



**2019
DIVISION II MEN'S
GOLF
CHAMPIONSHIPS**

HOWEY-IN-THE-HILLS, FL
*Rollins College and Greater Orlando
Sports Commission, Hosts*

***PARTICIPANT
2018-19 MANUAL***

Regionals

2019 NCAA DIVISION II MEN'S GOLF CHAMPIONSHIPS
SOUTH/SOUTHEAST – HOWEY-IN-THE-HILLS, FLORIDA

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Section 1 - Introduction/Welcome

On behalf of the Division II Men's Golf Committee, thank you for being an important part of the 2019 NCAA Division II Men's Golf Championships.

Administration of the NCAA Division II Men's Golf Championships is under the direction of the Division II Men's Golf Committee. The hosts play an integral part in the successful administration of the championship.

The purpose of this manual is to outline the responsibilities of the tournament director and other host institution personnel for the NCAA Division II Men's Golf Championships. It is designed to use in conjunction with, not in place of, the NCAA Division II Men's Golf Pre-Championships Manual, which provides more general policies for the administration of the championships.

Section 2 - NCAA Mission Statement

The Core Purpose of the NCAA is to govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.

Section 3 - NCAA Staff/Committee

NCAA Staff

John Baldwin
Director, Championships & Alliances
Phone: 317-917-6442
Cell: 317-292-0464
Email: jbaldwin@ncaa.org

NCAA Division II Men's Golf Committee Chair

Craig Stensgaard
Assistant Director of Athletics/Head Men's and
Women's Golf Coach
Northwest Nazarene University
Phone: 208-880-0141
Cell: 208-880-0141
Email: cmstensgaard@nnu.edu

Section 4 - Host Personnel

Tournament Director

Lindsey McBride
Director of Events and Business Development
Greater Orlando Sports Commission
Phone: 407-515-6551
Cell: 321-274-5694
Email: lmcbride@greaterolandosports.com

Facility Manager

Michael Bowery
Director of Golf Operations
Mission Inn Resort & Club
Phone: 352-324-3885 X 7274
Email: mbowery@missioninnresort.com

Athletic Trainer

Adam Kjosa
Sports Medicine Supervisor
Orlando Health
Phone: 321-228-3392
Email: adam.kjosa1376@gmail.com

NCAA Site Representative

Aaron Beebe
Director of Student-Athlete Affairs and Event
Management
Coker College
Phone: 843-383-8102
Cell: 843-331-9441
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Sports Information

Nate Weyant
Assistant Athletic Director for Strategic
Communications
Rollins College
Phone: 407-646-2661
Cell: 407-619-7681
Email: nweyant@rollins.edu

Championship Websites

For more information about the Division II men's golf championships please visit the following link:
<http://www.ncaa.com/sports/golf-men/d2>.

Section 5 - Checklist

PARTICIPATING INSTITUTION CHECKLIST

This checklist is arranged in chronological order to be of assistance to those individuals who have specific institutional responsibilities for regional competition.

- By 5 p.m. ET, Tuesday, April 30. Call Ann Marie Peter at Mission Inn Resort & Club at 1-800-874-9053 to reserve rooms.
- By 5 p.m. ET, Wednesday, May 1. Email your rooming list (Appendix C) to Ann Marie Peter at Mission Inn Resort & Club at reservations@missioninnresort.com.
- By 5 p.m. ET, Thursday, May 2. Email all media requests to nweyant@rollins.edu
- By 5 p.m. ET, Thursday, May 2. Email the Division II Championships Code of Conduct form (Appendix A) to nohara@ncaa.org.
- By 5 p.m. ET, Thursday, May 2. Email Travel Information/Lineup form (Appendix B) to Lindsey McBride at lmcbride@greaterorlandosports.com.
- By 5 p.m. ET, Thursday, May 2. Fax or email Lunch Order Form (Appendix D) to Terry Johnson at 352-324-2779 or tj@missioninnresort.com.

Please note that teams are 'on their own' for lunches if box lunches are not arranged for in advance of the deadline.

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Section 6 - Schedule of Events

