

TOURNAMENT/EVENT POLICY

Page 1 of 2

The term "event" shall mean any tournament or other similarly organized event that restricts the use of the golf course to the HPRAI members or public (recognized leagues excluded).

The following statements pertain to events during the months of May, June, July, August and September. Any events scheduled outside of this timeframe must be requested and approved by the Board.

Events will fall into one of two categories: 1) club-sponsored 2) non-club-sponsored. Both must be Board approved.

- 1) Club-sponsored events are initiated by the HPRAI Board and the Club shall receive green fees from the event.
- 2) Non-club-sponsored events are initiated and organized by other organizations and pay HPRAI according to rates set later in this policy.

Men's/Women's Club Championship and junior tournaments will have no green fees. Any other fees will be at the discretion of the HPRAI Board.

League day events must be club-sponsored and approved by the Board. As with any club-sponsored event, a current green fee per golfer (member and non-member) per day will go to HPRAI. Any other fee will be at the discretion of the HPRAI Board and the affected league director/president. This green fee does not apply to events held on a league day and involving only league members.

At the conclusion of an event, the event sponsor or Tournament Director should immediately fill out a "Tournament/Event Post Report Form" (at the discretion of the HPRAI Treasurer, a substitute form showing appropriate calculations can be substituted). This form should be given to the HPRAI Treasurer.

Cart rentals shall be consistent with the current cart rental policy.

Events should be scheduled such that public play can be most reasonably accommodated prior/post event.

HPRAI shall receive 15% of any Calcutta conducted as part of an event.

No sponsor will be allowed to operate the Caddy Shack in place of HPRAI.

CLUB-SPONSORED EVENTS

- Do not need to submit a "Tournament Request" form.
- Green fees will amount to \$8 per golfer per day, are included as part of the entry fee and to be transferred to HPRAI within a week. Any additional fees will be set by the HPRAI Board and transferred to the appropriate person(s) by the Tournament Director or other person appointed to collect tournament fees.
- If the HPRAI Board decides a Tournament Director is required, see "Tournament Director" section later in this policy.
- If an auctioneer is used for a Calcutta, their fee will be set by HPRAI.

NON-CLUB SPONSORED EVENTS (continued on page 2)

- Cannot be longer than one day in duration.
- Cannot be scheduled on a league day.
- Limited in number to no more than 5 per season on a weekend. No limit on weekday events, although these events must be completed before 4:30 P.M. and last no more than 3 hours if a 9-hole event, 6 hours if 18-hole event. These allotted events shall be approved at the discretion of the Board and be based on attendance, previous history, and benefit to the HPRAI in general.
- If an event involves less than 36 people, the course cannot be closed to the public. Those involved must pay regular green fee rates, be worked in with regular flow of public play and will receive no special considerations.
- If an event involves more than 36 people, the course must be closed to public play and all items in this policy apply.
- Need to submit a "Tournament Request" form to the HPRAI Board at least 3 weeks in advance of the scheduled date. The person submitting the request will be notified upon acceptance or rejection of the request. Request form must be signed by the Course Superintendent and one Board member.

**THE BOARD OF DIRECTORS RESERVES THE RIGHT OF EXCEPTION, ACCORDING TO THE BY-LAWS,
OR ANY FEDERAL JURISDICTION OR POLICY THAT WOULD APPLY**

TOURNAMENT/EVENT DAY POLICY

Page 2 of 2

- A cancellation fee of \$100 will be charged for any scheduled event that is cancelled with less than a 2-week notice to the HPRAI President AND Course Superintendent.
- Entry fee collection and payments to HPRAI Treasurer shall be the responsibility of the sponsoring organization. If a Tournament Director is requested, see "Tournament Director" section later in this policy
- Rates to be paid to the HPRAI for non-club-sponsored events will be calculated as follows:
Regular current green fee per holes played and day of week multiplied by number of people.

Events shall be limited to 18 holes, unless the number of participants dictates two 18-hole events be conducted in one day.

TOURNAMENT DIRECTOR

If a Tournament Director is required for a club-sponsored event, they will receive \$100 per day per event. If a helper is needed, the helper will be paid out of the Tournament Director's fee. If a non-club-sponsored event, the Director fee will be negotiated. The Tournament Director is responsible for all duties as listed in the "Job Description--Tournament Director" policy.