



Hello Golf Event Coordinator / Host,

(Revised 3/11/2024)

Thank you for your interest in hosting your golf event at the Monticello Golf Club (MGC).

MGC takes great pride in the facilities and grounds that we have. To keep these great facilities, we have established and implemented the following guidelines and requirements.

For MGC Sponsored events:

- Requested event date must be board approved.
- **All non-member participants shall pay a \$30 green fee which will be collected by the host and remitted to MGC.**
- **All non-member participants who utilize an MGC Rental Cart shall pay a \$20 cart rental fee which will be collected by the host and remitted to MGC.**

For Non-MGC Sponsored events:

- Requested event date must be board approved.
- Host will pay a \$500 course usage fee per session. A morning group of tee times and a separate afternoon group of tee times is considered (2) sessions and therefore would be \$1000.
- Host is responsible for acquiring an independent Event Liability Insurance Policy.
- Host is responsible for acquiring their own rental carts to accommodate the needs of their event. MGC uses Battery Specialists as our primary rental cart provider and host is welcome to use the purchasing power of MGC if desired. Host will be responsible for all costs associated.
- Host will provide a \$200 course clean up deposit. It is the responsibility of the host to remove all sponsor signage and other event associated items. If this is not done, then deposit is forfeited.
- **All non-member participants shall pay a \$30 green fee which will be collected by the host and remitted to the MGC Clubhouse Manager.**

**All numbers related to green fees and cart rentals must be provided by the host to the MGC Clubhouse Manager for proper documenting.**

All course set up must be approved by MGC Course Superintendent. No adjustments (tee markers, etc.) to course following set up by MGC Course Superintendent.

**All food and beverage must be coordinated and purchased through the MGC Clubhouse Manager. No outside alcohol is permitted in the clubhouse or on the golf course.**



We look forward to working with you on your event. If you have any questions, please contact the MGC Clubhouse Manager at 217-762-2831.

Regards,

MGC Board of Directors

**EVENT INFORMATION**

Event Name: \_\_\_\_\_

Event Date & Time: \_\_\_\_\_

Host Name: \_\_\_\_\_

Host E-mail: \_\_\_\_\_

Host Telephone Number: \_\_\_\_\_

Host Signature: \_\_\_\_\_

Damage Deposit of \$200 – Check # \_\_\_\_\_

MGC Contact Name: \_\_\_\_\_

MGC Contact E-mail: [monticelloilgolfclub@gmail.com](mailto:monticelloilgolfclub@gmail.com)

MGC Contact Signature: \_\_\_\_\_