

Pro-Am

RBC Canadian Open



Pro-Am

COMMITTEE DESCRIPTION

A part of any PGA TOUR championship is the Pro-Am competitions. The Pro-Ams are a fun day for the participants and spectators to provide an opportunity for local businesses to entertain clients in a unique way.

The Pro-Am committee is to be organized under the supervision of the Pro-Am Chair and Vice Chair. The sales of amateur playing spots in the Pro-Ams are closely tied to the sale of sponsorships and corporate product in the tournament by Golf Canada and the Sales Committee and are not the responsibility of the Pro-Am committee.

The Monday Pro-Am is held on the Monday of tournament week for up to 26 teams. The Championship Pro-Am is held on the Wednesday for up to 52 teams. The amateurs in the Championship Pro-Am register and select their professional at a 'draw party' on Tuesday night. On Monday and Wednesday, the teams are made up of one professional and three amateur partners (male or female). Both Pro-Ams are to be played on the championship course. See appendix A and B for PGA TOUR pro-am guidelines.

Ideal number of volunteers: 12

COMMITTEE FUNCTIONS

Logistics

Golf Canada staff will develop the logistics of the Pro-Am days in the months leading up to the event and will work with the Chair and Vice Chair to fine-tune the "game day" operations. This includes: parking, registration area, draw party, shuttling, caddies, practice range access, hospitality areas and prize ceremony agendas.

Gift Selection

The Pro-Am participants contribute significantly to the success of the event so it is important for Golf Canada to select high-quality gift packages and prizes for the amateurs. Golf Canada, through its sponsors and suppliers assemble a gifting program befitting an event of this status while adhering to set budgets. Although a majority of the gifting is set through these channels, the committee is encouraged to suggest ideas to Golf Canada.

Draw Party

The Championship Pro-Am draw party is a highlight of every championship and an important part of Golf Canada's and the host community's hospitality program. The draw party is the opportunity for the Wednesday Pro-Am participants to select, or draft, the professional that they wish to play with. The draw party is held on the Tuesday night of championship week and has an attendance of approximately 250 people. Volunteer functions during the draw party include: registering participants, and circulating player bios.

Pro-Am Days

Volunteer duties during the Pro-Am are outlined in the 'Event Checklist'. In short, duties can include registering and directing participants, MC'ing awards ceremonies (typically the Pro-Am Chair), and collecting scorecards. As mentioned, the appendices at the end of this section will give you great insight into the Pro-Am days.

HOURS OF OPERATION

Tournament Week

- Monday: 8:00am – 8:00pm (registration, lunch, dinner, awards)
- Tuesday: 4:00pm – 10:00pm (draw party registration)
- Wednesday: 4:45am – 9:00pm (registration x2, breakfast, lunch x2, gifting, dinner, awards x2)

EVENT CHECKLIST – PRO AM CHAIR

Pre-Tournament

- Attend pre-tournament meetings regarding the Monday and Wednesday pro am logistics

Tournament Week

Monday Pro-Am

- Set-up registration area for amateurs
- Guide participants to registration
- Register participants
- Coordinate with the Caddie committee for the availability of caddies for the amateurs
- Ensure Pro-Am volunteers are available in key areas to solve any problems that could arise (i.e. practice tee, parking lot, caddie area, registration desk, clubhouse, etc.)
- Set up for Monday Pro-Am registration; must be ready at least 1 hour prior to scheduled registration time
- Ensure that volunteers are available to help direct participants to clubhouse and registration area
- Collect the scorecards
- Tidy up reception area (pick up extra prizes and tear down score sheets)
- Be aware of evacuation plan and have a contingency if participants are pulled off of the course.

Tuesday (Draw Party)

- Digital display will be used by Golf Canada staff
- Set up bios, pencils, pairings etc. on tables at the party
- Set up registration; must be ready to go 1 hour prior to scheduled registration time
- Ensure that volunteers are available to help direct participants to registration area
- Register participants
- Distribute Pro-Am gift package to amateur contestants (if applicable)

Wednesday (Championship Pro-Am)

- Set up registration area for remainder amateurs to check in and pick up gift packages
- Guide participants to registration
- Coordinate with the Caddie committee for the availability of caddies for the amateurs
- Ensure Pro-Am volunteers are available in key areas to solve any problems that could arise (i.e. parking lot, caddie area, scoring tents, registration desk, clubhouse)

- Register remainder of Championship Pro-Am participants and hand out gifting as they arrive; must be ready to go 1 hour prior to scheduled registration time
- Collect scorecards and deliver to Golf Canada
- MC to announce the top teams and hand out prizes for morning and afternoon draws
- Tidy up reception area (pick up extra prizes and tear down score sheets)

EQUIPMENT CHECKLIST

- Office supplies (pens, paper, etc.)
- Registration area (tents, tables, chairs)
- 2 Radios (for Monday and Wednesday)

APPENDIX A: PGA TOUR GUIDELINES

SAMPLE



Notice to Pro-Am Participants

From PGA TOUR RULES COMMITTEE

Maximum Amateur Score and Suspension of Play Procedures

1. Maximum Amateur Score

Each team is requested to play at a reasonably pace, no slower than 15 minutes per hole, or four ½ hours for the round, and keep up with the group in front of them. The amateur player with the lowest handicap is responsible for assisting the professional in the monitoring the pace of play. Amateurs cannot score higher than a net par on any hole. Amateurs are required to pick up if out of the hole. There is no individual competition for amateurs.

