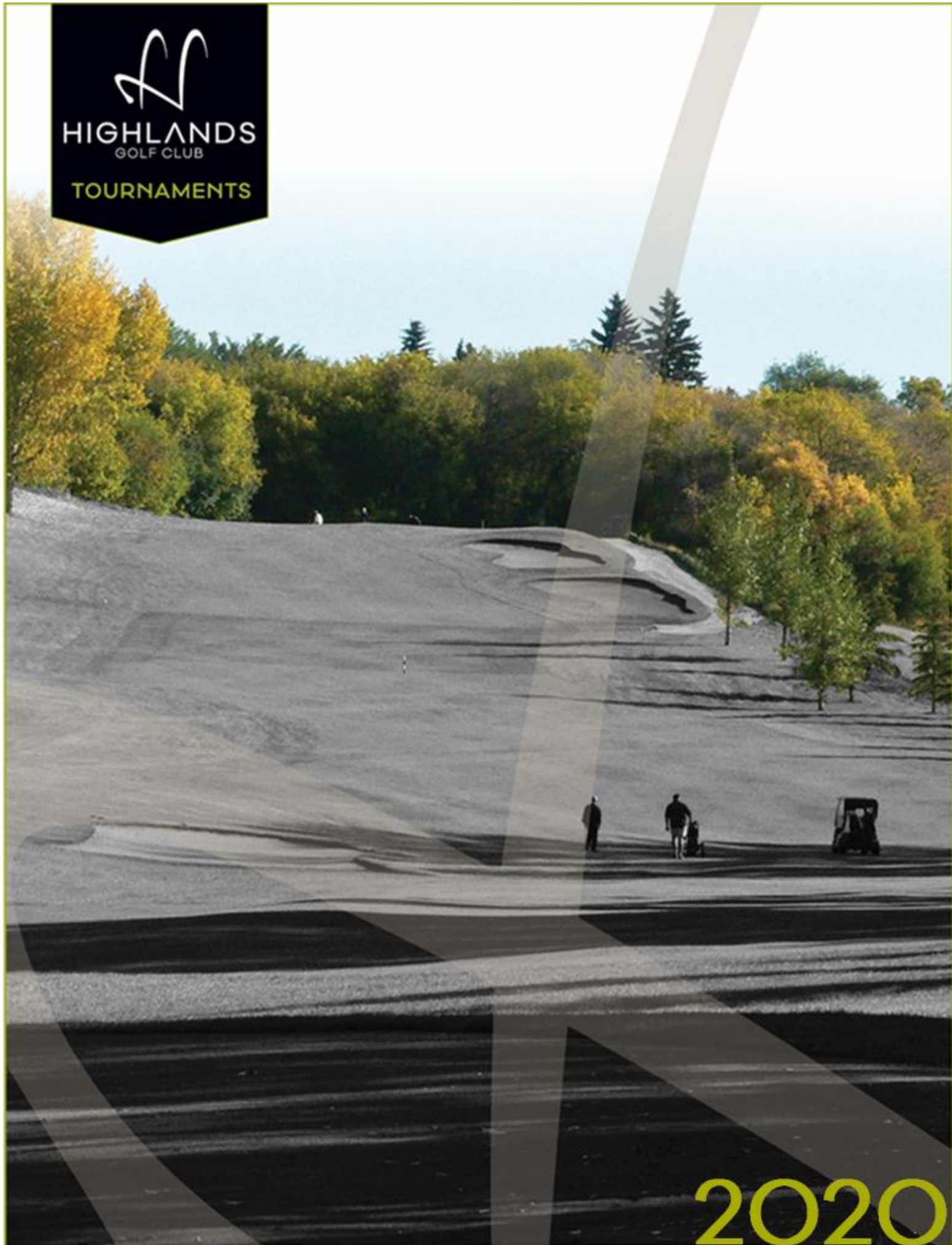




HIGHLANDS  
GOLF CLUB

TOURNAMENTS



2020



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# WELCOME TO THE HIGHLANDS GOLF CLUB!

## HIGHLANDS TOURNAMENT CONTACTS

### Landon Hargreaves

*General Manager*

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### Samantha Castor

*F&B Manager*

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### Jeremy Tanner

*Head Golf Professional*

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### Jamie Gansauge

*Golf Course*

*Superintendent*

### Vikram Redgaonkar

*Executive Chef*

Thank you for considering Highlands Golf Club as the host venue for your event! Please find our 2020 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 2020 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

## MEET OUR TEAM



### **LANDON HARGREAVES**

#### **GENERAL MANAGER**

Landon has close to 20 years' experience at Highlands. Landon has experienced first-hand all aspects of tournament organization, preparation and execution, and was involved in the 2010 Canadian Tour ATB Financial Classic.



