

2008 National Collegiate Golf Championship Participation Agreement

Instructions

1. Read this entire document
2. Initial each box in the left hand margin to confirm your agreement with that section
3. Fill in the requested address information on the bottom of p2.
4. Sign and date the form on the bottom of p2.
5. Return both pages via fax to the CGA at 413-332-6038. No coversheet required.

HOST UNIVERSITY REQUIREMENTS

Initial

Financial Requirement

In order to participate in the National Collegiate Golf Championship each host school must agree to the financial terms and conditions of the program. There are two separate required fees. (1) NCGC participation fee & (2) CGA Administrative fee

- **Event Participation Fee**
 - \$200. Fee is non-refundable, due 30 days after receipt of invoice. Invoices will be delivered via email upon completion of this agreement.
- **CGA Administrative Fee**
 - A \$10 per player administrative fee will be charged to all host schools. Tournament Directors are responsible for reporting accurate participation figures to CGA. Due 30 days after receipt of final tournament invoice.

Initial

Student Participation Requirement

- All events *must* have a division that is open to current university students
- Additional *optional* divisions include Faculty/Staff and Alumni/Community

Initial

On-campus Promotional Event Requirement

Each host school is required to hold an on-campus promotional event to raise awareness and solicit participation in their NCGC event. The CGA will provide guidance, recommendations, and prizes/product to assist with this event.

Initial

Photo Requirement

Each host school must provide digital photos to CGA of their NCGC event and the on-campus promotional event. Unless requested otherwise, the CGA will assume the right to use these photos online and in promotional materials for the National Collegiate Golf Championship. Required photos include the Champions, 2nd & 3rd place teams.

Initial

2008 NCGC Program Handbook Requirement

All Tournament Directors are required to read the "2008 Program Handbook" provided by the CGA. The most recent version of the handbook can always be found on the [CGA website](#). Initial the box to the left only after you have read the Handbook.

CGA REQUIREMENTS

Online Event Management Requirement

The CGA will provide full access to its online event management tools located at www.cgagolfinks.com to all NCGC tournament directors. These include all tools necessary to run a successful golf event, including:

- Online registration
- Roster and financial reports
- Budget and marketing templates
- Online email promotion

If you choose to collect payment with credit card via the CGA website, a 5% administrative cost will be charged for merchant bank processing fees. *All other CGA website fees are waived for NCGC Local Qualifying Events.*

Prize Package Requirement

The CGA will provide – at no additional cost – prize packages as outline in the “2008 NCGC Program Handbook” and the CGA website to all schools hosting a NCGC event in 2008. This prize package is subject to change as CGA finalizes sponsor commitments. The most recent prize package can always be viewed at www.cgagolfinks.com/ncgc.asp.

Financial Summaries and Invoicing Requirement

The CGA will provide to each school invoices and financial summaries for each NCGC event. This will include a detailed breakout of all three financial obligations as described on p1 of this document. Invoices and summaries will be delivered via email within 30 days of each school’s NCGC event.

CONTACT INFORMATION AND SIGNATURE OF AGREEMENT

Please complete all of the fields below. The address you provide here will be the mailing address for all NCGC prizes and product samples.

Event Contact Name: _____

E-mail address: _____

School: _____

Mailing Address: (this address will be used for all prize shipments)

By initialing beside each section above and signing this document below, I agree to all stated requirements of participation in the 2008 National Collegiate Golf Championship.

Signature

Date



Greg Long, Director of Business Operations
Collegiate Golf Alliance

April 20, 2008
Date

Please Return Via Fax to 413-332-6038. No coversheet required.