

2017 Tournament Guide



TS&M Woodlawn Golf Club

Box 203

HWY 47 South

Estevan, Saskatchewan

S4A 2A3

Tel: (306) 634-2017 Golf Shop

Tel: (306) 634-2020 Food & Beverage

Tel: (306) 634-2138 Office

www.estevangolf.com

Contact:

General Manager	Travis Merritt	(306) 421-7723
Head Professional	Amanda Minchin	(306) 634-2017
Food & Beverage Manager	Tracey Tuchscherer	(306) 634-2020

Package Definitions

Power Carts - Every tournament package has the option to add on this service.

- 18 Holes Per Person **\$20.00**
- 9 Holes Per Person **\$12.50**

Rentals - Premium Rentals are available and must be pre-ordered through the Golf Shop. Rentals are subject to availability.

- 18 Holes Per Person **\$45.00**
- 9 Holes Per Person **\$27.00**

Professional Clinics - Our Golf Shop Staff would be pleased to provide additional information for unique ways to incorporate this option into your event package.

- \$100/hour per instructor

Banquet Dinner - The finest reward after a satisfying day on the golf course. Selections have been included but our restaurant is happy to assist you on a custom menu if you require.

Hosting - Many tournaments require beverage hosting services above and beyond what might be included in our packages. In this case, please advise our Food & Beverage Manager so appropriate arrangements can be made.

Booking Procedures & Rules

Deposits - An initial deposit of \$500.00 is required upon booking your event payable by Visa, MasterCard or Cheque. The TS&M Woodlawn Management must also have a credit card number on file; your booking is not secure unless this occurs.

Gratuities and Taxes – Will be added to the Package price.

Beverage Service – TS&M Woodlawn provides ample and easily accessible beverage service in our restaurant area and on-course beverage carts. All beverages brought on-site by a tournament or its players will be confiscated immediately. All of our sales will be in coordination with the SLGA Laws.

Pace of Play - An 18-hole round of golf at the TS&M Woodlawn Golf Club takes 4.5 hours and all tournament players are asked to respect that pace of play for the enjoyment of all guests. This may be monitored by our Course Marshall.

Final Numbers - Each tournament MUST submit final golfer numbers to our Head Golf Professional one week before the event. Final numbers for food & beverage purposes are required seven (7) business days before your event. TS&M Woodlawn reserves the right to charge for guests not accounted for or no-shows.

Cancellation Policy - Only tournaments cancelled up to two weeks prior to the event date will be reimbursed the deposit. Cancellations received after that time will not have the deposit returned.

2017 Tournament Packages

Prices are tailored to specific menu excluding add-ons, desserts are not included. Please see Tournament Menu for further details.

Platinum Package

The ultimate golf tournament experience in South East Saskatchewan! Your package includes:

- 18 Hole Green Fees
- Range privileges
- \$10.00 Tournament Gift
- Grab and Go Breakfast (Breakfast bun with ham, cheese & egg, choice of coffee or juice)
- Deluxe Steak BBQ (6 oz. sirloin marinated steak, Choice Potato (Baked, Roasted, Scalloped, Mashed), Choice of Salad (Pasta, Caesar, Tossed Garden), Fresh Rolls or Garlic Toast
- Extra Steak Meal \$23.95

\$93.95 per player

Gold Package

- 18 Hole Green Fees
- Range privileges
- \$10.00 Tournament Gift
- Deluxe Steak BBQ (6 oz. sirloin marinated steak, Choice Potato (Baked, Roasted, Scalloped, Mashed), Choice of Salad (Pasta, Caesar, Tossed Garden), Fresh Rolls or Garlic Toast
- Extra Steak Meal \$23.95

\$84.95 per player

Silver Package

- 18 Hole Green Fees
- Range privileges
- \$10.00 Tournament Gift
- BBQ Hamburger Bar (Homemade Burger, French Fries, Choice of Salad (Pasta, Caesar, Tossed Garden)
- Extra Burger Meal \$9.95

