

# RUNNING YOUR OPTIMIST QUALIFIER

Revised: 9/22/2016



- *Set your Tournament date and location by the end of January.*
- *Complete the District Tournament Logistics form and RETURN to the Optimist Junior Golf Department.*
- *If your information is not reported by January 31, 2017, the District will have an at-large status.*
- *Communicate with the Junior Golf staff if you are having trouble securing a date or course.*

If your District does not have a qualifier, junior golfers must go through the at-large application process or travel to another District to advance to the Championships.

If your District sponsors pre-qualifying tournaments, careful coordination and planning of these tournament dates is a must. It is also advisable to arrange an alternate date in case of postponement due to weather or unforeseeable conditions. The following factors should also be considered:

- Competing junior golf events.
- Religious or national holidays.
- School events, such as prom or graduation.
- High school golf schedules.

## **Choosing a Tournament location**

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Since most junior tournaments schedule their course arrangements months in advance, the question of where to hold your tournament must be answered as early as possible. As a rule, the more prestigious the golf course that is secured for the District tournament, the more golfers the event will attract. Holding the District qualifying tournament in the middle of your area's heaviest populated areas is also very important.

## **Recommended number of tournament days**

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District qualifying tournaments must be conducted using stroke play. "Stroke" play simply means negotiating the entire course using the fewest strokes.

All qualifiers can consist of 18 or 36 holes. A one day 18-hole tournament is highly recommended as Junior golfers play in several tournaments a year. Because of cost and their schedules, most golfers would rather play in a one-day 18 hole tournament.

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## Ways to Register your Golfers

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You may register your golfers Online or by an entry form. If you need help in setting up online, please contact the Junior Golf Department for assistance. Refer to the sample entry form in the appendix.

## Promoting Your Event

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### Optimist Junior Golf Videos

A promotional video is available to help promote the Optimist Junior Golf program. The video is available on YouTube or the Optimist Junior Golf website [www.optimist.org/golf](http://www.optimist.org/golf)

### Qualifying Tournament Posters

Publicize your qualifier at high schools, country clubs, newspapers, social media, pro shops, public courses and golf shops. Place District qualifying tournament posters at these locations early. Send out a blast email to your past participants.

### Email and Social Media

Capture emails at your tournament and send letters of invite to past participants and high school coaches. Social media is an inexpensive way to promote your qualifier. Also utilize social networking sites i.e. Facebook, Twitter, YouTube, LinkedIn, Google+, and Pinterest.

### Websites

Each District will have a page on the Optimist International website to use in promoting your event. **These pages are set up by Optimist Junior Golf and maintained by the District Chair.** The website will contain your tournament details, contact information, online registration (if applicable) and entry form. If interested in setting up Online registration contact Optimist Junior Golf Staff.

### Make sure you promote the following

- include information on the Optimist Junior Golf Program.
- Advertise how many junior golfers your District will sponsor to the Optimist International Junior Golf Championships,
- What's the value of the golfer attending the Championships registration costs — make sure they are aware it includes golf, housing and meals.

If players have access to this information early, they will be able to plan and budget accordingly for the event.

## Golfer Inquiries

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The Optimist Junior Golf Department receive numerous requests on where local qualifiers are held. It is essential that we receive timely and accurate information about your event, including the date, location and age divisions offered so Optimist Junior Golf Staff can share this information with the person inquiring about your tournament. It is very important for District chairs to return all phone calls and emails in a timely manner.

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## Press Releases

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At least two weeks prior to your entry deadline, send a pre-event news release to the media announcing your tournament. Include the location, date, contact person, entry fee and deadline for entry. Upon completion of your tournament, send a news release to include complete results and photographs. Submit news releases to local newspapers, high schools, church bulletins and other publications. Contact your local Chamber of Commerce to see if they can help in your promotion. Be sure to always follow up with a phone call. Refer to the sample press releases in the appendix.

