



Woodland Hills Golf Course
Golf Outing Agreement Form

For Office Use Only:
Deposit: _____
Date Received: _____
Golf Price: _____

OUTING NAME: _____ **OUTING DATE:** _____
CONTACT NAME: _____ **PHONE:** _____ **EXT:** _____
E-MAIL: _____ **FAX:** _____
BILLING ADDRESS: _____ **CITY/STATE:** _____ **ZIP:** _____

STARTING TIME: _____ **NUMBER OF PLAYERS:** _____
OUTING TYPE: Shotgun Tee Times **FORMAT:** Best Shot Individual
(circle choice) (circle choice)

CONTEST HOLES: Closest To Pin #2 #7 #9 #12 Shortest Drive
(circle choices) Longest Drive Longest Putt
SCORING: Number of Flights: _____ Number of Places: _____ Please Collect Scorecards Only (no scoring)
REGISTRATION TABLE: (circle choice) Yes No **GIFT TABLE:** (circle choice) Yes No
SPONSOR OR TEE/GREEN SIGNS TO PLACE ON COURSE: (circle choice) Yes No
(Golf course not responsible for lost signage.)
All outings and outing formats are subject to course availability and approval
PERSONALIZED GOLF CART SIGNAGE: (circle choice) Yes No
ADDITIONAL CARTS: How many? _____ (additional cost of \$31/cart)
BEVERAGE CART (if in season): (circle choice) Yes No
*Please note if you require a hole in one event certain restrictions may apply.

Gifts and Prizes
Woodland Hills GIFT CARDS (any amount) (circle choices):
Number of Gift Cards: _____ \$100 \$75 \$50 \$25 other: _____
 Yes, contact me regarding personalized logo merchandise with my corporate logo or event name

Seven (7) days prior to the event date Woodland Hills Golf Course will require a final confirmation regarding the number of golfing participants. This is the number for which you will be charged or the actual number of golfers whichever is greater. If you fail to meet the confirmed number, you will be issued golf passes for the difference. Also, at this time an initial list of pairings should be sent to the Woodland Hills staff.

Tournament Organizer Date

Woodland Hills Golf Course | 620 NE 66th Avenue | Des Moines, IA 50313 | Phone 515.289.1326 | Fax 515.289.3733 | www.golfwoodlandhills.com

Beverage Details

OF DRINK TICKETS (per participant): _____ RESTRICTIONS: _____

BEVERAGE TAB (any beverage including bottles, mixed drinks): CLUBHOUSE COURSE BOTH
(circle choice)

FOOD AND DRINK TAB (beverages, sandwiches, candy bars, etc...): CLUBHOUSE COURSE BOTH
(circle choice)

KEG OF BEER (circle choice): FULL PONY KEG SELECTION: _____

KEG AVAILABLE (circle choice): BEFORE GOLF DURING GOLF AFTER GOLF

Alcoholic Beverages: The Iowa Liquor Commission regulates the sale and service of alcoholic beverages. Woodland Hills Golf Course does not allow anyone under the age of twenty-one (21) or anyone who appears to be intoxicated to be served. All alcoholic beverages must be supplied and purchased through Woodland Hills Golf Course. All state laws pertaining to alcohol will be enforced and a valid driver's license is required.

Meal Service Information

Meal service prices are per person; six (6)% sales tax and fifteen (15)% gratuity will be added to your bill for all menu selections. We will be happy to discuss any special requests or accommodations. All meals will be served on Patio.

OF GUESTS: _____ SERVE TIME: _____

Hors d'oeuvres

Entrées

Sides:

All menu prices are subject to a 15% service charge and 6% state sales tax.

Catering Guarantees: Your confirmed guest count for food must be provided to Woodland Hills Golf Course no later than seven (7) days in advance of your event date. The confirmed number of guests for your meal is considered a guarantee and not subject to reductions.

Food Regulations: All food and beverage must be provided by and purchased from Woodland Hills Golf Course. Due to health department regulations, food not consumed is prohibited from leaving the property.

Tournament Organizer

Date

Woodland Hills Golf Course | 620 NE 66th Avenue | Des Moines, IA 50313 | Phone 515.289.1326 | Fax 515.289.3733 | www.golfwoodlandhills.com

Contract

Return the signed Golf Outing Agreement form with the required deposit. The date and time will be guaranteed once we have received this form and only in the event the date and time have not been previously reserved.

Deposits:

\$200.00 deposit for tee time outings. \$300.00 for shotgun outings. *Deposits are non refundable.*

Payment: Full payment is due on the date of the event unless other arrangements have been approved. Payments may be made by cash, business check, or credit card.

Contests: All contests must be approved prior to your event. Any hole prizes and expenses incurred as part of the contests will be the responsibility of your group.

Golf Carts: Golf carts are required for group outings. No more than two people and two sets of clubs per cart. Seventy-two (72) golf carts are available. The signature on the Outing Agreement is responsible for any damage incurred to the carts and/or property damage while in the possession of the group or players. Groups requiring more than the available number of carts will be responsible for the \$31.00 per cart charge for the additional cart rental.

Weather: If playing conditions require cancellation of the event by Woodland Hills Golf Course, the event may be rescheduled at the customer's convenience and course availability. The outing coordinator should call Woodland Hills Golf Course if inclement weather is in question.

Conduct: Proper conduct is expected by outing participants while on the golf course. Players should adhere to cart path rules, replace divots, repair ball marks and rake sand traps. Unruly behavior, foul language, golf cart abuse, club throwing and hitting into groups will not be tolerated. Any player that chooses not to follow these rules will be asked to leave the premises.

Liabilities & Damages: Woodland Hills Golf Course does not assume responsibility for damage to or loss of personal belongings. The outing coordinator or undersigned company is responsible for any damage to the rental facility, golf carts or any other part of Woodland Hills Golf Course by participants and/or other agents.

Lost Signage: Woodland Hills is Not Responsible. If not picked up within one week of event it will be discarded.

* I or on behalf of the undersigned company, have read and understand Woodland Hills Golf Course's Golf Policies and have agreed the group will follow all stated policies and regulations as described on the Course Policies, Catering Terms and Golf Outing Agreement. I or undersigned company, guarantee full payment for all charges, green fees, cart rentals and any and all other services provided by Woodland Hills Golf Course for the requested event.

Tournament Organizer

Date

To reserve the date and time requested, please complete all pages of the Golf Outing Agreement and fax or mail to Woodland Hills Golf Course along with your deposit.