



2010 University of Minnesota, Les Bolstad Golf Course Outing Information Package



Let the University of Minnesota, Les Bolstad Golf facility's experienced and professional staff help you plan your 2010 group outing. We can accommodate a memorable event for a full field of 144 golfers with shotgun start or provide tee time starts for smaller sized groups. Our classic parkland style golf course has a history of Minnesota golf. Legends such as Tom Lehman, Patty Berg, John Harris, Louis Lick, Karen Weiss and Les Bolstad have navigated their way around its tight fairways, ancient trees and elevated greens.

Welcome

This packet was designed to guide you through the many details and arrangements entailed in organizing a successful event at our facility.



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FAQs

On what days does the University Golf Course host outings?

Tee times or shotgun outings are available on Tuesdays, Thursdays or Fridays during the week.

What is the minimum number of players necessary to book an outing? How many players are required to have a shotgun start?

Up to 16 players can be booked individually through our reservation system to bypass the outing contract. Small group events (20-96 players) can save money by using individual consecutive tee times. Shotgun starts can be requested by groups of any size. They are based on a full rental rate of 144 players regardless of the number of actual players.

I heard the University of Minnesota is a dry campus. Can we have alcohol at our event?

Yes, it is possible to have alcoholic beverages at your outing. A University Application to serve Alcohol must be filled out and approved. For University Affiliated and non-Affiliated groups the form can be found here:

http://www.policy.umn.edu/Forms/formresults.cfm?TitleCode=alcohol&output=xml_no_dtd

Who is allowed to provide food for my outing?

- University Catering Service has the first right of refusal to cater the event. If they choose not to cater the event, an outside vendor may be used. They can be found at: <http://www1.umn.edu/dining/catering.html>

Or by phone at: 612-627-7173 and email at: ucater@umn.edu

Can the University Golf Course help publicize my event?

You have an option to be included in our scrolling news on www.uofmgolf.com. A link can be provided to your tournament chairperson and there is no additional cost for this service. We will only include your event in the scrolling news with your permission.

Is it possible to reserve the entire course and other facilities for the entire day on an exclusive basis?

Yes, a full day course rental is an option in the rates section of this document.

Can the golf course staff help identify prizes and giveaways for participants?

We believe that these items help provide positive memories for your event. Our professional staff would be happy to suggest popular items or other items that would fit your needs and budget. We have a fully stocked golf shop and can order specialty items with enough advance notice. We can also provide deals with equipment vendors to logo or personalize your event or sponsors.

What happens if I book an event and need to cancel or reschedule?

Within a reasonable time frame, it is possible to cancel or reschedule your event. We appreciate efficient communication in such circumstances and require as much notice as possible. Please reference the Deposit and Cancellation information on page 8 in this packet for course policy.

What happens if it rains on the day of my outing?

Unfortunately, the occasional "rain out" is a possibility. If the golf course determines that the facility is unfit for play on the event date as a result of inclement weather, the outing client will be responsible for certain fees. A breakdown is provided below:

- For a full rain out (1 to 3 holes completed) where no play can be completed, the deposit (\$500) will be kept for extra cart rental (a fixed cost for the UMLBGC) and pre-tournament preparation.
- In the event of a partial rain out (4-12 holes completed), a pro-rated amount will be refunded. The deposit will be kept and a 50% refund of the balance will be issued.
- In the event of a rain delay or shortened event (13-18 holes completed) no refund will be issued.
- These prorated rates do not apply to the food service through University Dining Services. Their policies can be explained by their staff by contacting 612-624-7173.
- In the case of severe or threatening weather, the golf course staff will provide an evacuation procedure sheet prior to starting the event and sound an air horn to begin the evacuation procedure.