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## Volunteers

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Running your own junior golf tournament requires a great deal of planning and preparation, as well as volunteer help. It takes a team of dedicated individuals golf-enthusiasts and non-golfers. Volunteers can be recruited at Optimist meetings or by phoning potential helpers. The golf staff at your chosen tournament site may also be able to provide you with the names of possible volunteers. Remember you cannot do all of the work yourself. However, it is suggested that only one person handle all of the paperwork, including letter writing, entrant inquires, receipt of entry fees, etc.

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## Rules and Etiquette

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The rules of golf, published by the United States Golf Association (USGA) and subject to local modification, should govern play. All golf courses have their local rules printed on scorecards or posted at the starting tee. Your players should know these local rules before play begins. Caddies and electric carts are not allowed in the Championships. Pull carts are permissible in all age divisions –Boys and Girls.

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## Awards Ceremony

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While your awards ceremony does not need to be elaborate or expensive, it does require careful planning and thoughtful implementation. Don't forget to thank the golfers, parents, golf course hosting the tournament, the volunteers and your sponsors. This is a great time to reach out to your audience about your local Optimist Club. Make a brief presentation about the Championship and how much you will be sponsoring per age division. Also, announce the names of the other golfers who met your District qualifying criteria and are eligible to advance.

**After the awards ceremony, gather your winners together to present them with registration material for the Optimist International Junior Golf Championships.**

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## Post-Tournament Responsibilities

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After your tournament, remember to leave send thank you notes to the following individuals who helped you organize and run your event:

- Volunteers,
- Golf course management and staff and Sponsors

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## Information on the Championships

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Prior to your tournament, the Junior Golf Department will mail official Optimist International Junior Golf Championships registration packets to you. Please read up on the information prior to presenting it to the winners so you can help answer their questions and explain what the District will be covering (if anything). **All payments to the golfer should be sent immediately**

**to the Optimist Junior Golf Department.** Checks are to be made out to the Optimist International Youth Programs Foundation. Have them review the material and the online registration prior to calling the International office as that will answer several of their questions.

### **Member Recruitment**

After your District event, send a complete registration list to both your District Governor and your District Membership Chairperson. This list should include the names of all players, along with their complete addresses, phone numbers and parents' names. This list will prove to be a valuable tool in recruiting new Optimist members.

### **Combining Efforts with Other Junior Tournaments**

Districts with little junior golf history may want to contact other junior golf organizations to inquire about the possibility of combining efforts with one of their tournaments. Explain the program and Optimists' involvement in junior golf. Make sure they are aware of the age divisions, scoring criteria, qualifier fees and what the benefits are for the golfer. Work with them to find out the best way for golfers to register. Also make sure you are a part of the awards ceremony so you can make a brief presentation about the Championship and what it entails.

### **Optimist Junior Golf logos**

ARE AVAILABLE ONLINE AT

[HTTP://WWW.OPTIMIST.ORG/E/MEMBER/MARKETING6.CFM](http://www.optimist.org/e/member/marketing6.cfm)



## Optimist Junior Golf Withdrawal Policy

Category name	Designation	Explanation	Report to <i>Junior Golf Scoreboard</i>
No show before competition begins	--	Those players who do not come to the tournament at all	<b>NO</b> Each organization handles internally
Disqualified	DQ	<i>Reserved for actual USGA rules infraction that occurs without a deliberate or managed intention. NOTE:FAILURE TO APPEAR FOR A TEE TIME AT ALL IS NOT A DQ. SEE "no show" below.</i>	<b>YES + any official scores</b>
Withdrawal – <b>NEW!</b>	WD (After talking to numerous tour officials, everyone agreed a WD is a WD. Relieves the tournament official from determining validity. Very limited JWD's .	<i>Reserved for a deliberate voluntary action or decision not to continue play after having started a competition <b>and</b> turned in a score.</i>	<b>YES + any official scores</b>
No show	NS	<i>Completed one or more rounds – fails to report for tee time and previously has not notified any official</i>	<b>YES + any official scores</b>
No card (worst action by player)	NC	<i>After having begun competition – a deliberate decision not to sign or turn in a card, walks off the course, etc</i>	<b>YES + any official scores</b>



**DISTRICT TOURNAMENT LOGISTICS FORM**

Submit report by **January 31, 2017.**

District Name \_\_\_\_\_

District Chair \_\_\_\_\_

Contact Information (phone and e-mail address):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of District Qualifying Tournament: \_\_\_\_\_

Golf Course: \_\_\_\_\_

City and State/Province: \_\_\_\_\_

Registration Fee: \_\_\_\_\_

Payment Details (i.e. "Make check payable to \_\_\_\_\_ . Do not send cash.")

