

RIVER SPIRIT GOLF CLUB

GOLF TOURNAMENT PACKAGE 2026

BOOKING, DEPOSITS & CANCELLATION

- Tournaments shall be confirmed only by receipt of deposit and signed contract within 7 days.
- A \$2000 non-refundable/non-transferable deposit or 35% of estimated bill is required to secure the Booking.
- If cancelled, deposits will be forfeited and booking for a new date will require a new deposit.
- Please note that for the balance of tournament payments, River Spirit Golf Club requires payment by cheque or a 3% service charge will be applied if paid by credit card.
- Once Food & Beverage and Golfing numbers are confirmed ten (10) days prior to the event you will be notified of the outstanding balance. On the day of your event, you will be invoiced for your tournament balance. Final payment is due the day of event or upon the day you received the invoice. Any outstanding charges incurred the day of event will be invoiced following the event and/or may be charged to the card on file for the tournament, and it is the responsibility of the tournament organizer to ensure all balances are cleared on the day of the event.
- Contracts & applications are emailed to **proshop@riverspiritgolf.com**

TOURNAMENT PACKAGE

- Green fee, Power Cart, Bottle of Water & Buffet.
- Customized tournament format (Scramble, Best Ball, Stroke Play etc.)
- Modified shotgun start time based on peak/off season.
- Placement of sponsor/contest signage on course (upon request)
- Use of Practice Facilities.
- Fun skill hole markers (upon request)
- Full day schedule/itinerary (upon request)

TOURNAMENT DAY & TIMELINE

- Registration timing must be 1 hour before first tee-off.
- All Players must be at their designated holes at least 5-10 minutes before the official start time and maintain the pace of play, slow play warning will be issued if necessary.
- River Spirit Golf Club will not be held responsible in any way, for any damage to or loss of any articles left by the customer or his/her guests on the premises prior to, during, or following the event.
- River Spirit Golf Club recommends a organizer and/or a designated representative to coordinate registration and scoring, preferably someone who is not golfing in the tournament.
- Golf is scheduled for 5.5 hours, followed by dinner for 2.5 hours. Any additional time required in the tent beyond these scheduled hours will be subject to an additional charge of \$500 + GST, plus applicable labour fees per employee on site.

RIVER SPIRIT GOLF CLUB TOURNAMENT POLICIES

- River Spirit Golf Club will not be liable for any damages or injuries to persons or property resulting from golf balls, golf carts, theft, Acts of God (fire, wind/storms etc.). Any damage to grounds, buildings, golf carts or equipment, etc. caused by the organizer or their guests will be charged to the organizer.
- Should you require additional carts, for organizers, volunteers etc, please reserve extra carts at the time of booking. Additional carts are subject to availability and billed at additional charge per cart + GST.
- Power carts must obey course rules regarding access to fairways. Course Marshals and Starters have sole authority on the golf course. Please obey all instructions or requests.

DEADLINES

- The organizer shall confirm final confirmed players list and power carts no later than 10 days before tournament. If these changes are not conveyed to River Spirit, Ten (10) days in advance, then the original number of players and power carts becomes your guarantee (whichever is greater) and invoices, shall be based on those numbers.
- The tournament list of teams/groupings must be emailed to River Spirit a minimum of 2 days in advance of the event.
- The organizer shall confirm all setup requirements including registration table, sponsor hole, banquet, prize table 14 days before the tournament.
- Requirement of bar/beverage service and beer cart shall be confirmed no later than 4 weeks before tournament.
- The Client shall confirm menu selections no later than 2 weeks prior to the tournament.
- Should the Tournament numbers differ greatly from the original booking, River Spirit reserves the right to change the Tee Off start time, format, or course rotation.
- All confirmations must be written by email.

ON-COURSE FOOD & BEVERAGE

- River Spirit offers a variety of on-course services to enhance your tournament and will work with sponsors to directly coordinate and support all requirements.
- River Spirit will be the sole supplier of all alcoholic beverages in all licensed areas as they must be purchased under our Liquor License. According to the Alberta Gaming and Liquor Commission Regulations (AGLC) laws, tournaments are permitted to one (1) alcohol hole per 9 holes and all unauthorized alcohol will be confiscated.

RIVER SPIRIT GOLF CLUB TOURNAMENT POLICIES

- River Spirit is responsible for all beverage sales and service in accordance with the AGLC and will be the sole supplier of all alcoholic beverages served in all licensed public areas of the facility.
- In accordance with the AGLC, removal of liquor from the facility is not permitted. All alcoholic or non-alcoholic beverages, including donations, must be purchased and supplied through River Spirit for all tournaments. All product information, including amount of product and storing directions must be communicated a minimum of three (3) weeks in advance. River Spirit will not be held responsible for any damages or delivery concerns of any donated products
- All on-course holes that require alcoholic services must have a River Spirit Pro-Serve Certified employee serve the guests. A labour fee of \$125.00 per server will be charged for on course holes selling less than \$1000.00 in total sales.
- Sponsors catering their own food hole(s) must fall under a food service that is not comparable to anything that River Spirit offers and will be required to provide a food permit if we should so request alleviating any responsibility to River Spirit in relation to the Calgary Public Health and Safety Act.
- Otherwise River Spirit will be pleased to work directly with the sponsor to provide all food purchases requested along with the applicable charges.

