



Marine Corps Base Hawaii

Kaneohe Bay, Hawaii 96863

Golf Tournament Agreement

Name of Event: _____

Date and Time: _____

Number of Golfers: _____

Format: _____

Coordinator: _____

Phone Number: _____

Email: _____

AGREEMENT NO. _____

TERMS & CONDITIONS:

FEES: Fees will be assessed one of two ways: 1) Each player will be charged a fee according to his/her pay grade (see Fee Schedule), or 2) All players will be charged the same fee based on the calculated average pay grade of the entire group. Fees are subject to change up to 60 days prior to the day of the tournament. The Coordinator is responsible for collection and payment of all fees. Payment is required by close of business the day of the tournament. We accept Cash, Credit Card, or Check. Make checks payable to MCCS. Prior to payment, the Coordinator shall provide a list of all players and their pay grade status.

SHOTGUN FORMATS: Shotgun formats are prohibited Saturday-Sunday, and Holidays. A minimum of 144 players (maximum of 160 players) is required for an 18-hole shotgun. A minimum of 72 players is required for a 9-hole shotgun. If the minimums are not met, modified shotgun formats will be used at the discretion of the General Manager.

EXCLUSIVITY: Tournament Groups that book 18-hole shotguns and provide a minimum of 144 players (maximum of 160 players) will have exclusivity to the golf course. This means the 18-hole golf course will be closed to regular patrons until the completion of the tournament. All other tournaments will be modified to allow regular patrons (NO EXCLUSIVITY) to fill unused capacity during tournament operations.

CONFIRMATIONS / CANCELLATIONS: Confirmations (for player counts) must be called in at least seven (7) days prior to the tournament. The last confirmation received prior to the seven-day deadline will be used to calculate fees for the tournament. Only the Tournament Coordinator will be allowed to cancel the tournament. Cancellations must be called into the Golf Course Management at least seven (7) days prior to the tournament. If the seven-day requirement for confirmations and/or cancellations is not met, the minimum fee assessed will be equal to ninety (90) percent of the last confirmed count.

FOOD AND BEVERAGE: All outside food and beverages to include personal coolers are not allowed on the premises. With the exception of bottled water, all donated food and beverage items are also prohibited. All food and beverage must be purchased through Kaneohe Klipper Golf Course. A contract, separate from this one, will be written for food and beverage services.

RAIN CHECK POLICY: A rain check for the tournament will not be issued unless the General Manager closes the golf course due to extreme flooding and/or prolonged lightning in the area. **Under no circumstances will a rain check be issued for any of the contracted food and beverage services, regardless of the course being closed for weather.**

MCBH GATE ACCESS: Tournaments that include sponsored civilian guests are required to provide an alpha list to the golf course at least 3 days prior to the tournament. Coordinators for tournaments with 50 or more participants will be required to pick up (from the Golf Course) and distribute gate access passes to their participants. Changes to the alpha list will be accepted up to the day of the tournament.

DRESS CODE: The Coordinator will ensure that all participants dress appropriately and in accordance with the Kaneohe Klipper's Dress Code Policy. **REQUIRED** (any of the following): Collared shirts, turtle-necks, mock-necks, conservative shorts or long pants and proper footwear. **NOT ALLOWED:** Beach/Surf T-shirts, tank-tops, muscle-shirts, cutoffs, swimsuits, short shorts, halter tops, bare midriffs, boots, thongs/slippers, golf shoes w/metal spikes.

GOLF CARTS: Participants are asked to abide by the Kaneohe Klipper's Cart Rental Agreement: 1) All golfers shall operate the golf cart in a safe and courteous manner. 2) All golfers shall return the cart in the same condition as received. 3) All golfers agree to pay for any damage sustained to their cart while in their possession. 4) All golfers agree to hold harmless, MCBH, MCCA, and Kaneohe Klipper Golf Course from any and all loss, damage or injury, resulting from the operation the cart, either by the golfer, passenger or third party. 5) All golfers agree to carry no more than two sets of clubs and carry no more than two occupants at a time. 6) All drivers must carry a valid driver's license.

OTHER RULES: Participants will be expected to play without delay, repair ball marks on greens, fix divots, rake bunkers, secure trash, use the 90-degree rule, and keep carts 30' from greens and tees. Children under the age of ten (10) are not allowed on the course during competition. Participants shall also comply with all directives that protect the environmentally and culturally sensitive areas on the golf course.

Number of Participants: _____ Participant's Fee: _____ Driving Range Balls: Yes No
(\$150)

Additional Items and Arrangements:

PRINTED NAME: Tournament Coordinator

SIGNATURE: Tournament Coordinator

Date

SIGNATURE: Golf Course Approving Official

Date