2019 NCAA Division II Men's Golf Regional
Mission Inn Resort and Club
May 9-11, 2019
(Local Time)

<u>Date/Time</u>	<u>Event</u>	<u>Site</u>
<u>TUESDAY, MAY 7</u>		
After 4 p.m.	Hotel Check-In	Mission Inn Resort and Club
<u>WEDNESDAY, MAY 8</u>		
10 a.m. – Noon	Team Registration	Vista Room
11 a.m.	Practice Facilities Open	Mission Inn Resort and Club
11:30 a.m.	Athletic Trainer Available	Men's Locker Room
12 p.m.	Practice Round – Shotgun Start	Mission Inn Resort and Club
11 a.m.	Coaches Meeting	Vista Room
<u>THURSDAY, MAY 9</u>		
6:30 a.m.	Athletic Trainer Available	Men's Locker Room
6:30 a.m.	Practice Facilities Open	Mission Inn Resort and Club
7:30 a.m.	First Round Begins	Mission Inn Resort and Club
7:30 p.m. or 30 min. following play	Practice Facilities Close	Mission Inn Resort and Club
<u>FRIDAY, MAY 10</u>		
6:30 a.m.	Athletic Trainer Available	Men's Locker Room
6:30 a.m.	Practice Facilities Open	Mission Inn Resort and Club
7:30 a.m.	Second Round Begins	Mission Inn Resort and Club
7:30 p.m. or 30 min. following play	Practice Facilities Close	Mission Inn Resort and Club
<u>SATURDAY, MAY 11</u>		
6:30 a.m.	Athletic Trainer Available	Men's Locker Room
6:30 a.m.	Practice Facilities Open	Mission Inn Resort and Club
7:30 a.m.	Third Round Begins	Mission Inn Resort and Club

Lunch will be available for purchase at Nicker's Clubhouse Restaurant during tournament play.

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Administrative Meeting

The games committee for the regional championships will conduct a meeting at 11:00am on Wednesday, May 8 in Legends Room at Mission Inn Resort's Clubhouse. This meeting is required for all head coaches. The NCAA and the NCAA rules official(s) will use this time to cover all necessary rules and information. A monetary fine will be assessed for those institutions not in attendance. The NCAA committee member representative and the NCAA rules representative will carry out the meeting's agenda.

Practices

One 18-hole practice round will be scheduled for the day immediately preceding the first round of the championships. Ten days before the first practice round, participants and coaches will not be permitted to set foot on the golf course or use the practice facilities. This rule applies to all venues with shared practice facilities and/or clubhouses. No exceptions will be made; however, the host institution may apply for an exemption from this policy if the lack of an exemption creates an undue burden on the host institution. Violations of this policy may result in sanctions listed under NCAA misconduct provisions or disqualification for a team or an individual(s), with no substitution permitted.

In an effort to maintain the conditions of the course and speed of play, it is required that each individual play only one ball into the green during any practice round ("one practice-ball rule"). However, on Par 4s and Par 5s only, players may hit more than one tee shot. On Par 3s, players are permitted to hit only one tee shot. Players may chip or putt more than one ball on or around the green on all 18 holes.

Each participant must wear soft spikes and play from the designated tees. Violation of these policies will result in the player and/or team being removed from the golf course and may result in sanctions listed under the NCAA misconduct provisions or disqualification for a team or an individual(s), with no substitution permitted.

Teams are limited to five players during the practice round. Groups of six are not allowed, and coaches are not allowed to play during any practice round but may chip and putt provided that pace of play requirements are maintained.

Head coaches or designated official institutional representatives will be required to be with their teams during the entire practice round. Coaches will be provided time schedules and be responsible for monitoring pace of play, misconduct and the enforcement of the one practice-ball rule. Teams are required to keep pace with the group directly in front of them during the practice round. If a team fails to keep pace with the group in front of them, a warning will be issued. If pace of play is still not improved, the team will be forced to skip hole(s) in order to reestablish the proper position on the golf course.

Practice-round times at the regionals and championships will be a shotgun start with starting hole assignments determined by the NCAA golf committee. It is not required that institutions participate in the practice round.

In addition to the practice policies above, the following will be enforced for the regionals and championships:

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1. Only credentialed, designated individuals may be allowed in the practice areas.
2. Teams may not start a practice round other than during its designated time or position.
3. Players may not go back on the course to practice after concluding each round.
4. Players and coaches are permitted on the course starting with the beginning of the first practice day and throughout the championships, as a spectator.
5. The driving range and putting green will be open one hour before the first tee time each day and will remain open until 30 minutes after the completion of play for the day or 7 p.m. local time, whichever occurs later.

Weather Policy

The NCAA will provide a weather detection system for the championships and will make arrangements for the system to be on site. The games committee will do everything possible to complete 54 holes of play by Saturday, May 11. Only stipulated rounds of 18 holes will be used to determine team scores and advancement. If a minimum of 36 holes cannot be completed, the games committee will select the regional representatives to the finals taking into consideration 18-hole scores and other selection criteria.

In the event of a weather emergency please follow the evacuation procedures as set forth in Section 8 of this manual.

Section 7- Championship Format

The format for the NCAA Division II Men's Golf Championships is determined by the NCAA Division II Men's Golf Committee, subject to the approval of the Division II Championships Committee.

The NCAA Division II Men's Golf Championships will consist of both team and individual competition conducted concurrently. Ten teams and the top four individuals not with a team will be selected from each region to compete in one of four 54-hole regional tournaments. The top three teams and the top two individuals not with a team from each regional (regardless of region) will advance to the finals. Tiebreakers and playoffs will be used to determine Regional team and individual champions, and team and individual advancement to the finals.