\$72.95 per player

**** Prices Do Not Include Taxes or Gratuity on the Meal(s)**

Bronze Package (Friday thru Sunday & Stat Holidays)

- 9 Hole Green Fees
- Range privileges
- \$10.00 Tournament Gift
- Deluxe Steak BBQ (6 oz. sirloin marinated steak, Choice Potato (Baked, Roasted, Scalloped, Mashed), Choice of Salad (Pasta, Caesar, Tossed Garden), Fresh Rolls or Garlic Toast
- Extra Steak Meal \$23.95

\$65.95 per player

Nine and Dine Package Deluxe (Monday thru Thursday)

- 9 Hole Green Fees
- Range privileges
- Deluxe Steak BBQ (6 oz. sirloin marinated steak, Choice Potato (Baked, Roasted, Scalloped, Mashed), Choice of Salad (Pasta, Caesar, Tossed Garden), Fresh Rolls or Garlic Toast
- Extra Steak Meal \$23.95

\$53.95 per player

Nine and Dine Package Basic (Monday thru Thursday)

- 9 Hole Green Fees
- Range privileges
- BBQ Hamburger Bar (Homemade Burger, French Fries, Choice of Salad (Pasta, Caesar, Tossed Garden)
- Extra Burger Meal \$9.95

\$45.95 per player

Quick Nine Package

- 9 Hole Green Fee
- Assorted Sandwiches (Egg Salad, Turkey, Roast Beef, Ham)

\$39.95 per player

**** Prices Do Not Include Taxes or Gratuity on the Meal(s)**

Tournament Checklist

1. Type of Players:

- Beginners Mostly 25+ handicaps Better than average

2. What type of scoring do you require?

- Scramble Best Ball Callaway

3. Tees you would like to play?

- Red (beginner) White (20+handicaps)
 Blue (above average) Gold (Professional, under 3 handicaps)

4. Are handicaps required?

- yes no

5. Do you require hole contests?

- yes no

6. Do you require hole-in-one insurance?

- yes no

If yes would you like us to quote you a price?

- yes no

7. Do you require sponsor signage?

- yes no

8. Do you require any hosting service?

- Beverage carts lounge/banquet bar beverage & snack shack

9. Do you require any other on course contest?

- Beat the Pro Putting contest other: _____

10. How would you like your Golf Shop credit spent:

- hole prizes Golf Shop Voucher first tee giveaway prize winners

Organizer's Remind List

1. Coordinate registration process through a specific person in business or charity; ensure that there is a deadline for entries into your event so that meals, groupings and proper tee time arrangements can be made with TS&M Woodlawn Golf Club
2. If you have Hole in One Prizes, ensure that you have adequate staff to be a witness for the Prize that day (legal age of 19)
3. Provide TS&M Woodlawn Food & Beverage Manager with meal selections, as well as numbers and extra meals no later than 10 days prior to the event. Date to confirm ____/____/____
4. Provide TS&M Woodlawn Head Professional with the groupings so that power carts can be arranged in proper order for the day of the event no later than 2 days prior to event. Date to confirm ____/____/____
5. Have a draw done and available the morning of the tournament so that Golf Staff can help assist the organizers during the registration process
6. Provide your players with a registration time in the information you provide to them about your day. This is very important to ensuring that the tournament proceeds at the proper time.
7. If carts are needed for organizers, please provide that information so that they can make the necessary arrangements to ensure those carts are available.
8. If your tournament is planning on having beverage holes, that information must be received no later than 14 days prior to the tournament. Date to confirm ____/____/____
9. If there is signage that needs to be put on the Golf Course by TS&M Woodlawn, we must have the signage 2 days prior to the tournament. Date to be dropped off ____/____/____
10. If you have placed your own signage on the golf course, it must be removed from the golf course at the end of your tournament round.