ADDITIONAL POLICIES

- All decorations, signage, promotional materials, candles or equipment used on the food and beverage facilities must be pre-approved by River Spirit and must meet all fire and safety regulations as per city bylaws.
- River Spirit does not permit any article to be fastened onto the walls of the marquee centre, ceiling or electrical fixtures. The use of tacks, nails, screws, bolts or any tools which could mark the floors, walls, or ceiling is prohibited. The use of confetti is also not permitted on club property. The client will be held responsible for all damages to club premises by the organizer, guests or independent contractors on their behalf during the duration of the event. A fee may be applied to the final invoice to cover any damages
- All personal effects, decorations and equipment must be removed from the marquee centre at the end of the event by the organizers. River Spirit will dispose of any decorations left behind, unless arrangements have been made prior to the event. River Spirit is not responsible for damage or loss of any articles left in the facility prior to, during or following the event by the organizer or guests.

RIVER SPIRIT GOLF CLUB TOURNAMENT POLICIES

- Space for the event is booked only for times indicated. Should additional supplier or décor set-up and dismantle times be required, please specify at time of booking and accommodations may be made based on availability.
- River Spirit is in full support of responsible drinking and encourages its guests to arrange for alternate drivers.
- Should guests leave their vehicle on our property, the parking lot gates will be locked overnight with no guarantee of opening for vehicle pick up prior to the next business day.

WEATHER

- In the event of inclement weather, the event is expected to continue unless the course is closed by the Superintendent.
- River Spirit Golf Club reserves the sole right to determine when and if play is to be cancelled due to weather. In the event that play is cancelled a rain check will be issued for each player.
- The meal portion will be served as per the booking and the banquet will still be held.
- Please be aware, that due to weather, the actual start times may be delayed in the case of frost, rain etc.

DRESS CODE

- Standard golf attire is in effect. Denim jeans or Denim jean shorts is not acceptable.
- It is the responsibility of the tournament organizer that the dress code is strictly adhered to.

RIVER SPIRIT GOLF CLUB TOURNAMENT INFO SHEET

EVENT NAME:	
TOURNAMENT DATE:	
NAME OF THE HOST/ORGANIZER:	
EMAIL:	
PHONE NUMBER:	
MAILING ADDRESS:	
# OF GOLFERS:	
# OF LUNCH/DINNER GUESTS	
<u>PLEASE CHOOSE FROM BELOW</u>	
MONDAY & TUESDAY - \$170 PER PLAYER	<input type="checkbox"/>
WEDNESDAY & THURSDAY -\$185 PER PLAYER	<input type="checkbox"/>
FRIDAY-SATURDAY-SUNDAY - \$220 PER PLAYER	<input type="checkbox"/>
<u>START TIME - PEAK SEASON (JUNE/JULY/AUGUST)</u>	
<small>REGISTRATION TIMING 1HR BEFORE 1ST TEE-OFF</small>	
8:00AM SHOTGUN	<input type="checkbox"/>
2:00PM SHOTGUN	<input type="checkbox"/>
<u>START TIME - SHOULDER SEASON (APRIL/MAY/SEPT/OCT)</u>	
9:00AM SHOTGUN	<input type="checkbox"/>
1:00PM SHOTGUN	<input type="checkbox"/>
<u>TOURNAMENT SIZE (MIN. NUMBER REQ'D - 72)</u>	
MODIFIED SHOTGUN: 72-112 PLAYERS	<input type="checkbox"/>
18 HOLE SHOTGUN: 120-144 PLAYERS	<input type="checkbox"/>
27 HOLE SHOTGUN: 160-216 PLAYERS	<input type="checkbox"/>
<u>PLAYER INFO / RULE SHEET</u> (FILL OUT ITEMS/INFO YOU NEED INCLUDED)	
FORMAT:	PLAYER TEES:
GENERAL GOLF RULES FOR FORMAT PICKED	
PRIZE/PROXIES/SKILL HOLES/SPONSOR LOCATED	<input type="checkbox"/>
FULL DAY SCHEDULE/ITINERARY	<input type="checkbox"/>
OTHER	
TOURNAMENT ORGANIZER WILL MAKE:	