For additional information on the remaining eight berths to the finals, please see the section titled "Regional Advancement to the Finals."

Championships Scorecard

**CHAMPIONSHIP SCORECARD
2019 NCAA Division II Regional
Mission Inn Resort and Club
May 9-11**

<u>HOLE</u>	<u>PAR</u>	<u>YARDAGE</u>
1	5	515
2	3	176
3	4	460
4	4	405
5	4	450
6	4	398

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7	4	457
8	3	170
9	4	353
OUT	35	3474
10	5	569
11	4	431
12	3	205
13	4	340
14	5	532
15	3	142
16	4	364
17	5	556
18	4	437
IN	37	3576
TOTAL	72	7050

Lineups/Substitutes

During registration, the head coach must submit his or her lineup according to playing position. The five participants from each institution must be determined by the conclusion of registration. A player may be substituted before the first tee time of his team of the first round of the regional, if the head coach notifies the games committee before the first tee time. The substitute will assume the position of the replaced player.

Regional Advancement to the Finals

Three teams from each regional will advance to the finals and the remaining eight berths will be allocated based on the regions represented in the prior year's match/medal portion of the championships. The maximum number of teams from each region will be capped at seven. If that were to occur, the next highest finisher not from that region will receive that spot for their region. Allocations will return to five per region every four years with the reset aligning with the current schedule of the Division II National Championships Festival. Any berth earned for a region based on an institution's finish the prior year will follow that institution should it be realigned into a new region.

For the 2019 Championships, regional allocations to the finals are as follows:

South/Southeast: 7 berths
Midwest/Central: 6 berths
West/South Central: 4 berths
Atlantic/East: 3 berths

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Tee Times/Pairings

**First-Round Pairings
 Thursday, May 9**

Time	1st Tee	10th Tee
	South #7, Southeast #7, South #8	Southeast #8, South #9, Southeast #9
7:30	5	5
7:40	4	4
7:50	3	3
8:00	2	2
8:10	1	1
	South #10, Southeast #10, Individuals 1-5	Individuals 6-8
8:20	5	
8:30	4	
8:40	3	
8:50	2	
9:00	1	
	South #1, Southeast #1, South #2	Southeast #2, South #3, Southeast #3
12:00	5	5
12:10	4	4
12:20	3	3
12:30	2	2
12:40	1	1
	South #4, Southeast #4, South #5	Southeast #5, South #6, Southeast #6
12:50	5	5
1:00	4	4
1:10	3	3
1:20	2	2
1:30	1	1

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Second-Round Pairings
Friday, May 10

Time	1st Tee	10th Tee
	Southeast #2, South #3, Southeast #3	South #1, Southeast #1, South #2
7:30	5	5
7:40	4	4
7:50	3	3
8:00	2	2
8:10	1	1
	Southeast #5, South #6, Southeast #6	South #4, Southeast #4, South #5
8:20	5	5
8:30	4	4
8:40	3	3
8:50	2	2
9:00	1	1
	Southeast #8, South #9, Southeast #9	South #7, Southeast #7, South #8
12:00	5	5
12:10	4	4
12:20	3	3
12:30	2	2
12:40	1	1
	Individuals 6-8	South #10, Southeast #10, Individuals 1-5
12:50		5
1:00		4
1:10		3
1:20		2
1:30		1

Teams will be re-paired according to score after the second round.

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Third-Round Pairings
Saturday, May 11

Time	1st Tee	10th Tee
	Teams 18, 19, 20	
7:30	5	
7:40	4	
7:50	3	
8:00	2	
8:10	1	
	Teams 13, 14, 15	Individuals 4-8, Teams 16, 17
8:20	5	5
8:30	4	4
8:40	3	3
8:50	2	2
9:00	1	1
11:50	Individuals 1, 2, 3	
	Teams 4, 5, 6	Teams 7, 8, 9
12:00	5	5
12:10	4	4
12:20	3	3
12:30	2	2
12:40	1	1
	Teams 1, 2, 3	Teams 10, 11, 12
12:50	5	5
1:00	4	4
1:10	3	3
1:20	2	2
1:30	1	1

Players will be repositioned within their team by score after the second round.
Individuals will be repositioned according to score following the second round.
Teams will be re-paired according to score following the second round.
Pairings will not be adjusted due to team or individual travel arrangements.

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Tiebreaker

Tiebreaking Procedures

Team ties shall be broken by a sudden-death playoff counting the low four scores relative to par on each hole. Play shall continue with new scoring on each successive hole until a winner is determined. The games committee will determine the starting holes. If a playoff involves more than two teams, a shotgun format shall be used. The team playoff will be conducted first, with the playoff for individual spots to follow immediately after the conclusion of the team playoff. Once the shotgun sudden-death format is started, that format shall be used until a winner is determined.