### **SAMANTHA CASTOR**

#### **FOOD & BEVERAGE MANAGER**

Samantha has been with Highlands for over 25 years. Her goal is to make each event's experience the best it can possibly be. Relationships and loyalty are also top on her list.



### **JEREMY TANNER**

#### **HEAD GOLF PROFESSIONAL**

Over a decade of hands-on experience running major corporate and member events, many of which have been events with over 200 people. Jeremy was involved in the 2009 CN Canadian Women's Open.



### **JAMIE GANSAUGE**

#### **GOLF COUSE SUPERINTENDENT**

Jamie has worked at Highlands for almost 20 years and has been the Superintendent since 2011. Jamie and his team consistently provide some of the best playing conditions in the province.



### **VIKRAM REDGAONKAR**

#### **EXECUTIVE CHEF**

Red Seal Certified, Vikram enjoys working with many local farmers and suppliers, sourcing local produce and meat while utilizing a farm to table approach. In 2018 Vikram was recognized as one of the top 10 chefs in Edmonton by participating in Canada's Great Kitchen Party.





## HIGHLANDS TOURNAMENT BOOKING POLICIES

### AT A 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 pre-printed 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 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**

- 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 1<sup>st</sup> tee after five hours 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 proceed to the Clubhouse.
- 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, shorts, yoga pants, leggings or tights. Collared or sleeved (including racerbacks) golf shirts or tailored blouses.

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

## TOURNAMENT PRICING

**BASE SHOTGUN PACKAGE (AM) \$152.00/PLAYER**  
**BASE SHOTGUN PACKAGE (PM) \$157.00/PLAYER**

**INCLUDES:**

- Pre-Round Hot Breakfast OR Pre-Round Buffet 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.



Included with all morning shotgun tournament packages.

\*Grab and go breakfast options are also available.

## BREAKFAST MENU

### MORNING SHOTGUN TOURNAMENTS (PRE-ROUND)

*All morning tournament packages include the following:*

|  |                      |
|--|----------------------|
| Freshly brewed coffee and tea station                  | Juice                |
| Assorted fresh baked pastries                          | Assorted fresh fruit |
| Rosemary roasted potatoes                              | Pancakes             |
| Scrambled eggs<br>(cheddar cheese, ham and red pepper) | Bacon and sausage    |

Included with all afternoon shotgun tournament packages.

\*Grab and go lunch options are also available.

## LUNCH MENU

### AFTERNOON SHOTGUN TOURNAMENTS (PRE-ROUND)

*All afternoon tournament packages include the following:*

#### Salads:

Mixed Greens – sunflower seeds, tomato, cranberry, ricotta, vinaigrette.  
Highlands' Caesar – romaine, croutons, parmigiana-reggiano, dressing.  
Potato Salad – bacon, herbs, scallions, fresh lemon, maple-Dijon aioli.

#### Sandwich Buffet:

Variety of sandwiches including smoked turkey, chicken salad, roast beef, grilled vegetables, and a variety of cured meats.

#### Soup: Chef's daily soup kettle

Vegetable crudité's

Pickle tray

Assorted cookies and squares

Juice, freshly brewed coffee and tea station



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  
charges apply for  
entrée upgrades)  
Four Salads  
Starch  
Sides  
Desserts

### OPTIONAL ADD-ONS:

Poached  
lobster tail:  
\$15/person  
  
5 skewered  
garlic shrimp:  
\$6/person

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

### SALADS *(all packages include the following salads)*

Mixed Greens – sunflower seeds, tomato, cranberry, ricotta, vinaigrette

Highlands' Caesar – romaine, croutons, parmigiana-reggiano, garlic Caesar dressing.

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

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

### ENTRÉE OPTIONS

#### BASE PACKAGE – INCLUDED IN PACKAGE

8 oz sirloin beef burger served with house-made buns, Canadian cheese, lettuce, tomato, and onions. Base package also includes roasted potato wedges, pickle tray, fresh fruit, assorted cookies and squares.

#### BBQ CHICKEN AND RIBS – \$5 UPCHARGE

5 oz spice rubbed butterflied chicken breast and 4-bone pork ribs glazed with our signature BBQ sauce. Served with baked potato with sour cream, chives and bacon bits, garlic toast, steamed vegetables, pickle tray, and house-made dessert buffet.

