

General

The purpose of this tournament is to bring government agency procurement professionals together with the vendors and suppliers in the region to network and connect. The event is an opportunity for golfers to enjoy a fun, relaxing round of golf at a Tampa Bay area course while fundraising in support of our Tampa Bay Area Chapter of the National Institute for Government Procurement.

Event Coordination

The incoming Chair will solicit Tampa Bay area golf courses for quotes to present to the Board for approval. Any contracts, deposits, terms and conditions must be approved by the Board prior to reserving the date and course.

The event is typically held in May, but the Chair must plan for a Friday morning start time and consider other chapter and industry events that members and vendors may be attending. This will ensure volunteer and attendee availability.

Volunteers and attendees must adhere to the course dress code for attire at the event and follow all proper golf etiquette.

Committee Member Roles & Responsibilities

The committee will be comprised of subcommittees to perform specific tasks/assignments for the event to ensure a comprehensive and successful event for the sponsors and players. Committee member roles and responsibilities are described in the table below. All volunteers may be required to assist with any aspect of the event as deemed necessary by the committee Chair or Co-Chair.

Volunteers will be chosen through chapter membership survey and approved by the Board.

Committees	Description
Chair	Golf Tournament Committee Chair will serve one year. Manage event. Act as liaison to course personnel. Create timeline and manage deadlines for event planning and success. Plan and hold committee meetings and administer progress of event planning.
Co-Chair	Assist Chair with coordination and meetings as necessary for event planning and administration. Two-year commitment with succession to Chair in second year.
Registration & Sponsorships (Chair plus 6 volunteers)	Registration subcommittee will be comprised of six or more individual volunteers. Collect all fees for registration, sponsorships, games, advantages and raffle sales. Monitor online registration and report numbers to Chair weekly. Work with Communications Chair to send out email notification and updates. Keep log of players. Greet and assist on day of tournament. Player Goody Bag collection & assembly.
Games, Advantages (Chair plus 8 volunteers)	Games, Advantages and other associated activities as deemed by the committee will be coordinated and administered by eight or more volunteers. Sell wrist bands, money ball (group) or tickets for games at start of play. Work the stations as needed. Responsible for log of winners and revenue.
Raffle (Chair plus 4 volunteers)	Prize raffle subcommittee will be coordinated and administered by four or more volunteers.

Committees	Description
	Procure and create baskets and/or items donated to be drawn. Sell tickets at check in and finish to be drawn during awards/lunch.
Photographer (Chair plus 1 volunteer)	Photography subcommittee will be performed by one or more volunteers. Roaming photos of players and group photo opportunities during entire event.
Communications & Print Materials (Chair plus 2 volunteers)	Communications & Print Materials subcommittee will be coordinated and administered by two or more volunteers. Create flyer and advertise for event. Create and advertise reminders for event. Procure signage and print materials such as hole sponsors and game sponsors flyers & rules/etiquette for player goodie bags. Responsible for all printed items for the event.
Food/Beverage (Chair plus 3 volunteers)	Food/Beverage subcommittee will be coordinated and administered by three or more volunteers. Coordinate with course on buffet, set up. Coordinate with course on beverage cart service (2 carts). Bring bottled water for group carts and additional drive around beverage coolers.

Sponsorships

The committee will establish pricing for each sponsorship level to coincide with all other fees.

Sponsorships may be sold for, but not limited to the following:

- Hole Sponsor – Each hole on the course may be sponsored.
 - Sponsorship includes: Signage at a tee box.
- Longest Drive Sponsor – Sponsorship of the game.
 - Sponsorship includes: Signage at a tee box.
- Closest to Pin Sponsor – Sponsorship of the game.
 - Sponsorship includes: Signage at a tee box.
- Putting Contest Sponsor – Sponsorship of the game.
 - Sponsorship includes: Signage at the putting green.
- Albatross Level Sponsor
 - Sponsorship includes: Hole Sponsorship, 4 tournament entries, 4 game wristbands, 4 raffle tickets, lunch/beverage service
- Eagle Level Sponsor
 - Sponsorship includes: Hole Sponsorship and 2 tournament entries, 2 game wristbands, 2 raffle tickets, lunch/beverage service.
- Birdie Level Sponsor – Donation of raffle item or player bag item.
 - Sponsorship includes: Hole Sponsorship, signage at awards reception, 1 tournament entry, lunch/beverage service.
- Par Level Sponsor
 - Sponsorship includes: 1 tournament entry, lunch/beverage service.

Sponsor Levels & Benefits	Albatross	Eagle	Birdie	Par	Hole	Longest Drive	Closest to Pin	Putting Contest
Price	\$660.00	\$400.00	\$250.00	\$100.00	\$150.00	\$150.00	\$150.00	\$150.00
Signage at a tee box	*	*	*		*	*	*	*
Signage at award reception	*	*	*		*	*	*	*
Tournament Entry Fee	4	2	1	1				
Lunch/Beverage Service	4	2	1	1				
Raffle Ticket	4	2	1	1				
Game Wristband	4	2						
Advantage Pack	1	1						
Money Ball	1							

Additional Revenue	Games Wristband	Advantage Pack	Raffle Ticket	Money Ball	Single Game
Price	\$20.00	\$10.00	\$5.00	\$20.00	\$10.00
Includes	Entry into Longest Drive, Closest to Pin and Putting Contest.	1 Mulligan, 1 Toss, 5' of string	1 ticket for raffle prizes	“Money” golf ball for game. 1 per foursome. (team game)	Entry into Longest Drive or Closest to Pin or Putting Contest.



SAVE THE DATE!!!