2017 Tournament Menu

Packages

Deluxe Steak BBQ (6 oz. sirloin marinated steak, Choice Potato (Baked, Roasted, Scalloped, Mashed), Choice of Salad (Pasta, Caesar, Tossed Garden), Fresh Rolls or Garlic Toast

- Extra Steak Meal \$23.95

BBQ Hamburger Bar (Homemade Burger, French Fries, Choice of Salad (Pasta, Caesar, Tossed Garden)

- Extra Burger Meal \$9.95

Grab and Go Breakfast (Breakfast bun with ham, cheese & egg, choice of coffee or juice)

Assorted Sandwiches (Egg Salad, Turkey, Roast Beef, Ham)

Other Tournament Menu Options

Quick Grabs Before, During or after Your Round

Sandwich (ham & cheddar, turkey, egg salad, roast beef)	\$5.27
Hot Dog & Domestic Beer	\$7.92

Appetizers - Options are available upon request

Desserts

We can add dessert for \$3.50-\$5.00/person depending on choice from the following:

Homemade Tart and Ice Cream	Cheesecake	Chocolate Brownies	Assorted tray of desserts
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**** Prices Do Not Include Taxes or Gratuity****

2017 Tournament Bar and Liquor Hole Options

Banquet Bar Service

We are pleased to offer the following Bar Service Options for your event. Whether you choose one or a combination of service options for your functions, our prices are competitive and designed to meet your budget.

Option 1 – Host Bar

The convener pays for all drinks and a 15% gratuity is added to final invoice.

Option 2 – Drink Tickets

The convener may purchase drink tickets for dispersal to guests and a 15% gratuity is added to final invoice.

Option 3 – Cash Bar

Guests pay for their own drinks and gratuities are at the guest's discretion.

On Course Hospitality Service

- Please contact Food & Beverage Manager directly to make arrangements for on course refreshments.
- All users will abide by TS&M Woodlawn Golf Club's On Course Hospitality Policy
- Reminder: Due to licensing requirements and quality control issues, all beverages to be served on the premises must be supplied by the TS&M Woodlawn Golf Club.



2017 TS&M Woodlawn Golf Club Tournament Agreement & Policies

Contracts, deposits, payments and cancellations

- To confirm your event date; TS&M Woodlawn requires the signed contract and a \$500 deposit. No exceptions.
- A valid credit card number is required at time of booking to be listed in the tournament file.
- All deposits are non-refundable and non-transferable.
- All cancellations are required in writing **two (2) weeks** prior to the events scheduled date.
- Should you cancel within **two (2) weeks** prior to your event date, the remaining balance of the green fees (including cart rental), food and beverage will be charged to your credit card on file.
- Any balances not received by due date will be processed on the credit card on file. This includes the final balance following the tournament.
- TS&M Woodlawn is not responsible for collecting funds from event sponsors.
- TS&M Woodlawn is not responsible, nor has the capacity to store any items prior to or following your event.
- The room designated for your post-tournament banquet will be available a minimum of **two (2) hours** prior to your assigned tee time. The restaurant will make every attempt possible to have the room available earlier however will not be responsible for lost or stolen articles.
- TS&M Woodlawn will allow you to park a storage unit for **twenty-four (24) hours** prior to and **twenty-four (24) hours** following your event. The storage unit must be pre-approved by TS&M Woodlawn
- TS&M Woodlawn is not responsible for any lost, stolen or damaged items prior to, during or after the course of your event.

Food and Beverage

- TS&M Woodlawn will have first right of refusal to host the post-tournament banquet in the restaurant. The minimum number of guaranteed guests for the banquet will be equal to the minimum number of players. Minimum numbers cannot be decreased but may be increased up to **five (5)** business days in advance of the event.
- **Due to licensing requirements and quality control issues, all beverages to be served on the premises must be supplied by the TS&M Woodlawn Golf Club.**
- Unauthorized beverages are not allowed and strictly enforced.
- Any group wishing to have a sponsored "Beer/Liquor Hole" (**maximum of 5 holes**) **MUST** purchase their liquor requirements from the restaurant. The fee must be paid prior to the tournament. All arrangements must be made at least **fourteen (14) days** prior to the tournament through the event director.
- The function room will be available for all groups until **one (1) hour** after last call. Last call will be made upon the Food & Beverage Supervisors discretion.
- Selling or serving liquor by the manufacture or registered representative is prohibited.
- Liquor for sampling must be purchased from the restaurant.
- TS&M Woodlawn has the first right of refusal for any group wishing to have a "sponsored" food hole. Any additional services required are subject to a service charge and all information must be provided to the TS&M Woodlawn General Manager **two (2) weeks** in advance.
- The consumer responsible for the sponsored hole must provide a credit card for payment prior to the event. Otherwise all charged will be processed on the tournament account.

