



OATLANDS
GOLF CLUB



CORPORATE GOLF INFORMATION PACKAGE





INTRODUCTION

Oatlands Golf Club was established in 1931 and is located in the geographical centre of Sydney, Australia, a 10 minute drive North East of the Parramatta CBD. Boasting an internationally renowned golf course, Oatlands Golf Club is rich in tradition and history.

The course itself is a true test of golf, and was recently described on International Television by leading Golf Professional and Commentator Brett Ogle as "The best Par 70 Golf Course in Australia". The layout, condition and aesthetics of the golf course are testament to Oatlands' Group One ranking status.

Oatlands is currently the host of the Bing Lee / Samsung NSW Women's Open Championship, won in 2008 by former world number one, England's Laura Davies. Oatlands was previously home to USPGA Tour and Australasian Tour winner Peter Lonard.

This outstanding venue, surrounded by picturesque bushland will make your corporate day one to remember. Excellent club house facilities including an elegant function room, members bar with a panoramic vista and Award Winning Catering await your guests.

The friendly Staff includes a dedicated corporate golf manager, professional golfing staff and a catering manager all at hand to ensure you and your guests have an enjoyable and impressive day of golf and hospitality.

OATLANDS GOLF CLUB

BETTINGTON ROAD (P.O. BOX 106) OATLANDS, NSW 2117

T: 02 9630 1260; F: 02 9630 2586; E: admin@oatlandsgolf.com.au; W: www.oatlandsgolf.com.au



YOUR CORPORATE DAY

Golf is one of Australia's favourite sports, and the ideal choice when looking to hold an event that provides a recreational activity and hospitality for corporate stakeholders. Golf is a sport that can be played by people of all age groups, walks of life, and furthermore run a "competitive" day placing everyone of various golfing abilities on a level playing field using the handicap system.

We recognise that your Corporate Day is very important from both a customer relations and financial point of view and we have the flexibility to ensure that we meet your budget, whilst maintaining high standards guaranteed to impress you and your guests.

Oatlands understands that every corporate day is unique, and that the goals behind each and every corporate golf day vary. A well organised corporate golf day is a relatively inexpensive way of achieving any number of the following goals:

- Fundraising for a charity or business organisation
- Relationship and team building
- Rewarding employees and other company stakeholders
- Impressing potential clients
- Networking opportunities
- Thanking existing clients for their valued custom
- Branding and marketing opportunities

Why not take advantage of our flexible range of golfing formats, on course activities and green fee gift certificates to create that enjoyable atmosphere for golfers of all standards in your corporate day?

Oatlands will work within agreed budgets and provide close consultation with the client throughout the planning stages. It is suggested that a meeting be arranged to discuss planning requirements for your event and provide assistance with the formulation of invitations. It is then suggested to meet again 1 month prior to confirm catering and beverage requirements and to discuss any specific logistics pertaining the day.

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BOOKING INFORMATION

Availability

Corporate Golf at Oatlands is available on the following days and times. As a guide, 18 Holes will take between 4 ½ and 5 hours to complete dependant on the general ability level and event format.

Shotgun Starts (Exclusive Use of the Course) or Tee Starts for Groups 60+:

- Tuesdays 8.00am - 8.30am Shotgun Start
- Tuesdays 12.00pm – 12.30pm Shotgun Start
- Fridays 8.00am – 8.390am Shotgun Starts

Tee starts for groups under 60 players:

- Mondays from 12.00pm
- Thursdays from 12.00pm

Bookings

Bookings must be confirmed using the attached booking form and accompanied by a deposit, refundable following the event.

The deposit schedule is as follows:

Up to 50 players	\$500.00
51 to 99 players	\$1,000.00
Over 100 players	\$1,500.00

Green Fees 2010 / 2011

18 Holes

First 80 Players \$60.00 per player

Next 40 Players \$50.00 per player

All players from 120 onwards play free of charge

11 Holes \$45.00 per player

7 Holes \$40.00 per player



GOLF INFORMATION

Tee Markers

Male golfers will play from the Members white markers, whilst Ladies will play from the red markers unless otherwise requested.

