



TOURNAMENT CHECKLIST

The Jeremy Golf and Country Club is a private golf facility and its members and staff are pleased to welcome your tournament. It is expected that you and your invited participants respect the golf course and facilities to ensure that we are able to maintain our country club atmosphere.

Our Jeremy Tournament Director and Clubhouse Manager welcomes your questions and suggestions and want to assist you in planning your event. Please feel free to call at anytime for help. Listed below are some helpful hints and guidelines for holding a successful tournament at the Jeremy.

1. For planning purposes, the number of players expected to participate in the golf portion of the event, estimated number of volunteers and total number of expected guests at the awards banquet should be discussed at the time of booking.
2. Final pairings for the golf tournament must be submitted to the Tournament Director and the final guest count for the awards banquet must be confirmed with the Clubhouse Manager 72 hours prior to the start of the event.
3. Coordination for all catering and special requirements for the tournament must be completed 30 days prior to the event.
4. The Jeremy can provide merchandise for prizes or gift certificates for tournament winners through the Golf Shop. Merchandise, tee prizes and golf favors, etc. that you wish to have imprinted with a specialty logo can be ordered through the Jeremy. Orders and deposits must be placed at least ten (10) weeks prior to the tournament date to ensure receipt of merchandise.
5. Determine your tournament format such as scramble, best ball, etc. with the Tournament Director. Obtain and provide the handicaps for each of your players with the pairings.
6. Arrange for special contests, such as longest drive and closest to the pin with our Tournament Director.
7. Inform all players of Jeremy's dress code, cart rules, course rules and pace of play prior to the date of the tournament.
8. Any other special requirements or needs.

RECOGNIZED SPONSORSHIP

If you wish to recognize sponsorship by particular groups or businesses, you may do so in the following ways:

1. Hang banners near the registration desk; cart staging area, etc.
2. Place a sign next to the first tee.
3. Provide individual tee sponsor signs for various holes. These signs must be delivered to the Golf Shop the day before the event. Signs should be 18" high by 24" wide and must be securely mounted on stakes. The Tournament Director will determine the placement of the signs.

Over Please

DRESS CODE

Players and volunteers are required to be in appropriate golf attire at all times on the course. It is your responsibility as the event host to convey this dress code to your guests in advance.

1. Cut-offs, blue jeans, tank tops and T-shirts are not appropriate dress and are not permitted.
2. Men must wear golf shirts with sleeves. Shorts must be of medium length.
3. Women's shorts or skirts must be of medium length. Halter tops, midriffs and short-shorts are not permitted.
4. Both men and women must wear soft-spiked golf shoes or smooth, non-cleated shoes. Cleated field shoes, sod-hog or metal spike type shoes are not permitted.
5. Players out of dress code will not be permitted access on the golf course.

GOLF CART RULES

The corporation or tournament host is monetarily responsible for any damage done to the golf carts or golf course. Operators of golf carts are responsible for any injury caused to any person as a result of their failure to adhere to the rules and regulations of the golf cart's use and/or their negligence.

1. Golf carts are required.
2. No more than 2 riders or bags are permitted on each cart.
3. The operator of the cart must have a valid driver's license.
4. Carts are restricted to the cart paths on all par 3 holes.
5. If driving on the course is allowed, the 90-degree rule is in effect. Carts are to be kept a minimum of 30 yards from the greens and must stay on the cart paths around all tees and greens.
6. Operators should avoid all wet spots, roped off or designated areas of the golf course. Operators must drive very carefully and slowly particularly down holes four and five.
7. Personal coolers are prohibited. A variety of food and beverages are available at the Clubhouse, half-way house and from our beverage cart (If purchased for event).

PACE OF PLAY

All tournaments are expected to complete their golf round within the scheduled time. Our marshals will assist you in making sure play moves at a steady pace. Players who fail to keep up with the group ahead and maintain the pace required will be asked to pick up their balls and move to catch up. Players who have been previously asked to speed up their play and fail to maintain the pace required will be asked to terminate their round of golf. We want to ensure that your tournament outing is an enjoyable one for everyone.