SHOTGUN TOURNAMENT PLANNER

GROUP NAME _____ PLAYER COUNT _____ EVENT DATE _____ START TIME_____

FOOD & BEVERAGE SERVICE

PRE-GAME SERVICE BEGINS 1.5 HOURS BEFORE SHOTGUN START TIME

MEAL SELECTION _____ HOSTED BAR _____ ADDITIONAL GUESTS _____

POST-GAME SERVICE BEGINS APPROXIMATELY 5 HOURS AFTER SHOTGUN START TIME

MEAL SELECTION _____ HOSTED BAR _____ ADDITIONAL GUESTS _____

ADDITIONAL GUEST COUNTS INCLUDE VOLUNTEERS, SPONSORS, AND NON-GOLFING GUESTS

PRE GAME & POST GAME TIME LINE AND SET UP DETAILS

_____ HOST ARRIVAL TIME (NO MORE THAN 2 HOURS BEFORE SHOTGUN)

_____ ON COURSE VOLUNTEER/SPONSOR ARRIVAL TIME

_____ GOLFER REGISTRATION & PRE-GAME FOOD & BEVERAGE SERVICE (NO MORE THAN 1.5 HOURS BEFORE SHOTGUN)

REGISTRATION TABLE COUNT _____ (UP TO 2) PRIZE/RAFFLE TABLE COUNT _____ (UP TO 4)

_____ SHOTGUN START

_____ POST-GAME FOOD & BEVERAGE SERVICE (APPROXIMATELY 5 HOURS AFTER SHOTGUN. WILL WATCH PACE)

OTHER SET UP NOTES

_____

_____

ON COURSE

Y / N DO YOU HAVE TEE SIGNS FOR THE COURSE?

TEE SIGNS MUST BE LABELED WITH HOLE LOCATION ON BACK OF SIGNS AND DROPPED OFF THE DAY BEFORE YOUR EVENT. CALLIPPE STAFF TO SET UP DAY OF.

Y / N ON COURSE SPONSORS/VOLUNTEERS? HOW MANY? _____WHAT HOLES_____

1 TABLE/ 2 CHAIRS PROVIDED BY CALLIPPE FOR ON COURSE SPONSOR/VOLUNTEER. POPUP TENTS BROUGHT IN BY TOURNAMENT HOST/SPONSOR/VOLUNTEER.

Y / N ON COURSE FOOD? *IF YES, COMPLETE ON COURSE FOOD & BEVERAGE STATION FORM.*

Y / N ON COURSE BEVERAGE? *IF YES, COMPLETE ON COURSE FOOD & BEVERAGE STATION FORM.*

ALL ON COURSE FOOD & BEVERAGE MUST BE APPROVED BY CALLIPPE. ANY LIQUOR ON COURSE MUST BE PROVIDED BY CALLIPPE. NO GLASS BOTTLES OR OUTSIDE LIQUOR PERMITTED. ANY LIQUOR BROUGHT IN BY THE HOST, SPONSORS/VOLUNTEERS, OR SHOTGUN PARTICIPANTS WILL BE CONFISCATED.

CONTESTS

Y / N PUTTING CONTEST *$2 PER PLAYER*

Y / N LONG DRIVE *(HOLE 3)*

Y / N CLOSEST TO THE PIN *(HOLES 4; 6; 13; 16)*

Y / N HOLE IN ONE CONTEST *WITNESS REQUIRED*

OTHER ON COURSE ACTIVITIES _____

_____

PRIZE FUND ALLOCATION *$5 PER PLAYER* HOW MANY GIFT CARDS AND WHAT IN WHAT AMOUNTS?_____

CLUB RENTALS

CLUB RENTAL SETS MUST BE PREARRANGED NO LATER 7 DAYS PRIOR TO EVENT. LIMITED AVAILABILITY.

MEN'S RIGHT HANDED SET_____ MEN'S LEFT HANDED SET_____ LADIES RIGHT HANDED SET_____ LADIES LEFT HANDED SET_____

WHO WILL BE RESPONSIBLE FOR PAYING THE RENTAL FEE FOR SETS? TOURNAMENT / INDIVIDUAL

ON COURSE F&B DUE 2 WEEKS BEFORE OUTING

TOURNAMENT NAME: _____ DATE:_____

COMPANY:_____ PHONE:_____

CONTACT NAME:_____EMAIL:_____

OUTSIDE LIQUOR IS NOT PERMITTED ON THE PROPERTY UNDER ANY CIRCUMSTANCE. ANY OUTSIDE LIQUOR WILL BE CONFISCATED.

BYO BEVERAGE STATIONS

BRING YOUR OWN BEER, SELTZERS, AND NON-ALCOHOLIC BEVERAGES

_____$153* BEVERAGE STATION FEE (INCLUDES 1 COOLER AND ICE WITH REFILLS THROUGHOUT EVENT)

*FEE IS PER COOLER AND REQUIRED FOR ALL OUTSIDE BEVERAGES.

*NO PERSONAL COOLERS ARE ALLOWED ON THE PROPERTY.

COCKTAIL STATIONS

INCLUDES PREMADE COCKTAIL, ICE, AND CUPS

$120* GALLON/ 3 GALLON MINIMUM. FILL IN QUANTITIES & COCKTAIL CHOICES BELOW

_____MARGARITAS _____ JOHN DALYS _____VODKA LEMONADE

_____ MAI TAI _____ SANGRIA _____ BLOODY MARY

FOOD STATIONS

MUST BE A LICENSED CATERER, SELF-SUFFICIENT, AND APPROVED BY FOOD & BEVERAGE DEPARTMENT

._____$75* ON COURSE OUTSIDE CATERING FEE.

**ALL FOOD AND BEVERAGE CHARGES VENUE INCLUDE 22% SERVICE CHARGE & WILL INCUR ALL APPLICABLE TAXES.

BY SIGNING, YOU ARE AUTHORIZING YOUR ORDER AND AGREEING TO ALL TERMS LISTED ABOVE.

PRINT NAME _____ TITLE_____

SIGNATURE _____ DATE_____

CREDIT CARD # _____ EXP _____CVV_____

SEND COMPLETED ORDER FORM TO EVENT DIRECTOR, MORGAN CHANDLER AT EVENTS@PLAYCALLIPPE.COM
NO LATER THAN TWO WEEKS BEFORE TOURNAMENT.