Event Formats

There are several different formats for your corporate tournament. The key is to match the competition style with your group's golfing ability:

- Majority of novice or casual golfers – 4 Ball Ambrose (Holden Scramble Format)
- Mixture of casual and regular golfers – 4 Ball or 2 Ball Ambrose, Irish 4 Ball Best Ball Stableford or 4 Ball Multiplier.
- Majority of regular golfers – 4 Ball Best Ball and/or Singles Stableford

Enquire today about the new “power play” format being used for corporate and charity events around the world. Note this event is only available for exclusive course bookings.

Use of the Golf Course & House Facilities

Practice putting and chipping greens, as well as practice nets are available for use by you and your guests. As honorary members for the day, all of the house facilities and amenities are also available.

Event Management

Complimentary services include:

- Assistance with the event co-ordination from the initial inquiry right through to the close of the event
- Registration pack for each player including scorecard with names and a company logo, event itinerary, competition rules and a course map with a hole by hole description
- Providing starting sheets and suggested starting holes for shotgun starts
- Provision of suggested sponsorship packages and invitations
- Assistance with registration of all players and starting the field including on course directions and marshalling
- Briefing all players on rules and the event itinerary
- Finalising scores, determining winners and prize allocation
 - Assistance with presentation setup and preparation



Clubhouse Signage and Branding

Pull up banners are preferred for indoor signage. The club provides plasma screens for slideshows during Registration in the Lounge, and also a complimentary Data Projector for A/V requirements during presentation in the Dining Room.

Course Signage

Oatlands golf club permits promotional signage including banners and flags, being used for your event under the following conditions:

- Unlimited signage can be erected on the practice putting greens, balcony areas, 1st, 12th, 17th and 18th holes that are adjacent to the clubhouse – free of charge.
- In addition, a total of 6 signs can be placed on tees and fences around the course at no additional charge.
- All signage must be delivered by 12 midday on the day prior to your event otherwise it may not be placed on the course. This signage will be accompanied by a completed list (as attached) detailing the areas designated for each sign.
- All signage must be collected within 7 days following your golf day. Oatlands Golf Club will take all due care in handling the signage, however will not accept any responsibility for lost or damaged items.

Please refer to the signage form at the end of this document which should be completed prior to your day.

Video & Photography

Contact the Club for details on video recording and photography of the day. A video presentation and/or slide show can be displayed on the Clubhouse TV monitors following the round of golf. The option is available to purchase copies of the days activities on DVD or CD as a thankyou gift to each of your attendees.



Golf Professional Services

Our Club Professional and staff are keen to assist with any of your needs, lead by Head Professional and Director of Golf, Dylan Taylor. Some of the services on offer are:

- Pre-game coaching and joining each group for on-course tuition with the option of using the professionals tee shot to count in an Ambrose competition. Professional Services are charged at \$100 per hour or \$400.00 for 5 hours of on-course service



- The Professionals Shop has a wide range of equipment and apparel, which may be appropriate for trophies for your golf day. The Pro Shop also offers Vouchers which can be made out to the value of your choice and can be redeemed on the day of your event
- Prizes and gift packs are available and include golf balls, tee packs, towels, umbrellas, gloves, ball markers, divot repairers, hats and shirts which can be embossed with your logo to help brand your event. Please note a minimum of 3 weeks notice is required for branded items.





Hire Equipment

There are 16 motorised carts available for hire. All of these items may be charged to your account; or be provided on a user pays basis. In this case, carts should be booked directly by the individual.

Additional carts can be sourced for you. Prices are available on application.

