

# *Sylvan Lake Golf & Country Club*



## **Golf Tournament Package**

Sylvan Lake Golf and Country Club  
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# Sylvan Lake Golf & Country Club

## TOURNAMENT PACKAGES



Whether you are planning a corporate outing, a charity event, or just a gathering for friends, our friendly service and reasonable prices make us the perfect setting for your group! We offer several food/golf/cart packages and tournament management services that make planning any event easy. Our Tournament packages include registration set-up and on course signage placement for hole prizes.

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**Tournament Price:** Is based on 18 holes of golf with power cart\*, meal and meal gratuity

\* PLEASE NOTE WITH POWER CARTS:  
There will be an additional charge when a fleet has to be brought in for your event.  
(If more than 50 carts are needed)

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The following prices include 18 holes of golf with a shared power cart and dinner.

### **Tournament Dinner Options Including Golf Prices:**

#### **Prime Rib with au jus**

Monday thru Thursday \$110.00  
Friday thru Sunday \$120.00

#### **Slow Roasted Baron of Beef with demi glaze**

Monday thru Thursday \$110.00  
Friday thru Sunday \$120.00

#### **New York Steak with mushrooms and onions**

Monday thru Thursday \$110.00  
Friday thru Sunday \$120.00

#### **All Dinner Buffet Meals are served with the following:**

Choice of seasonal mixed greens with dressing or Caesar salad

Choice of roasted or baked potatoes

Meal includes:

Pasta salad and coleslaw salad

Seasonal steamed vegetables, fresh dinner buns

Selection of assorted sweets

Coffee and tea

**Please Note:**

**All Prices Include a Food Gratuity of 15% and GST of 5%**

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**Add a "Lunch Ticket" to be used at the Snack Hut to your Tournament Package**

**Hot Dog or Sandwich with a Domestic Beer for each golfer**

**Add \$13.00 per person**

**Price includes Gratuity and GST**

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## TOURNAMENT APPLICATION

### CONTACT INFORMATION

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

Tournament Coordinator: \_\_\_\_\_

Work #: \_\_\_\_\_ Cellular #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Email: \_\_\_\_\_

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

\_\_\_\_\_

### BASIC TOURNAMENT PACKAGE PRICING

Includes: 18 hole tournament fee, shared golf cart, registration set-up, course marshalling, proximity markers set-up and recovery, hole signage set-up and recovery, score card and rules sheet placed on carts, meal and all applicable taxes.

### FOOD & BEVERAGE

Meals Required (**Please Indicate**)

Estimated # of extra meals required in addition to the total number of players: \_\_\_\_\_

(**Please Circle**)

**Beverage Carts:** Host or Cash

**Snack Hut:** Host or Cash

**Bar:** Host or Cash

Meal Selection: (**Please Choose One**)

\_\_\_\_\_ Slow Roasted Baron of Beef with demi glaze

\_\_\_\_\_ 8oz New York Steak with mushrooms & onions

\_\_\_\_\_ Prime Rib with au jus

Choice of: (**Please Choose One**)

\_\_\_\_\_ Seasonal mixed greens or \_\_\_\_\_ Caesar Salad

\_\_\_\_\_ Roasted Potatoes or \_\_\_\_\_ Baked Potatoes

Meal includes pasta salad and coleslaw salad, steamed vegetables, fresh baked dinner buns, assorted sweets, coffee and tea.

Lunch at the Turn: Add \$13.00 per person to the Tournament Package Price

(**Please indicate below if you would like this added to your package**)

\_\_\_\_\_ Lunch at the Snack Hut Hot Dog or Sandwich and one Domestic Beer

## TOURNAMENT APPLICATION

### TOURNAMENT INFORMATION

Tournament Date: \_\_\_\_\_ Estimated # of Golfers: \_\_\_\_\_  
Registration Starting Time: \_\_\_\_\_ Golf Starting Time: \_\_\_\_\_  
Starting Format: \_\_\_\_\_ Tee Times (every 7/8 Min.) \_\_\_\_\_ Shotgun Start (min. 100 players)

Additional Power Carts (Committee Carts) required: Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, approximately how many: \_\_\_\_\_

Registration Table and Chairs:  
Approximately how many: (tables) \_\_\_\_\_ (chairs) \_\_\_\_\_

Hole Sponsor Signage: Yes  No  If yes, approximately how many: \_\_\_\_\_  
Hole in One Vehicles: Yes  No  If yes, approximately how many: \_\_\_\_\_

