



## Event Agreement

**Confirmation:** Confirmation of golf event (outing) will occur upon Royal Virginia Golf Club's (RVGC) receipt of this signed agreement of the hosting event organization and a **\$300.00 non-refundable deposit**. The event outing date is **not** secured until this signed agreement and deposit is received.

**Number of Participants:** A **Final Count** must be provided to RVGC **at least 5 days prior** to the date of event. **Notwithstanding the final count**, the event organization **will pay the greater of (1) the actual number of participants or (2) the Final Count**.

**Cancellation Policy:** RVGC will refund the deposit in the form of gift certificates (each equal to 1 free round of daily golf not to exceed total deposit amount) to the event group **if written cancellation is received by RVGC at least 30 days in advance of the event date**. All deposits **will be forfeited and retained by RVGC** for cancellations within the 30 day limit.

**Food and Beverage Service:** All group food and beverage (**non-refundable**) requests must be identified and paid in full no later than 14 days in advance of the event (including a 15% gratuity). No private coolers are allowed. Event catering is available for special food requests.

**List of Participants:** A list of participants (with handicaps by grouping) must be submitted to RVGC at least 5 days prior to the event. Additional players may be added if necessary with RVGC permission.

**Extra Carts:** Carts for spectators or other needs will be charged at the standard rack rate for carts.

**Payment of Fees:** The minimum deposit (\$300.00) must be made at time of booking. This deposit may be made by credit card (or check if over 30 days prior to event, a \$75.00 return check fee will be applied). At the time the "list of participants" is submitted, all remaining participant fees are due by credit card or cash. RVGC accepts Visa, Master Card, and American Express. Any remaining (extra carts, participant fees, food and beverage) costs are due and payable prior to tee off by credit card/cash.

**Tax Exempt:** If the group is tax-exempt, a Virginia State Tax Exempt Certificate must be included at time of booking.

**Starting Formats:** Events will start by either tee times or shotgun. A minimum of 32 players are required for shotgun starts. There are no shotgun starts on weekends or holidays unless the group has a minimum of 72 players and either play a morning start or afternoon start.

**Golf Carts/Clubs:** The rental of golf carts is required and included in participant fees. The event group is responsible for the use of the carts and will be charged for any damages to the carts during the event. Each player must have their own set of golf clubs. A minimum number of golf club sets are available for rental. Rental clubs must be coordinated RVGC in advance. RVGC does not guarantee the availability of club rental.

**Dress Code/Pace of Play:** Players are required to wear traditional attire for the golf course. A collared shirt is required. Denim shorts or pants are not permitted. Shorts must be of respectable length. Players are required to abide by the Pace of Play policy (4 ½ hours).



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**Rain Dates/Availability:** In the event of a weather condition that forces RVGC to close the course prior to the event starting time, RVGC staff will work with the event coordinator to reschedule the event. Events will not automatically be rescheduled. The event will be rescheduled at the earliest convenient date of both parties agreement.

**Rules and Regulations:** Event players and guests must observe and obey all regulations of RVGC.

**Additional Golf:** It is our pleasure to accommodate any additional play possible. Replay rounds will be accommodated as possible. Additional standard replay fees will be applied.

**Limitation of Liability:** RVGC will not be liable for any lost profits or for any indirect, incidental, consequential, punitive or other special damages suffered by the event arising out of or related to this "Agreement", even if RVGC has been advised of the possibility of such damages.

In no event shall the total cumulative liability of RVGC in connection with this Event Agreement from all causes of action of any kind (including tort, contract negligence, strict liability, breach warranty and fundamental breach) exceed the total amount paid by the event group to RVGC under this agreement.

The Event Group acknowledges that RVGC has set its prices and entered into this Agreement in reliance on the limitations and exclusions of liability set forth in this Agreement and that the same form and essential basis of the Agreement between the parties.

**Parties:** If the event group has prizes in connection with the Outing, the event group will be solely responsible for providing and/or the payment of such prizes unless a separate written agreement is entered into with RVGC for RVGC to provide the prizes and/or insurance for the prizes. The event group will comply with all applicable laws and shall obtain all necessary consents of licenses with or arising out of any such prizes.

**I/We have read and fully understand all policies defined above and by signature and deposits agree to all conditions.**

\_\_\_\_\_  
Printed Name (Event Coordinator)

\_\_\_\_\_  
Event Name

\_\_\_\_\_  
Signature (Event Coordinator)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Event Date