2027 TOURNAMENT AGREEMENT

This Agreement made this _____, 20_____

Between:

Wingfield Golf Club

-and-

_____

(the "Host")

The Host hereby reserves the date below, and the following terms and conditions shall accompany the golf tournament at **Wingfield Golf Club**.

Tournament Event Details:

Tournament Name: _____

Tournament Date: _____

Starting Time: _____ 18H or 9H: _____ Starting Format: _____

Players: _____ Carts: _____ Volunteer/Sponsor Carts: _____

Your Tournament Coordinators for this event are:

Name: Elizabeth Tong, Clubhouse Manager

Email: liz@wingfieldgolf.ca

Phone: 403.717.0535

Name: Danielle Lens, Clubhouse Supervisor

Email: clubhouse@wingfieldgolf.ca

TERMS & CONDITIONS

The Host hereby agrees to comply with the following policies, schedules and procedures.

STARTING FORMAT

Available starting formats depend on the number of players, time of day, and event date. The Tournament Coordinator will confirm the options available for your group. Please note that shotgun starts will generally be at 8:00am or 2:00pm. The following are our general tournament guidelines:

- **18-hole full shotguns: Minimum 112 players.** If booked for 112+ players and the confirmed number falls less than 112, your starting format may be changed to cross-over or running time format at the discretion of the Wingfield Golf Club. You may stay with a shotgun start below 112 players with agreement to still pay for a minimum of 80 players with a back nine shotgun.

- **27-hole shotguns: Minimum 149 players.** If booked for 149+ players and the confirmed number falls less than 149, your starting format may be changed at the discretion of the Wingfield Golf Club. You may stay with a shotgun start below 149 players with agreement to still pay for the 149-player minimum charge.

- **Modified shotgun:** Minimum 72 players.
- **Cross-over start**: Minimum 60 players.
- **Running tee times**: 24 - 80 players, running off the first tee.
- **9-hole:** Minimum of 24 players to a maximum of 72 players.
  Weekend dates for 9-holes are only available after 3pm.

GUARANTEED NUMBER OF GUESTS

Confirmation of the exact number of participants is required no less than **8 days prior** to the scheduled tournament date. This number shall be the guaranteed number of the Host's guests. The Host shall pay this guaranteed number or the total number of guests, whichever is greater.

GROUPINGS

The Host must submit the guest list in an Excel spreadsheet at least **3 days before** the event, organized into foursomes. Include each guest's first and last name, handicap, team name, flight (if applicable), rental-club preference (left- or right-handed), and dietary restrictions for any arranged meal. The Host will be charged for four guests per reserved foursome.

POWER CARTS

Power carts are required for all tournaments. The organizer of the tournament will be held responsible for any cart damage incurred by any participant of the tournament. Power carts should never travel in bunkers, close to water hazards, near the tee boxes or greens, or in treed areas.

EXTRA VOLUNTEER CARTS

Extra power carts may be rented for volunteers, committee members, photographers, sponsors and organizing staff, for the rack cart rental rate, subject to availability. Any extra carts needed above our existing fleet will need to be brought in and shall be invoiced back to the tournament at current rates. Please note this is our wholesale cost charged to **Wingfield Golf Club** by the fleet cart supplier. Staff will also help shuttle volunteers to holes if required.

PRIZING
The tournament package includes a prize per player component for the tournament prize pool ($10 per player for 18-holes or $7.50 per player for 9-Holes). The tournament organizer(s) may select products from our Golf Shop or provide gift certificates in denominations of their choice.

EQUIPMENT RENTAL
Each player must have their own set of golf clubs – sharing of clubs is not permitted. Should any participant require golf club rentals, please decide with the Head Professional, at least 10 days in advance of the tournament. **Rental equipment is subject to availability** and will be assigned on a first-come, first-serve basis.
2027 Standard Rental Sets: $35 + GST for 18-holes and $20 + GST for 9-holes.
2027 Premium Rental Sets: $60 + GST for 18-holes and $30 + GST for 9-holes.
If your rental set requirement is above the Club's on-hand inventory, the organizer will be responsible for obtaining the additional needed. Sports Rent Calgary (sportsrent.ca) carries a Wilson Ultra 10-piece set for approximately $40 per day/per set.

