



Tournament Application Request Laguna Lake Golf Course City of San Luis Obispo

Tournaments

The City of San Luis Obispo operates and maintains recreational facilities for the use of its residents and guests. When not in use for recreation programs or other city functions, facilities may be used by local groups and individuals for social, cultural or recreational activities, in accordance with Chapter 12.20 – Park Regulations of the City’s Municipal Code.

Submittal

Tournament Requests may be made up to a year in advance but **not less than 10 days before the requested date**. All paperwork and fees must be paid 48 hours prior to the scheduled event.

Large Tournaments

Groups requesting facilities for large tournaments are required to contact the Recreation Coordinator at Laguna lake Golf Course (LLGC) pro shop **before** submitting a tournament bid with their parent organization in order to make certain that the course will be available. Large tournaments are defined as an event that will take more than one day and has the potential to draw teams from outside the community. **Facility use is not guaranteed unless this step is taken prior to any tournament bid submittals.**

Applicant Information

Applicant:		
Company/Organization:		
Address:	City, State:	Zip:
Work Phone:	Mobile Phone:	
Email:		
On-Site Person Responsible for Event Operations:		
On-Site Person Mobile Phone:		
On-Site Person Email:		
Non-Profit IRS# (if applicable):		

Event Information

Event Name:		
Event Date(s):		
Set-Up Start Time:	Event Hours:	
Anticipated number of Participants:		
Green Fees Per Person (circle)	\$8.25 per 10 holes	\$15.00 for 20 holes
Shotgun Start:	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Event Description: (Please include benefit, demographics, mission of event, etc.)		



Event Details

Will this event be promoted?

YES *Check all that apply:*

Radio

TV

Newspaper

Social Media

Posters

Website

Other *Please Specify:*

NO

Will the event set-up include tents and/or EZ-ups?

YES *If yes, please specify type and size of tents:*

➤ All vendors and booths shall be subject to an inspection by the Fire Department prior to the event. Vendors must have a completed Fire Department Special Event Permit in their possession during the inspection.

NO

Requesting on site BBQ facility FREE of charge?

YES

NO

Tournament Payment Schedule

- The following fees will be charged for tournaments held in City Golf Facilities:
 - Shotgun Fee - \$200.00 non-refundable booking fee to close the course for Shotgun Start. *Minimum of 36 golfers for Shotgun Event.*
 - Standard Tournament Use Fee – 50% non-refundable deposit of estimated number of participants due no later than 48 hours prior to tournament. *Minimum of 16 golfers.* This deposit is non-refundable and put toward Green Fees.
- **Payment Schedule:**
 - At the time of the reservation – Shotgun Fee is Due.
 - 48 Hours prior – 50% deposit of estimated number of participants is due.
 - Day of Tournament Green Fees: (price per person)
 - \$8.25 per 10 holes \$6.75 for 2nd 10 holes \$15.00 for 20 holes
 - Deposit applied to the day of tournament fees, with the balance to be paid before commencement of the tournament.



Hold Harmless Agreement

The undersigned (hereinafter the “applicant”) understands and agrees to be personally responsible for any damage sustained to the grounds, buildings, fixtures, or equipment, as a result of their use of City property.

The applicant certifies that he/she has read and agrees to the City’s Tournament Procedures, and acknowledges and understands that additional conditions and fees may be imposed or required at the time of the permit issuance.

The applicant shall hold harmless and indemnify the City of San Luis Obispo, its elected officials, officers, employees, and agents from any damages that may arise as a result of the conduct of the tournament, program or event for which the permit is sought. The applicant agrees to defend, protect, indemnify and hold the City, its elected officials, officers, employees, agents, and volunteers free and harmless from any against any and all claims, damages, expenses, loss or liability of any kind or nature whatsoever arising out of, or resulting from, the alleged acts or omissions of applicant, its officers, agents, or employees in connection with the permitted event or activity. The applicant shall, at applicant’s own cost, risk and expense, defend any and all claims and all legal actions that may be commenced or filed against the City, its elected officials, officers, agents, employees, or volunteers, and the applicant shall pay any settlement entered into and shall satisfy any judgment that may be rendered against the City, its elected officials, officers, agents, employees, or volunteers as a result of the alleged acts or omissions or applicant or applicant’s officers, agents, or employees in connection with the uses, events, or activities under the permit.

The applicant further certifies under penalty of perjury under the laws of the State of California that the above information is a complete and accurate representation of the planned event.

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Applicant's Signature

Date

TOURNAMENT POLICY (OFFICE USE ONLY)

DATE FORM RECEIVED: _____ BY: _____

SUPERVISOR NAME / DATE: _____

- SHOT GUN FEE AMOUNT: _____ DATE RECEIVED: _____
GOLFERS ANTICIPATED: _____
- TOURNAMENT DEPOSIT AMOUNT: _____ DATE RECEIVED: _____
GOLFERS ANTICIPATED: _____