Skill Hole Prizes/Proxies: Long Drive, Closest to the Pin, Long Putt, KP in 2 Shots, Ball in Water

Closest to the Pin	Men's # _____	Ladies # _____
Longest Drive	Men's # _____	Ladies # _____
Longest Putt	Men's # _____	Ladies # _____
KP in 2 Shots	Men's # _____	Ladies # _____
Ball in Water	Men's # _____	Ladies # _____
Hole in One Contest	Hole # _____	Min Yardage _____
	Hole # _____	Min Yardage _____
	Hole # _____	Min Yardage _____
	Hole # _____	Min Yardage _____

Rental Sets:  
Number of sets required: Right Hand \_\_\_\_\_ Left Hand \_\_\_\_\_  
Payment of Rental Sets: Host/Tournament \_\_\_\_\_ Individual \_\_\_\_\_

### DEPOSIT INFORMATION:

\$500.00 DEPOSIT REQUIRED AT TIME OF BOOKING

Preferred Method of Payment (**Please Fill In**)

\_\_\_\_\_ Cheque Enclosed OR \_\_\_\_\_ Credit Card

Credit Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_ SDM # 3 digit: \_\_\_\_\_

Signature of Cardholder: \_\_\_\_\_

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

**Deposit and Payment:**

- Confirmation of your event will occur when Sylvan Lake Golf and Country Club has received the \$500.00 deposit and a signed completed copy of the Tournament Contract. Such deposit will be applied to your final bill.
- Deposits are non-refundable and non-transferable in the event that you have to cancel your booked event.
- Final payment for all charges is due on the day of your event. The payment can be made by Cheque, Visa, MasterCard, American Express, Debit or Cash. If final payment is not received on event day, interest shall accrue on any unpaid balance at a rate of 2% per month.

**Guaranteed Number of Participants:**

- A guaranteed number of participants is required a minimum of eight (8) days in advance of your event. This will be the total number of golfers and meals that you will be billed for on your final invoice. If your group is larger than the numbers that you provided originally, your invoice will be adjusted accordingly to the accurate numbers. No refunds will be given for participants who do not show up on the day of your event.
- Your golfers list, cart assignment, skill prize holes and hole in one holes must be submitted to the Sylvan Lake Golf and Country Club at least four (4) days in advance of your event.
- Sylvan Lake Golf and Country Club reserves the right to alter starting times or format should the number of participants differ greatly from the original booking.

**Dress Code & Equipment:**

- All participants and volunteers must comply with the Sylvan Lake Club's dress code. Tailored pants or shorts and a collared shirt are suggested. Person's wearing swim wear, tank tops and short shorts will be denied access to the course and the facilities.
- Sylvan Lake Golf and Country Club is a Soft Spike Facility and has banned the use of all metal spikes.
- Every player must have their own set of golf clubs and bag. Rental clubs can be rented from the pro shop.

**Signage:**

- Sylvan Lake Golf and Country Club is not responsible for any misplaced or damage signage. Please have all signage dropped off the day before your event and picked up within forty eight (48) hours after your event. All signs and equipment not belonging to Sylvan Lake Golf and Country Club will be disposed of after seven business days following your event.

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

**Weather:**

- In the case of cold and/or inclement weather, tournament play must go ahead as scheduled unless the golf course is deemed unplayable by the Golf Course Manager. In the event of such an occurrence the tournament will be given, wherever possible alternative days to play.
- In the event that the course is deemed unplayable the banquet will be held as scheduled.

**Power Carts:**

- Power carts are required for all tournaments. Sylvan Lake Golf & Country Club will ensure that they have enough power carts for you based on the maximum number of players that you estimate on the contract at the time of booking. If weather makes the golf course unacceptable for carts and the tournament still takes place, the power cart fee within the tournament price will be refunded or credited towards the final invoice.
- Sylvan Lake Golf and Country Club has enough carts in their fleet to accommodate up to 120 participants. If your power cart requirements exceed this amount, additional carts will be rented from an outside supplier for an added fee of \$65 per cart plus GST at a minimum of 24 carts and based on the outside supplier's availability.
- The Tournament Host, we hereby (1) agree to hold harmless, indemnify and defend Sylvan Lake Golf and Country Club and its owners and agents from and against any and all injuries and damages of any kind whatsoever to any person or entity arising out of or in any way resulting from the negligence or reckless use or operation of a power cart; (2) agree to reimburse the Club for any such injury or damage done to any power cart; (3) agree not to allow any person not of legal driving status to operate a power cart.
- Course Marshals and Starter have sole authority on the golf course. Please obey all instructions and/or requests.