COURSE GUIDELINES

PUNCTUAL TEE TIMES
The host tournament organizer must arrive a minimum of **90** minutes prior to the start time; participants to arrive at least **45** minutes prior. The organizer may arrange for the set-up the night before, subject to clubhouse availability. Carts are to be loaded and escorted to the starting holes **15** minutes prior to the Start Time. **Wingfield Golf Club** will happily shuttle out any latecomers but will not delay the Start Time of the event.

PACE OF PLAY
Marshals are on-course to monitor conduct, speed of play, and to assist players with any needs that may arise while on the golf course. All tournaments are required to maintain the club's pace of play. Slower groups may be asked to pick up their ball and catch up to the group ahead of them.

GOLF ETIQUETTE
Please ask your group to maintain proper golf course etiquette and be courteous to other golf patrons. Repair ball marks, divots, rake sand traps, and drive golf carts in a courteous manner. Golfers disregarding proper golf etiquette will be asked to leave the course.

DRESS CODE
Proper golf attire is required by all tournament players, volunteers, and guests. A collared golf shirt is required. Anyone wearing jeans, sweatpants, cut-offs, gym shorts, tank tops, halter tops or attire displaying inappropriate slogans, words or pictures will be denied access to the course or will be required to purchase alternate clothing items from our Golf Shop.

CANCELLATION / INCLEMENT WEATHER POLICY

All deposits are non-refundable. Golf events are expected to play, rain or shine, unless the course is deemed unplayable by **Wingfield Golf Club** management, this call would be made the morning of the event. Should **Wingfield Golf Club** management determine the weather is unreasonable to golf and close the course, the event shall be re-scheduled for the same year. If a suitable date cannot be arranged your deposit may be used for a booking for the next calendar year.

PROPERTY / DISCLAIMER / CONDUCT

The Host is responsible for any damage to the golf course, power carts, rental clubs, equipment, clubhouse, banquet facilities, or adjacent property caused by tournament patrons. Any damage to the golf course, carts, rental clubs, clubhouse or equipment shall be billed to the Host, unless the offending participant(s) takes responsibility for the damage and settle with **Wingfield Golf Club**.

All property including signage, promotional material etc. must be picked up from the golf course within 48 hours of completion of the event. **Wingfield Golf Club** will not be held responsible for any lost, stolen or damaged property brought to the facility.

ALCOHOL, LIABILITY, DAMAGE, ON-COURSE FOOD & BEVERAGE

No alcohol, coolers, food, snacks or non-alcoholic beverages may be brought onto the golf course premises. Any food and beverage sponsors must first be approved by **Wingfield Golf Club** and shall be subject to a surcharge, as determined by **Wingfield Golf Club**.

To adhere to AGLC regulations, Alcohol must be purchased and served only through **Wingfield Golf Club**. For additional on-course beverage stations, a fee of $25 per hour + gratuity, per **Wingfield Golf Club** server will be charged if extra staff are required. This does not include the beverage cart. All AGLC rules and regulations will be strictly enforced.

The Host accepts responsibility to arrange transportation for any participant(s) who do not drink responsibly and are assumed to be over the legal alcohol limit to drive a motor vehicle on or away from the premises of **Wingfield Golf Club**.

Any unused or leftover food shall remain at **Wingfield Golf Club** as per Health & Safety guidelines.

All tournament tabs, lunches, drink coupons, additional food or sponsorship requirements are to be handled through the **Wingfield Golf Club** Tournament Coordinator.

All sponsorship for food and beverage items requires the advance approval of the tournament coordinator prior to confirming participation. Please allow 14 days advance notice of any sponsorships you are planning.

ORGANIZER'S RESPONSIBILITIES

14-DAY Confirmation

- Number of golfers to be confirmed and must be within 25% of initial booking format confirmation
- Sponsorships planned for Food and / or Beverage must be brought to the attention of the course tournament coordinator for approval.