Standard hire prices are as follows:

Pull Buggies	\$5.00
Golf Shoes	\$5.00
Hire Clubs	\$25.00
Motorised Golf Carts	\$40.00

On-Course Hospitality

A purpose built drinks cart is available for the distribution of refreshments and snacks on the golf course. Due to current Occupational Health and Safety regulations, it is the policy of Oatlands Golf Club that only an Oatlands Golf Club member of staff operates the drinks cart.

Cost: \$180.00 for 18 Holes

\$100.00 for 11 Holes

In addition, self serve eskies may be placed on tee locations strategically around the golf course upon request.



THE ESSENTIALS PACKAGE – \$99.00 pp incl. GST

- For a minimum of 20 players
- Available Tuesdays and Fridays
- Prices are valid until 30th June 2011
- Inclusions:
 - 18 Hole Green Fee
 - Practice Facilities
 - Honorary Club Membership for the day
 - Event Management
 - Standard on course activities
 - Green fee gift certificates
 - Drinks Cart Hire with Driver (only available for 40+ guests)
 - Breakfast Registration catering (BBQ style with tea/coffee and juices) **or**
Lunch Registration catering (sandwich or BBQ style with tea/coffee and juices)
 - Function Room Hire
 - BBQ Menu #1 **or**
Buffet Menu #1 **or**
Canapés Menu #1 or #2

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THE OATLANDS PACKAGE – \$139.00 pp incl. GST

- For a minimum of 40 players
- Available Tuesdays and Fridays
- Prices are valid until 30th June 2011
- Inclusions:
 - 18 Hole Green Fee
 - Practice Facilities
 - Honorary Club Membership for the day
 - Event Management
 - Standard on course activities
 - Green fee gift certificates
 - Drinks Cart Hire with Driver (not including drinks)
 - Breakfast Registration Catering (buffet breakfast) **or**
Lunch Registration Catering (lunch starter menu)
 - Lunch Pack
 - Function Room Hire
 - BBQ Menu #2 **or**
Buffet Menu #2 **or**
2 Course Standard Banquet Menu **or**
Canapés Menu #3
 - Oatlands Beverage Package (3 Hours)

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THE ALL INCLUSIVE PACKAGE – \$169.00 pp incl. GST