#### BBQ 8 OZ ALBERTA NEW YORK STEAK – \$13 UPCHARGE

Served with baked potato with sour cream, chives and bacon bits, garlic toast, steamed vegetables, pickle tray, and house-made dessert buffet.

#### BBQ 10 OZ ALBERTA SIRLOIN STEAK – \$17 UPCHARGE

Served with baked potato with sour cream, chives and bacon bits, garlic toast, steamed vegetables, pickle tray, and house-made dessert buffet.





# 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        | 378   | 382   | 214   | (511) | 402   | (345) | (138) | 423   | 381   | 3174<br>(3059) | I N T I A L | (430) | (505) | (144) | (288) | (380) | 395   | 235   | 530   | 361   | 3268   | 6442   |      |     |
| WHITE        | (349) | (356) | (197) | 491   | (390) | 323   | 132   | (408) | (365) | 3011           |             | 417   | 492   | 117   | 288   | 363   | (369) | (182) | (492) | (335) | (3125) | (6184) |      |     |
| MEN'S PAR    | 4     | 4     | 3     | 5     | 4     | 4     | 3     | 4     | 4     | 35             |             | 4     | 5     | 3     | 4     | 4     | 4     | 3     | 5     | 4     | 36     | 71     |      |     |
| MEN'S HDCP   | 12    | 6     | 16    | 2     | 10    | 14    | 18    | 4     | 8     |                |             | 1     | 5     | 17    | 11    | 9     | 7     | 15    | 3     | 13    |        |        |      |     |
|              |       |       |       |       |       |       |       |       |       |                |             |       |       |       |       |       |       |       |       |       |        |        |      |     |
|              |       |       |       |       |       |       |       |       |       |                |             |       |       |       |       |       |       |       |       |       |        |        |      |     |
|              |       |       |       |       |       |       |       |       |       |                |             |       |       |       |       |       |       |       |       |       |        |        |      |     |
|              |       |       |       |       |       |       |       |       |       |                |             |       |       |       |       |       |       |       |       |       |        |        |      |     |
|              |       |       |       |       |       |       |       |       |       |                |             |       |       |       |       |       |       |       |       |       |        |        |      |     |
|              |       |       |       |       |       |       |       |       |       |                |             |       |       |       |       |       |       |       |       |       |        |        |      |     |
|              |       |       |       |       |       |       |       |       |       |                |             |       |       |       |       |       |       |       |       |       |        |        |      |     |
|              |       |       |       |       |       |       |       |       |       |                |             |       |       |       |       |       |       |       |       |       |        |        |      |     |
|              |       |       |       |       |       |       |       |       |       |                |             |       |       |       |       |       |       |       |       |       |        |        |      |     |
|              |       |       |       |       |       |       |       |       |       |                |             |       |       |       |       |       |       |       |       |       |        |        |      |     |
| WOMEN'S HDCP | 8     | 14    | 16    | 2     | 6     | 12    | 18    | 4     | 10    |                | I N T I A L | 5     | 1     | 17    | 13    | 11    | 7     | 15    | 3     | 9     |        |        |      |     |
| WOMEN'S PAR  | 4     | 4     | 3     | 5     | 4     | 4     | 3     | 5     | 4     | 36             |             | 4     | 5     | 3     | 4     | 4     | 4     | 4     | 5     | 4     | 37     | 73     |      |     |
| BLUE         | 339   | 323   | (165) | (434) | (343) | 268   | 97    | 393   | (305) | 2667<br>(2815) |             | (371) | (438) | 96    | 226   | 346   | (317) | (250) | (436) | 311   | 2791   | 5458   |      |     |
| WHITE        | (349) | (356) | 197   | 491   | 390   | (323) | (132) | (408) | 365   | 3011           |             | 417   | 492   | (117) | (288) | (363) | 369   | 250   | 492   | (335) | (2915) | (5730) |      |     |

ATTEST:  
 DATE:  
 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 handed, one men's left handed and one ladies right handed sets are available. Please ensure 14 days notice is given to allow us time to make the necessary arrangements.*



# 2020 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 2020 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 1<sup>st</sup> tee after five hours 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 proceed to the Clubhouse.





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 18%. 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.

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

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 "2020 Highlands Golf Club Tournament Terms and Conditions" as outlined above.

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

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

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

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

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

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

CONFIRMATION DATE: \_\_\_\_\_