Policy and Priority Document for Sports Facilities

SPORTS FACILITY POLICIES

Group Use of the University of Minnesota Golf Course

Effective January 1, 2010

When a group is to reserve blocks of tee times at the University of Minnesota Golf Course, the following policies apply:

- A. University departments or student groups will receive priority when scheduling dates of events. Verification of a group's affiliation will be required by a letter from the respective department head or the Student Activities Office or by supplying the golf course with a list of names and ID numbers which will be verified for affiliation, and double checked the day of the event.
- B. Rental rates for group use are stipulated on the golf course outing contract available on the website outings page and are approved by the Sports Facilities Committee. University groups must book their event after November 1st of the previous year or before February 1st of the year of the event to receive priority over the general public. Group rates and priority for scheduling use of the golf course are uniform after February 1st.
- C. All other procedures for group use will be provided by the management of the University of Minnesota Golf Course, and are available for review at <http://www.uofmgolf.com/groupoutings.htm>
- D. All requests will be considered for Tuesday, Thursday, or Friday only. Mondays, Wednesday, Saturday, and Sunday will be left open for public play with the exceptions of University of Minnesota Men's Club, University of Minnesota Women's Club, Department of Recreational Sports Leagues, and ICA Golf Competitions. Additional exceptions to this policy *must* be approved by the Sports Facilities Committee.
- E. All events with players in numbers of 16-96 must use tee times or select a different rental package available for shotgun starts. Shotgun starts are available at 8am or 1:30pm. An all-day golf course rental package is also available. Cost for each package is available on the outing contract found on the golf course website.

Amenities

The University of Minnesota golf facility is one of the richest in history. We offer an all- grass 50+ stall driving range for use before an event. A full day course rental would have an all inclusive range package for each participant prior to start of the event. Other discount rates are available upon the selection of other shotgun packages.



The clubhouse has a small room or patio available for use for small groups of up to 50 in number. It also can be an excellent place for registration.



Banquet facilities are also available and priced into the cost of the event. We have a “Big Top” style tent that provides enough room for a full field 144 person event, silent auction, and catering needs. Golf course staff will be available for events to help shuttle players to the range, registration, and cart staging area prior to the start of your outing. Official scorecards, yardage books, tee gifts, cart staging, cart/contest signage, and scoring will all be taken care of so you can focus on ensuring that your guests are having a great outing!

Course Policies

Waiver and Release of Liability Statement:

The tournament director hereby acknowledges that the use of the University of Minnesota Les Bolstad Golf Course and Driving Range and Learning Center and any privilege or service incident to my event is undertaken with the knowledge that it may involve the risk of physical injury. I waive and release liability of the University of Minnesota, Les Bolstad Golf facility, its employees, agents, officers, directors, affiliates, and independent contractors from any and all claims, actions, suits or allegations for damages to person or property which relates or in any way pertains to the event.

Important Contact Information:

Golf Course Management Office: 612-627-8013

Staff: Greg Jamieson (jamie006@umn.edu)

David DuBord (dubor002@umn.edu)

Josh Dye (dyexx033@umn.edu)

Holly Krauter (kraut025@umn.edu)

General info (info@uofmgolf.com)

Golf Shop Direct Line: 612-627-4340

Golf Course Fax: 612-627-4391

University Dining Services: 612-624-7173

Alcohol Permit Questions: 612-624-6019

Food:

All food and beverage must be purchased from or through University Dining Services. A listing of their services and contact information is located at: <http://www1.umn.edu/dining/catering.html>

They can be contacted by phone at the number above.

Event Deposit

A deposit of \$500 is required by all groups using UMLBGC for an event. It is due 2 weeks after acceptance by golf course management of your requested date. Payment for deposit is accepted by University of Minnesota internal transfer via EFS, check or credit card. *An event may be cancelled if the deposit is not received within 2 weeks of outing date acceptance.*

Cancellation & Player Reduction Policy

If you request a cancellation of your event, the deposit will be refunded in the following manner: Less than 14 days prior = no refund, 15-30 days prior = 50% deposit refund, greater than 30 days = 100% of deposit refund.

Final number of players must be submitted within 48 hours of the event.

Number of Players

Outings using tee times will need to be submitted no later than 5 days prior to the date of your event.

Outings using one of the available shotgun start packages require 5 days notice of the total number of players to adequately accommodate golf cart requests.

Listing of Players

A final list of golfer pairings broken down into groups of four must be provided to UMLBGC within 48 hours of the event to properly complete the amount of pre-tournament preparation. Hole starting assignments can be made by UMLBGC staff. If you have multiple groups per hole and would like to assign groups together, please let our staff know prior to the 48-hour deadline.

Final Payment

The final payment for an outing is due on the day of the event. Other paying arrangements must be approved no later than two weeks prior to the date of the event.

