

Broadlands Golf Course

Tournament Packet





Dear Event Coordinator,

Thank you for considering Broadlands Golf Course as the site for your next tournament. We take pride in offering the finest service available in the area. Our available days for events are limited so we encourage you to reserve your date as soon as possible. We have created some attractive golf packages for the 2016 season. Included in this packet are details about setting up your event, contract information, and our finest food and beverage selections.

The Broadlands staff is proud to offer you a variety of menu selections to accommodate your interests pertaining to your event. Our experienced staff will be happy to answer any questions you may have concerning food options and prices. Please call (303) 466-8285 with any inquiries.

We are pleased to offer you our professional services that will make your event unique to the area, making your job as coordinator more organized and enjoyable. Please feel free to contact the golf shop with questions or any ideas concerning your event.

We look forward to working with your group during the 2016 season to make your event a great success. Please feel free to stop by and visit our facility prior to your event. We appreciate your support of Broadlands Golf Course and look forward to hosting your event.

Sincerely,

Marty Riddle

Assistant General Manager

Tournament Coordinator

Broadlands Golf Course

The Broadlands is a wonderful venue for Events from 20 player outings to 144 player outings. We pride ourselves in providing a professional, well-organized function every time. Our professional staff is available to assist you throughout the entire event coordinating process. Eighteen-hole outings of thirty-two (32) players or more will also receive the Professional Services of our staff and may be scheduled more than seven (7) days in advance. Nine-hole events may be considered for groups after 3:00 PM depending on the day.



2016 Golf Outing Policies and Procedures

Scheduling Your Outing

Reservations of twenty-four (24) participants or more may be made up to 1 year in advance by calling the pro shop at (303) 466-8285. Shotgun and Tee-Time starts are available. All golf outing packages receive professional services, which include:

Rules Sheets Scoring Flag Events Personalized Cart Signs

Gift Certificates Beverage Carts Personalized Scorecards Player Assistance

Choosing An Outing Package That Best Suits Your Needs

The four outing packages included in this packet have been created to aid in the ease of planning your event. Prices for weekday and weekend outings are included in the package descriptions. Prices may vary upon time and date of play. Any changes or alterations in the packages must be made with the Head Golf Professional and prices will be adjusted accordingly.

Shotgun Outings

Broadlands Golf Course can accommodate a shotgun start for a group of any size. Prices for shotgun events vary based on the day of the week and start time of the event. Modified shotguns are available for events at the discretion of Broadlands Staff. Any outings with guests over and above 144 players that requires extra cart rental will be charged accordingly. Contact the golf shop for available starting dates and times.

Review, Sign and Return Your Request Form

Please review all aspects of the request form and be as accurate as possible when completing the requirements for your golf outing. Please note that the contract does have a clause allowing you to cancel your outing 30 days in advance without penalty. In addition, please note you may change the minimum number of golfers 7 days in advance of your golf outing. Your golf outing will not officially be put into the tee sheet until Broadlands Golf Course has received your outing contract and deposit. Please return your signed contract within 10 days of receipt via email or mail to:

Broadlands Golf Club

4830 West 144th Avenue, Broomfield CO 80023

(303) 466-8285



Broadlands Requires a \$150 Deposit To Secure Each Golf Outing

This payment is not a fee. The deposit will be applied to your final golf outing account. Broadlands Golf Course accepts Cash, Checks, Visa, MasterCard, Discover and American Express as methods of payments for your deposit. Please include your deposit along with your contract.

Please Update Broadlands With Your Outings Final Count 7 Days Before Your Scheduled Event

We require a final count of the number of participants who will be golfing in your outing as well as the number of people requiring food and beverage services. By allowing us 7 days' notice, we have the opportunity to sell any unwanted tee times to the public. If you fail to update Broadlands with any changes, you will be required to pay for any unwanted times. This also gives the Food & Beverage staff ample time to plan and organize any requirements you may need. At this time, please advise us of any special menu items participants may need.

Please Submit A Roster Of Golfers 5 Days in Advance Of Your Outing

This allows our staff ample time to arrange for your outing. Please submit each player's first and last name for personalized cart tags and scorecards, and be sure each member of your group has an assigned tee time or hole number for your outing. These will need to be grouped into foursomes considering we do not allow five sums. In addition, if any of your guests need rental clubs, please volunteer that information at this time. This information is accelerated with the use of a fax machine. Our fax number is (303) 635-0644. If you prefer our staff to organize your groups, we would more than happy to do so.

At this time we would also appreciate a list of any prizes you might be awarding at your outing. This list should include possible flag prizes, team prizes, or any special awards to be given to your party and the reward you wish to arrange for them.