\_\_\_\_\_  
Registration Deadline: \_\_\_\_\_

Age Divisions Offered (circle all that apply):

Boys:	10-11	12-13	14-15	16-18
Girls:	10-12	13-14	15-18	

Please list any pre-qualifying tournaments and their dates & locations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other information:

\_\_\_\_\_  
\_\_\_\_\_

Submit by: [golf@optimist.org](mailto:golf@optimist.org)

MAIL: Optimist Junior Golf

FAX: (314) 735-4107

4494 Lindell Blvd

St. Louis, MO 63108 USA

You may also submit this report online at [golf.optimist.org/chair](http://golf.optimist.org/chair)



SAMPLE ENTRY FORM

Official District Qualifying Tournament for the
2017 Optimist International Junior Golf Championships
ENTRY FORM

TOURNAMENT INFORMATION

District: ABC DISTRICT
Date: JUNE 1, 2017
Location: MAINSTREET GOLF COURSE (ANYTOWN, USA)
Divisions Offered:

Boys 10-11 Boys 12-13 Boys 14-15 Boys16-18 Girls 10-12 Girls 13-14 Girls 15-18

A limited number of golfers in each division will advance to the international championships provided they shoot the minimum qualifying score. Please check with the District Chair for details.

Entry Fee: \$???.00 (Make check payable to "ABC Optimist District." Do not send cash)
Registration Deadline: ???/2017
Contact Person: John Doe -- 555-555-1234 -- abcoptimist@sample.com
Pre-qualifying requirements: None
Notes: <Custom notes can be included here>

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PERSONAL INFORMATION (PLEASE TYPE OR PRINT LEGIBLY)

Golfer's name: Birthday (cannot turn 19 on or before 8/02/2017):
Address: City, State, Zip:
Parent(s) Name(s): Home Phone:
Parent Work/Cell Phone: E-mail:

Division Applying For—determined by the golfer's age on (July 22 for Boys 10-11, 12-13 and Girls 10-12); (July 27 14-15 & Girls 13-14 )and (August 2 for Boys 16-18 & Girls 15-18 divisions)

Circle one: Boys 10-11 Boys 12-13 Boys 14-15 Boys16-18 Girls 10-12 Girls 13-14 Girls 15-18

WAIVER STATEMENTS

I certify that I am an amateur player according to the rules of the USGA and that all of the information furnished is true to the best of my knowledge.

Golfer's Signature: Date:

In consideration of my child's participation in the Optimist Junior Golf qualifying tournament, I hereby release the sponsor from any and all liability resulting from any accidents that might occur while he/she is participating.

Parent's Signature: Date:

RETURN INFORMATION

Registration deadline is ??????. Please complete this form in its entirety, enclose a check for \$???.00 (Make check payable to "ABC Optimist District." Do not send cash) and return to:

John Doe, ABC District Jr. Golf | 1234 Main Street | Anytown, USA 12345

## PRE-EVENT RELEASE

Pre-event releases should be typed on District letterhead and mailed two weeks prior to the tournament.

For Immediate Release

(Date)

**For More Information:** (Contact name and number)

### **Junior Golfers Invited to Compete in (TOURNAMENT NAME)**

CITY, STATE/PROVINCE – The **(DISTRICT NAME)** of Optimist International invites local junior golfers to compete in the upcoming **(DISTRICT QUALIFIER NAME)** on **(DATE)** at **(GOLF COURSE)**. The tournament is for BOYS/GIRLS ages **(LIST AGE GROUPS)**.

Top competitors can qualify to move on to compete in the Optimist International Junior Golf Championships at PGA National Resort and Spa in Palm Beach Gardens, Florida.

