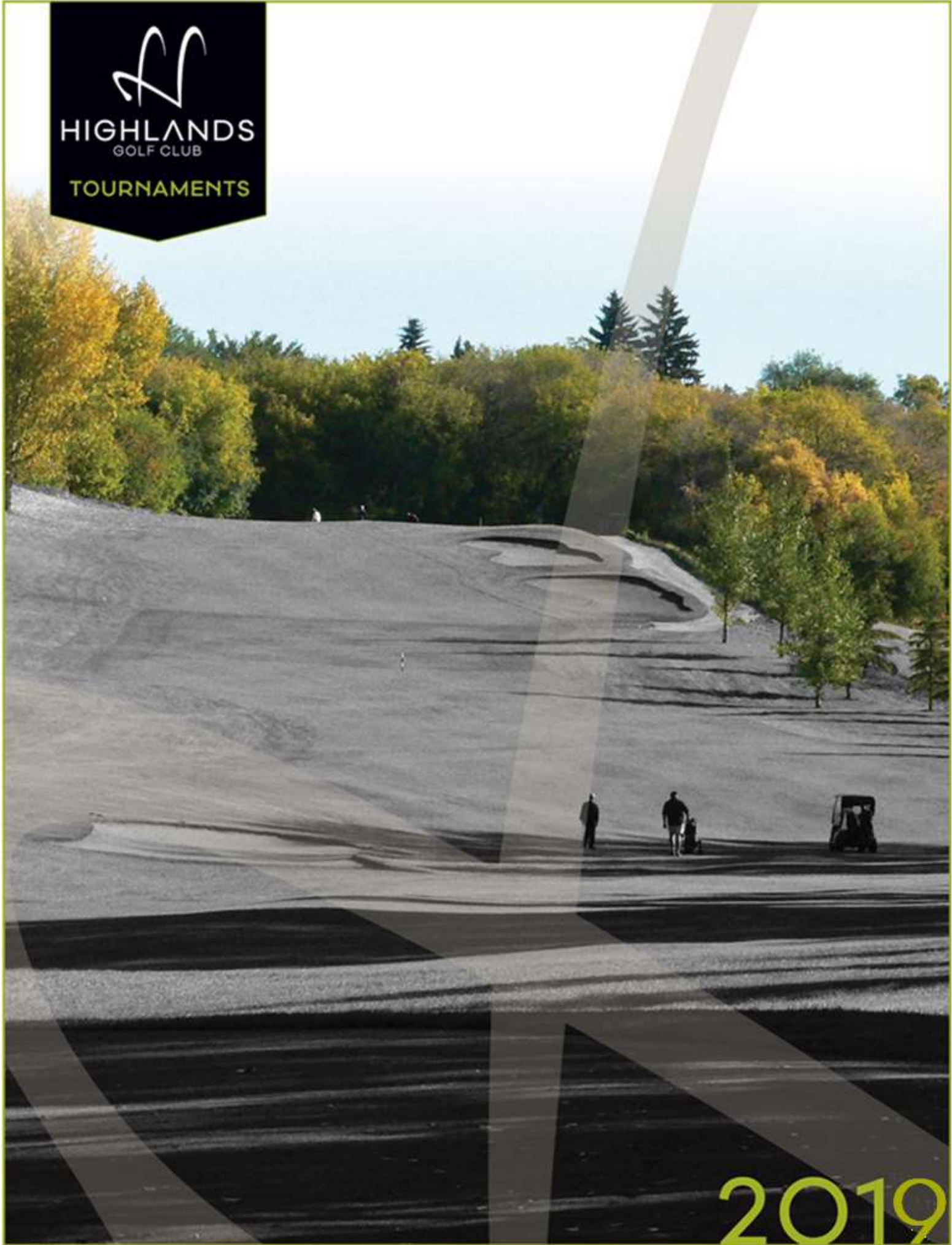




HIGHLANDS
GOLF CLUB

TOURNAMENTS



2019



TABLE OF CONTENTS

Welcome to the Highlands Golf Club.....3

Highlands Tournament Booking Policies At A Glance 4

Tournament Amenities at Highlands.....5

Power Carts.....5

Code of Conduct 6

Dress Code..... 6

Inclement Weather7

Tournament Pricing.....8

Breakfast Menu Morning Tournaments (Pre-Round)..... 9

Lunch Menu Afternoon Tournaments (Pre-Round)..... 9

Post-Round Buffet Menu 10

Highlands Scorecard..... 11

Tournament Add-Ons12

2019 Highlands Golf Club Tournament Terms and Conditions..... 13



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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 2019 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 the first tee to their final goodbye.

We appreciate the opportunity to assist you with your event in 2019 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

HIGHLANDS
GOLF CLUB

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HIGHLANDS TOURNAMENT BOOKING POLICIES

ATA GLANCE

- Highlands Golf Club allows 18 hole tournaments to be booked Monday-Thursday. 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 to secure a tournament date for a new event.



