



2019 Golf Outings Policies & Procedures

NAPERBROOK GOLF COURSE

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 Naperbrook 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 convenience. At that time, we can schedule an appointment to discuss and plan your event. We hope that you will find all the information you are looking for, are able to answer the questions you may have, and allow our facility to demonstrate the high level of customer service we provide.

Sincerely,

Tim Dunn
Head Golf Professional
Outing Coordinator
Naperbrook Golf Course
22204 Hassert Blvd.
Plainfield, IL 60585
Ph. (630)671-8661
Fax (630)378-9615
tdunn@napervilleparks.org

2019 Golf Outing Policies & Procedures Naperville Park District

RESERVATION: Naperbrook Golf Course is currently accepting outing applications for the 2019 season.

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

AVAILABLE TIMES:

Naperbrook Golf Course-18-Hole Outings

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

Naperbrook Golf Course-9-Hole Outings

Monday-Friday (Anytime)-----Saturday, Sunday, & Holidays (After 12:00pm)

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: Outing fee includes golf, cart and range

Monday - Friday (Before 12:00p.m.)	18 holes	\$47.00
Monday - Friday (After 12:00p.m.)	18 holes	\$42.00
Monday - Friday (Available all day)	9 holes	\$29.00
Saturday - Sunday (Before 12:00p.m.)	18 holes	\$57.00
Saturday - Sunday (After 12:00p.m.)	18 holes	\$52.00
Saturday - Sunday (After 11am)	9 holes	\$33.00

Shotgun outings will be available on Mondays starting at 8:00 A.M.

Shotgun outing fee: 18 Holes: \$5,640 -6,768.00. Minimum number 120 - Maximum number 144.

PAYMENT OF FEES:

All fees **must be paid in full on the date of the outing.** Outing numbers can be adjusted (+/-) 5 days prior to the scheduled date.

SECURITY DEPOSITS AND CANCELLATIONS: All outings will require a \$100.00 security deposit charged to a valid credit card number. **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 forfeiture of the \$100.00 security deposit. 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	\$188.00	\$228.00
9 Holes	\$116.00	\$132.00

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 must provide a roster of all players and their scheduled tee time/group.

KEEP PACE: Naperbrook 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.

The Professional Staff at Naperbrook Golf Course has developed an accurate time measurement for each hole based on its par. The total time allotted for each nine is two hours and 10 minutes with eight minutes allowed at the turn.

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 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 damages are the responsibility of the outing group.**

**NAPERBROOK 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: (____) _____ - _____ **Home Phone:** (____) _____ - _____

Credit Card Number (Am Ex, Discover, MasterCard, Visa): _____ - _____ - _____ **Exp.** ____/____

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

Format of Play: **Individual Stroke** **Scramble** **Other**

Events: **Naperbrook Holes**

Long Drive **#5 #7 #14 #18**

Closest to the Pin **#4 #8 #12 #15**

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 & Naperbrook Golf Course.

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

2019 Golf Outing Food Packages
Naperbrook Golf Course

Here are two basic packages: (other options are available upon request)

Palmer Package (\$8.00 per Person)

- Hot Dog
- Chips
- Medium Fountain Drink

Nicklaus Package (\$11.00 per Person)

- Hamburger/Cheeseburger
- Potato Salad
- Baked Beans
- Dessert
- Medium Fountain Drink