



WELCOME

Thank you for your interest in The Meadows at Mystic Lake. The Meadows is located directly adjacent to Mystic Lake Casino Hotel, the Midwest's premier gaming and entertainment destination. We offer a beautiful 18-hole championship golf course, driving range, and practice green. The clubhouse includes a well-stocked Pro Shop, and The Meadows Bar and Grille adds first class cuisine and beverages to the resort experience. Your event will be customized to meet your needs with food, beverages, banquet space, and world-class gaming and entertainment right next door at Mystic Lake Casino Hotel. Our goal is to provide our guests with a truly spectacular golf and entertainment experience.

The Meadows at Mystic Lake is an award-winning course owned and operated by the Shakopee Mdewakanton Sioux Community. *Golf Digest* and *Golf Week* magazines named The Meadows at Mystic Lake one of the top 10 golf courses in the state of Minnesota.

We have prepared this step-by-step, easy-to-use guide to assist you in your planning. Please let us know if you have questions or if we can assist you in the planning process. For more information, please contact our tournament director. Thank you for your interest in The Meadows at Mystic Lake. We are confident that that your event will be spectacular!

Ben Rosaasen

Director of Golf
The Meadows at Mystic Lake

Al Pehrson, PGA

Head Golf Professional
Tournament Director
al.pehrson@mysticlakegolf.com
952-233-2890 Office
952-220-4585 Cell
952-233-2899 Fax

Pro Shop

952-233-5533

Golf Event Planning

Planning (up to a year in advance)

- **How many people will you need to assist with your event?**
 - Tournament director (you)
 - Registration at the event (participant check-in)
 - Treasurer
 - Golf facilitator (pairings and on-course events, etc.)
 - Awards facilitator
 - Food and beverage facilitator (coordinates menus with our Group Sales Department)
 - Volunteer facilitator
- **Decide on scramble format**
- **Decide on contest and prizes**
- **Develop a brochure (sign-up form)**
 - Date and time
 - Location
 - Cost
 - Deadlines
 - Player information (name, address, phone number, email)
 - Mailing address to return registration forms
 - Dress code
 - Map and phone numbers
 - Rental club needs
- **Market your event, if necessary**
- **Will volunteers be needed? How many? (Need for the registration table, to monitor hole-in-contest, for prize setup in banquet room, etc.)**

90 days in advance

- Order any gift package items.
- Order prizes.
- Order specialty items with your logo (requires 6-8 weeks).
- Choose menu and food service.

30-45 days in advance

- Contact our tournament director with any changes in expected player numbers.
- Send in tournament questionnaire.

20 days in advance

- Contact our tournament director with any changes in details, player numbers, or additional needs.
- Verify that special order items, prizes, and gifts have arrived.

14 days in advance

- Pay balance due for your event.

7 days in advance

- Finalize pairings and hole assignments.
- Send players list in an Excel spreadsheet to tournament director.

Day of event

- Arrive early.
- Assign volunteers to duties.
- Have fun!

General Information

Amenities

Come experience the challenge of our 18-hole championship golf course and the tranquility of our natural setting. Our slogan is “Play the Meadows, Play the Best.”

- Bent grass fairways, tees and greens
- Five sets of tees
- Par: 72-7,144 yards from the back tees, 5,293 yards from the front tees
- GPS in the golf carts
- Continuous concrete cart paths
- 2,500-foot creek with five waterfalls
- 13 holes with water, 20 fountains, and 80 bunkers
- Incredible lifelike statues on seven holes

Other golf course amenities include:

- Professional food and beverage service
- Top-of-the-line electric golf carts
- Outdoor patio grill
- Club rentals (left and right handed)
- Gift cards
- Storm shelters

Tournament Booking Requirements

All requests for organizational and special interest group tournaments must be made with the director of golf or tournament director. Based on your shotgun start time, you must guarantee 90-120 players, with a maximum of 144 players (see rate sheet at end of this guide). Any event with less than 60 players will use a block of tee times.

Golf carts are required for all tournaments and are included in your fees. Full field shotgun events can begin between 10am and 1pm. Play will be foursomes and a scramble format. Men will play from the white tees and women will play from the gold tees, unless prior arrangements have been made.