2. Suspension of Play Procedures

The condition of competition adopted specifically for dangerous weather suspension is as follows:

When play is suspended for dangerous weather (i.e., lightning, tornado, high wind, etc.), if the players in a group are between the play if two holes, they shall not resume play until the Committee has disordered a resumption of play. If they are in the process of playing a hole, they shall discontinue play immediately and shall not thereafter resume play until the committee has ordered a resumption of play. **A suspension for dangerous weather shall be signaled by one prolonged siren or horn note.**

All other types of suspension for non-dangerous weather (i.e., darkness, casual water, fog, etc.) shall be several short intermittent siren or horn notes. If players are in the process of playing a hole, they may continue provided they do so without any delay. If they choose to continue, they shall discontinue either before or immediately after completing the hole.

Penalty for breach of this Condition: Disqualification

Note: All practice areas shall be closed during suspension for dangerous weather until the Committee has declared them open for use.

APPENDIX B: PGA TOUR PRO-AM APPLICATION SAMPLE

SAMPLE

**PGA TOUR
APPLICATION FOR PRO-AM ENTRY**



Name of Tournament _____

Host Organization _____

Address _____

City / State / Zip Code _____

Tournament Pro-Am Committee:

I hereby make formal application for entry as an amateur contestant in the above-mentioned Tournament and submit herewith the required entry fee of _____, together with the following information, in connection therewith:

Name _____ Business Phone _____

Title/Company _____ Fax _____

Address _____ E-mail _____

City / State / Zip Code _____ Home Phone _____

Club _____ City / State _____

USGA Handicap Index (limit 21) _____

(Signature of Club Pro or Handicap Chairman)

Please Complete the Information in One of these three Boxes (as applicable):

If you have an identification number from the USGA's Golf Handicap Information Network (GHIN), complete this box only:

YOUR PERSONAL GHIN ID NUMBER: _____

OR

If you do NOT have a GHIN number, but you do have a current USGA Handicap Index, complete this box only:

CURRENT USGA _____

OR

If you are NOT affiliated with a club that participates in the USGA Slope System, complete this box only:

HOME COURSE HANDICAP: _____

CURRENT HANDICAP MUST BE CERTIFIED BY CLUB PRO OR HANDICAP CHAIRMAN

I understand and agree that this application shall be subject to acceptance by the Pro-Am Chairman of the aforesaid Tournament on behalf of the Host Organization thereof before I shall be eligible to enter the Tournament as an amateur contestant; that it shall stand as and for my entry in said Tournament PRO-AM in the event of such acceptance; that my said entry be rejected or revoked at any time hereafter, either before or after the start of play in said Tournament PRO-AM without liability or obligation, and that, in such event, I shall not be eligible to play or continue to play therein, as the case may be, or to participate in the prizes thereof. I understand and agree that I must wear spike less shoes during the PRO-AM.

I further understand agree that if, in the judgment of the PGA TOUR Tournament Director or his designee, adverse weather conditions or other occurrences or conditions beyond the control of the Host Organization or the PGA TOUR renders commencement or continuance of the Pro-Am impractical, then, in any such events, the Pro-Am may be delayed, postponed, shortened, or canceled, whichever may be deemed appropriate by the PGA TOUR Tournament Director, or his designee; and, the Host Organization shall have no obligation to refund any portion of the entry fee remitted herewith by reason of any such postponement, rescheduling or cancellation.

In consideration of PGA TOUR services in cosponsoring the Tournament, I (and, to the extent necessary, the corporation listed above) and assign(s) to PGA TOUR, without limitation, my individual television, radio, motion picture, photographic, electronic, "Interactive Applications" (as defined below) and all other media rights with respect to my participation in the Tournament, Pro-Am or any other golf event conducted in conjunction with the Tournament (e.g. clinics, long-drive contests), or any portion thereof. "Interactive Applications" shall mean the presentation in any medium in a way that permits the viewer to interact with or manipulate the presentation or access other relevant information during the presentation. I agree to refrain from any action which will interfere with PGA TOUR's ownership of the rights hereunder granted and assigned to PGA TOUR, or with any authorized use thereof. I also agree to abide by and be governed by the PGA TOUR Tournament Regulations currently in effect and by the Rules of Golf of the United States Golf Association, subject to any modifications thereof approved by the PGA TOUR.

Accepted _____ Rejected _____ Signature _____

Host Organization _____ Date _____

Date _____