Sudden Death Playoff Procedures

Teams will draw for positions. For a two-team playoff, the winner of the draw shall have the option of the A or B positions set forth below. For a playoff involving more than two teams, the teams shall assume the drawn letter position (A, B, C, etc.) set forth below.

Two teams (A & B; tee off alternately)

#5A, #5B, #4A, #4B, #3A playoff hole #1
#3B, #2A, #2B, #1A, #1B playoff hole #1

SHOTGUN FORMAT

Three Teams

A #5 B #5 C #5 playoff hole 5
A #4 B #4 C #4 playoff hole 4
A #3 B #3 C #3 playoff hole 3
A #2 B #2 C #2 playoff hole 2
A #1 B #1 C #1 playoff hole 1

Four Teams

A #5 B #5 C #5 D #5 playoff hole 5
A #4 B #4 C #4 D #4 playoff hole 4
A #3 B #3 C #3 D #3 playoff hole 3
A #2 B #2 C #2 D #2 playoff hole 2
A #1 B #1 C #1 D #1 playoff hole 1

Five Teams

A #5 B #5 C #5 D #5 E #5 playoff hole 5
A #4 B #4 C #4 D #4 E #4 playoff hole 4
A #3 B #3 C #3 D #3 E #3 playoff hole 3
A #2 B #2 C #2 D #2 E #2 playoff hole 2
A #1 B #1 C #1 D #1 E #1 playoff hole 1

Players will play the numbered position they held at the start of the tournament.

The format in pairings for a playoff of six teams or more shall be consistent with the foregoing format as determined by the games committee.

Non Sudden-Death Tiebreaking Procedure

For the purposes of ranking teams for third round pairings, and for situations in which a sudden-death playoff cannot be completed, the following system shall be used to break ties, except as provided elsewhere when ties need not be broken at the championships:

Teams

1. Cumulative total of the noncounting scores.
2. Highest cumulative individual total.
3. Second highest cumulative individual total.
4. Third highest cumulative individual total.
5. Fourth highest cumulative individual total.
6. Fifth highest cumulative individual total.
7. Committee decision.

Individuals

1. That round's score.
2. Score from previous round(s).
3. Coin toss.

When a tie exists within a team, the individual with the lowest team position will be given the later tee time.

The foregoing procedure will also be used if a cut becomes necessary at any time after the completion of the second round of play at the championships.

Section 8 - Championship Operations

Emergency/Evacuation Plan

If it becomes necessary to evacuate the course, one long horn blast will be sounded.

*ONE PROLONGED HORN SOUND - MUST DISCONTINUE PLAY IMMEDIATELY.

*THREE SHORT HORN SOUNDS - RESUME PLAY.

*VOLUNTEERS WITH GOLF CARTS ARE ENCOURAGED TO ASSIST PLAYERS OFF THE GOLF COURSE IN AN EMERGENCY SITUATION.

#1 - Tee, Fairway, & Green - Return to Clubhouse.

#2 - Tee - Return to clubhouse.

#2 - Green – Shuttle from Shelter by #3 Tee.

#3 - Tee – Shuttle from by #3 Tee.

#3 - Fairway & Green - Shuttle pick up at right of #3 tee or #3 Green.

#4 - Tee - Shuttle pick up at the shelter by #3 Green.

#4 - Fairway & Green – Shuttle by #14 Tee.

#5 - Tee – Shuttle by #14 Tee.

#5 - Fairway & Green - Go to the Resort.

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- #6 - Tee & Fairway - Go to the Resort.
- #6 - Green – Shuttle by #14 Tee.
- #7 - Tee – Shuttle by #14 Tee.
- #7 - Fairway & Green - Shelter behind #8 tee or go to the Resort.
- #8 - Tee – Shelter behind tee or go to the Resort.
- #8 - Green - Go to the Resort.
- #9 - Tee, Fairway, & Green - Go to the Resort.
- #10 - Tee - Shelter behind #8 tee or go to the Resort.
- #10 - Fairway & Green - Shelter next to #3 tee.
- #11 - Tee & Fairway - Shelter next to #3 tee.
- #11 - Green - Shelter behind #8 tee.
- #12 - Tee – Shelter/Restroom by #3 Green or Shuttle by #3 tee.
- #12 - Green - Shuttle from Shelter by #3 Tee or #3 Green.
- #13 - Tee - Shuttle from Shelter by #3 Tee or #3 Green.
- #13 - Fairway & Green – Shuttle by #14 Tee.
- #14 - Tee & Fairway – Shuttle by #14 Tee.
- #14 - Green - Shelter behind #8 tee or go to the Resort.
- #15 - Tee & Green - Shelter behind #8 tee or go to the Resort.
- #16 - Tee - Shelter behind #8 tee or go to the Resort.
- #16 - Fairway & Green - Return to Clubhouse or go to the Resort.
- #17 - Tee, Fairway, & Green - Return to Clubhouse or go to the Resort.
- #18 - Tee, Fairway, & Green - Return to Clubhouse



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Hospitality/Meals

There will be fruit, snacks, water and Powerade available at the 1st and 10th tees for participants and coaches. Coolers are permitted for coaches' use but may be stowed inside assigned coaches' carts only. Cooler contents may include only Coca-Cola products (Dasani, Powerade, etc.) and use of the cooler is contingent upon no conflicts with written NCAA or golf course policy. Coolers and cooler contents may not conflict with NCAA corporate champions and partners."

