

## Vancouver Board of Parks and Recreation GOLF TOURNAMENT CONTRACT (2012)

Group or Company Name:		
Contact Person:		Phone :
E-mail:		Fax:
Tournament Date:	Tournament Location:	
1 <sup>st</sup> Tee-Off Time:	Number of Players:	
Number of Reserved Power Carts:		
Number of Club Rentals:	Left-Handed:	Right-Handed:
Course Markers	Longest Drive (Mens):	KP (Mens):
	Longest Drive (Ladies):	KP (Ladies):
Proshop Merchandise Credit - Individual Vouchers:		Combined:
Calloway Scoring Package @ \$2.00/player:      Yes <input type="checkbox"/> No <input type="checkbox"/>		
Package Choice:	Menu Option:	
Extra Diners:	Dine At:	am/pm
Special Room Set-Up:		
Liquor-Pre-Paid:	Bottles white wine:	Bottles red wine:
Mic/PA system:    Yes <input type="checkbox"/> No <input type="checkbox"/>	9 <sup>th</sup> Hole Food Vouchers:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Prize Table:      Yes <input type="checkbox"/> No <input type="checkbox"/>	Receiving Table:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Payment Form: (check one)    Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Mastercard/Visa/AmEx <input type="checkbox"/>		
Deposit Amount: \$	Balance Owing: \$	Balance Due: \$

To confirm tournament booking this contract must be completed, signed and received by Kelley Tofte, Special Events Coordinator @ fax 604-257-6927.

- Power cart reservations and club rentals are only guaranteed when payment is received by the Pro Shop seven (7) days prior to tournament date. Credit card deposits must be secured by the Pro Shop in order to ensure carts are returned without damage. **Please call the Pro Shop directly to reserve power carts and club sets.**
- Cheques must be made payable to the course where your tournament will be held.
- The parties agree that all food and beverage consumed by the tournament participants shall be purchased at the course facility. \_\_\_\_\_ \*(initial)

I have read and understand the attached *Terms and Regulations* and agree to abide by all the conditions contained therein.

(signature of Group Representative)

(signature of Special Events Coordinator)

Dated:



The Vancouver Board of Parks and Recreation maintains 200 parks and 40 major facilities throughout the City of Vancouver. The Park Board's mission is to provide, preserve and advocate for parks and recreation to benefit all people, communities and the environment.

For more information please visit [www.vancouverparks.ca](http://www.vancouverparks.ca)

**Vancouver Board of Parks and Recreation**  
**GOLF TOURNAMENT TERMS AND REGULATIONS**

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**Objective**

To ensure that all guests fully enjoy their experience at the chosen location, and to protect the interests of both parties.

**Payment Terms**

A non-refundable deposit of \$10.00 per person and a completed function contract is required to confirm your function booking.

Cancellation of an event must be received in writing (or via e-mail) sixty (60) days prior to the date of your event.

Full payment based on confirmed numbers shall be received no later than ten (10) days prior to your event.

Incomplete foursomes (3 players or less) will be charged based on a full foursome's rate.

**Guaranteed Numbers**

In order to properly prepare for your arrival, and ensure adequate staffing, materials and tee times, a final guaranteed number and full payment must be received no later than ten (10) days prior to your function. If the full payment is not received on time, the function will be cancelled and deposit forfeited.

**Liability**

The function convener and/or the organization whom they represent shall be held liable for all damages not associated with normal wear and tear that may arise as a result of the actions of the function guests. Replacement values shall be used as the amount payable for damages, including lost revenue resulting from such damage. The function convener and/or the organization whom they represent assumes responsibility for the repair and/or replacement of power carts and rental clubs in the event that these items are damaged, lost or stolen. A damage deposit may be required. Please consult proshop for further information.

The City of Vancouver Park Board Golf Courses shall not be responsible for personal property or equipment brought to the site of the function except when agents of the City of Vancouver Park Board accept responsibility for the storage and security of items delivered to the site.

Authorized agents of the venue must be contacted prior to the set-up of displays or signage to ensure that no damage arises as a result of the set-up.

The City of Vancouver Park Board Golf Courses are a shared and publicly funded community asset and the use of the facility should reflect this. Users of the facility shall comply with all applicable City By-laws and Federal and Provincial legislation, including the British Columbia Human Rights Code which prohibits discriminatory conduct including conduct that exposes any person(s) or group(s) to hatred or contempt.

**Health and Liquor Board Regulations**

In accordance with the Health and Liquor Board Regulations of British Columbia, all food and beverages shall be purchased from the Golf Course Clubhouse. Liquor shall not be served after 12:00 am and closing of the clubhouse shall occur at 12:30 am.

Management and staff are licensed under the Province of British Columbia's "Serving It Right"

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program. Staff members shall reserve the right to refuse service to any individual(s) who, in the opinion of the staff have been served a sufficient number of drinks.

**Inclement Weather**

Tournaments shall be played as scheduled except when the Superintendent of Greens determines the golf course to be unplayable.

**Dress Code**

Collared shirts and proper footwear must be worn at all times. No swimming suits, muscle tops, or short shorts. Soft spikes are mandatory.

**General Rules**

- The group representative is responsible for the conduct of all participants, and shall inform all players of the rules, ensuring they are followed at all times.
- The set-up of competition markers and sponsorship signs shall be the responsibility of Golf Course Management and staff.
- All signs must be approved and received a minimum of one hour prior to the start of the tournament.
- The Course Player's Assistant's instructions shall be strictly adhered to. The Players Assistants have the authority to ask players to pick up their ball and advance to the next hole or remove players who do not comply with the Pace of Play Policies.
- Players must play from their own set of clubs.
- Golf bags, pull carts and power carts shall be kept clear of all tees and greens.
- Maximum of two persons per power cart.
- Players shall play in "foursomes" except when instructed by the Pro Shop.
- Novice players shall be mixed with experienced players.