

## **Points to consider when making tee times—by Glenn**

### Comments in tee times

- Communicating information about our guests playing golf is greatly appreciated. Please use comments section in individual tee times.
- Please consider how all staff might read your comments. Please communicate only information necessary for enhancing the guests' experience.
- FRLM "F" First time guest "R" repeat "L" played 10+rounds "M" member

Blocking codes. Shotgun starts are blocked with the colors Yellow and Pink. Times blocked in a "Green" color are held for Madden's Guests and are not available to General Public.

Clustering – "They don't know what they want until you tell them what they can have." Please offer guests tee times that will butt up against existing times on the books. This will allow capacity for larger last minute groups.

Filling AM tee times backwards. Please fill the first half hour of tee times backwards. Single players and twosomes should not be booked in the first tee times.

Please refer to notes in golf pro memo board:

Course opening dates  
FRLM reminder  
Pairing of twosome policy.

Thanks to all for your help. Please see Glenn with questions.