



WINNETKA GOLF CLUB OUTING REQUEST

Mail Outing Request to 1300 Oak Street. Winnetka, IL 60093 or E mail to mjohnson@winpark.org

Name of Event: _____

Event Sponsor: _____

Contact Name: _____

Address: _____

City, State, Zip: _____

Phone: _____ Alt Phone: _____

E-Mail: _____

Number of Participants:

Requested Date: _____ Alternate Date: _____ Requested Time: _____

TYPE OF OUTING (read special event terms and agreements):

Please check one -

Premium Golf Event

Standard Tee Time Golf Event

Glow Ball Event (on Par 3 course)

Additional Information: _____

For office use only: Date Received: _____ Amount Received: _____ Initial: _____



SPECIAL EVENT TERMS AND CONDITIONS

OPTION 1:

Premium Golf Event

The premium golf event or 'shotgun' tournament may be booked Monday through Thursday, throughout the golf season **Dates (subject to availability). A limited number of premium golf events will be hosted in the summer months (June, July & August).** The 'shotgun' format is where all groups start simultaneously throughout the course. Please check the corresponding pricing below for golf only. Food and beverage packages are available at an additional per person charge, no outside food or beverage is allowed. Your event coordinator will determine starting times. Field size can be a minimum of 80 players or a maximum of 144 players.

The following are included in the Premium Golf Event:

- Greens fees and carts
- Warm up session at the driving range
- Scorecards & cart assignments
- Professional bag drop services
- Golf –Shop Gift Certificates available
- Winnetka Golf Club's professional staff to manage and score your event

Additional Fees and Information:

- The minimum event charge, including all of the above is \$8,000 Or \$65 per person or whichever is greater
- The full amount must be paid two weeks prior to event.
- Other items requested will be subject to additional taxes and gratuities.
- For each additional golf cart after 45, there will be a \$45.00 rental charge per cart.
- Winnetka Golf Club will cater all food and beverage through our in-house catering firm, Avli Café. (Outside food or beverage will not be allowed)
- Tank tops are not permitted and metal spikes are prohibited.



OPTION 2:

Standard Tee Time Golf Event

The standard tee time golf event may be booked Monday through Friday throughout the season. Weekend requests are possible, but limited. Winnetka Golf Club will try to accommodate your requested tee-times when possible. Field size can be a minimum number of 16 players or a maximum of 40 players. The golf course will accommodate other golfers throughout the day, while maintaining the integrity of your event.

The following are included in the Standard Tee Time Golf Event:

- Pre-booking of tee times beyond normal policy
- Greens fees and carts
- One token for the driving range

Additional Fees and Information:

- The fee for a standard tee time golf event is \$68.00 - \$75.00 per player, depending on day of the week.
- The full amount must be paid two weeks prior to event.
- Closest to the pin and long drive contests will be available upon request.
- Winnetka Golf Club will cater all food and beverage through our in-house catering firm, Avli Café. (Outside food or beverage will not be allowed)
- Other items requested will be subject to additional Fees and taxes.
- Tank tops are not permitted and metal spikes are prohibited.



OPTION 3:

Glow Ball Event (Par 3 Course)

The glow ball event is conducted on Winnetka Golf Club's Par 3 course. It is staged in the evening hours once the sun has set. Glow ball events can be hosted Monday-Sunday (subject to availability). Field size can be a minimum of 24 players or a maximum of 44 players.

The following are included in the Glow Ball Event:

- Greens fees and glow ball supplies
(Two golf balls per player, illuminated sticks for tees and flags)
- Golf Staff member on-duty to keep clubhouse open during event

Additional Fees and Information:

- The minimum event charge is \$35.00 per player.
- The full amount must be paid two weeks prior to event.
- Other items requested will be subject to additional taxes and gratuities.
- Field size must be determined two weeks ahead of time to order necessary supplies.
- Winnetka Golf Club will have first right of refusal to cater all food and beverage through our in-house catering firm, Avli Café. (Outside food or beverage will not be allowed) unless Avli Café declines to cater the event.
- Groups not using Avli for their event and wishing to have liquor will need to secure all proper permits to do so (liquor liability \$200 and/or Dram Shop insurance \$170 an event that is charging an entry fee to their participants)
- Tank tops are not permitted and metal spikes are prohibited.



SPECIAL EVENT TERMS AND CONDITIONS

BOOKING EVENTS

Winnetka Golf Club accepts event bookings Monday through Sunday. The club can accommodate 120 people sitting for dining purposes. **Clubhouse rental is \$100 per hour, regardless of event.** Tee-times and shotgun starts can be accommodated at Winnetka Golf Club, with several food and beverage options, including on course beverage services. In addition, we can provide assistance with a variety of games, events, gift certificates or tee prizes. Our professional staff is available to assist with your golf event and to ensure that you and your guests have a memorable day. Please feel free to discuss any ideas not mentioned with a Winnetka Golf Club representative.

GOLF OUTING

A. The outing format, contests, clinics and other golf activities will need to be coordinated and approved by the Head Golf Professional. The outing sponsor will provide Winnetka Golf Club with a list of players at least one week in advance of your event. Our staff will prepare the pairings, scorecards, cart assignments and rules sheets for your convenience. **A fee of \$10 will be assessed per player change within one week of the event.**

B. All fees include use of a gas golf cart (except for glow ball event). Each cart is limited to no more than two riders at any time. Privately owned golf carts are not permitted on the property. Customers driving golf carts must be licensed drivers and junior golfers over age 16 may be asked to present a valid driver's license before use of the golf cart is allowed. All golf carts are to be returned to the staging area immediately following the conclusion of play.