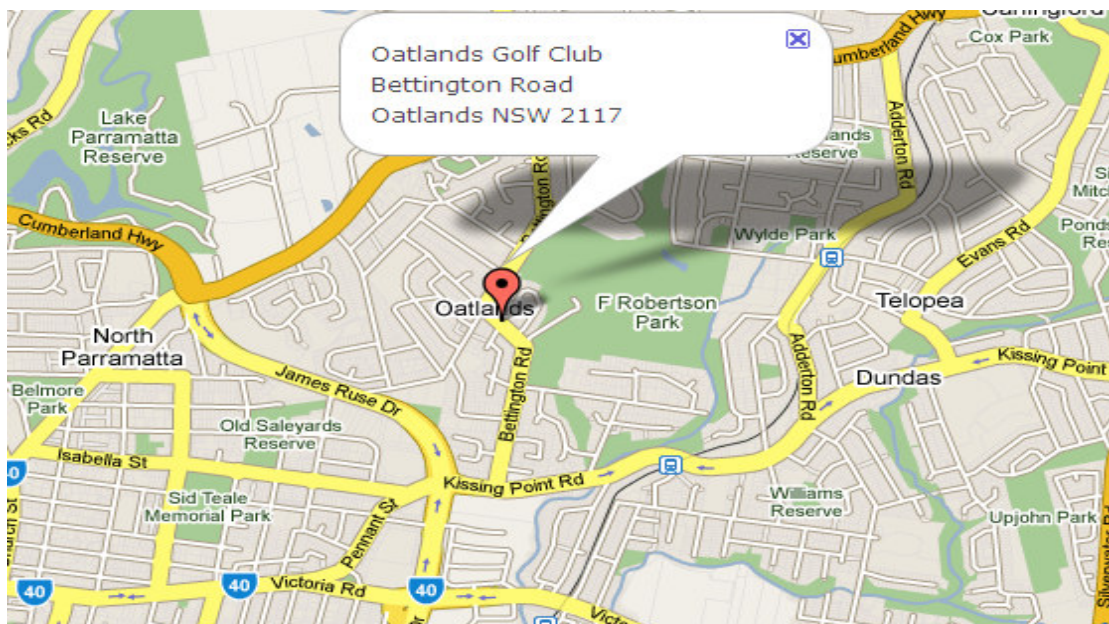
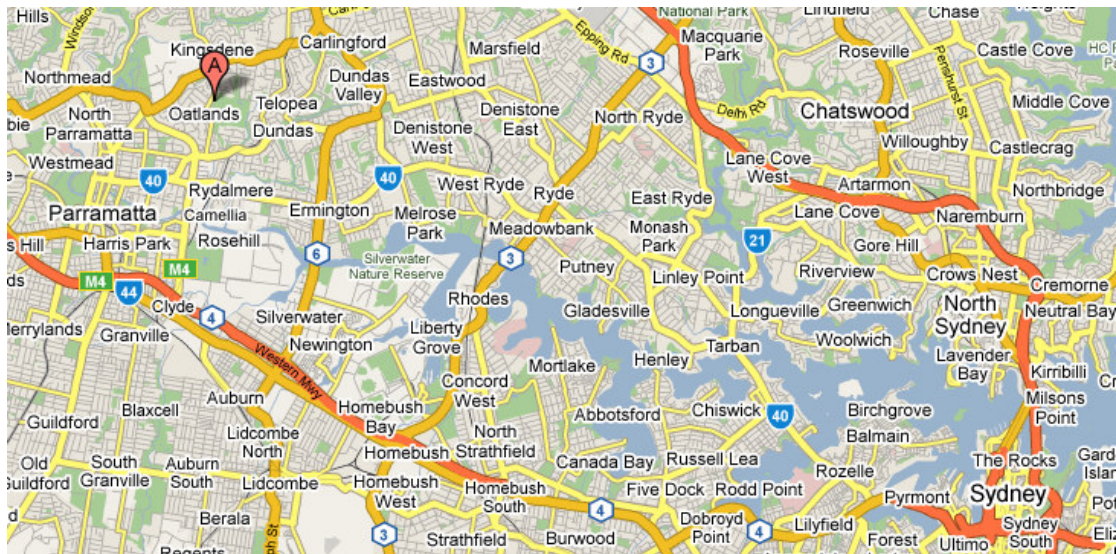
- For a minimum of 40 players
- Prices are valid until 30th June 2011
- Available Tuesdays and Friday afternoons
- Inclusions:
 - 18 Hole Green Fee
 - Accessory Pack – includes Callaway Balls, Tee Pack, Divot Repair and Pencil
 - Practice Facilities
 - Honorary Club Membership for the day
 - Event Management
 - Standard on course activities
 - On-Course Professional (5 hours)
 - Green fee gift certificates
 - Drinks Cart Hire with Driver (not including drinks)
 - Breakfast Registration Catering (buffet breakfast) **or**
Lunch Registration Catering (lunch starter menu)
 - Lunch Pack
 - Function Room Hire
 - BBQ Menu #3 **or**
3 Course Standard Banquet Menu
 - Oatlands Deluxe Beverage Package (3 Hours)

Where is Oatlands?



You may wish to include the web-link below on your invitations for directions to Oatlands Golf Club.

<http://www.oatlandsgolf.com.au/guests/mapN.mhtml>



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On-Course Activities

With golfers of all different levels participating in the days golfing event, a combination of the following on course activity options is the ideal way to customise your day and make it more enjoyable for everyone.