Guarantees

- We request a tentative number of participants at time of contract.
- A guaranteed number of golfers must be received by the General Manager **one (1) week** prior to the event. Guarantees are not subject to reduction.
- A confirmed menu and all other requirements will be required **ten (10) days** prior to your tournament.
- A guaranteed number of meals must be received **five (5) business days** prior to the event. Meal numbers cannot be less than the number of golfers. Guarantees are not subject to a reduction.
- All hosted food and beverage services are subject to a 15% service charge and 5% GST and are not included in menu pricing.
- All prices are subject to change based on market conditions.

Golf Course

- Player listings are to be received by the Head Golf Professional **two (2) business days** prior to your tournament.
- Please forward your complete foursome list in an Excel format (first and last name separate columns) **two (2) days** prior to your event. The accuracy of this list is critical to the success of your event and allows TS&M Woodlawn to provide the best possible service to your guest.
- Each player must have a set of golf clubs. Rental clubs are available and numbers should be provided to the General Manager along with your player listing.
- All on-course signage must be dropped off to the Pro-Shop at least **two (2) days** prior to the event. Signage must clearly indicate the tournament name, date and the on-course location of the individual sign.
- TS&M Woodlawn is not responsible for lost or damaged signage.
- TS&M Woodlawn is a soft spike facility.
- Dress restrictions are in effect and must be adhered to. TS&M Woodlawn reserves the right to allow special costume events however they must be approved prior to the event.
- Range balls, practice green and short game areas are available for use by all tournament players.
- If a power cart used in the tournament has been damaged by a participant, the tournament will assume responsibility for the repair of the cart.
- Speed of play is of vital importance and will be monitored.
- It is recommended that all hole sponsors contact the Head Golf Professional directly, a minimum of **five (5) days** in advance to finalize hole selection and material placement.
- It is recommended that the hole-sponsor must arrive no later than **one (1) hour** prior to shot-gun start time to install and prepare.
- The prize allocation fund (gift certificates) details must be received by the Head Golf Professional no later than **two (2) business days** prior to the event.
- TS&M Woodlawn is not responsible for any loss or injury to guests and family while in, on, or about the premises of the club (including the course, restaurant, and parking facility). The signing of the tournament contract hereby waives any and all claims and rights of the damages against TS&M Woodlawn.

Tournament Agreement

Tournament Name: _____

Tournament Date: _____

Tee Time: _____

Number of Players: _____ Golf #'s - Date Confirmed By (2 days prior) ___/___/___

Package/Meal Selection: _____

Extra Meals: # _____ @\$ _____ Time of Dinner: _____

Tournament Contact: _____

Meal #'s - Date Confirmed By (5 days prior) ___/___/___

Email: _____

Phone: _____ Fax: _____

Billing Address: _____

Tournament Package Selection (includes taxes & gratuity):

- Platinum Package # _____ @ \$104.80/per player add on: _____
- Gold Package # _____ @ \$93.73/per player add on: _____
- Silver Package # _____ @ \$78.27/per player add on: _____
- Bronze Package # _____ @ \$73.78/per player add on: _____
- Nine & Dine Package Deluxe # _____ @ \$61.58/per player add on: _____
- Nine and Dine Package Basic # _____ @ \$50.85/per player add on: _____
- Quick Nine # _____ @ \$43.31/per player add on: _____

