

Sterling Golf Management, Inc.
Norwood Country Club
400 Providence Hwy., Norwood, MA 02062
www.SterlingGolf.com

Tel: (781) 769-5880

FAX: (781) 769-9442

E-Mail: mlally@sterlinggolf.com

✓ **Conditions of Contract:**

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Outing Agreement

- A. **DEPOSITS:** Deposits are required on all outings. A reserved date will be confirmed only upon receipt of a deposit, which will be acknowledged. Until such acknowledgment is received, no reserved date can be assumed.
- **The deposit required for a Shotgun or Tee Time Outing is \$300.**
 - **Once a date is reserved, the deposit must be received within 2 weeks.**
 - **Refunds:**
 - Outings cancelled 6 weeks (42 days) or more before the scheduled outing – 100% refund.
 - Outings cancelled 4 – 6 weeks (28-41 days) before the scheduled outing – 50% refund.
 - Outings cancelled less than 4 weeks (0-27 days) before the scheduled outing – No refund.
 - If an outing is cancelled due to dangerous weather conditions the outing may be rescheduled or the deposit will be refunded.
- B. **GUARANTEE:** The number of players stated on the contract is the guaranteed number for which you will be financially responsible. **Please confirm these number 10 days ahead of the date of your outing. You will be charged for the number of players confirmed, not just for the number of players who show up. If the number of players exceeds the number confirmed we will attempt to accommodate the extra players; however, we cannot guarantee that this will be possible. If the number of players is not confirmed 10 days in advance, the number of players listed on the original contract will be used.**
- C. **FINAL PAYMENT:** **The final payment must be received before the start of the outing. If your organization has non-profit tax-exempt status, you MUST provide us with a copy of your 501c 3 form as proof, or you will be expected to pay all applicable sales and meals taxes.**
- D. **INCLEMENT WEATHER POLICY:** The rain policy for golf outings states that outings may be rescheduled if the golf course is officially closed. Except in the case of widespread extremely inclement weather, your guests should be asked to come to the golf course. Our superintendent will decide playability. If the event can be held safely in reasonable comfort, it will be played. Our busy calendar makes it difficult to reschedule. We will make every effort to reach a fair determination of how to proceed.
- E. **GOLF CARTS:** Golf carts are required with all outings and two players must share each cart. We can supply up to 70 golf carts for your outing. If you have over 120 players, we will need a head count at least 15 days prior to your event to reserve any additional carts that are necessary, additional cart charges will apply. Our staff will provide signage and hole assignments and will also ensure that carts are staged for your event. Drivers must have a valid driver's license and be at least 18 years of age.
- F. **GOLF CLUB RENTALS:** Norwood Country Club supplies sets of rental golf clubs. To assist in the timely start of your event, it is requested that advance notification be given, if possible, as to how many right- or left-handed club rentals may be desired by your outing participants.
- G. **ON COURSE CONTESTS:** Based on information that you provide to us, we will prepare competition markers for closest to the pin, longest drive, and/or straightest drive. We will place the markers on the course and ask that your last group to play those holes return the markers to the Pro Shop and the recording sheets to the event coordinators.

