

## **TOURNAMENT COORDINATOR/ORGANIZER INFORMATION**

The following is a list of suggestions to help you organize and run a successful golf event for your company or group.

- Have a sign-up deadline for entering your event at least 14 days prior to the event. This will allow you time to set pairings and organize your money (remember, full payment is due 7 days in advance).**
  - Publicize your pairings/tee times within your group. ALLOW AT LEAST 60 MINUTES FOR THE CHECK-IN PROCESS WITH SHOTGUN STARTS. Situated high above the city, players underestimate the time it takes to get to our course from the freeway. Your job is difficult enough; late arrivals will only add to the challenge.**
  - We want to help you make your event successful and enjoyable. Our staff can provide basic pairing sheets, handicap information, contest markers, and scorecards at no cost.**
  - As the event coordinator we realize you are doing many other things to help make your tournament a success. For your convenience our staff can provide professional scoring and scoreboard at a small cost of \$1.00 per player.**
  - Please, KEEP MULLIGANS TO A MINIMUM – The #1 complaint amongst golfers is SLOW PLAY. The simple cure: Minimize mulligans and keep up with the group in front of you. Your players will thank you.**
- \*\*\* Be sure and send the accompanying “Reservation Form” along with your \$224.00 deposit. Payment must be made within two weeks of the date of this notice in order to secure your reservation. Unfortunately, deposits cannot be refunded.**

**Again, thank you for choosing the Bountiful Ridge Golf Course. If there are any further questions I can answer, please do not hesitate to call.**

**Sincerely,**

**Kent McComb  
PGA Professional**

**RESERVATION FORM**

GROUP/TOURNAMENT NAME \_\_\_\_\_

EVENT DATE \_\_\_\_\_

APPROXIMATE NUMBER OF PLAYERS (12 minimum/60 minimum for shotgun start) \_\_\_\_\_

STARTING TIME \_\_\_\_\_

**TOURNAMENT TYPE**

- Full Course Shotgun Start (120 – 144 players)
- Half Course Shotgun Start (60 – 80 players. Play will be lead and/or followed by public golf)
- Tee Time Groups (min. 12 players. #1 tee start, 10 min. intervals)
- Full day course exclusive rental

TOURNAMENT FORMAT \_\_\_\_\_

COORDINATORS NAME \_\_\_\_\_

Business phone \_\_\_\_\_ Home/Cell: \_\_\_\_\_

Email: \_\_\_\_\_

\$224.00 DEPOSIT ENCLOSED (**Due 2 weeks from the date of this notice**)

I HAVE READ AND UNDERSTAND THE ACCOMPANYING POLICIES AND PROCEDURES.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

PLEASE MAIL OR EMAIL THIS PORTION ALONG WITH YOUR \$184.00 DEPOSIT TO:

ATTN: KENT MCCOMB  
 Bountiful Ridge Golf Course  
 2430 S. Bountiful Blvd.  
 Bountiful, UT 84010  
 Email: kmccomb@bountifulutah.gov  
 Fax: 801-298-6041