

MANDAN PARKS & RECREATION POLICIES



Approval Date: 02/08/2016

Effective Date: 02/08/2016

Date of Last Review: 02/08/2016

GOLF

Events/Tournaments

Events or Tournaments are defined as any or not limited to, organizations or organized group, which requires a block of, tee times that are reserved in advance. The Mandan Park District recognizes that a balance must be maintained between tee times used for events and those that are open for public play. Public players must also recognize that golf events are a critical function of the golf courses. Events that are submitted for approval will be under the following criteria: Does the event...

1. Promote the game of golf?
2. Promote the Mandan Park District?
3. Promote the cities of Mandan/Bismarck?
4. Have longevity or historical significance?
5. Allow open play before, after, or during the event?
6. Maximize income during non-peak playing periods?
7. Allow the general public to enter the tournament?

It is the philosophy of the Mandan Park District not to hold weekend tournaments before 1pm and to try to have public tee times available every day. Management understands that not all events will necessarily meet the criteria, and that events that meet all criteria may not be guaranteed tournament reservations. Each event will be evaluated on a case by case basis. The Mandan Park District and the golf course management (Director of Golf Operations, Park & Recreation Director, Golf Superintendent and golf portfolio holder of the Park Board) have established the following policies for all tournaments. These policies have been established to allow better organization of events, to set rules to maximize the pleasure of the tournament player and the golfing public, and to protect the Mandan Park District Golf Courses from financial or physical loss.

1. An "Event Reservation Form" must be filled out and submitted to the management at least prior to the event. Events will not be scheduled without a completed form. Course management must confirm or deny the request at least two weeks after the Event Chairman submits the form.
2. The Event Chairman should submit a complete list of participants and starting times (tee assignments) or has contacted the pro shop, to the pro shop the evening prior to the event for shotgun start events.
3. The event should be completed in the allotted time as agreed upon by the management and the Event Chairman. The goal for the event will be between 4 and 5 hours for 18 holes. Rangers/Players Assistants will be used to ensure pace of play.
4. All refreshments will be purchased through the pro shop at competitive prices. Only beverages that are given away free to event competitors will be allowed to be brought in through alternative methods. Both city golf courses have a liquor license and are subject to city liquor laws.
5. The Event Chairman will coordinate with the management for the expedient and efficient installation and removal of any extra equipment (vehicles, trailers, coolers, etc.). The Mandan Park District and management are not responsible for damage done to equipment brought in to the tournament.

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6. Tuesdays and Wednesdays are reserved for the Mandan Golf Association league play. Weekends must have a starting time after 1pm.
7. Regular green fees shall be charged for each player. Season tickets will not be valid for events/tournaments unless the management determines otherwise. A written request must be presented in advance for any special rate reductions. Only events that have a direct influence on the Mandan Park District will be looked at.
8. Refunds of fees made necessary by some act of nature (rain, lightning or snow) canceling the event, will be made to the Event Chairman only. The amount may be prorated depending upon the degree that the event was completed at the time of cancellation. Make up days may or may not be available due to schedule constraints.
9. Play of the event and movement of the players will be in accordance with USGA rules, local golf course rules and the accepted rules of etiquette. Any golfer or group of golfers may be removed from the course for violations of the rules. Intoxication, obnoxious behavior, damaging property, slow play, and lack of consideration for others are all examples of types of behavior, which will not be tolerated. Management and course rangers are the sole judges of behavior requiring removal. Fees will be forfeited to the course in the event of such removal.

Weather Policy

If a round of golf is not completed due to inclement weather or other circumstances beyond control a golfer will be offered a rain check.

The rain check will be prorated against the total dollars paid for your greens fees and cart. The rain check value will be determined by how many holes were completed and will be for a dollar value, NOT a number of holes.

Example:

Golfer pays \$46.00 for greens fees with cart. (When divided by 18, each hole has a value of \$2.55) If the golfer completes 8 holes before being forced to leave the course, he/she is eligible for a rain check valued at \$25.50 (the value of 10 holes, based on the price golfer paid for greens fees and cart).

- All rain checks expire on the last day of year issued.
- At Prairie West and Mandan Municipal rain checks may be redeemed for only golf and or carts.
- If a rain check is lost it cannot be replaced.
- A golfer must produce the original sales receipt to be eligible for a rain check.

Severe Weather Rules:

The Mandan Park District has weather surveillance systems and an inclement weather policy for the Prairie West and Mandan Municipal golf courses. Information will be sent to the golf course staff when a storm is detected at 30 miles. We will then announce this over the clubhouse sound system. The range of this announcement may or may not reach out to the far ends of the course. A horn will sound when the

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incoming storm is detected to be 15 miles away and golfers should take cover or come in to clubhouse. There will be another horn to start golf again when the storm is detected to be 5 miles past. There is no way to accurately predict the weather and at no time is the golf course responsible for the decisions of the public golfer. The courses are under no obligation to retrieve/ remove or warn anyone from the golf course. Both courses are “play at your own risk”.