Standard Options

- Nearest the Pins are available on the 2nd, 5th, 9th, 12th and 18th holes.
- Longest Drives are available on the 6th, 15th and 17th holes
- Straightest Drive is available on the 1st hole
- Drive and Pitch is available on the 7th and 16th holes

Extra Options – *Prices are as detailed and are inclusive of G.S.T*

- **Putting competitions** are an easy way to create a fun atmosphere prior to hit off. During registration have your guests play a simple or more strategic competition to practice their putting whilst being guided by a PGA professional. 1 Hour duration \$100; Half an hour duration \$65.
- **On-course professional.** We can provide a Golf Professional to travel around the Course playing a few shots for each group and provide golfing and course tips where required. The price is \$400.00 inclusive of G.S.T, and includes a pre-game putting or bunker clinic.
- **On-course Champagne & Draught Beer.** Why not inquire about having a drinks station on course serving Champagne/Guava and a draught beer dispensing system?! Price on Application.

Fund Raising Options

- **5 Flag Hole in One.** We can set up the 19th hole green (our spare hole between the 6th & 7th holes) with 5 holes and flags. Players are asked to pay a donation per shot (maximum 2 shots) for the chance of a hole in one. *Please note the prize and staff member are not included.*
- **Inside the Circle.** A line is drawn around the perimeter of a hole on a Par 3 of your choice. Players are asked to make a donation for a chance to win a prize if their ball finished inside the 2m circle. *Please note the prize and staff member are not included.*
- **Beat the Pro.** Each player makes a donation for one shot to the green on a Par 3 hole. The Golf Professional will then play his shot to the green. Players who land on the green inside the Golf Professional's shot go into a playoff at the 18th hole.



PREPARATION OF INVITATIONS

The following is a list of information to assist you in the preparation of your event invitations. Oatlands would appreciate the opportunity to view invitations prior to their completion, to ensure all critical information is included.

Event Information

- Date and Day
- Registration Time
- Cost and Payment Information (if applicable)
- RSVP Date
- Cost for Lunch / Dinner only (if applicable)
- Payment and Contact Information
- Shotgun or Tee Starting Time
- Golfing Finish Time / Pre Dinner or Lunch Drinks
- Lunch / Dinner commencement (for those persons not playing golf)
- Finishing Time
- Charity beneficiaries (if applicable)
- Sponsor / Company Logos
- Course Pictures – can be found on our website or provided for you on CD
- Sponsorship Packages (if applicable)
- Oatlands Golf Club Directions located are at:
<http://www.oatlandsgolf.com.au/guests/map.mhtml>

Golf Information

- Golfing Format (i.e. Ambrose, Irish Stableford etc)
- On Course Novelty events
- Prize breakdown or similar
- Special activities – (i.e. Play with a Pro etc)
- Handicap Information
Do you have an official handicap?

If yes _____

If no please indicate your golfing ability and estimated handicap

Novice _____

Intermediate _____

Regular social golfer _____



Dress Standard

It is the responsibility of the client to advise all guests, including non-golfers, of the dress regulations below. We strongly suggest placing the conditions on all invitations and information associated with the day. Failure to meet our dress regulations may result in the guest having to purchase suitable attire.

The following standard of dress is required for golf:

- Shirts – Must have a collar (including mock/skive collar) and kept tucked in at all times
- Pants/Shorts – Must be chino or dress style with tailored waist – no jean or denim style
- Socks – Must be predominantly white and worn above the ankle
- Shoes – Soft spike golf shoes or flat soled joggers for golf and dress shoes for after golf

Unacceptable Dress:

- Denim or jean-type clothing
- Track suits or training gear
- Metal spiked shoes
- Drawstring shorts or board shorts
- T-Shirts and singlet tops

Web link - <http://www.oatlandsgolf.com.au/guests/course/dress.mhtml>

Hospitality

- Breakfast or Lunch provided at registration
- Details of menu for Lunch / Dinner
- On Course Hospitality
- Special Dietary Requirements
- Beverages Provided
- Auction or Raffle information (if applicable)

Hire Equipment

- Motorised Carts – either reserved by the organisation or can be booked directly through the professional's shop – 9630 1423
- Pull buggy, shoe and club hire requirements



BOOKING CONFIRMATION FORM

This form is to be sent together with your deposit. A booking will not be confirmed until this form is received by Oatlands Golf Club. Please ask if you require a Tax Invoice for the deposit payment.

