

THURSDAY, NOVEMBER 10

ARRIVAL AND HOTEL CHECK-IN-ALL DAY
OPTIONAL PRACTICE ROUNDS-ALL DAY

FRIDAY, NOVEMBER 11

ARRIVAL AND HOTEL CHECK-IN-ALL DAY
TOURNAMENT REGISTRATION
OPTIONAL PRACTICE ROUNDS-ALL DAY
FRIDAY QUALIFYING ROUND

SATURDAY, NOVEMBER 12

TOURNAMENT ROUND #1
(#1 AND #10 TEES-INTERNATIONAL
COURSE)

SUNDAY, NOVEMBER 13

TOURNAMENT ROUND #2
(#1 AND #10 TEES-INTERNATIONAL
COURSE)

AWARDS CEREMONY
SCOREBOARD AREA
(FOLLOWING COMPLETION OF PLAY)

**2011
TOURNAMENT OF
CHAMPIONS
VOLUNTEER HANDBOOK**



**CHAMPIONSGATE,
INTERNATIONAL COURSE –
ORLANDO, FLORIDA**

Dear Volunteer,
Welcome to the 7th annual Tournament of Champions. I hope that you will enjoy your volunteer experience at this year's Tournament.

Whether you are here as a District Chairperson or just to volunteer for the kids, you should be proud of your contributions. It is through your time and energy that the tournament is able to continue to give junior golfers an opportunity to participate in this international field at a first class facility.

As volunteers, we represent not only Optimist International, but also the good name of the sport of golf.

This general information guide serves as a reference for volunteers. Please take the time to read and familiarize yourself with its contents. Your knowledge of this information will help make this tournament a success.

ENJOY!,
Bob Patterson
Optimist Golf Tournament Director

Protocol

We ask that you be on time. If you are unable to fulfill your commitment for the day, please contact the Volunteer Office as soon as possible.

Badges

You will receive a volunteer badge for this year's event. Please wear it during all hours that you are listed to work.

Alcoholic Beverages

For the safety of the players, other volunteers, and spectators, volunteers may not consume alcoholic beverages prior to or during their work shifts. We also ask that you do not consume alcohol while wearing your volunteer shirt or badge.

Dress

While on duty, please wear your volunteer shirt and badge. Long pants or tasteful shorts, shirts inside pants, tasteful hats -- generally represents the image of a professional volunteer.

Emergencies

In case of an emergency, use the following procedures:

- 1) Find the nearest tournament official with a radio. Contact the tournament office.
- 3) If the person can be moved bring them into the Tournament Office. If not let a Tournament Official know so we can call for medical assistance. If a player leaves the course for medical reasons they will be withdrawn from the tournament.

Lunch Tickets

All volunteers will receive a box lunch daily. Please fill out the form for your selections daily upon check-in.

Golf Etiquette

- 1) Keep spectators on cart paths and in the rough. All spectators must remain 50 feet from all players at all times. No hand signals or conversation between spectators and players.
- 2) Keep spectators and other officials quiet and still by raising your hands when approaching players.
- 3) Cheer and applaud great shots. (Enjoy the tournament!)
- 4) Marshals should not push players, only mention to them on the tee to pick up the pace to close the gap between them and the group ahead of them.
- 5) Rules officials are available via the radio on Channel 1. Under no circumstances should anyone offer rulings to players without contacting the Rules Official for instructions, even if you know the ruling or have heard the same ruling made earlier.

- 6) Keep all radios off or use ear plugs when around the players.
- 7) Please turn off all cell phones and pagers prior to going out on the course.
- 8) No smoking while on duty.

Carts

Carts are to be used by designated officials only. Certain carts are designated to shuttle players. Only these carts under the circumstances provided can transport players. Only the driver plus 2 players per cart.

Lost & Found

Lost and found will be located in the Tournament Office.

Weather

In case of lightning and severe weather, listen for a horn, one long blast. If the warning sounds, put down your umbrellas and seek shelter immediately (not a tree!) Play will resume with the sounding of another horn, three short blasts. Evacuation of players (if necessary) will be handled by designated personnel.