



Tournament & Special Event Planning

We are delighted that you have considered Cypress Ridge Golf Course as the site for your special event!

Having your event at Cypress Ridge gives your participants some of the best tournament amenities around the area. We offer our groups their very own tournament/event website, which allows golfers to sign-up and prepay online using our online store and credit card processing. Along with your own website to advertise your event and to sign up participants our event software allows golfers to enter their scores through their phones while playing on the golf course giving your group a live scoreboard viewable at anytime on the course or in the clubhouse as you see on tv watching the pros.

Our pre-tournament amenities include staged golf carts equipped with custom rule sheets, custom golf cart name tags, and custom scorecards. Also provided with our events is access to driving range, event registration table set up, as well as an optional food and beverage options. During the round guests can enjoy exciting hole contests, fully stocked beverage carts and/or individual coolers stocked specifically for them. Meanwhile, our Marshalls will service the course to maintain pace of play and make certain your guests are enjoying themselves.

What to expect on the day of your golf event:

Coordinators and volunteers: You should plan to arrive 1.5-2 hours before the event start. This will give you ample time to organize your registration area and prepare any tee gifts for distribution when your golfers arrive.

Golfers: Participants should be notified that registration ends 15 minutes prior to the start of the event. This will allow time enough for all participants to register and be in their golf cart ready for announcements.

Golfer arrival: Upon arrival, guests will be greeted and directed to the registration area. A staff member will be on hand to help golfers located their staged golf cart and directions to driving range.

Registration: Cypress Ridge will provide one registration table or several upon request based on number of volunteers, tee gifts or auction items. Registration is typically done inside, however, upon request it can be set up outside.

Tee Signs and Sponsor Signs: Our staff will place all tee signs, hole-in-one signs and sponsor signs for your event on the golf course. We ask that you deliver them the day before your event. After your event, your signs will be collected by our staff for you to take with you.

Contest Signs: Our staff will provide all required contest signs to add extra enjoyment to your event. CRGC will place them on the golf course and retrieve them at the end of your event.

Starting your Event: Our staff will give your group a warm welcome and go over the outing format, rules of play and other instructions for the day. If you have speaker or someone to address your group please let them know announcements will be made approximately 10 minutes before the start of your event.

Scoreboard: We offer live scoring on the golf course via your golfers cell phones. Large screen TV displays the scores as the golfers are coming in off of the course. A detailed results report and gift certificates will be dispersed amongst the winners once all of the golfers are finished.

Banquet Service: Our food and beverage staff will monitor the pace of play during your event and have food set up and ready for golfers as they come in off of the course.

It's as easy as 1-2-3...4. Simply follow the steps, select which top quality option serves your needs best and we'll do the rest!

Step 1: Golf **Price** **Sub-Total**

Choose which day of the week your group is requesting a tournament/event followed by the actual date. Fees include 18-hole green fee, golf cart, range balls (staged 1-hour prior to start of event), tournament fee which includes but not limited to event scoring software, customized scorecards, customized cart tags, customized rule sheets, website, live leaderboard, mobile app. scoring, online registration & credit card processing)

Monday – Friday	Requested Date: _____	\$46.00/player	\$ _____
Saturday - Sunday	Requested Date: _____	\$51.00/player	\$ _____

Step 2 -- Choose any combination below equaling a minimum of \$15.00 for shotgun starts

