



## **Golf Outing Request:**

**Sponsoring Member:**

**Outing Name:**

**Requested Date:**

**9 Am or 1 PM Tee Time:**

**# of Players:**

*In making this request for a golf outing, it is expressly understood that the outing is not guaranteed until approved by the General Manager and confirmed with the sponsoring member.*

*The following outlines the all-inclusive outing package offered by the Club. We strive to provide the best service to you and your outing patrons within the guidelines permitted.*

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### **Availability:**

Druid Hills Golf Club is available for golf outings on select Mondays pending approval. Outings are not hosted in the months of July and December.

### **Pricing:**

#### **Deposit:**

A non-refundable \$2,000 deposit must be made at the time of the booking for Monday outings. This deposit is applied to your final bill. Notice of cancellation must be given with at least four weeks notice or all fixed charges will be charged. In the event inclement weather precludes the outing from being held, and should the outing be rescheduled on a future available date, the original deposit plus any additional fixed costs will be charged for original event, separate from the rescheduled event.

## **Opening Fee:**

In addition to per player charges listed below, each Monday Outing group is required to pay a \$2,000 opening fee.

## **Golf:**

All requests for golf outings must be made by a Member of the club. The sponsoring Member must be present, and participate, in the outing. The Member is responsible for the conduct of guests and the payment of all fees and charges. This includes any damage to the golf course, golf carts, or club facilities.

## **Inclusive Golf/Green Fees:**

\$175 per Player (+tax)/ 72 player min and 120 player max

## **Includes:**

- Green Fees and Golf Cart Fees
- All Range and Practice Facility Fees
- Tournament Preparation
  - Cart Signs
  - Scorecards
  - Rules Sheets
  - Pre-Event Announcements
  - Closest to the Hole & Longest Drive Signs
  - Scoreboards
  - Tournament Scoring
  - Placement of hole sponsor signs
- A final player confirmation will be required 10 days prior to the event. This will be the minimum billable participants, if greater than the 72 player minimum.
- Receipt of the actual player list is required 72 hours before the event.
  - Pairing list with names of all players, the foursome pairings, and current handicap indexes.
  - List of participants in alphabetical order with starting tee assignments.
  - The number of volunteer golf carts required. Please limit volunteers to a necessary minimum. They should be trained and oriented in advance of the outing by the designated coordinator.
- There is a \$2,000 Golf Shop minimum. All golf-related gifts and prizes can be purchased through the Druid Hills Golf Shop to fulfill this minimum.

**Extra Golf Carts:**

Druid Hills Golf Club has a fleet of 60 carts. If additional golf carts are needed (for volunteers or other), they can be reserved at a cost of \$75 per cart and additional delivery cost.

**Cart Path Only/Practice Range Usage:**

Carts traffic is restricted to cart path only, there are no exceptions and this will be strictly enforced. Practice Range usage will be limited to artificial turf mats.

**Golf Outing Sponsors:**

Non-food and beverage sponsorships for golf outings are allowed. All sponsor set-up needs must be provided 10 days prior to the golf outing or the Club cannot guarantee accommodation.

In the event that there is a vehicle sponsorship, the car must be driven on course by DHGC personnel only.

The Club reserves the right to deny placement of cars on the golf course and has full authority of recommended placement to ensure proper care of the course.

**Lesson/Clinic Fees:**

\$100 per Hour per Pro (Maximum Ration of 10 to 1)

**Food and Beverage:**

Druid Hills Golf Club requires a minimum of \$50 per person food and beverage charges. All food and beverages must be purchased from the Club and cannot be donated from outside sources.

Beverage cart service is available for \$125 per cart and will be stocked and driven by Club personnel. Only Club personnel will be allowed to drive the beverage carts. Beer, wine, nonalcoholic products and snacks are allowed on beverage carts. No liquor is allowed on course.

Arrangements for food and beverage service will follow the guidelines set forth in the Catering Policies.

### **501 (c) 3 Tax Exempt Charities:**

Charities that qualify as 501(c) 3 are required to provide all the documentation prior to the event date to ensure tax exemption for the event.

### **Dress Code:**

All Outing participants and volunteers must adhere to the dress code of Druid Hills Golf Club:

*Male members and guests are required to wear shirts with collars or mock collar shirts (collars of at least 1 ½ ") and not less than "quarter-length" sleeves while on the course and practice facilities. Golf shorts may be worn provided they are of sufficient length. Female members and guests are required to wear shirts, which are deemed appropriate by the Golf Professional. Gym, tennis, jogging-type, short-shorts, tee shirts, denim, tank tops or sleeveless shirts are not permitted on the course or practice facility. Soft spike golf shoes only. The Golf Professional will refuse access to the course and practice facilities for anyone not properly attired.*

### **Damages & Losses:**

Druid Hills Golf Club will not assume responsibility for the damage to or loss of any merchandise, articles or valuables left at the Club prior to, during or following the Golf Outing. The sponsoring Member agrees to be responsible for any damage done to the premises above the normal use of Club equipment, by participants or any persons involved with the function. Event host is responsible for the collection and retrieval of any event signs and banners. Club will remove all signage for a \$200 clean up fee, fee will also be applied if items are left for Club staff to clean up. All signage is to be removed day of the event. Any items left after the event must be approved. If approval is not given, the Club reserves the right to dispose of all remaining items at the expense of the Golf Outing Host.

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*We look forward to hosting your event at Druid Hills Golf Club. We are confident that your experience with us will be second to none. Please contact the Catering Director to schedule your event or if you have any questions.*

Please sign and return the original of this letter along with a non-refundable deposit of \$2,000 in order to confirm the date and event.

Contract Due Date: TBD

Signature: \_\_\_\_\_  
***Event Contact***

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
***Sponsoring Member***

Date: \_\_\_\_\_

For Office Use Only

Signature: \_\_\_\_\_  
***Druid Hills Director of Catering***

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
***Druid Hills Golf Professional***

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
***Druid Hills Superintendent***

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
***Druid Hills General Manager***

Date: \_\_\_\_\_