeves of golf balls

*4 men's right hand, 1 men's left hand and 1 ladies right hand set are available. Please ensure 14 days notice is given to allow us time to make the necessary arrangements.*



# 2017 HIGHLANDS GOLF CLUB TOURNAMENT TERMS AND CONDITIONS

A \$3,000 non-refundable deposit is required for all new tournaments to secure a tournament date for the 2017 season. The deposit will be applied as a credit toward the final bill.

The minimum number of players for a shotgun (major) tournament is 120. In the case that fewer than 120 players participate, 120 players will be charged.

Any and all damage to power carts, buildings, facilities, or the golf course as a result of the event will be the sole responsibility of the organization/company hosting the tournament.

All tournaments will start at the scheduled time unless the course is deemed unplayable by the Highlands staff. Cool or cold weather, wind, or rain are not reasons for the cancellation or delay of a tournament.

All beverages, both alcoholic and non-alcoholic must be ordered and supplied by the Highlands Golf Club as per AGLC regulations. No outside alcohol is permitted. All alcohol orders must be submitted to the Highlands no later than 14 days prior to the tournament date and will be billed to the tournament at wholesale cost plus 15%.

All sponsored holes must be approved by the Highlands Golf Club 7 days prior to the tournament.

The Highlands Golf Club reserves the right to refuse the sale of alcoholic beverages to anyone at their discretion and per AGLC laws and regulations.

Any and all leftover food and alcohol from the tournament and sponsor holes is not permitted to be removed from the property as per Alberta health and safety regulations.





5% GST and 17% gratuity will apply to all food and beverages purchases without exception.

The Club requires confirmation of the number of players/volunteers a minimum of 72 hours or 3 business days prior to the tournament.

The tournament organizer is responsible for the conduct of all participants.

Your signature below constitutes that you have read and accept the above conditions and agree to abide by the Highlands Golf Club Policies and Regulations. You are also agreeing to be charged for at least the minimum number of players specified below, even if you have fewer participants.

TOURNAMENT NAME: \_\_\_\_\_

TOURNAMENT DATE: \_\_\_\_\_

TOURNAMENT TIME: \_\_\_\_\_

MINIMUM # OF GUARANTEED PLAYERS: \_\_\_\_\_

PLEASE INDICATE YOUR DESIRED TOURNAMENT PACKAGE:

PLATINUM

GOLD

SILVER

ORGANIZER NAME: \_\_\_\_\_

ORGANIZER SIGNATURE: \_\_\_\_\_

DATE MONTH: \_\_\_\_\_ DAY: \_\_\_\_\_ YEAR: \_\_\_\_\_



# TOURNAMENT PRE-AUTHORIZED PAYMENT FORM

ORGANIZER FIRST NAME: \_\_\_\_\_

ORGANIZER LAST NAME: \_\_\_\_\_

TOURNAMENT NAME: \_\_\_\_\_

## CREDIT CARD

I authorize the Highlands Golf Club to debit my *credit card* with the amount due shown on my monthly member statement.

Master Card     Visa

CARD #: \_\_\_\_\_ Expiry: \_\_\_\_\_

CARD HOLDER NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Tournament Deposit     Deposit and Tournament Charges

## DIRECT ELECTRONIC FUNDS TRANSFER

I authorize the Highlands Golf Club to debit my *bank account* (attach void cheque) for the amount due shown on my monthly member statement.

INSTITUTION NAME: \_\_\_\_\_ TRANSIT #: \_\_\_\_\_

ACCOUNT #: \_\_\_\_\_

- I may revoke my authorization at any time in writing, subject to providing notice of at least ten (10) business days.
- I will endeavor to ensure that the information provided remains current.
- I understand that the club will apply the payments approximately seven (7) days following the issuance of the monthly member statement.

MEMBER SIGNATURE: \_\_\_\_\_