Boys 10-11,12-13 and Girls 10-12 — July 18-23, 2017

Boys 14-15 and Girls 13-14—July 23-28, 2017

Boys 16-18 and Girls 15-18—July 28-August 2, 2017

From the district-level tournament, **(LIST # OF SLOTS PER AGE DIVISION)** will be able to advance to the Optimist Championships as long as they meet the scoring requirement.

To register for **(DISTRICT QUALIFIER NAME)**, junior golfers can visit [www.optimist.org/golf](http://www.optimist.org/golf) and click on the “How to qualify” link.

For more information, please contact **(CONTACT NAME)** at **(CONTACT NUMBER AND E-MAIL)**.

### **(INSERT HISTORY OF DISTRICT QUALIFIER OR ADDITIONAL INFO HERE)**

Each year approximately 700 junior golfers ages 10 to 18 travel from around the world to play in the Optimist International Junior Golf Championships. The tournament brings together some of the world’s most talented young competitors, many of whom have the potential to become leading collegiate and professional golfers in the future. To learn more about the tournament, visit [www.optimist.org/golf](http://www.optimist.org/golf).

Optimist International is one of the world’s largest service club organizations 2,500 clubs in the United States, Canada and Caribbean and throughout the world. Carrying the motto “Bringing Out the Best in Kids,” Optimists conduct positive service projects that reach more than six million young people each year. The Optimist Junior Golf program is one of the organization’s most prominent projects. To learn more about Optimist International, please call (314) 371-6000 or visit the organization’s website at [www.optimist.org](http://www.optimist.org).



## POST-EVENT RELEASE

Post-event releases should be typed on District letterhead and mailed immediately after the tournament with photographs and a complete list of results.

**For Immediate Release**

(Date)

**For More Information:** (Contact name and number)

### **Junior Golfers Perform Well to Advance to International Tournament**

CITY, STATE/PROVINCE – **(NUMBER)** junior golfers scored low to claim top spots at the **(DISTRICT QUALIFIER NAME)** on **(DATE)** at **(GOLF COURSE)**. The young golfers qualify to move on to compete in the Optimist International Junior Golf Championships at PGA National Resort and Spa in Palm Beach Gardens, Florida.

Boys 10-11,12-13 and Girls 10-12 — July 18-23, 2017

Boys 14-15 and Girls 13-14—July 23-28, 2017

Boys 16-18 and Girls 15-18—July 28-August 2, 2017

In the **(BOYS/GIRLS LIST AGE GROUP)** age division, **(1st PLACE PLAYER NAME)** shot a **(SCORE)** to take first place. Coming in second with a score of **(SCORE)** was **(2nd PLACE PLAYER NAME)**. **(3rd PLACE PLAYER NAME)** placed third with a score of **(SCORE)**. The junior golfers competed in a field of **(NUMBER)** players. **(LAST NAME OF PLAYER/PLAYERS)** qualified to move on to compete in the Optimist International Junior Golf Championships.

In the **(BOYS/GIRLS LIST AGE GROUP)** age division, **(1st PLACE PLAYER NAME)** came in first place with a score of **(SCORE)**. **(2nd PLACE PLAYER NAME)** shot a **(SCORE)** to take second place, while **(3rd PLACE PLAYER NAME)** placed third with a score of **(SCORE)**. The junior golfers competed in a field of **(NUMBER)** players. **(LAST NAME OF PLAYER/PLAYERS)** qualified to move on to compete in the international tournament.

**FOR MORE AGE DIVISIONS, COPY ONE OF THE PREVIOUS PARAGRAPHS HERE AND FILL IN NEW NAMES AND AGES.**

**IF DISTRICT COVERS PLAYERS' FINANCES/REGISTRATION/TRAVEL TO INTERNATIONAL TOURNAMENT, MENTION IT HERE.**

Each year approximately 700 junior golfers ages 10 to 18 travel from around the world to play in the Optimist International Junior Golf Championships. The tournament brings together some of the world's most talented young competitors, many of whom have the potential to become leading collegiate and professional golfers in the future. To learn more about the tournament, visit [www.optimist.org/golf](http://www.optimist.org/golf).

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