Course Closure & Inclement Weather Policy

Rain does not constitute stoppage of play. UMLBGC will determine the stoppage of play based on golf course rules and regulations.

Should circumstances beyond the control of UMLBGC staff occur and play is shortened, discontinued, or not started the following policy will be in effect:

- For a full rain out (1 to 3 holes completed) where no play can be completed the deposit (\$500) will be kept for extra cart rental (a fixed cost for the UMLBGC) and pre-tournament preparation.
- In the event of a partial rain out (4-12 holes completed), a pro-rated amount will be refunded. The deposit will be kept and a 50% refund of the balance will be issued.
- In the event of a rain delay or shortened event (13-18 holes completed) no refund will be issued.
- These prorated rates do not apply to the food service through University Dining Services. Their policies can be explained by their staff by contacting 612-624-7173.
- In the case of severe or threatening weather, the golf course staff will provide an evacuation procedure sheet prior to starting the event and sound an air horn to begin the evacuation procedure.

Damage

In the event of damage to the course or any of UMLBGC property, you, as the tournament coordinator, will be liable for any and all damages. Every effort will be made by UMLBGC staff to assist in determining who did the damage. It is very important to drive golf cars responsibly. Warnings will be issued to offending golfers. If you are concerned about this issue, please contact your insurance company to inquire about coverage in the event of damage. The charges for all damage will include, but not be limited to: parts and labor to restore the damaged property and/or replacement costs.

Number of golf cars

The UMLBGC has a limited number of golf cars available for rent. It is important to communicate to your UMLBGC staff representative how many golf carts are desired for the event. This includes golf cars for the tournament, shuttle cars, beverage cars, volunteer cars. Due to the limited availability of golf cars, there is an extra cost to the golf course for outside rental of golf cars. It is important to consider how many golf cars will be required as these costs cannot be refunded in inclement weather situations.

Alcoholic Beverages

A University Application to serve Alcohol must be filled out and approved by the Office of Risk Management. For University Affiliated and non-Affiliated groups, the form can be found here:

http://www.policy.umn.edu/Forms/formresults.cfm?TitleCode=alcohol&output=xml_no_dtd

Intoxication & abuse

Every attempt will be made to ensure that intoxicated individuals are not damaging our course, property or themselves. Intoxication or abuse of the golf cars, golf course, or property will result in the immediate loss of playing privileges. UMLBGC rangers or management staff will determine whether the abuse warrants the escorting of individual(s) off the premises. An attempt to contact the tournament coordinator will be made and, if necessary, proper authorities will be contacted to remove someone from the premises. In no case will a refund be given to an individual(s) being removed from the golf course.

Speed of Play

If individual tee times are used, the golf course expects play to be completed at a pace of no more than 4 hours and 15 minutes per group. UMLBGC rangers have the authority to ask a group that is excessively slow to pick up and regain their pace position.

We realize the time constraints of play for your event. For shot gun packages the course is rented for an allotted period of time. UMLBGC has the right to conclude the event at the regularly scheduled time, regardless of weather conditions, in order to accommodate post event play. In order to avoid this possibility, it is possible to rent the facility all-day. We recommend that to encourage an acceptable pace of play, groups be comprised of balanced playing abilities (A-B-C-D level players). Please include this suggestion on your registration forms.

Attire and Equipment

Appropriate golf attire must be worn. Shirt and shoes are required. Each player must have their own clubs. We do have a limited number of rental sets available for use. *Our facility is a non-metal spike facility.*

Specialty Events & Contests

Special events add an extra touch to the tournament. They are allowed and encouraged at UMLBGC. General events include: longest drive, shortest drive, closest to Goldy, closest to the pin or anything you'd like to host. If you have a non-general event, it will need to be approved prior to the date of the event. If your contest requires clean-up or has caused damage to the course, you will be billed an additional \$100 clean-up fee or the cost of the damage, whichever is greater.

Event Signage

Banners and Sponsor signs should be delivered 2 days in advance of your event to allow UMLBGC enough time to coordinate placement. We reserve the right to refuse the display of any banner/sign. All signs and banners must be removed from the property at the conclusion of your event or they will be discarded, unless other arrangements are made.