**Damages:**

- The Tournament Host is responsible for the actions of its Tournament participants and will indemnify and save harmless Sylvan Lake Golf and Country Club from all losses, damages and claims whatsoever which Sylvan Lake Golf and Country Club suffers or incurs as a result of any act, neglect or omission of the Tournament participants.
- Sylvan Lake Golf and Country Club shall not be responsible for any loss of injury suffered or incurred by any Tournament.
- Tournament participants are responsible for any damage caused to personal residence 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 Sylvan Lake Golf and Country 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 Sylvan Lake Golf and Country Club.

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## **Food & Beverage:**

- Sylvan Lake Golf and Country Club requires that each tournament utilize the Club's food and beverage services. The Tournament must confirm to the Club not less than eight (8) days prior to the event all menu selections and number of people requiring food service. Minimum charges will be based on the number of meals confirmed or the actual number served, whichever is greater.
- A function room will be reserved for your tournament meal. Sylvan Lake Golf and Country Club reserves the right to provide an alternate function room best suited for the tournament should the actual number of persons differ from the original booking. We have three venues to host your tournament function which is the Duffers Den holding a maximum of 100 people, the Tournament House holding a maximum of 200 people and the Eagles Nest holding a maximum of 60 people.
- Food and beverage prices are subject to change without notice.
- All food and beverage items must be purchased from the Sylvan Lake Golf and Country Club. Sylvan Lake Golf and Country Club prohibits the removal of food and beverage items following your tournament.
- It is the policy of Sylvan Lake Golf and Country Club 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. Alcoholic beverages may be purchased from the Snack Hut, Beverage Cart and Lounge. 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.
- All food and beverage services are subject to 15% Gratuity and 5% GST. Gratuities are subject to GST. As per the Canada Revenue Agency Regulations all service charges or gratuities added to the bill that are not at the discretion of the customer are subject to GST.
- The Sylvan Lake Golf & Country Club can supply linen napkins and tablecloths for your function at an additional fee of \$3.00 per person plus 5% GST. All linens and colours must be pre order one month prior the event date. Buffet tables will have linen at no charge unless a specific color is needed. The standard color is ivory linen for buffet tables.

The Tournament Host agrees with Sylvan Lake Golf and Country Club, to comply with and be bound by the following conditions, policies and procedures

**Food & Beverage Hole Sponsors:**

- **All Food and Beverage Sponsors must be approved by the Sylvan Lake Golf & Country Club in advance of the tournament.**
- Sylvan Lake Golf and Country Club will be the sole supplier of all Alcohol Beverages.
- Special permission may be requested for BBQ's, non-alcoholic beverage handouts; however a fee may apply to the booked tournament to offset the loss of potential revenue. Sylvan Lake Golf & Country reserves the right to inspect all products.
- Alcohol Sponsors must preorder their product through the Sylvan Lake Golf & Country Club a minimum of (2) two weeks prior to the tournament date. All orders must be paid for on the date of the order and will be subject to a 15% gratuity and 5% GST. With accordance with the Alberta Gaming and Liquor Commission, Sylvan Lake Golf & Country Club staff must dispense all alcohol.
- Alcohol Sponsor Hole, a labor cost of \$15.00 per hour (average of 6 hours) will be billed to the tournament alcohol sponsor and paid on the date of the product order. Registered representatives from the liquor supplier may be present on the golf course to describe the merits of the liquor products to customers.
- It is the responsibility of the Food Hole Sponsor to provide or arrange ice, plastic plates, etc. which will be required by their food holes. Sylvan Lake Golf & Country Club will only supply these certain items if the food product is purchased from club.
- Sylvan Lake Golf & Country Club will supply and set up tables, chairs and garbage cans on the sponsor holes. It is the sponsor's responsibility to keep their on-course location clean. Each sponsored food or beverage hole is subject to a \$150 cleanup fee if the area is left untidy and will be billed directly to the booked tournament.
- Sylvan Lake staff will guide your sponsor to their designated location. One vehicle may be brought out to a limited number of locations on the course. Please discuss your requirements (2) two weeks prior the tournament date.

Tournament Coordinator, please sign below to indicate your acceptance of the terms and policies included in this contract. To process your tournament application, please return the Tournament Contract pages 1 thru 6 and deposit.

EVENT NAME: _____ DATE: _____
TOURNAMENT COORDINATOR: _____ (Print Name)
TOURNAMENT COORDINATOR: _____ (Signature)