THE 2021 ANNUAL BUYER/SELLER GOLF TOURNAMENT

PRESENTED BY THE TAMPA BAY AREA CHAPTER OF NIGP

FRIDAY, MAY 7th, 2021

8:00 AM-3:00 PM

LANSBROOK GOLF CLUB

4605 VILLAGE CENTER DRIVE

PALM HARBOR, FL 34685

Watch your inbox and the TBAC NIGP website at nigp-tampabay.org for additional event information and registration details!

Tell your golf buddies to join you and make it a team event.



THE TAMPA BAY AREA CHAPTER OF THE
NIGP PRESENTS:

The 2020 Buyer/Seller Golf Tournament

FRIDAY, November 6th, 2020

8:00 a.m. Shotgun Start

LANSBROOK GOLF CLUB
4605 VILLAGE CENTER DRIVE
PALM HARBOR, FL 34685

****Register by October 30th, 2020****

To register for the tournament go to
www.nigp-tampabay.org.

Click on the 2020 Buyer/Seller Golf Tournament in the Upcoming Events section.
See pricing details below.

Sponsor Levels & Benefits	Albatross	Eagle	Birdie	Par	Hole	Longest Drive	Closest to Pin	Putting Contest
Price	\$660	\$400	\$250	\$100	\$150	\$150	\$150	\$150
Signage at a tee box	*	*	*		*	*	*	*
Signage at award reception	*	*	*		*	*	*	*
Tournament Entry Fee	4	2	1	1				
Lunch/Beverage Service	4	2	1	1				
Raffle Ticket	4	2	1	1				
Game Wristband	4	2						
Advantage Pack	1	1						
Money Ball	1							



The 2020 Buyer/Seller Golf Tournament

Player registration includes:

- ✓ Round of Golf
- ✓ Lunch
- ✓ Unlimited Beverage Service:
 - ✓ Domestic Beers, Soda, Gatorade, Bottle Water
- ✓ One Raffle Ticket
- ✓ Hole-in-One Game:
 - ✓ Hole #11 **\$10,000** Prize
 - ✓ Hole #'s 3, 7 & 17 **\$1,000** Prize each
- ✓ Range Balls

For even more fun: See pricing details below.

Enter one of our games or all three with a wristband.

Longest Drive or Closest to the Pin or Putting Contest

Money Ball : Team game includes one “money ball” and a cash prize to the winner. No scoring required. The challenge is play the ball but don’t loose it. All remaining money balls will be entered in the drawing.

Advantage Packs include: 1 Mulligan, 1 Toss and 5 feet of string to be used as needed.

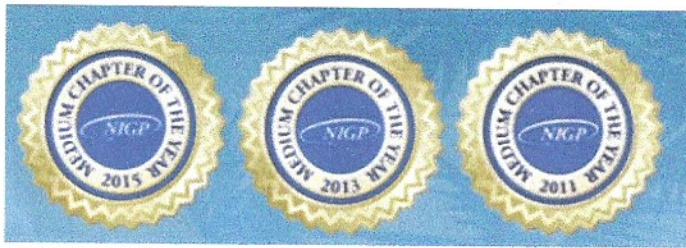
	Games Wristband	Advantage Pack	Raffle Ticket	Money Ball	Single Game
Price	\$20	\$10	\$5	\$20	\$10
Includes	Entry into Longest Drive, Closest to Pin and Putting Contest.	1 Mulligan 1 Toss 5' of string	1 ticket for raffle prizes	“Money” golf ball for game. 1 per four-some. (team game)	Entry into Longest Drive or Closest to Pin or Putting Contest.

****Face covering required when social distancing is not possible.**

****Acceptable attire:** Collared Shirt, Long Pants or walking shorts.

****Unacceptable Attire:** T-shirt, Tank Top, Athletic Shorts, Cut-off’s or Jeans.

****Metal Spikes are not allowed at Lansbrook Golf Club.**



2020 CHAPTER OFFICERS

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August 19, 2020

Dear Sir or Madam,

The mission of the Tampa Bay Area Chapter of NIGP, a 501(c) 3 Non-Profit, is to promote excellence in public procurement through education, certification and technical assistance for those who spend governmental funds in the Tampa Bay Area. The Chapter's membership includes local public purchasing officers, agents, buyers, managers and those associated with the various purchasing functions in the public sector.

Each year, the Chapter holds its annual Golf Tournament where Buyers and Sellers are able to enjoy a round of golf, games, lunch and more! This year prizes will be awarded for a Hole-in-One on four (4) of Lansbrook's Par 3 holes, Longest Drive, Closest to the Pin, Money Ball game and Putting Contests. Additional information including registration details, can be found at www.nigp-tampabay.org.

This year, a portion of the proceeds will be provided to the Angelus House and we are asking for your generous support with a donation of a raffle prize(s) to be awarded. Please complete the attached form and send donations to Tampa International Airport, Attn: James Hanney, 5008 North Westshore Blvd. Tampa, FL 33614.

Prize donors will receive recognition of their generosity in the event program and at the event. This is an excellent marketing opportunity for your company to be in front of the local business community.

Feel free to contact me directly at (813) 870-8779 or jhanney@tampaairport.com with any questions.

Thank you for your support!

Yours truly,

James Hanney
2020 Vice President
Tampa Bay Area Chapter of NIGP
Tampa, FL



DONOR INFORMATION

Person making the donation	
Company	
Address	
City	State & Zip
Phone	Email
Description of Donated Items and/or Cash Amount	
Date	Estimated Value of Donation Item \$
Donor Signature	Date
Notes	

Tampa Bay Area Chapter of NIGP 501(c)3 Tax Exempt Identification Number: 59-2732856

Contact: James Hanney, jhanney@tampaairport.com | (813) 870-8779

Address: Tampa International Airport, 5008 North Westshore Blvd. Tampa, FL 33614