TOURNAMENT AMENITIES AT HIGHLANDS

Additional Items:

Add-ons such as BBQ's, tents, umbrellas, etc. can be requested but may be subject to additional charges and/or availability. These must be confirmed a minimum two weeks prior to the event.

- Bag drop along with preprinted bag tags at our upper parking lot.
- Placement of golf bags on staged power carts for the start of the tournament.
- Placement of event signage to the appropriate holes on the golf course.
- Collection of markers for hole competitions. (i.e. Long Drive, Closest to the Pin, etc.).
- Printed player or team scorecards.
- Tables, chairs and ice for sponsor holes as requested.
- On-course marshal.

Power Cart Prices:

Additional power carts must be requested at least two weeks prior to the event to ensure availability. Prices do not include GST and are subject to change.

**2 PASSENGER
VOLUNTEER
POWER CARTS
RENT FOR \$60**

**4 PASSENGER
VOLUNTEER
POWER CARTS
RENT FOR \$90**

- ## POWER CARTS
- Highlands has 52 electric Club Car power carts with GPS monitors and upgraded seats. Additional rental carts are brought in for full tournaments. Power carts are mandatory for all tournament play and are included in the tournament price.
 - Volunteer carts are available. It is the tournament's responsibility to secure necessary transportation for volunteers around the facility during the event. We recommend a team of volunteers to look after this.
 - 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 will be billed directly to the tournament.



CODE OF CONDUCT

PACE OF PLAY:

The maximum pace of play for tournaments is as follows:

SHOTGUNS

5 HOURS

TEE TIMES

4 HOURS &
30 MINUTES

- All shotgun tournaments are required to maintain a pace of play of five hours or less for 18 holes. No group will be permitted to go past the 1st tee after five hours and twenty minutes from the shotgun start time. Tee time tournaments are required to maintain a maximum pace of play of four and a half hours. Once four and a half hours is reached, the Highlands Golf Club retains the right to ask all tournament players to finish the hole they are currently on and leave the golf course.
- Cell phones must remain on "vibrate" or "silent" while on the course or in the clubhouse.
- Highlands is soft spike shoes only facility.

DRESS CODE

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

Guests and volunteers 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).

Tournament hosts are responsible for communicating dress code information to their participants and volunteers. The Highlands Golf Club staff will enforce the dress code at the Club. No exceptions.

INCLEMENT WEATHER

- All tournaments will start at the scheduled time unless the course is deemed unplayable by the Highlands Golf Club staff.
- The tournament will be delayed if possible and only rescheduled to an alternate date if necessary.
- Wind, rain, or 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.
- Full details are included in the tournament contract.





TOURNAMENT PRICING

Tournament prices DO NOT include GST or 18% gratuity on all F&B related items.

BASE SHOTGUN PACKAGE \$150.00/PLAYER

INCLUDES:

- Pre-Round Hot Breakfast OR Buffet Lunch (\$5 additional charge for lunch).
- Post-Round Buffet Menu

Other post-round entrée options are available for additional charges

NOTE: The \$10/player Pro Shop credit is to be used at the tournament organizer's discretion. Some recommended uses include:

- Pro Shop gift certificates
- Hole competition prizes
- Subsidy towards golfer giveaway gift

ALL TOURNAMENT PACKAGES ALSO INCLUDE:

- Green fee.
- Power cart.
- \$10/player Pro Shop credit.
- Bag drop along with preprinted bag tags at our upper parking lot.
- Placement of golf bags on staged power carts for the start of the tournament.
- Placement of event signage to the appropriate holes on the golf course.
- Collection of markers for hole competitions i.e. Long Drive, Closest to the Pin, etc.
- Printed player or team scorecards.
- Tables and chairs for sponsor holes as requested (along with ice as necessary).
- On-course marshal.



BREAKFAST MENU

MORNING SHOTGUN TOURNAMENTS (PRE-ROUND)

Included with all morning shotgun tournament packages.

All morning tournament packages include the following:

Freshly brewed coffee and tea	Assorted fruit juices
Assorted fresh baked pastries	Assorted fresh fruit
Home fried potatoes	Pancakes
Scrambled eggs (cheddar cheese, ham and red pepper)	Bacon and sausage

LUNCH MENU

AFTERNOON SHOTGUN TOURNAMENTS (PRE-ROUND)

Included with all afternoon shotgun tournament packages.

All afternoon tournament packages include the following:

Salads:

Baby Kale and Greens – cherry tomato, cucumber, feta, vinaigrette
 Highlands Caesar – croutons, parmigiana-reggiano, bacon, dressing
 Potato Salad – bacon, herbs, scallions, fresh lemon, maple-Dijon aioli
 Summer Grilled Vegetable – fresh market veggies, balsamic vinaigrette

Sandwich Buffet:

Roasted salmon salad – caper aioli, Kaiser bun
 Tandoori chicken – green chutney, croissants
 Roast beef – grainy mustard aioli, brioche bun
 Marinated vegetable – pesto, wrap

Freshly brewed coffee and tea

Assorted fruit juices

Assorted cookies and squares



All Food & Beverage prices are subject to 18% gratuity and 5% GST. Prices are per person and are subject to change.