Tee Signage, Banners, Or Special Endorsements You Wish To Use For Your Outing

Please allow 5 days' notice for any special requests such as these to allow your outing to flow smoothly. The day of your outing is a very busy time, so this notice will give our staff plenty of time to get these items in place.

Your Golf Outing

Please arrive at least 2 hours before your first tee time. Broadlands will provide a registration table for your use of checking in guests. Our staff realizes how important this day is to you, so provide us with any information to make your day run smoothly. Our staff is dedicated to trying to be the best, so let us help you delight your players and make you look wonderful in their eyes. Please express any changes, questions, or concerns to our staff, and we will do everything to make your experience as enjoyable as possible.



Awards and Prizes

When your group is finished with the round, our staff will collect scorecards, post scores, and prepare the final calculations for scoring. When your party has gathered we will furnish you with information allowing you to present the prizes to your guests. This is another opportune time for you to say thank you to your guests and make them feel special. If you prefer, our staff would gladly present awards for you.

Payment for your outing

Payment for your outing may be made the day of the event or Broadlands can send you an invoice to pay for your day's services. If billing is necessary, you will receive an invoice within 3 days of your golf outing. Please include any information to better our service to you the next time you return to Broadlands Golf Course.

Responsibilities of the Tournament Coordinator

1. Submit a final count of participants AT LEAST 10 DAYS prior to the event on the enclosed Final Count Guarantee Form.
2. Submit a list of all players' names at least 2 days prior to the event.
3. Prize amounts and arrangements must be finalized.
4. Designate a representative to be at the course one hour before the starting time to register the participants.
5. Inform all participants of the following:
 - Proper golf course attire is required (Shirt with sleeves and no cut-off shorts).
 - **Liquor and beer may not be brought on the property per Colorado State Law**
 - No personal coolers are allowed.
6. Accept liability for any damage caused by the group to the golf course or equipment.
7. It is the sole responsibility of each golfer to notify the tournament director, homeowner, or golf course staff in the event that their ball causes property damage to any of the houses on the course.

Rules and Regulations

Broadlands has established the following rules of play for tournaments and special events; you will be required to adhere to all of these rules unless altered in advance by mutual agreement. We depend on your business and look forward to your use of our facility on a continued basis. Therefore, we ask you that you not only conform to these rules, but also that you might let us know how we can better serve you. Please observe the following:

1. Golf carts are required for all golfers
2. All play will be in foursomes



3. Format for all events will be a scramble unless otherwise approved by the golf course tournament director
4. Group representative will be responsible for any damage or injuries caused by their participants
5. State of Colorado liquor laws must be adhered to, no food/beverages may be brought onto Broadlands property

Conduct

Group Representative shall have all golfers in the special event cooperate with Broadlands staff in regards to pace of play, conduct on the golf course, and any related activities. Broadlands reserves the right to remove from the course any golfer who does not comply with the directives of our staff.

Cancellation Policy

The Group Representative promises to have the final count to Broadlands staff no later than seven (7) days in advance. The representative is then financially responsible for that number of participants on the day of the event. If the event is canceled at least thirty (30) days prior, the deposit will be sent back to the representative. A cancellation with less than thirty (30) days' notice will result in a forfeit of the deposit.

PRICING

Starting Times (per player):	Merchandise Allowance:
Shotgun Start:	Deposit Required: \$150
Food:	

I read and understand the foregoing application, and I represent to Broadlands Golf Course that I have full authority and agency to bind the group and/or entity sponsoring the requested event. I personally guarantee full payment for all charges, green fees, cart rentals, and any and all other services provided by Broadlands Golf Course for the requested event.

Group Representative:	Date:
Golf Professional:	Date:



Food and Beverage Service

The Broadlands offers excellent food and beverage service in a wide range of meal options and prices, including a beverage cart on the golf course for your convenience. Arrangements for food services must be made in advance with either the Food & Beverage Manager or our Event Coordinator. All food and beverages must be purchased through the Broadlands unless otherwise arranged.

