



Victoria Golf Club – Member Event Booking Policy

Purpose: To identify the requirements that a member or members must meet to hold a Member Sponsored Golf Event at the Club that has more than 16 players.

Summary: One of the special parts about being a member at Victoria Golf Club is the opportunity to organize an event for yourself and your friends that are members or guests for the day at the club. There are some rules and regulations around booking an event of this nature. Under our existing member rules, members can request up to 4 tee times back-to-back, providing they fit within the member play and guest restrictions and are aware that single member requests will take priority in the lottery process. If you would like to organize an event that is more than 4 tee times or has specific timing needed for another component of the event (ex: dinner reservations in Macan's), then you need to follow the following process.

- Event request should be made in writing a minimum of 60 days prior to the event (preferably 90 days), to make sure it will fit into our golfing calendar and to be able to get the proper approvals. Events larger than 16 people require the approval of the Captains and Match Committee.

Request must include:

- Exact numbers of golfers (including number of members and number of guests) must be included in the request.
- Date and Tee time preference (number of tee times and preferred starting time)
- Golf format – (scramble, match play, stroke play, better ball, etc.).
- Food and Beverage needs (dining room reservations, menu request, beverage cart, etc.)
- Prizing Needs - Any Prizing or tee gifting for the event must be purchased or sourced through the Pro Shop

Things to note:

- Events that are requested on busy days or at busy times have less chance of being approved (ex: Fridays before 2pm or Sat/Sun mornings).
- Events with more guests than members will have less priority than events with all members. All groups must have at least one member.
- Afternoons are far easier to accommodate than mornings for event requests.
- Pace of play guidelines are still in effect and will be enforced for any member events.
- The member/members making the request will be held responsible for the details and participant conduct at the event.
- Please send all member event request via email to Lindsay Bernakevitch – Lindsay@victoriagolf.com

Approval – This policy was approved by the VGC Board of Directors on March 12, 2024, and became effective on April 1, 2024.