Step 2: Food and Beverage **Price** **Sub-Total**

Continental Breakfast Combination of muffins, bagel & cream cheese, juice and coffee	\$ 5.50/person (plus tax)	\$ _____
Biscuits & Sausage Gravy Biscuits served with country style sausage gravy, juice and coffee	\$ 5.50/person (plus tax)	\$ _____
Yogurt Bar Choice of 2 flavors of yogurt, fresh fruit, juice and coffee	\$ 5.50/person (plus tax)	\$ _____
The Light Lunch All beef hotdog OR Johnsonville bratwurst (must select prior to event), chips, cookie and a non-alcoholic beverage	\$8.00/person (plus tax)	\$ _____
Box Lunch Combination of ham & turkey sandwich, chips, cookie, and a non-alcoholic beverage	\$ 10.50/person (plus tax)	\$ _____
The Burger Meal 1/4 lbs. burger, baked beans, chips, cookies, and a non-alcoholic beverage (upgrade to 1/3 lbs. burger +\$1.00)	\$11.00/person (plus tax)	\$ _____
Taco Salad Bar Seasoned beef, black beans, nacho cheese, shredded cheese, jalapeños, tomatoes, lettuce, sour cream, tortilla chips & non-alcoholic beverage	\$ 12.00/person (plus tax)	\$ _____
Pulled Pork over White Mac & Cheese Bowl Cookie, and a non-alcoholic beverage	\$14.00/person (plus tax)	\$ _____
Pulled Pork Meal OR Smoked Chicken Meal Pork OR smoked chicken sandwich (must preselect prior to event), potato salad, baked beans, chips, cookies, and a non-alcoholic beverage	\$14.00/person (plus tax)	\$ _____
Pulled Pork AND Smoked Chicken Meal Choose between pulled pork or smoked chicken sandwich, potato salad, baked beans, chips, cookies, and a non-alcoholic beverage	\$16.00/person (plus tax)	\$ _____
Appetizers (choose from 4 options): A) Nacho cheese, salsa & tortilla chips C) Snack mix, pretzels, popcorn B) Vegetable tray with dip D) Cookie platter	\$4.00/person/option (plus tax)	\$ _____
Beverage Coupons Redeemable for bottled water, Powerade, soda, or canned beer (upgrade to include mixed drinks & shots +\$1.50)	\$ 3.50/person (plus tax)	\$ _____
Bottled Water Served in ice chests or staged on carts 1-hour prior to start of event.	\$ 1.50/person (plus tax)	\$ _____

Step 2 -- Choose a minimum of \$6.00 for shotgun starts**Step 3: Payouts****Price****Sub-Total**

Choose the amount of Gift Card payout you would like to spend. Payouts can be customized into increments best suited for your size of event and entry fee. These gift cards are good for merchandise at any Shawnee County owned golf course.

Gift Card Payout Per Players \$ _____

Step 4: Additional Add-On's**Price****Sub-Total****Tee Gifts**

Examples: Golf glove, golf towel, tees, golf balls, logo balls, club brushes, cigars, hats, logo hats, etc.. (some items may need to be special ordered)

\$ Based on gift/person (plus tax)

\$ _____

Additional Volunteer Golf Carts

Events get 2 volunteer golf carts at no charge based on available golf carts. All extra golf carts for volunteers must be rented.

\$20.00/cart (plus tax)

\$ _____

Tournament/Event Add-On's (in addition to player minimums)**Additional Volunteer Golf Carts**

Events get 2 volunteer golf carts at no charge based on available golf carts. All extra golf carts for volunteers must be rented.

\$20.00/cart (plus tax)

\$ _____

Catered Meal Fee

Covers usage of banquet room and other areas of the clubhouse area, setup and cleanup of said areas

\$200.00/event (plus tax)

\$ _____

Keg of Beer (Domestic)

Includes cups, ice & setup. Note: Keg must be dispensed by café or tournament volunteer

\$275.00/keg (plus tax)

\$ _____

Bag of Ice, Ice to Fill Cooler

10 lbs. per bag or to fill up a 50 qt. cooler

\$5.00/bag or cooler (plus tax)

\$ _____

Surcharge for On-Premise Consumption Items (Donated or Brought On)

All items must get prior approval from Golf Professional before items can be brought on-premise

Bottled Water

Event will be responsible for bringing coolers, ice, cups, etc...

\$.25/cart (plus tax)

\$ _____

Pop (bottles/cans), Sports Drinks, Energy Drinks

Event will be responsible for bringing coolers, ice, cups, etc...

\$1.50/bottle/can (plus tax)

\$ _____

Canned Beer

Event will be responsible for bringing coolers, ice, cups, etc...
No glass bottles!

\$2.00/can (plus tax)

\$ _____

Keg(s)

Events will be required to bring own ice, trashcan, to hold keg, keg tap, Cups (no glass), and will be required to setup and cleanup keg station

\$120.00/keg (plus tax)

\$ _____

Event will be responsible for bringing coolers, ice, cups, etc...

On Course Snacks & Food

Events will be responsible for bringing coolers, ice, cups, plates, etc...

\$ TBD (based on qty/size)(plus tax)

\$ _____