

**Bid Responsibilities:**

1. Written request to chairman must be postmarked by midnight: Men's July 1<sup>st</sup>, Mr. & Mrs. August 1<sup>st</sup>.
2. Must have written commitments for pricing and responsibly agreement from Golf course.
3. Must have Hotel list with written commitments for pricing during tournament.
4. Aerie must be Grand Aerie FOE & State Aerie FOE compliant.
5. Aerie must have a minimum of 4 golfers participate in the 2 years before bid year or pay entry fees for 4 golfers.

**Course Responsibilities:**

1. Riding carts for all golfers, plus 8 carts for committee and backup purposes, 80 max.
2. Tee markers, and Pin locations must be placed nearly as possible for both weekends.
3. Supply score cards, Proximity Markers, sign agreement, etc.
4. Comp. Greens fees for State Golf Committee and State Representative. (max 6 persons)
5. Golf course must have 18 holes and be able to accommodate 144 golfers in 9:00 AM shotgun start.
6. Must not schedule any golf before 2:30 P.M. without State Golf committee approval.

**Aerie Responsibilities:**

1. Golf Trinket bags for golfers. (i.e. drink ticket, balls, tees, koozies, towels, bag tags, etc)
2. Supply workers at golf course for 50/50's, Par 3's, Blind holes, etc.
3. All Aerie Activities, Send list of planned activities and hotel info to Chairman by January 31<sup>st</sup>.
4. Pay for or have hotel comp 2 rooms each weekend for Golf Committee and/or State Representative.

**Chairmen's Responsibilities:**

1. Mail Entry forms to Captains by February 28<sup>th</sup> and post in the Michigan State March Newsletter.
2. Receive all entries & Tournament Bids, Request State representative from State Secretary.
3. Visit next host Aerie and Golf Course if necessary to verify Tournament requirements.
4. Pairings, Morning Check in, Score Keeping, Tourney Skins, etc.
5. Maintain rollover fund of up to \$500 for both tourneys, Extra monies to State Presidents Charity.
6. Work with course on tee and pin placements.
7. Conduct future host Election, preferably 2 years out, each golfer has a vote. (Men's Only), Mr. & Mrs. tournament to be at State Presidents home Aerie.
8. If host Aerie can't host, the State President & State Golf Chairman will pick new host Site.
9. Send payouts to golfers, report results State Secretary, Webmaster within 30 days of Tournament.
10. Submit full report at State Convention
11. Coordinate with the Host Aerie all accommodations required for Committee and State Representative.
12. \$20 incidental for expenses, and \$.35 per mile for Early Host Aerie/Course visit, Home to course

**Tournament Bylaws:**

1. Men Golfers who reach the age of 65 by Tournament completion will golf 1 tee closer if possible.
2. Cash Prizes determined by entries, 100% of Prize fund to be returned, Payouts to be 1in10 min.
3. State Golf Chairman or Representative shall receive if in attendance each weekend:
  - \$100-max Lodging Fri & Sat, \$20 per day expenses, and \$.35 per mile from Home to Course.
  - State President or Representative shall receive if in attendance: \$100-max Lodging Fri & Sat.
  - State Golf Committee shall receive if in attendance: \$100-max Lodging Fri & Sat.

**Men's exclusive Tournament Bylaws:**

1. Men's Tournament to be held the 2<sup>nd</sup> and 3<sup>rd</sup> Saturday & Sunday in July, consisting of (2) 18-hole rounds.
2. Entry fee equals Greens fees + (\$25) \$20 expense fee:
  1. \$8-Prize Fund, (\$8) \$5-State President Charity, (\$4) \$7-Tournament Expenses, \$5 Best Ball.
3. All entries must be received and paid in full by midnight, July 1<sup>st</sup>, NO Refunds once received.
4. Golfers to compete in 1 of 4 flights, 90% handicap, Double par max per hole.
  2. Championship (HDCP x-9), F1 (HDCP 10-19), F2 (HDCP 20-29), Callaway (1<sup>st</sup> time and HDCP 30-Up).
5. All Golfers must be a member of The Fraternal Order of Eagles in good standing.
6. 40% of Best-Ball tournament entries to State Presidents Charity.

**Mr. & Mrs. exclusive Tournament Bylaws:**

1. Tournament to be held the 2<sup>nd</sup> & 3<sup>rd</sup> Saturday & Sunday in August, consisting of (2) 18-hole rounds.
2. Entry fee equals Greens fees + \$20 expense fee:
  3. \$8-Prize Fund, (\$8) \$5-State President Charity, (\$4) \$7-Tournament Expenses
3. All entries must be received and paid in full by midnight, Aug 1<sup>st</sup>, NO Refunds once received.
4. Callaway (Modified) will be used to score teams.
5. Team Captain must be a member of The Fraternal Order of Eagles in good standing.