ALL PRICES ARE SUBJECT TO AN 18% GRATUITY & GST

RIVER SPIRIT GOLF CLUB TOURNAMENT INFO SHEET

<u>PROXIES / FUN SKILL HOLES</u> <u>(PLEASE CHOOSE FROM BELOW)</u>				
LONGEST DRIVE:	1	<input type="checkbox"/>	OR	2 <input type="checkbox"/>
CLOSEST TO THE PIN:	1	<input type="checkbox"/>	OR	2 <input type="checkbox"/>
LONGEST PUTT:	1	<input type="checkbox"/>	OR	2 <input type="checkbox"/>
HOLE IN ONE:	1	<input type="checkbox"/>	OR	2 <input type="checkbox"/>
IN THE WATER:	1	<input type="checkbox"/>	OR	2 <input type="checkbox"/>
IN THE TREES:	1	<input type="checkbox"/>	OR	2 <input type="checkbox"/>
BEACHED (SAND TRAP)	1	<input type="checkbox"/>	OR	2 <input type="checkbox"/>
GOLF BINGO CART:	1 PER CART	<input type="checkbox"/>	OR	1 PER FOURSOME <input type="checkbox"/>
OTHER:				
<u>GOLF ENHANCEMENTS</u>				
RENTAL CLUBS- \$40.00 PP LEFT HANDED #___ RIGHT HANDED#___				
EXTRA GOLF CART-\$85.00 PER CART #___				
EXTRA ON-COURSE TABLE & CHAIR - \$100.00 #___				
<u>TEE GIFT OPTIONS</u> <u>(CUSTOM DEADLINE 3 WEEKS BEFORE EVENT)</u>				
RSGC TOTE BAG - \$25.00 PP				#___
RSGC BALL CAP - \$25.00 PP				#___
RSGC THROW BLANKET - \$45.00 PP				#___
CUSTOM TOTE BAG - \$28.00 PP				#___
CUSTOM BALL CAP - \$28.00 PP				#___
CUSTOM THROW BLANKET - \$48.00 PP				#___
EVERYTHING BUNDLE RSGC - \$85.00 PP				#___
EVERYTHING BUNDLE CUSTOM - \$90.00 PP				#___
<i>ALL PRICES ARE SUBJECT TO AN 18% GRATUITY & GST</i>				

RIVER SPIRIT GOLF CLUB TOURNAMENT MENU

STANDARD MEAL OPTION**

(IF NO MENU OPTION IS SELECTED, RIVER SPIRIT WILL PROVIDE THE STANDARD MEAL BY DEFAULT FOR THE TOURNAMENT.)

ROASTED CHICKEN LEGS**

UPGRADE MEAL OPTIONS

(CHOICE OF ONE)

STEAK & FRIES @\$35.00 PP

BRAISED BEEF SHORT RIB @\$15.00 PP

PRIME RIB @\$15.00 PP

LAMB LEG @\$20.00 PP

PORK LOIN @\$10.00PP

SALAD OPTIONS **(CHOICE OF ONE)**

MIXED GREENS**

CAESAR SALAD

GREEK SALAD

STARCH OPTIONS **(CHOICE OF ONE)**

SEASONAL ROASTED POTATOES**

MASHED POTATOES

MAC N' CHEESE

RICE PILAF

FOUR CHEESE LASAGNA

VEGETABLE SIDE **(CHOICE OF ONE)**

ROASTED MIX VEGETABLES**

CHARRED BROCCOLINI

ROASTED CARROTS

HONEY BALSAMIC BRUSSEL SPROUTS

SAUTEED GREEN BEANS

DESSERT

(CHOICE OF ONE)

ASSORTED COOKIES**

CUPCAKES

SEASONAL TARTS

MACARONS

SEASONAL CHEESECAKE BITES

ASSORTED DESSERT MINIS @\$8.00 PP

DINNER SERVICE WILL START 5.5 HOURS AFTER SHOTGUN TIME

ALL PRICES ARE SUBJECT TO AN 18% GRATUITY & GST

RIVER SPIRIT GOLF CLUB TOURNAMENT MENU

BANQUET BAR SERVICE

(MINIMUM SPEND REQUIRED: \$1500 + GRAT & GST)

- HOST BAR
- CASH BAR
- TICKETS & CASH BAR # OF TICKETS __
- NO BAR SERVICE
- LIQUOR TICKETS: SMALL CANS, SINGLE HI-BALLS @\$7.00 PP
- ADULT BEVERAGE TICKETS: TALL CANS @\$10.00 PP

EXTRA F&B ADD ONS

- EXTRA LUNCH/DINNER GUEST @\$65.00 PP # OF EXTRA ___
- BREAKFAST PACKAGE @\$20.00 PP
- BBQ LUNCH @\$36.00 PP
- BOXED LUNCH @\$30.00 PP

F&B DEADLINES

- THE CLIENT SHALL CONFIRM MENU SELECTIONS **NO LATER THAN 2 WEEKS** PRIOR TO THE TOURNAMENT.
- FINAL/GUARANTEED GUEST COUNT IS **DUE 10 DAYS** BEFORE THE TOURNAMENT.
- NO DECREASES/INCREASES AFTER THAT, CAN BE DONE ONLY IF APPROVED BY COURSE.
- THE CLIENT SHALL ADVISE US IN WRITING OF ANY SPECIAL DIETARY RESTRICTIONS OR FOOD ALLERGIES **AT LEAST 14 DAYS PRIOR** TO THE TOURNAMENT.

*DINNER SERVICE WILL START 5.5 HOURS AFTER SHOTGUN TIME
ALL PRICES ARE SUBJECT TO AN 18% GRATUITY & GST*