Tournament Fees and Payment

Your tournament director or representative must agree to the following terms:

- Will complete a tournament contract and pay a nonrefundable deposit of \$3,000 to secure the event date(s) for full field shotgun events. Smaller events will require a deposit of \$1,000.
- Will ensure that all guaranteed players are paid for 14 days prior to the event. Any additional fees (e.g. additional players, beverage cart, club rentals, etc.) can be taken care of the day of the event.
- Payments will not be refunded, except in the event that the course is closed due to inclement weather.
- Must award gift cards from The Meadows at Mystic Lake Pro Shop as prizes for a minimum amount of \$5 per player (see explanation below).
- Play will consist of foursomes only, unless prior approval is obtained.
- Tournament format will be a scramble, unless approved otherwise.

Included in your fees is a \$5 gift card per player charge for all shotgun events. You can use this fee how you see fit (For example: first, second and third place winners; your on-course contest, or for purchasing prizes in our Pro Shop). Our Pro Shop has all the latest state-of-the-art equipment and clothing and is competitively priced with the local, big chain golf shops. Our tournament organizer will gladly assist you in choosing an appropriate prize package for those lucky winners.

Food and Beverage

All food and beverage must be secured from The Meadows at Mystic Lake or through our Group Sales Department. Any violations of this requirement could lead to cancellation of future tournaments for your organization. If you desire a sit-down meal, banquet room, or box lunch, contact our Group Sales Department at 952-496-6528. If you host the grill or on-course beverage carts, an 18-percent gratuity will be added to your invoice.

**Private ice chests and coolers are not allowed on the golf course.*

General Rules and Regulations

- All activities and promotions on the golf course require prior approval of the director of golf or the tournament organizer. Please submit your requests as soon as possible for approval.
- Slow play is the primary problem with most tournaments. The following are suggestions to keep the game moving:
 1. Be ready to hit when it's your turn.
 2. Avoid taking excessive practice swings.
 3. Keep pace with the group in front of you.
 4. All tournaments will play a scramble format. If your score is over par, pick up your ball and proceed to the next hole.
 5. If the putt is "inside the leather" (within the length of a standard putter), consider it good.
 6. Always have an extra ball in your pocket in case you lose one.

Dress Code

Our dress code is designed to maintain a high standard of golf etiquette. To avoid any disappointment or embarrassing situations, please ensure all your golfers are aware of our dress code:

- No denim jeans or shorts.
- Shorts can be no shorter than six inches above the knee.
- No cutoffs, spandex, gym shorts, or sweatpants.
- Shirts must be worn at all times and must have a collar or sleeves.
- No tank tops, halter tops, bare midriffs, or sports jerseys.
- Soft-spiked golf shoes only (no metal spikes).

Dress code applies to all golfers, course officials, and volunteers. Anyone violating our dress code will be asked to change or leave. The Pro Shop is fully stocked with appropriate clothing, if necessary.

Proxy Signs (On-Course Contest)

The golf course staff will prepare your competition markers in advance and place them on the golf course. After your event is finished, we will pick them up and turn them over to your tournament director or representative.

Scoreboard, Scorecards, and Cart Signs

The golf course staff will prepare scorecards and cart signs for your event, if you desire. If you would like a scoreboard for your awards ceremony, we can accommodate that as well. The player's list and tournament questionnaire will provide us with the necessary information.

Hole Sponsor Signage

If signage is required on the course, the signs must be labeled with the desired holes and submitted to the Pro Shop 24 hours prior to the tournament date. The Meadows is not responsible for sponsor signs left at the golf course.

Tournament Request

Call our tournament director for rates and available dates. Once you have selected your date(s), we will email you the necessary documents (tournament contract, tournament questionnaire, and deposit invoice). The tournament contract must be submitted within seven days along with your deposit. Upon receipt, we will verify the date(s) and number of players, sign, and return a copy of the contract as confirmation for your records. Failure to submit the tournament contract and deposit will result in a cancelled reservation for your event.

Note: The deposit will be deducted from your final invoice, which is due two weeks prior to your event.

Insurance

Please submit a copy of your Certificate of Liability Insurance along with your contract, questionnaire and deposit.

Rain Policy

Regardless of the weather forecast, we ask that your group still come out to the course. We will hold the event even if it is raining. If there is a downpour and/or thunder and lightning, we will bring your group in to see if the weather improves. Should weather conditions force us to close the course, we will work with your group to either rebook the event at no additional cost or extend rain checks for the actual number of players in the event. We will exercise our sole discretion in choosing the best course of action.