In addition, the room rate at Mission Inn includes breakfast each morning of your stay for two guests. Additional guests are \$17 plus gratuity each and will be served from 6:30 – 11 a.m.

A boxed lunch order form can also be found in Appendix D in this manual, and Nicker's (near pro shop) will be open daily for lunch during the championships.

Officials

Members of the NCAA Division II Men's Golf Committee, NCAA Rules Officials, and other designated individuals will serve as the officials and will make decisions pertaining to the conduct of the championship, such as pairings, rulings, protests, etc.

The rules officials will be represented by volunteer officials from across the country. Arrangements have been made for Golfstat to provide the computerized scoring system for the championships.

Post-Championship & Competition Site Evaluations

All evaluations will be sent from the NCAA at the conclusion of play.

Registration

Registration will take place in the Vista Room adjacent to the locker rooms from 10 a.m. – noon Wednesday, May 8. At this time, each coach will be given a packet including all pertinent information pertaining to the championship.

Scoring

Scorecards shall be kept in strict accordance with Rule 3.3b of the USGA's "Scoring in Stroke Play." The scorecard shall be deemed returned to the committee when the player exits the designated scoring area following the round.

A daily team score is computed by totaling the lowest scores of four of the five team members. The final team score is determined by totaling each daily score.

Every three holes, at a minimum, players will record their scores with scoring volunteers, so results may be updated in real time at www.ncaa.com.

Videotaping

Institutions are permitted to videotape championship competitions by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use one camera and may videotape only that portion of the competition in which it participates. The videotapes may not be used for commercial purposes.



Discover Central Florida's most remarkable golf destination, Mission Inn Resort and Club. In a setting adorned with the Spanish-Colonial architecture, spring-fed lakes and historic oaks, Mission Inn Resort reigns supreme. A true paradise that is touched by history and blessed by natural beauty, it is nestled among rare gentle hills only 35 minutes northwest of Orlando.

Surrounded by the world's most famous diversions, this secluded 1,100-acre resort oasis welcomes golfers from around the globe to discover true hospitality and legendary golf. Taking center stage in the land of year-round sunshine are 36 holes of signature golf rated among Florida's best. El Campeon, recently selected Florida's Best Layout by Golf Channel's Golf Advisor, boasts rare 85-foot elevation differences and water everywhere, is a golfer's paradise and is always memorable no matter what the score. With dazzling white bunkers, peninsular greens and menacing lakes, Mission Inn Resort's championship courses — El Campeon and Las Colinas — are nothing short of spectacular.

Sporting adventures and leisure amenities await just out-of-bounds at this destination resort. Marina Del Rey, the resort's nautical center on bass-filled Lake Harris, the largest in an eight-lake chain, provides fishing, sailing, power boating, picnics and more. There's trap and skeet, a clubhouse Cybex fitness center, eight tennis courts, cycling, volleyball, basketball and resort shops. Plus, excursions to area attractions and antique markets offer endless possibilities.

Mission Inn Resort's culinary team blends seasoned experience into three unique restaurants. Plan your day in La Hacienda, overlooking the famous 17th hole, with breakfast, lunch and Sunday brunch, also offering patio seating. The informal clubhouse seating of Nickers appeals to everyone seeking lunch, dinner and Saturday night prime rib and seafood buffet with dynamic golf and resort vistas. The elegance of a candlelight dinner in El Conquistador is a special treat, capturing sunset and Plaza de la Fontana views.

Mission Inn is a rare find, a treasure in the countryside just outside Orlando that is simply extraordinary. It has a timeless ambiance and sense of hospitality that brings guests back year after year to Howey-In-The-Hills. Now, discover a truly wonderful resort that is the picture-perfect backdrop to unforgettable golf getaways.

FOR THE 2019 NCAA MEN'S GOLF SOUTH/SOUTHEAST REGIONAL:

Course Rating: 73.8 Course Slope: 136 Tournament Yardage: 7050

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Lost and Found

Lost and Found will be located inside the Golf Pro Shops at Mission Inn Resort & Club.

Parking

Team Vehicles

Team parking will be available in the Pro Shop parking lot. Any overflow will be in the open field lot located before the Clubhouse adjacent to the 1st tee, off Camino Real Blvd. Should parking not be available, teams will be allowed to drop off players/equipment at the pro shop then proceed to the overflow parking lot.

