



2019 Golf Outing Policies & Procedures

Dear Outing Applicant:

Thank you for your recent inquiry regarding golf outings offered for the 2019 season. Please find the enclosed "Golf Outings Policies and Procedures" information concerning outings at Springbrook Golf Course. Please review the information to make yourself aware of our policies and procedures as well as the accommodations that our facility provides. We look forward to working with you in the near future. We will strive to meet your every need for your event, in an effort to make it enjoyable and memorable.

If you are interested in hosting an event at our golf facility, please contact me at your earliest convenience. At that time, we can schedule an appointment to discuss and plan your event. Thanks again for making Springbrook Golf Course the choice for your special outing or event.

Sincerely,

Michael Lyzun
PGA Member
Springbrook Golf Course
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**2019 Golf Outing Policies & Procedures
Naperville Park District**

RESERVATION: Springbrook Golf Course is currently excepting outing applications for the 2019 season.

LOCATIONS: Outings may be held at Springbrook Golf Course. Availability of specific course time is subject to pre-established programs and previous bookings.

AVAILABLE TIMES:

Springbrook Golf Course-18-Hole Outings

Monday-Friday (Anytime)-----Saturday, Sunday & Holidays (After 10:00 a.m.)

Springbrook Golf Course-9-Hole Outings

Monday-Friday (Anytime)-----Saturday, Sunday & Holidays (After 12:00 p.m.)

GROUP SIZE: Minimum of four (4) tee times required. For groups needing more than fifteen (15) tee times' special arrangements may be necessary due to service limitations.

FEES:

Monday-Friday	18 holes	\$53.00*
Monday-Friday	18 holes after 12pm	\$48.00*
Monday-Friday	9 holes	\$32.00*
Saturday-Sunday	18 holes	\$63.00*
Saturday-Sunday	18 holes after 12pm	\$58.00*
Saturday-Sunday	9 holes	\$36.00*

***Golf cart and range balls included with fee.**

Shotgun outings will be available on Mondays.

Shotgun outing fee: 18 Holes: \$6,360 -7,632.00. Minimum number 120 - Maximum number 144.

PAYMENT OF FEES: All fees **must be paid in full on the date of the outing.** Outing number can be adjusted (+/-) 15 days prior to the scheduled date.

SECURITY DEPOSITS AND CANCELLATIONS: *All outings will require a valid credit card number on file. Complete cancellation must be made no less than four (4) days prior to the outing. Failure to provide four (4) days notice will result in a \$100.00 service charge being applied to the credit card on file. Failure to cancel 24 hours prior to the outing will result in the credit card being charged the appropriate fee for each tee time being reserved. Individual vouchers will be issued for charges listed below.*

	Weekdays	Weekends
18 Holes	\$212.00	\$252.00
9 Holes	\$128.00	\$144.00

SCHEDULING PLAY: All tee times must be sequential. Tee times are scheduled every eight (8) minutes. **No fivesomes are permitted at any time and each player must have their own set of clubs (Rental sets are available upon request).** Please have your players ready to tee off at their scheduled times. **Late arrivals may necessitate additional tee time charges.** To assist us in starting the outing on time, the outing coordinator should provide a roster of all players and their scheduled tee time/group.

KEEP PACE: Springbrook Golf Course administers a strict and comprehensive *Keep Pace* policy. This policy is designed to allow all golfers to finish 18 holes in four hours and 28 minutes or less.

All groups are required to *Keep Pace* within the designated time frame. Any group that is more than nine minutes behind the designated time frame will be approached by a Player's Assistant. The Player's Assistant will help the group to regain its position on the course. If a group cannot regain its position it may not be allowed to continue play from that point forward. A refund, for the remainder of play, will be issued at that time.

INCLEMENT WEATHER: If the outing is delayed or canceled due to severe weather, we will attempt to reschedule the event. Availability is subject to established programs and previous bookings. No rain dates will be pre-booked. If play is suspended due to severe weather and cannot be resumed, vouchers will be issued according to the prorated refund schedule.

REFUND SCHEDULE: Stoppage of play due to **KEEP PACE** violations or inclement weather is prorated and given in the form of a voucher, based upon the number of holes completed.

MISCELLANEOUS SERVICES: We have staff available to assist you in planning your outing and running special events and contests during your event. Such special services may include posting and scoring, equipment rentals, driving range use and lessons.

BEVERAGES: ***All beverages on the golf course must be purchased through the concession service. Only alcoholic beverages purchased at the course may be consumed on the premises. Violation of these restrictions may jeopardize the outing's ability to complete play and the possibility of any refund.***

RESPONSIBILITY: The outing coordinator is responsible for informing all participants of the rules of golf and these policies and procedures. **Unruly behavior will not be tolerated. Any equipment/turf damage is the responsibility of the outing group.**

**SPRINGBROOK GOLF COURSE
2019 GOLF OUTING APPLICATION AND AGREEMENT**

Name of Outing: _____

Date of Outing: _____ Number of Players: _____

Outing coordinator: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____ @ _____

Work Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Credit Card # _____ - _____ - _____ Exp. ____/____/____

Starting time: _____ (Shot-gun Mondays @ 8:00am only)

Format of Play: Individual Stroke Scramble Other

Events: Springbrook Holes

 Long Drive: #3 #5 #12 #15

 Closest to the Pin: #4 #7 #13 #17

 Longest Putt: #9 #18

Method of payment: Fee Paid Individually Fee Tabulated for One Payment

Additional needs: Tent Rental Special Food Service

Specific needs or requests:

I would like more information on hole-in-one packages, putting contests, signs & banners or photography offered by Golf Invite? Yes No

I have read and agree to the Outing Policies and Procedures set by the Naperville Park District & Springbrook Golf Course.

Signature of the Outing Coordinator: _____ Date: ____/____/19

2019 Golf Outing Food & Beverage Packages
Springbrook Golf Course

Palmer Package (\$6.00 per Person):

- Hot Dog
- Chips
- Medium Fountain Soda

Nicklaus Package (\$10.00 per Person):

- Italian Beef
- Potato Salad
- Baked Beans
- Dessert
- Medium Fountain Soda

Bloody Mary Bar (1 Hour of open bar service \$500):

- Unlimited drinks and condiments
- One bar tender
- Outdoor portable bar on patio or indoor service

On-course Beverage Service Shotgun Outings (\$3000):

- Service includes one beverage cart
- Beverage stations located on all par 3 holes (4 total).
- Drinks include unlimited water, soda, sports drinks and domestic beer.
- Service limited to duration of round.