FOOD OPTIONS

Deluxe Continental Breakfast or Breakfast Burrito (Assorted Muffins, Bagels, Donuts, Fruit, Juices, Coffee)	\$ 6.99
Box Lunch Includes Sandwich (Ham/Turkey), Chips and a Cookie	\$ 8.99
Outdoor Cookout Burgers, Bratwursts, Baked Beans and an assortment of Pasta, Macaroni, Potato Salad and Chips	\$12.99
Mesquite Smoked BBQ Barbeque Beef Brisket and Kaiser Buns, Baked Beans, Potato Salad and Kettle Chips (*Include Chicken as an additional Entrée – Add \$2.99)	\$14.99
Fajita Buffet Seasoned Beef, Sautéed Vegetables, Black Beans, Spanish Rice Served with warm tortillas and all of the sides (*Include Chicken as an additional Entrée – Add \$2.99)	\$15.99
Rib-eye Dinner 10 oz. Rib-eye Grilled to Perfection, Baked Potato, Vegetable, Tossed Salad, and Rolls	\$16.99



<p>Breakfast Buffet French Toast <u>OR</u> Pancakes, Scrambled Eggs, Bacon and Sausage, Breakfast Potatoes, Breakfast Rolls, Fruit Salad, Coffee and Juice</p>	\$10.00
<p>Grilled BBQ Chicken Buffet Grilled BBQ Chicken mix of Breast with wing-on and Leg and Thigh, served with Corn on the Cob, Baked Beans, Kettle Chips, Pasta, Potato, Macaroni Salad, Dinner Roll</p>	\$13.99
<p>Cold Cut Buffet Ham and Smoked Turkey with American, Swiss and Pepper Jack Cheese with Kettle Chips, Pasta, Macaroni, Potato Salad, Chocolate Chip Cookies</p>	\$9.99
<p>Appetizer Buffet Buffalo Chicken Wings with Celery and Carrots, Artichoke and Spinach Dip with Tortilla Chips, Swedish <u>OR</u> BBQ Meatballs and Turkey and Ham Pinwheels</p>	\$12.00

Broadlands Golf Club 2016 Golf Event Packages

<p><i>Ben Hogan Package</i></p> <p><i>This package is ideal for the economical golf event. This package includes:</i></p> <ul style="list-style-type: none"> • Green Fees • Golf Cars • GPS • Professional Fees • Range Balls • Box Lunch <p style="text-align: center;">\$54.00 Mon-Thurs</p> <p style="text-align: center;">\$64.00 Fri-Sun</p>	<p><i>Arnold Palmer Package</i></p> <p><i>A more inclusive package which includes the following:</i></p> <ul style="list-style-type: none"> • Green Fees • Golf Cars • GPS • Professional Services • Cheeseburger Buffet • Range Balls • \$5.00 prize fund of sleeve of balls • Cheeseburger Buffet <p style="text-align: center;">\$64.00 Mon-Thurs</p> <p style="text-align: center;">\$74.00 Fri-Sun</p>
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Rory McIlroy Package

This package takes advantage of many of the services that The Broadlands offers, including:

- Green Fees
- Golf Cars
- GPS
- Professional Services
- Range Balls
- \$5.00 prize fund or sleeve of balls
- BBQ Brisket Buffet

\$74.00	\$84.00
Mon-Thurs	Fri-Sun

Jack Nicklaus Package

Our most inclusive option! Treat your event to all of the following:

- Green Fees
- Golf Cars
- GPS
- Professional Services
- Range Balls
- \$5.00 prize fund or sleeve of balls
- 10 ounce Rib-Eye dinner

\$84.00	\$94.00
Mon-Thurs	Fri-Sun

****Add a box lunch, continental breakfast or breakfast burrito to any package for \$4.99**
Our Event packages do not include tax or gratuity, food tax is 8.15% and gratuity is 20% for all food.
Packages may be altered at the discretion of course management

***Add cookies to any meal for \$1.00 per cookie.*

(Prices do not include 20% service charge or applicable sales tax)

TOURNAMENTS

MONDAY-THURSDAY \$52.00

FRIDAY-SATURDAY-SUNDAY \$62.00

- *Prices include a \$5.00 per person prize fund*

**Our popular event packages offer discounted pricing for groups who desire an inclusive option.*



BEVERAGE OPTIONS

Limited Open Bar

The tournament director sets a specific dollar amount for the bar. Players drink without any cost to them until the pre-set limit has been reached. Once the pre-set limit is reached, the bar changes over to Cash Bar, and the guests are responsible for all beverages. The limit can be set for any denomination.

Modified Open Bar

A tab will be run throughout the time specified by the tournament director for wine, beer, and soft drinks. The tab will be added to the final bill.

Deluxe Open Bar

A tab will be run throughout the time specified by the tournament director for all beverages consumed by the players.

(Prices do not include 20 % Service Charge or applicable sales tax)

Special Events Request Form

Today's Date:	First Tee Time:
Date of Event:	Shotgun Start Time:
Day of Week:	Number of Players:
Group/Tournament Name:	
Group Representative:	
Billing Address:	
Phone# Home:	Business:
Fax:	