Spectators

Spectators will be able to park in the open field lot located adjacent to the first tee, off Camino Real Blvd. Parking for spectators will be free.

Section 10 - Directions

**Directions to Mission Inn Resort & Club
Howey-in-the-Hills, FL
Lake County
Intersection of County Road 48 and State Road 19**

From Orlando Option (A) or (B)

(A) Take Florida's Turnpike North to Exit 285. Turn left on US 27 South, one block. Turn left on SR 19 North to Howey-in-the-Hills, 6 miles.
Driving time: 35 minutes.

(B) Take Hwy 441 North to Tavares. Turn left on SR 19 South to Howey-in-the-Hills, 7 miles.
Driving time: 35-45 minutes.

From Orlando International Airport

Take Beeline Expressway 528 West to Florida's Turnpike. Take the Turnpike North to Exit 285. Turn left on US 27 South, one block. Turn left on SR 19 North to Howey-in-the-Hills, 6 miles. Driving time: 45 minutes.

From Tampa

Take I-75 North to Hwy 50. Turn right on Hwy 50 East to Groveland. Turn left on SR 19 North to Howey-in-the-Hills, 13 miles. Driving time: 1½ hours.

From Jacksonville

Take I-95 South; merge onto I-4 West towards Orlando. Take State Road 46 (exit 101c) toward Mount Dora. Turn right on FL-46 West, merge onto US-441 North, left on FL-19, right on CR-48. Driving time: 3 ½ hours.

From Miami

Take Florida's Turnpike North to Exit 285. Turn left on US 27 South, one block. Turn left on SR 19 North to Howey-in-the-Hills, 6 miles. Driving time: 4 hours.

From Atlanta

Take I-75 South to Florida's Turnpike South to exit 296. Exit CR- 470 towards Leesburg. Turn left on CR-470. CR-470 becomes CR-48, Mission Inn will be on the right. Driving time: 7 ½ hours. Toll: \$1 coinage.

Section 11 - Drug Testing

The NCAA is dedicated to fair and equitable competition throughout each round of championships and strongly supports the drug-testing program in order to safeguard the health and safety of the participating student-athletes.

Athlete Notification

Couriers will notify student-athletes selected for drug testing. Student-athletes will be instructed to read and sign the Individual Championship Student-Athlete Notification Form. Depending on the sport, student-athletes may need to report to drug testing within 60 minutes of notification, after their last event of the session, after their last event of the day or at the end of their participation in the championship.

Media Obligations

At individual/team championships, student-athletes who are selected for drug testing must fulfill all media obligation before reporting to the drug-testing area.

Participating Institution's Notification

While couriers will notify student-athletes of his/her selection for drug testing, it is the student-athlete's responsibility to advise their institution of his/her selection for drug testing.

Prolonged Test

If the student-athlete's team must depart the championship prior to a student-athlete completing drug testing, an institutional representative must remain with the student-athlete. If the student-athlete and/or institution incur additional expenses because of the delay (e.g., hotel, transportation back to campus, etc.), the institution may request reimbursement from the NCAA.

Testing Process

Student-athletes are drug tested through urinalysis and must provide a specimen in view of a drug-testing collector of the same gender. The length of the collection process depends on the student-athlete's ability to provide an adequate specimen. If a student-athlete provides an adequate specimen immediately upon arriving in the drug-testing area, the entire process can be completed within 20 minutes. If the student-athlete is unable to provide an adequate specimen, he/she must remain in the drug-testing area until one is provided. There is no maximum allotted time for a student-athlete to provide an adequate specimen.

Section 12 - Equipment

The type of equipment (i.e., balls, clubs) to be used shall be determined by the individual team and must be acceptable under The Rules of Golf. The one-ball rule (brand) will be in effect. Golf bags must have the name or logo of the school on them.

Players and coaches will be required to use nonmetal spiked shoes during regional and championships competition.

Electronic measuring devices calculating distance only are permitted for use during both the practice rounds and the competition rounds. Devices that measure other variables (e.g. slope) may be used, but only if the particular features are turned off.

Golf Carts

Golf carts will be provided for members of the games committee and selected tournament officials.

A single cart will be provided to the designated head coach of each competing institution and individual during the regionals and finals for practice and competition rounds. The cart is to be utilized by the designated coach only and should not be used to transport spectators, team personnel, athletics administrators, student-athletes, golf clubs or golf bags. Items for competitors such as rain or all-weather gear and refreshments are permissible for transport. A coach may also transport student-athletes on designated shuttle holes.

A designated coach may not use the cart to “drive around” the golf course prior to the start of the practice round or his/her teams first starting time of each day. Prior to a team’s first starting time, the coach is considered a spectator.