Your signature below constitutes that you understand and will abide by the terms and conditions as outlined in this package and the attached TS&M Woodlawn Tournament agreement & policies document. Your reservation will only be held on a tentative basis pending the receipt of the \$500.00 initial deposit. Upon receipt of the deposit, your reservation will be fully protected and blocked for your group. ALL PRICES IN PACKAGES AND MENUS LISTED DO NOT INCLUDE GST & GRATUITIES. Cancellations must be received a minimum of 2 weeks prior to the tournament date to receive a full refund. The tournament will begin at the scheduled time unless the course is closed or deemed unplayable by the Course Superintendent. A delay will be the first option. An alternate date will be the second option. A refund will be issued if options one or two are not feasible. Please note: Cold weather and wind are not acceptable reasons to cancel a tournament.

Initial Deposit Payment:

CC#: _____

Type: _____

Exp: _____

Signature: _____ Date: _____

TS&M Woodlawn Representative: _____



Golf Shop: (306) 634-2017
headpro@estevangolf.com
Fax: (306) 634-2816

Administration: (306) 634-2138
gm@estevangolf.com
office@estevangolf.com

Food & Beverage: (306) 634-2020
foodbev@estevangolf.com
(306) 634-7890
super@estevangolf.com

Maintenance: P.O Box 203
ESTEVAN, SK S4A 2A3
www.estevangolf.com

TS&M Woodlawn Golf Club - 2017 ON-COURSE HOSPITALITY POLICY

We at TS&M Woodlawn Golf Club wish to assist you in any way we can to help make your tournament a success and are appreciative of your support. If there is anything we may do to help, please feel free to let us know.

Sponsors are advised of and agree to the following regulations:

- All Saskatchewan Liquor and Gaming regulations will be followed by all parties.**
- All alcohol consumed on the golf course is under TS&M WOODLAWN GOLF CLUB liquor license therefore all alcohol must be purchased through the TS&M Woodlawn Golf Club.
- All Hole Sponsors and participants must be at least 19 years of age.
- Charge Accounts must be established with the TS&M Woodlawn Golf Club in accordance with our practices prior to ordering.
- TS&M Woodlawn Golf Club will have the final say on who is allowed to host a Sponsor Hole. (Only those in good standing with TS&M Woodlawn Golf Club)
- A minimum of **Two (2) Weeks** notification to the TS&M Woodlawn Golf Club Clubhouse is needed to order product for the Sponsor Holes.
- Any alcohol not purchased from the Clubhouse will be confiscated (until your departure) and will result in loss of future Hole Sponsor privileges.
- Containers for dispensing product are the responsibility of the Hole Sponsor.
- Ice is the responsibility of the Hole Sponsor unless purchased at time of product order.
- Cleanliness of the area, collection of garbage and empty containers is the responsibility of the Hole Sponsor. Refuse containers will be supplied by TS&M Woodlawn Golf Club.
- Any damage to site will result in loss of future Hole Sponsor privileges and the cost of repair or replacement including labor.
- Unopened product may be returned for credit providing it is in original case and resalable condition.
- Golf Course personnel will escort vehicles to all beer holes. Call Amanda Minchin @ 421-8817. We feel that this practice will eliminate any confusion and prevent and minimize any chance of damage to the golf course
- When additional product is needed during your sponsored event, notify the Clubhouse and we will deliver to your location.
- If food is being served by Hole Sponsor, Public Health Regulations must be adhered to. TS&M Woodlawn Golf Club is not responsible for foods served by Hole Sponsors.**
- All accounts will be paid within 30 days of your event.

Please email completed form to: foodbev@estevangolf.com

Stop in or call the Clubhouse @ 306-634-2020 or 306-421-9120 and talk to Food & Beverage Manager Tracey Tuchscherer with any inquiries

Date Order Received: _____ Company Name: _____

BUZ Mbr # _____ Hole #: _____ Day: _____

Billing Address: Street: _____ City: _____ Province: _____

Postal Code: _____ Email: _____

Credit Card: _____ Exp (mm/yy) _____ CSV _____

Phone Number: _____ Cell: _____

Signature: _____ Print Name: _____