Scoring and Announcements

Scoring can be completed by UMLBGC staff. Please submit the number of places you would like to recognize, the hole contests, and denominations of gift certificates issued when submitting the player list (2 days before event).

UMLBGC has a PA system connected to our clubhouse suitable for announcing individual tee times or for groups gathered near the clubhouse. Our staff will make a few brief announcements prior to the beginning of play. If a PA system is desired for the "Big Top" tent, it will be up to you, the tournament director, to rent that equipment. Power can be provided by the golf course.

Golf Car Rental Agreement

Please read and understand the following Golf Car Rental Agreement. It has been adapted to fit a group outing where a sponsoring group will assume responsibility for the participants involved in their event day.

As the sponsoring organization of a golf outing at the University of Minnesota, Les Bolstad Golf course - I promise and agree to return said golf car(s) immediately upon completion of my round in a good condition as I received, normal wear being expected.

I promise and agree to pay for any damages that are sustained to the said golf car(s) while the same are in my possession.

I promise and further agree to hold the University of Minnesota, Les Bolstad Golf Course or any of its agents free and harmless from any damages or claims of any nature whatsoever that may arise from or through my use of said golf car(s). I represent that I am familiar with the operation and use of said golf car(s), and can operate the same.

Signature of the Tournament Coordinator on the contract will constitute compliance with the golf car rental agreement.

Package Options

GOLD OUTING

Groups of 20-96 players have the ability to pay per person. Paying per person means that the group must use tee times or select a shot gun package and pay the full applicable outing rental rate.

These events may be conducted on Tuesdays, Thursdays, or Fridays. The rates below include: 18 holes of golf per person, 2 golf cars per foursome, return of golf shop credit in any denomination for redemption in the golf shop, yardage books, official scorecards, score sheets, and event contest proximity marker signage.

\$30 per player for golf

\$16 per player for golf car

\$7 per player for golf shop credit (returned in gift certificates)

\$53 per player total

Additional options available with costs associated below:

Beverage car.....\$32 per car (2 available – driver provided by event)

Volunteer/Spectator cars \$32 per car

Tent or clubhouse rental \$400 includes clean up, garbage and recycling fees

Catering available – contact UDS 612-624-7173

Maroon Outing

8:30, Noon, 12:30, or 1 PM SHOTGUN START

This shotgun package is recommended for groups up to 144 players. Included in this package is:

- Availability on Tuesdays, Thursdays, and Fridays.
- Up to 144 players.
- 18 holes of golf (weather permitting)
- Up to 72 golf cars (2 per foursome)
- If extra cars are needed beyond the 72, they will be at a cost of \$32 per car (a fixed cost from an outside vendor).
- The golf course will stage the cars prior to the event with player and starting hole assignments, tee gifts (*based on selection*), official scorecards, rules and information sheets.
- The golf course staff can also put out sponsor or contest signage based on tournament director's discretion.
- *Two beverage cars, tournament scoring, course event staff (3), garbage and recycling fees will also be available at no extra charge if desired.*
- *Also returned is \$700 in golf shop credit that can be issued in any denomination desired.*
- Add a discounted range option for \$250.

Cost for this event is \$8,000 without discounted range (*\$700 back in shop credit – so the net cost is \$7300*). With the discounted range option the cost is \$8,250 (*The net costs with the golf shop credit return are \$7,550*).

LETTER WINNER OUTING

This is a very popular selection for our guests. It allows the most flexibility and an entire day exclusive rental of the facility. You have the option of having a shotgun start at any time during the day or have both an afternoon and morning start. This is an all-inclusive facility package with the following amenities:

- 18 or 36 holes of golf per player.
- 2 golf cars per foursome.
- Up to 10 hole sponsor or volunteer cars (for a total of up to 82 cars).
- Tee Gift Bag (based on selection)
- Clubhouse/Tent usage.
- Car staging with player names and hole assignments.
- *Range usage for the entire group prior to the shotgun start.*
- Official scorecards and yardage books.
- Hole contest signage.
- 2 beverage cars.
- Event golf course staff (5) for volunteers or shuttle drivers.
- Also returned is \$800 in golf shop credit that can be issued in any denomination desired.

All day course rental is \$12,000.