Participants may not use caddies, golf carts or motorized pull carts during the championship rounds. Consistent with the Americans with Disabilities Act (ADA), a disabled player may be permitted to use a golf cart as an accommodation to his or her disability for those events where golf carts are not allowed. As required by the ADA, the men’s golf committee will evaluate such requests on a case-by-case basis.

In order for the committee to properly evaluate the merits of such requests, while maintaining the fundamental fairness of the golf competition, it is necessary for players requesting this accommodation to submit medical documentation to facilitate that analysis. The documentation provided must demonstrate: (1) a player’s disability as defined by the ADA (temporary conditions may not be covered); (2) the medical need for the golf cart that results from that disability; and (3) that by providing a golf cart to a player in that particular circumstances, the committee would not be fundamentally altering the fairness of the competition by providing a player with an advantage over other players.

Section 13 – General Public

Spectator Guidelines

Spectators should remain on the cart paths or in the rough approximately 15 yards from the players. There may be no communication between players and spectators that could be deemed advice of any nature for the duration of the 18 holes. All institutional personnel, with the exception of the designated coach, are considered spectators. Ringers on electronic devices such as cell phones or pagers must be turned off. Spectators are asked to refrain from smoking near the players.

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Carts are not provided to fans watching the golf tournament. However, if spectators need the use of a cart, the individual must provide medical documentation from the individual's physician requesting the use of a cart. Information should be provided in advance, if possible, or on site to the NCAA site rep. If approved, spectators will be permitted to rent a cart, provided a cart is available to accommodate this request.

Section 14 - Lodging

Team Hotel

The Mission Inn Resort and Club will serve as the team hotel for the 2019 NCAA Regional. Reservations may be made by reservations by submitting the Hotel Room Reservation form (Appendix B) to Ann Marie Peter via phone at 800-874-9053 or email at reservations@missioninnresort.com.

The cut-off date for making reservations is **5 p.m. ET on Wednesday, May 1.**

Mission Inn Resort and Club
10400 County Road 48
Howey-in-the-Hills, FL 34737

Participating institutions are responsible for the rooms reserved by the NCAA. If an institution prefers to stay in another hotel, the institution must:

1. Obtain a release of the rooms in writing from the hotel's general manager, or
2. Utilize the rooms for persons accompanying the official travel party

In either case, the institution is responsible for securing arrangements at another property. If an institution fails to make satisfactory arrangements for the use of rooms at the assigned hotel, it will be charged for those rooms.

Section 15 - Media Services

Credentials – Photos, TV, Participant

Members of the media wishing to request credentials should contact Nate Weyant (nweyant@rollins.edu) by 5 p.m. Eastern time, Thursday, May 2.

Credentials will be distributed at the competition site (Vista Room at the Clubhouse) and will not be mailed. Members of the media and Sports Information Directors that can demonstrate a need, may be given a spectator cart for working purposes, at the discretion of the committee, if a cart is available.

Media Materials Requested

Please forward any media materials to Nate Weyant (nweyant@rollins.edu) by 5 p.m. Eastern time, Thursday, May 2.

Media Services

Posted scores and golf statistics, which will be coordinated by Oglethorpe University, Golfstat and the tournament committee, will be available throughout the tournament. Coaches should be available as soon as each competition day concludes for local members of the media.

Section 16 - Medical

Athletic Training

Adam Kjosa, Sports Medicine Supervisor, Orlando Health, will coordinate all athletic training needs at all times. He or one of his staff will be available at the course each day. There will be ice available as well as all first aid needs. Please contact Mr. Kjosa prior to arrival to arrange necessary treatment schedules. His contact information is listed on the contact information page of this manual. He also will be able to be contacted via radio at the golf course.

Championship Medical Contacts

The training room will be set up in the men's locker room at the club house. If the trainer is not in the locker room, they are doing rounds of the golf course and can be contacted on radio by any championship staff member.

Further information on where to send request(s) will be provided to teams in early May.

Concussion Management

The NCAA has adopted legislation that requires all active member institutions to have a concussion management plan for their student-athletes. Participating institutions shall follow their concussion management plan while participating in NCAA championships. If a participating team lacks appropriate medical staff to activate its concussion management plan, the host championship concussion management plan will be activated.

The legislation notes, in part, that a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from athletics activities (e.g., competition, practice, conditioning sessions) and evaluated by a medical staff member (e.g., sports medicine staff, team physician) with experience in the evaluation and management of concussions; a student-athlete diagnosed with a concussion is precluded from returning to athletics activity for at least the remainder of that calendar day; and medical clearance for return to athletics activity shall be determined by the team physician or the physician's designee from the student-athlete's institution. In the absence of a team physician or their designee, the NCAA tournament physician will examine the student-athlete and will determine medical clearance.

A concussion is a brain injury that may be caused by a blow to the head, face, neck or elsewhere on the body with an "impulsive" force transmitted to the head. Concussions can occur without loss of consciousness or other obvious signs. A repeat concussion that occurs before the brain recovers from the previous one (hours, days or weeks) can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage and even death.