Mandan High School Golf Use

Cross Country

All Cross Country events should be run at the Mandan Municipal Golf Course. The Kiwanis’s meet should be the only one that we have at the golf course. We don’t want any districts or regional being held there. The Cross Country meet should be at the same day that the golf meet that the Kiwanis’s hold at Prairie West is. The crew from the high school will mark the course and keep runners off of designated areas. The high school will also provide a crew to keep spectators out of designated areas like tees and greens.

Golf

The Mandan Municipal Golf Course is to be used by the Junior High Golf Team. 3 tee times are to be used during the season and not on the weekends. The rest of the team can use the pitching/chipping area or the practice putting green. Numbers should be controllable. After 30 players there should be 2 coaches. There will be 1 Junior High Golf Meet allowed at the course and the coaches will run the meet. No club storage or school bags will be stored, golfers are on their own. Golfers will not be in the pro shop unless to buy and then get out.

The High School Golf Team will be at Prairie West. Here the numbers should be around 12-15 players, cuts should be made. The golf course will charge a small fee for use to each golfer which could later be used to buy his season pass. This is in addition to the fee the High School pays for the team. Too many players cause congestion of the practice facility and course. 3 tee times will be used and also the round robin use of the Bismarck courses. Players will get 1 token for the range to hit balls or more if the coach is there. The coach will also help pick balls after the team is done. Golfers will not be allowed to loiter in the pro shop.

They are on the course or practicing. There will be 1 Mandan High Invitational per season. Prairie West will hold Regional and State meets. This will be coordinated with the Athletic Director and the Director of Golf Operations. There will not be a JV meet at MGC while there is a Varsity meet going on at Prairie West.

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Mandan Park District
Event Reservation Form
To be filled out and submitted to the
Tournament Committee for Approval

Name of Event _____

Name of Organization _____

Today's Date _____

Date for the Event _____

Contact Person _____

Address _____

Home Phone # _____ Business Phone # _____

To be held at: Mandan Municipal _____ Prairie West _____
(9 Hole Events will be played at the Municipal course)

Tee Time/shotgun _____ a.m. / p.m. start Number of players? _____

(Guideline: Less than 40 players assigned tee times, more than 40 possible shotgun starts)

Tournament format:

- ____ Scramble- Team play, select the best shot
- ____ Best Ball- Each will play their own ball, and take best score
- ____ Stroke- Net/Gross or both? _____

What is included to your players? Green Fees, Carts, Pull Carts, Practice Balls, Beer, Pop, Food, Pro Shop Merchandise. **(Please circle all that apply)**

How many carts will be needed? _____

Will you need food catered? _____

Will you need the lounge reserved for meals? _____

Special requests: Will you need help with scoring, handicapping, gift certificates, tournament contests- (such as longest drive, closest to the pin, straightest drive, longest putt) etc., please indicate any of the above mentioned _____

Please note the following: All Beverages MUST Be Purchased from the Hosting Golf Course

(Arrangements must be made in advance on price and/or donations)

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Beverage cart will be provided on the course upon request. (2 carts will be used during large events)

Will you tab beverages on the course? _____ Coupons used? _____ (10% Gratuity added on)

***New in 2015!**

*Events must be paid for the day of the event. A 1 1/2% charge will be added to bills over 1 month old.

Additional Information _____
(It is important to notify the golf course 48 hours in advance of the event on any changes or additions to your event)

Signed _____
by _____ Date _____

Hole Sponsor Rental Agreement

Company: _____

Address: _____

Phone #: _____

Signature: _____

Title: _____

This agreement is made effective as of _____, 20___. This agreement is made between said company above and the Prairie West/Mandan Municipal golf courses. The time period will be for 3 years and starts when Hole Sponsor Agreement is signed and payment is received (for existing signs) or when payment is received and plaques are put on sign (for new signs). Payment may be made out to; Mandan Park District, 2600 46th Ave SE, Mandan, ND 58554

Signature: _____

Title: _____

Parent/Child Golfers

Parents are fully responsible for their children and bring them to the course at their own risk.

There will be no strollers allowed.

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Children, if in a golf car, shall remain in the car and in no way be allowed to drive.

Children, if walking, shall stay beside the guardian at all times and in no way is allowed to run around or disrupt other golfers in any way.

Non golfers are allowed on the course and do so at their own risk.

In no way will the course take responsibility for any accidents or mishaps. The course has the right to enforce any and all rules that apply.