

# Woodbury Scholarship Fund (WSF) Benefit Golf Tournament

## INFORMATION SHEET

Tournament Day: Tuesday, June 8, 2010

Tournament Location: Watertown Golf Club, Watertown, Connecticut

Format of Play: 18 Hole Tournament, best ball of four, shot gun start. The USGA Handicap Index will be used to determine individual handicaps for the event. Prizes will be awarded for the best net and gross scores.

A 9 Hole Team Scramble will also be held concurrently for those players who prefer this option. Prizes will be based only on gross team score.

Registration Fee: 18 Hole fee is \$175 per participant postmarked by May 30, 2008. Late registration will be \$190. Fee includes greens fee, cart, luncheon, and dinner.

9 Hole fee is \$100 and includes greens fee, cart and dinner.

Registration for the 9 Hole event may be limited based on the number of 18 hole registrants.

The field size is limited to 120 golfing participants.

Tournament Day Agenda:

10:30	Driving Range Opens
11:00 am - 11:45am	18 Hole Registration & Luncheon
12:00 noon	Tournament Begins with Shotgun Start
2:00 pm	9 Hole Registration
2:30-3:00 pm	9 Hole Tee-off
5:15 pm - 6:00pm	Cocktails (Cash Bar)
6:00 pm	Awards Dinner

Awards Dinner: Beginning at approximately 5:15 PM on tournament day, participants, sponsors, and friends are invited to the dining room for cocktails followed by dinner at 6:00. Dinner is included in the golfer's registration fee. All prizes and awards will be distributed at this time. Non golfing guests are welcome. Cost for an additional dinner is \$40.

Tournament Program: Also referred to as the Ad Book. The Tournament Program is a 4" X 8 ½" book which includes the sponsors' advertisements. Full page ads will be approximately 3½" x 7 ½" ; half page 3½" x 3½"; quarter page is 3½" x 1 ¾". Ad fees are listed on the Sponsorship Agreement Form

Sponsors: Businesses and/or Individuals wishing to advertise in the Tournament Program. Other benefits are available to sponsors. Reference the Sponsorship Agreement for categories of sponsorship and benefits associated with each.

Sponsorship Agreement: A carbonless, duplicate form which indicates precisely how a business or individual will participate as a sponsor in the WSF Golf Tournament. Completed top (white) copy goes to the Committee Chairperson, the bottom (yellow) copy goes to the sponsor. The form requires specific information from each sponsor and is to be completed in presence of the sponsor. Space is also available to list gifts in lieu of cash donations. It is preferred that all donations be cash; however, gifts that can be used as auction or raffle items will be welcome. **ALL FORMS MUST BE SIGNED AND DATED TO BE CONSIDERED VALID.**

Completed forms are forwarded to the Sponsorship Chair, then to the Tournament Treasurer for confirmation of payment. Finally forms are passed on to the Ad Book Editor to compose the ad as required for the Ad book.

Corporate Sponsorship: Designation is given to a business/individual who agrees to underwrite the expenses associated with having the Golf Tournament, which is approximately \$10,000. The Corporate Sponsor will be featured in all tournament publicity as being the main support of the WSF Tournament. Additionally, the Corporate Sponsor will be entitled to host a 4-some in the Golf Tournament, and have 8 seats reserved at the Awards Dinner.

Medal Sponsorship: Sponsorship packages that combine golf registration and ad sponsorship are referred to as Medal Sponsorships. Platinum, Gold, Silver and Bronze sponsorships are available and are described on the Sponsorship Agreement.

Tournament Committee: Members of the WSF who are serving as coordinators in each of the 6 Committee areas, which include:

- 1)Publicity and PR;
- 2)Tournament;
- 3)Recruitment;
- 4)Sponsors, Gifts, Prizes;
- 5)Printing;
- 6)Tournament Finances

Registration Form: A form which will be distributed to participating and prospective golfers. The form contains information about the WSF, the tournament, and golfer information important for registering for the tournament. Recruiters are asked to get names and addresses of prospective golfers.

Tournament Day Rain Date: As a rule, most benefit golf tournaments do not provide participants with an alternate date in the event of inclement weather. The WSF Tournament is no exception. In the event of rain, the tournament will be played. The tournament plan is to play regardless of weather conditions, unless the golf course is closed by the Watertown Golf Club Manager (closing a golf course requires severe weather conditions to be present).