Organisation Details

Business Name: _____ ABN: _____

Contact Person: _____

Address: _____

Phone: (w) _____ (m) _____

Facsimile: _____

Email: _____

Golf Day Details

Tournament Date: _____ Registration Time: _____

Number of Players: _____ Tee Time: _____

Golfing Format: _____

Packages

I wish to take advantage of the following package for the day:

_____ @ \$ _____ per person

I wish to create my own package.

Green Fees will be charged at \$ _____ per person

I wish to book exclusive use of the golf course for a fee of \$ _____

Other details will be confirmed in due course.

Deposit Payment

I have read, understood and agree to all terms and conditions outlined.

Enclosed is our cheque deposit for \$ _____ made payable to Oatlands Golf Club Limited

Name: _____ Position: _____

Authorised Signature: _____ Date: _____

Please forward booking form and deposit to:

The Operations Manager
Oatlands Golf Club
PO Box 106
OATLANDS NSW 2117

Or Email adrian@oatlandsgolf.com.au



TERMS AND CONDITIONS

Goods and Services Tax

All prices quoted are inclusive of GST, where GST is applicable.

Catering and Liquor License

Oatlands golf club prohibits any beverage to be brought onto the premises by the organiser in accordance with our club liquor license. Alcohol cannot be removed from the club premises and must be consumed within the defined areas.

Amadeus Catering Pty Ltd has a contractual agreement with Oatlands Golf Club, which states that no food items may be brought onto the premises by the client.

Beverage Package Conditions

All packages include full table service for the duration of your lunch/dinner. Pre-meal drinks are served over the bar.

Complementary tasting of all wines is available upon request

All packages can be tailored to your preference, including spirits and bottled beers, subject to additional charges

This package does not cover pre-golf or on-course beverages

The option is available to charge beverages on a consumption basis

Responsible Service of Alcohol

Oatlands Golf Club adheres to industry recommendations and to applicable legislation under the Registered Club's Act and the Liquor and Gaming Act in the responsible service of alcohol and harm minimisations procedures. Any patron observed to be intoxicated will be refused service and requested to leave the club premises. Any practice which promotes irresponsible service of alcohol or anti-social behaviour deemed so by club management will not be tolerated.

Function Room Hire & Waiter Service

Our function room comes free of a hire charge for after golf entertaining and presentation of trophies, provided a minimum catering budget of \$20.00 is afforded. Otherwise, a \$5.00 per person charge is payable. All beverages will be served over the bar unless waiter service is requested - \$75.00 charge per waiter (beverage packages excluded).

Course Set-up

Minor course renovations including the use, on occasions of temporary greens, tees and holes are considered a necessity for the continuous improvement of the golf course. These scenarios will be avoided if possible; however they will not attract a lower green fee.

Guaranteed Numbers & Confirmation of Numbers

Golf – Confirmation of final numbers for golf are required 7 days prior to the event to assist with timesheet organisation. An increase in numbers on the day will be accepted, subject to availability. Decreases in numbers will be allowable up to a maximum of 10% of the total confirmed numbers.

Catering – Confirmation of menu requirements and approximate numbers must be made a minimum of 7 days prior to the event. A final number for catering requirements is needed no later than 48 working hours prior to the commencement of the day. This is the minimum number you will be charged for. Increases on the day will be catered for if possible; however this is at the sole discretion of Amadeus Catering Pty Ltd.

Provision of Goods and Services

All deliveries to Oatlands Golf Club must be delivered to reception and marked to the attention of the Operations Manager

Smoking

No person is to smoke within the confines of Oatlands Golf Club Clubhouse. Patrons may smoke in the designated outside areas.

