

Guidelines For Hosting An Event

1. Notify executive board (exec@mddga.org) of intention to host event. Give date and price estimate.
2. Call the course/reserve 5 tee times.
3. Send out an email to the executive board (exec@mddga.org) with the following details:
 - a. Name of the Course
 - b. First Tee Time
 - c. Cost of Green Fees
 - d. Deadline to Sign up
4. An executive board member will send out an email to both members and guest, mddga_golfers@mddga.org and guests_golfers@mddga.org respectively.
5. On deadline, an executive board member will inform you of guests total count. Call the course to finalize tee time reservations.

At Event

6. Select 2 par 3 holes for the CTP contest and inform all members.
7. Solicit Feedback on the course.
8. Optional: Announce Prize winners.