- H. **REGISTRATION:** All tournaments shall be responsible for their own registration, player assignments, and scoring. A registration table will be set up in the clubhouse. You may use this area to check in your guests, hand out gift packages, and collect raffle money. Our staff will have the registration table set up when you arrive.
- I. **STARTING YOUR EVENT:** **Your outing must go out on time.** The Norwood Country Club Outing Coordinator or the course manager will use the loudspeaker system to make announcements and to sound the start of the tournament. Our staff will direct the carts to their designated holes. **The size of the outing determines when the course will reopen and based on this number Norwood Country Club will determine which holes will be used to start.**
- J. **PACE OF PLAY:** All groups should maintain a pace of play that will enable them to complete 18 holes in 4.5 hours or less. Course employees may request slower groups to increase their pace to achieve this goal.
- K. **FINISHING YOUR EVENT:** Completing your event in a timely fashion has a major impact on our afternoon events. Leagues, high school matches, and afternoon tee times are planned in advance, and we'd like to avoid any delays for these subsequent events. If you have a 9:00 a.m. start time, it is expected that your group will clear the course by 1:30 p.m. or sooner.
- L. **HALL RENTAL:** A hall rental fee of \$250 will be implemented when food is brought in by an outside source. The \$250 charge covers the cost of cleaning and maintenance of the function room. This fee will only be \$50 for setup and cleanup when food is supplied through Sterling Golf Management.
- M. **FOOD:** A guaranteed number of meals must be confirmed ten (10) days prior to your outing. There is a \$50 fee for setup and cleanup of the function room and the price per person does not include 7% meals tax. There will be a catering surcharge of \$3.00 per person if an outside caterer supplies food. Also, the full \$250 hall rental fee will be reinstated. We discourage customers from "bringing their own" food and/or beverage, regardless of whether or not it has been donated.
- N. **BEVERAGES:** **Due to Massachusetts State Liquor regulations no outside alcohol or coolers are allowed on the golf course at any time.** It is the responsibility of the person in charge of the outing to inform all players in advance of this regulation. The Club reserves the right to insist that any person violating the policy must leave the premises immediately, and no refunds will be given.
- O. **ALCOHOL:** Norwood Country Club holds a beverage cart and liquor license and bartenders will be available to serve beverages for your outing. **It is illegal for any outside alcohol to be brought onto the premises.** Our bartenders have received TIPS training and are qualified to serve alcoholic beverages.
- P. **LIABILITY:** The Club reserves the right to inspect and control all outings. Liability for damage to the premises will be charged accordingly. The Club will not assume responsibility for injuries or personal property and equipment brought onto the premises.
- Q. **NO METAL SPIKES:** This is a non-metal spike facility. **Metal spikes are not allowed at any time.** Please be sure to alert your golfers about this policy. Any golfers wearing metal spikes will be asked to either convert their shoes or put on some other type of appropriate footwear (such as sneakers).

Please keep this for your reference and records.

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Outing Agreement

For office use only: Outing ID: _____

➤ **Outing Information**

Outing Date: _____ Start Time: _____ Number of players _____

Outing Name _____

Non-profit ID # _____ (must provide copy of 501c3 tax exempt certificate, or you will be required to pay taxes due)

Outing Chairman: _____ Phone (H): _____

Address: _____ Phone (W): _____

City: _____ State: _____ Zip: _____

Fax: _____ E-Mail: _____

Alternate Contact Name and Phone: _____

- **Please enclose a \$300.00 deposit to reserve the above time and date. ½ of the complete balance must be submitted within 2 weeks of our event.**
- **Payment in full is due before the start of the outing.**
- **The total number of players must be confirmed 10 days before the outing. You will be charged for the number of players confirmed or the number of players who show up, whichever is greater.**

➤ **Pricing: Shotgun Outing Minimum of 100 players on weekdays Monday thru Thursday [no holidays. Weekends – Tee Times Only]**

➤ **Pricing: Tee Time Outing Minimum of 16 players on weekdays and 16 on weekends**

- **Monday through Thursday: - \$60 per player Friday \$65 for the confirmed or actual number of players, whichever is greater.**
- **Weekend/Holiday: - Tee Times [only] \$65 per player, Shotgun for the confirmed or actual number of players, whichever is greater.**
- **Includes Greens Fees and Cart, plus a Gift Certificate for a foursome with carts at Norwood CC Monday – Thursday for outings with 40 to 79 players, 2 certificates for over 80 players**

Additional Requirements/Notes:

Long Drive(s) How many? ____ Hole(s) _____ * Closest to Pin. How many? ____ Hole(s) _____ *

I have read and hereby accept the terms, conditions, and payment policies explained in the Outing Agreement and Conditions of Contract.

Signature: _____ Date: _____ Received by: _____ Date: _____
(Outing Chairman)

PLEASE SIGN THIS OUTING AGREEMENT AND RETURN WITH DEPOSIT