Mobile Phones

The use of mobile phones on the golf course or in the clubhouse is prohibited. Phones may be used in the car park area only.



Course Etiquette

All players are to carry and use a sand bucket to repair divots and use pitch repairers for pitch marks on greens. Bunkers must be raked after use. Drivers of motorised buggies must adhere to all course signage in relation to the use of carts.

Prize Limits & Hole in One Policy

Oatlands Golf Club does not endorse any event which awards a prize greater than \$1200 AUD in value for an event in which golf skill is a factor, as governed by Golf Australia under the Rules of Amateur Status. A prize in excess of this amount may be donated to charity. Hole in One insurance may be taken out by the client through their chosen insurer.

Insurances

Oatlands Golf Club will take care with all guests' personal property but will not accept responsibility for any loss resulting from theft or damage. The client booking the corporate golf day is responsible for any insurance deemed necessary.

The organisation booking the Corporate Golf Day is responsible for any damage caused to any part of the clubhouse or course by their guests.

The use of walls for display materials using nails, staples or tape attachment is strictly prohibited. Oatlands encourages the use of specially designed tape adhesives to be used if necessary. Permission must be gained from an Oatlands Golf Club staff member.

Any item that is left at the club must be collected within 48 hours of the event.

Client Instigated Cancellation

Cancellation prior to 2 months of the corporate day will result in forfeiture of the deposit if the booking cannot be rescheduled for another day.

Cancellation within 2 months but prior to 7 days of the corporate day will result in a 50% cancellation fee of the total green fees being payable, based on initial number stated on the booking confirmation.

Cancellation within 7 days of the corporate day will result in the client being required to pay 100% of the pre-booked total value of green fees and catering. Beverage, professional services (excluding merchandise) and other expenses are free of a charge in this instance.

Cancellation Due to Bad Weather

Club Cancellation - In the event of bad weather, where Oatlands Golf Club closes the golf course prior to the event and declares the course unfit for play all day, the deposit will be returned to the client conducting the golf day. In the event of players being called off the course due to unsafe conditions e.g. lightning, consideration will be given to a reduction in green fees dependent upon number of holes completed. Catering arrangements will be available to proceed at a rate as agreed with Club Management. Where the Club has closed the course prior to the day the client has the option to cancel pre-booked catering arrangements without penalty. In the event of wet weather conditions, the club may impose restrictions on motorised buggies.

Client Cancellation – Golf is a game that can be played in inclement weather. In the event the client wishes to cancel the golf day due to actual or potential bad weather and where Oatlands Golf Club continues to make the course available, the client will be required to pay 100% of the pre-booked total value of green fees and catering. Beverage, professional services (excluding merchandise) and other expenses are free of a charge in this instance.



CORPORATE GOLF SIGNAGE FORM

Please complete the signage form and send it to the club no later than 48 Hours prior to your event. Please attention to Adrian Boyd, Operations Manager.

Signs may be collected from the Front Office the day following the event,

Oatlands Corporate Signage Requirements

Hole

Tee Signage

Fence Signage

A1 Signs or smaller can be attached to wooden posts
Banners With Rope (through eyelets) Attached to Star Pickets
Self Standing Signs Placed on Teeing Ground

Banners With Rope (through eyelets)

	COMPANY NAME	QUANTITY	TYPE	COMPANY NAME	QUANTITY	TYPE
1st						
2nd						
3rd						
4th						
5th						
6th						
7th						
8th						
9th						
10th						
11th						
12th						
13th						
14th						
15th						
16th						
17th						
18th						
Putting Green						
Drinks Cart			A3 OR LESS			
Clubhouse Balcony						Banners Only
Other						

Please Note-

Other signage may be accommodated upon request

All signage must be delivered attention to "The Operations Manager" at least 2 Working Days prior to the event

Signage may be collected from the clubhouse from 12 Midday the day following the event