POST-ROUND BUFFET MENU

PACKAGE INCLUDES:

Choice of Entrée
(note additional
charge for steak
options)
Four Salads
Starch
Sides
Desserts

SALADS

(all packages include the following salads)

Highlands Caesar – croutons, parmigiana-reggiano, bacon, garlic Caesar dressing.

Mediterranean Salad – fresh roma tomatoes, olives, cucumber and feta cheese.

Thai Noodle Salad – red and white cabbage slaw, crunchy wonton strips sesame dressing.

Three Bean Salad – mixed bean with zesty house made dressing.

ENTRÉE OPTIONS

BASE PACKAGE – 8 oz [Brandt Lake Wagyu](#) burger served with brioche buns, Canadian cheese, lettuce, tomato, pickles. Base package also includes roasted potato wedges, pickle tray, fresh fruit, assorted cookies and squares. **INCLUDED IN PACKAGE**

BBQ 8 OZ ALBERTA NEW YORK STEAK – Served with baked potato with sour cream, chives and bacon bits, buns and butter, steamed vegetables, pickle tray, and chef's choice dessert buffet. **\$13 UPCHARGE**

BBQ 10 OZ ALBERTA SIRLOIN STEAK – Served with baked potato with sour cream, chives and bacon bits, buns and butter, steamed vegetables, pickle tray, and chef's choice dessert buffet. **\$17 UPCHARGE**



All Food &
Beverage prices
are subject to
18% gratuity and
5% GST. Prices
are per person
and are subject
to change.



HIGHLANDS SCORECARD

HOLE	1	2	3	4	5	6	7	8	9	OUT	10	11	12	13	14	15	16	17	18	IN	TOTAL	HDCP	NET	
BLACK	430	505	144	288	380	395	235	530	361	3268	378	382	214	511	402	345	138	415	381	3166	6434			
WHITE	417	492	117	288	363	369	182	492	335	3125	349	356	197	491	390	323	132	408	365	3059	6184			
MEN'S PAR	4	5	3	4	4	4	3	5	4	36	4	4	3	5	4	4	3	4	4	4	35	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	73			
BLUE	371	438	96	226	346	317	250	436	311	2791	339	323	165	434	343	268	97	393	305	2667	5458			
WHITE	417	492	117	288	363	369	250	492	335	2915	349	356	197	491	390	323	132	408	365	2815	5730			
DATE:												ATTEST:											SCORER:	



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. Inquire for more information as well as package option pricing.

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 logo's, 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.

RAFFLE SHOOT

\$FREE*

There are various options to offer as added value 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 one month prior to your event.

**A minimum total bet amount is required or the tournament will be subject to a staffing fee being charged.*

GOLF CLUB RENTALS

\$50/SET

Includes a full 14 piece set and two sleeves of golf balls.

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



2019 HIGHLANDS GOLF CLUB TOURNAMENT TERMS AND CONDITIONS

A \$3,000 non-refundable deposit for new events is required to secure a tournament date for the 2019 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. The Club requires confirmation of the number of players/volunteers a minimum of 72 hours or three business days prior to the tournament.

The tournament organizer is responsible for the conduct of all participants. 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 and will be billed directly to the tournament account.

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. The event organizer may choose to cancel the event due to weather, but in such case, the event will remain responsible for the full cost associated with the booking.

All shotgun tournaments are required to maintain a pace of play of five hours or less for 18 holes. No group will be permitted to go past the 1st tee after five hours and twenty minutes from the shotgun start time. Tee time tournaments are required to maintain a maximum pace of play of four and a half hours. Once four and a half hours is reached, the Highlands Golf Club retains the right to ask all tournament players to finish the hole they are currently on and leave the golf course.

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 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 seven days prior to the tournament.

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 Food Safety regulations.

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.

5% GST and 18% gratuity will apply to all Food and Beverage purchases without exception.

Your signature below constitutes:

- 1) You agree to be charged for at least the minimum number of players specified below, even if you have fewer participants.
- 2) You acknowledge and accept responsibility for the conduct of all participants, including any damage to golf course and golf carts.
- 3) You acknowledge the maximum pace of play.
- 4) You acknowledge the payment terms of Net 30, 2% per month interest on all outstanding amounts.
- 5) You have read and accept the full "2019 Highlands Golf Club Tournament Terms and Conditions" as outlined above.

TOURNAMENT NAME: _____

TOURNAMENT DATE: _____

TOURNAMENT TIME: _____

MINIMUM # OF GUARANTEED PLAYERS: _____

ORGANIZER NAME: _____

ORGANIZER SIGNATURE: _____

DATE _____ MONTH: _____ DAY: _____ YEAR: _____