C. All players are expected to complete their round of golf within the speed of play established by Winnetka Golf Club, typically (4 1/2) hours or less. It is each group's responsibility to be observant of its position on the course and keep pace with the group ahead. The ranger has the authority to keep play moving at the proper pace for everyone's enjoyment.

D. Final payments for an event must be made two weeks prior to the day of the event. For internal accounting purposes, Winnetka Golf Club requires separate payments - one for the golf charges and a second for all food and beverage charges.

GOLF COURSE CARE

All players are expected to repair their ball marks, rake sand bunkers and replace divots. The organization is responsible for the removal of all signs and other tournament paraphernalia immediately after your event.

Initial:_____



SPECIAL EVENT TERMS AND CONDITIONS

INCLEMENT WEATHER

A. The parties agree with the United States Golf Association Rule 6-8, which states in part, "Bad weather is not of itself a good reason for discontinuing play." Dangerous weather may be a reason to temporarily suspend play; however, total cancellation for weather reasons will occur only if Winnetka Golf Club deems the course to be unplayable and unlikely to return to playable status in a reasonable time to complete the entire event. The parties further agree that, most players having completed at least nine holes of golf, is sufficient to conclude the tournament and decide winners ("CONSTRUCTIVE CONCLUSION"). There will be no reduction of the golf fee if, in the sole judgment of Winnetka Golf Club, the tournament has progressed sufficiently for such constructive conclusion. The parties agree that if Winnetka Golf Club closes the course on the day of the event before Constructive Conclusion, Winnetka will work with the organization to set a later date for the event to take place.

B. The Organization understands and agrees that the food and beverage arrangements will not be cancelled or, that any items ordered through Winnetka Golf Club such as tee gifts or prizes will apply, regardless of any cancellation of the golf tournament on the day of the event.

C. If the Winnetka Golf Club determines that the course is not fit for gas carts, but open for walking groups only, the event will be expected to play as scheduled. A discount will be applied to the outing fee for the gas carts not being utilized. If extra carts are ordered for the event the delivery fee will be split between the organization and the Golf Club.

CANCELLATION POLICY

Cancellations will be accepted up to 2 weeks in advance of the event/outing date. Any cancellations inside of two weeks will result in a fee for the minimum number of players required for that event type.

FOOD AND BEVERAGE

Winnetka Golf Club reserves the right to provide all food and beverage product within its licensed banquet and public areas. The club will not permit the importing of any food or beverages anywhere on the property.

RESPONSIBLE ALCOHOL MANAGEMENT POLICY

Winnetka Golf Club believes that our guests deserve exceptional service and product. It is our responsibility to provide everyone with an environment conducive to warm social gatherings, recreation and camaraderie. As the service of alcoholic beverages relates to this activity, we believe it is our obligation to maintain this environment and be considerate of the best interests of our guests and the community.

Winnetka Golf Club is committed to acting responsibly in the sale of alcoholic beverages and is dedicated to the ongoing education of our service staff in matters relating to alcoholic service. In this way, we can continually provide quality service. Because of our commitment, we maintain the right to refuse service to anyone who may jeopardize his or her own safety and the safety of others as a result of alcoholic consumption. While we believe our guests possess a high degree of responsibility, we maintain this right on their behalf and the behalf of the Village. If your golf outing wants the option of alcohol being served at the event and is not using Avli Café because they have declined to cater the event, you must obtain proper permitting from the Park District.

All liquor permits must be obtained through Libby Baker at the Winnetka Park District.

Lbaker@winpark.org

847-501-2044



SPECIAL EVENT TERMS AND CONDITIONS

CHARGES AND TAXES

All charges will be based on the minimum guarantee or the actual number of participants, or whichever is greater. The full amount charged must be paid two weeks prior to event. We will only accept checks made out to **Winnetka Park District** or cash. Food and beverage are subject to state and local sales tax. (Non-profit organizations that are exempt from state and local sales tax must provide Winnetka Golf Club with a copy of the current exemption certificate issued by the State of Illinois prior to the event).

LIABILITIES

In condition of its use of Winnetka Golf Club facilities for its event, for itself, its successors or assigns, or its heirs, executors and administrators, the Organization releases and forever discharges Winnetka Golf Club, The Village of Winnetka, their successors and assigns, and all of their members, managers, parent and affiliated companies, directors, officers, employees and agents and their heirs, executors and administrators, from any and all manner of claims, demands, damages, causes of action, suits or liability, known or unknown, fixed or contingent, on account of injury or loss to the Organization, its representative in this present Contract, and its members and its guests attending the Event allegedly sustained or received by the organization, or that might subsequently accrue to any one or all of them by reason of any matter or thing whatsoever, and particularly growing out of or in any way connected with the Organization's use of Winnetka Golf Club facilities for the Event or for any preparations for the Event on Winnetka Golf Club premises.

I FULLY UNDERSTAND THE SPECIAL EVENT TERMS AND CONDITIONS AND HAVE INITIALED PAGES THAT APPLY.

SIGNATURE: _____

DATE: _____

Credit Card # _____ **exp.** _____/_____

For office use only:

Date Received: _____

Amount Received: _____