

TOURNAMENTS & OUTINGS

Whether you're planning a corporate outing, charity fundraiser or an enjoyable day of golf with friends, Sycamore Ridge prides itself on delivering flawlessly-executed golf tournaments and outings that exceed your expectations. Sycamore Ridge provides your participants a memorable setting for golf and socializing, while our friendly and attentive staff allow you to relax and enjoy the event while Sycamore Ridge takes care of all the details.



OUTSTANDING SERVICES

The following are just some of the outstanding services that our talented event management and golf operations professionals can provide:

- Registration Table Set-Up
- Golf Club Rentals
- Pre-Tournament Warm-Up on the Practice Facility
- Pairings and Scoring
- Cart Staging
- On-Course Contests and Refreshments
- Custom Scorecards, Rules Sheets & Signage
- Pre-Golf Clinics
- Awards Banquets and Other Food & Beverage (Such as Boxed Lunches)
- Logo'd Merchandise for Tee Gifts and Tournament Awards

Interested in hosting a special event at Sycamore Ridge Golf Club?

To inquire about hosting your next golf tournament or outing at Sycamore Ridge, please contact our GM,

Clayton Cozzitorto at ccozzitorto@orion-mgmt.com

TOURNAMENT CHECKLIST

FIRST STEPS

- Set up the date with General Manager, Clayton Cozzitorto (ccozzitorto@orion-mgmt.com)
- Sign an agreement that encompasses proposed tournament details (such as number of players, format, food and beverage options, etc.)
- Provide a deposit to secure the event date

6-8 WEEKS PRIOR TO THE EVENT

- Determine staff and volunteer needs and duties
- Determine merchandise needs for the event (ie., tournament awards, tee prizes, goodie bags, hole-in-one packages, etc.)
- Order Signs and Banners
- Finalize all food and beverage options (*don't forget your staff and volunteers!*)

7-10 DAYS PRIOR TO THE EVENT

- Meet with the General Manager to finalize tournament details, including the updated number of participants as well as food and beverage details

2-3 DAYS PRIOR TO THE EVENT

- Finalize all tournament details with both the tournament coordinator AND the appropriate golf course personnel
- Provide a neatly-typed list of players to the golf course (ccozzitorto@orion-mgmt.com) *Please note any special pairings requests*

ONE DAY PRIOR TO THE EVENT

- Provide any player changes to the golf course
- Finalize any last-minute details
- Submit any sponsor signs to the Golf Shop with hole numbers listed where they should be displayed

DAY OF THE EVENT

- Allow ample time for registration and set-up. A good rule of thumb is to arrive at least an hour and a half before the tournament starts, dependent upon registration time and number of players
- Communicate any last-minute details and/or changes to the Sycamore Ridge staff
- Payment for the tournament must be received on the day of the event

AFTER THE EVENT

- Don't forget to pick up any leftover prizes, signs, banners, etc. Sycamore Ridge Golf Club will not be responsible for any items left behind.