Example of Tournament Rules Sheet

TOURNAMENT RULES

<date>

- The format for today's event is a four-person scramble. Each player hits their tee shot and the best one is selected. From the selected shot, each player hits their next shot from within one club length of that position. This is repeated until the ball is holed out and a single team score is recorded.
- The GPS system will bring up the scorecard at the completion of each hole. Enter the score for the team. Be sure to also keep score on your paper scorecard. This needs to be turned into the Pro Shop at the completion of your round.
- Men play from the white tees and women play from the gold tees.
- Each player's tee shot must be used at least three times.
- In case of a threesome, each player shall take turns acting as the fourth player rotating throughout the round.
- Players may improve their lie by one club length no closer to the hole through the green (except hazards). You may not improve your ball from off the green to on the green.
- On the putting green, place a ball marker next to the best ball. All putts must start from within a putter head width from the marker.
- Ties will be broken by comparing the score on the number one handicap hole and going backwards until a winner is determined.
- Our goal is 4.5 hours per round. Please be aware of your pace.

Golf Course Notes

- Two sand-seed mix bottles are on you cart; please fill your fairway divots. Large bottles are located around approach areas on the golf course. Refill bottles for the carts are located between holes 9 and 10.
- Please repair your ball marks on the greens.
- Please follow the 90-degree rule with the carts in the fairways.
- Bathrooms are located between holes 6 and 7, 12 and 13, 16 and 17, and at the rear of the starter house.
- You can order food from the grill on the 9th or 18th tees via the GPS.

ON-COURSE CONTEST

Closest to Pin	Hole 7 (men and women)	\$50
Longest Drive	Hole 1 for men and hole 10 for women	\$50
Longest Putt	Hole 15	\$50

1st Prize	\$400 (\$100 ea.)
2nd Prize	\$200 (\$50 ea.)
3rd Prize	\$100 (\$25 ea.)

Here is an example of the Excel worksheet we will email you once your contract and deposit are sent in. We will need this completed and returned within 72 hours of your event to ensure we have adequate time and information to coordinate your event. HDCP is the player's golf handicap. Leave this column blank, unless your event will be handicapped.

Team #	Name (last, first)	M/F	HDCP (if used)	Club Rental (Y/N)	R or L Handed
1					
1					
1					
1					
2					
2					
2					
2					
3					

Tee Gifts

Tee gift(s) are a way for you to thank the golfers for participating. Hats, shirts, golf balls, and towels are just a few items we are able to crest with your tournament or company logo. We are associated with all the leading golf manufacturers, and no job is too large or small for us to complete. Contact our tournament organizer for more details. To help ensure your product arrives in time, we need to have your logo and approval at least 6 weeks prior to your tournament.

Gift Suggestions

- | | | |
|------------|-------------|------------|
| Golf balls | Hats | Clothing |
| Golf bags | Divot tools | Towels |
| Glassware | Money clips | Wallets |
| Sunglasses | Shoe bags | Golf clubs |

VIEW RATES ON THE NEXT PAGE

Your rate could be less depending on other services and amenities used at Mystic Lake Casino Hotel.

Tournament and Group Rates

Shotgun Rates Include:

- Golf cart with GPS
- Unlimited range balls
- \$5 service fee (gratuity)
- \$5 Pro Shop credit

(tax is not included in rates)

Full Field Shotgun Event (90-144 Players)

Player Guarantees:	10am or earlier start time	90 Players
	10:15am-noon start time	100 Players
	12:15-1pm start time	120 Players

June-September

Monday or Tuesday	\$105
Wednesday or Thursday	\$110 (Thursday events must start no later than 10:30am)
Friday-Sunday	\$125 (Saturday events are \$18,500 minimum, including golf, food and beverage)

April-May, October

Monday or Tuesday	\$89
Wednesday or Thursday	\$94 (Thursday events must start no later than 10:30am)
Friday-Sunday	\$115 (Saturday events are \$15,500 minimum, including golf, food and beverage)

Consecutive Tee Times Event (16-72 Players with Services)

Includes scoring, printed cart signs, printed scorecards, and gratuity.

June-September

Monday-Thursday	\$105
Friday-Sunday	\$120 (noon or later start time)

April-May, October

Monday-Thursday	\$89
Friday-Sunday	\$100 (noon or later start time)

Consecutive Tee Times Event (16-72 Players without Services)

Includes \$5 gratuity with no additional services.

June-September

Monday-Thursday	\$99	Hotel Guest	\$79
Friday-Sunday	\$104		\$89 (noon or later start time)

April-May, October

Monday-Thursday	\$72
Friday-Sunday	\$77 (noon or later start time)

Box lunches available for groups of 16-72 players: \$14.95 +tax

NOTE: Above pricing is not valid from Sept. 18-Oct. 5, 2016, during the Ryder Cup period.