8-DAY Confirmation

- Number of golfers to be finalized. This is the number you will be billed for on the day of your event.
- The number of club rentals you require, if any. Subject to availability.
- Confirmed menu choice(s), with any food allergies or dietary restrictions.
- Extra meals (volunteers or non-golfers joining for dinner).
- Confirmation of Hole contests, Sponsorship, Hole-in-Ones, and course activities.

3-DAY Confirmation

- All player lists must be submitted to **Wingfield Golf Club**.
- Balance of tournament fee to be paid in full.

FEE SCHEDULE

The tournament shall be confirmed upon payment of the deposit and the receipt of this contract, executed by both Parties. The Deposit is non-refundable. However, in the event of cancellation, if at least four weeks' notice is given, **Wingfield Golf Club** will apply the deposit towards re-booking an alternative date for a group of equal or greater size (in the same year).

DEPOSIT ($2,500 Banquet Hall Deposit is separate if applicable)
To hold your tournament date, a deposit based on your estimated numbers is payable the signed agreement. Deposits can be made by Debit, Credit Card, or Cheque. Any additional and incidental charges can be applied to your credit card on file, which is required for these purposes.
Up to 39 Players = $750
40 to 90 Players = $1,500
91 to 150+ Players = $3,000

FINAL PAYMENT
The full tournament fee, less the deposit received, is payable three (3) days prior to the tournament date.

PRICING

Pricing per player includes green fee, power cart, driving range, live scoring and presentation, personalized cart plates, prize allotment and course set-up.

MONDAY TO THURSDAY

Per Player: $105 for 18-holes

Per Player: $65 for 9-holes

FRIDAY TO SUNDAY (& HOLIDAYS)

Per Player: $115 for 18-holes

Per Player: $70 for 9-holes

On-Site Coordinator: $50 per hour for a minimum of 3 hours

Beat the Pro: $100 per hour

Gratuity: 18% (applicable to F&B selection only)

GST: 5% (The prize component is GST exempt)

NOTES: _____

_____

ACCEPTANCE

I have read and fully understand and consent to the terms disclosed in this contract.

Wingfield Golf Club
and

Organization's Name (Print): _____

Authorized Signature: _____ **Date:** _____

CONTACT INFORMATION

Organization Name: _____

Tournament Representative: _____

Telephone (work): _____ **Telephone (cell):** _____

Fax: _____ **Email Address:** _____

Mailing Address: _____

_____

Website: _____

Facebook: _____

Instagram: _____

Alternate Contact/Role: _____

Telephone: _____ **Email:** _____

Alternate Contact/Role: _____

Telephone: _____ **Email:** _____

PAYMENT OPTIONS

Cheque made payable to "The Fairway Group Calgary"

E-transfer to payment@wingfieldgolf.ca (no password required)

Credit Card – ***please see below and be advised that credit card payments are subject to a 3% service fee.***

I, _____ hereby authorize **Wingfield Golf Club**, on behalf of The Fairway Group Calgary, to charge my credit card for the amount indicated below**.**

Type of Card: Visa MasterCard American Express

Credit card number: _____

Expiration date: _____ **CVV:** _____

Name of cardholder: _____

Credit card billing address:

_____

_____

Total amount to be charged (one time): $ _____ **(CAD) Canadian Dollars**

Authorized signature of cardholder: _____

Please be advised that all credit card payments are subject to a 3% service fee.

I wish to have my tournament deposit amount automatically charged to the above credit card. **(Initial: _____)**

I wish to have the balance of my tournament automatically charged to the above credit card three (3) days prior to the agreed upon tournament date. **(Initial: _____)**

I wish to have any incidental fees related to our tournament automatically charged to the above credit card on the day of the tournament. **(Initial: _____)**

I hereby authorize **Wingfield Golf Club,** on behalf of The Fairway Group Calgary, to charge my credit card as indicated above:

Signature: _____ **Date:** _____