For further details please refer to the "NCAA Sports Medicine Handbook Guideline on Concussions" online at www.NCAA.org/health-safety.

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Hospitals and Emergency Services

Hospitals

Advent Health Waterman Hospital Phone: 352-728-8083
1000 Waterman Way, Tavares, FL (15 minutes from Mission Inn)

Leesburg Regional Medical Center Phone: 352-323-5762
600 East Dixie Avenue, Leesburg, FL (20 minutes from Mission Inn)

Pharmacies

Walgreens Pharmacy Phone 352-728-8083
27440 US-27, Leesburg, FL 34748 (10 minutes from Mission Inn)
Store hours: 7am-12am
Pharmacy hours: Monday-Friday: 8am-8pm; Saturday/Sunday 9am-5pm

Medical Examinations/Skin Checks

As the event sponsor, the NCAA seeks to ensure that all student-athletes are physically fit to participate in its championships and have valid medical clearance to participate in the competition. The NCAA tournament physician, as designated by the host school, has the unchallengeable authority to determine whether a student-athlete with an injury, illness or other medical condition (e.g., skin infection) may expose others to a significantly enhanced risk of harm and, if so, to disqualify the student-athlete from continued participation. For all other instances, the student-athlete's on-site team physician can determine whether a student-athlete with an injury or illness should continue to participate or is disqualified. In the absence of a team physician, the NCAA tournament physician will examine the student-athlete and has valid medical authority to disqualify him or her if the student-athlete's injury, illness or medical condition poses a potentially life-threatening risk to himself or herself. The chair of the governing sports committee (or a designated representative) shall be responsible for administrative enforcement of the medical judgment, if it involves disqualification.

Section 17 - Participant Expectations & Guidelines

Code of Conduct

The NCAA expects each championship to exhibit an experience that represents the highest level of fair play and good sportsmanship. The NCAA and the NCAA Division II Championships Committee expect that student-athletes, coaches and administrators do their best to ensure participation in intercollegiate athletics promotes character development for all participants, enhances the integrity of higher education and promotes civility; therefore, championship events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletic participation, but also in the broad spectrum of activities associated with the championship event. Accordingly, the Championships Committee will take strong action in response to any form of misconduct by student-athletes, coaches and/or administrators during the entire championship. This includes criticism of officials and a misconduct incident at the competition.

Any institution that fails to submit a complete and accurate Division II Code of Conduct form (Appendix A) before the start of the first competition of the championships will be issued a monetary fine, with a

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private letter of reprimand to be sent to the conference commissioners, university president, university athletics director, senior woman administrator, sports information director and compliance director.

Ethical Behavior by Coaches

Members of the coaching profession have certain inherent obligations and responsibilities to the profession, to the student-athletes and to all those with whom they come into contact in the field. Coaches are expected to be role models who conduct themselves with integrity and high ethical standards at all times.

The words and actions of a coach carry tremendous influence, particularly on the young people under his or her direction. It is, thus, imperative that he or she demonstrate and demand high principles of sportsmanship and ethical behavior.

Therefore, coaches must:

1. Always place the safety and welfare of student-athletes above the value of a win and above any personal prestige or glory.
2. Ensure that the coaching staff and all others associated with the program treat the student-athletes under their control with fairness and respect.
3. Remember that they are on public display and that their conduct reflects upon the image of their respective institutions.
4. Teach their student-athletes strict adherence to the rules and regulations of the sport, the institution and other governing bodies to which they are responsible.
5. Firmly establish with their student-athletes the standards of acceptable conduct.
6. Treat opponents and assigned officials with respect and demand that student-athletes do the same, instilling in their student-athletes the importance of respect and sportsmanship over winning.
7. Ensure that student-athletes understand that taunting, intimidating and baiting opponents is unacceptable behavior and will not be tolerated.
8. Monitor their coaching staff and student-athletes to ensure that they do not use profane and vulgar language while representing the institution.
9. Ensure, along with institutional administration, that fans are reminded of the expectations of sportsmanship and respect for officials and opponents and their supporters.

Misconduct

Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship, that discredits the event or intercollegiate athletics.

Sportsmanship

The primary goal of the rules is to maximize the safety and enjoyment of the student-athlete. Sportsmanship is a key part of that goal. Sportsmanship should be a core value in behavior of players and bench personnel, in crowd control by game management and in the officials' proper enforcement of the rules governing related actions.

Sports Wagering

The NCAA defines sports wagering as putting something at risk – such as an entry fee or a wager – with the opportunity to win something in return. The NCAA opposes all forms of legal and illegal sports wagering on college sports. Student-athletes and athletics administrators cannot place a sports

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wager for any NCAA-sanctioned sport. This includes wagering on the intercollegiate, amateur or professional level.

A student-athlete involved in sports wagering on the student-athlete's institution permanently loses all remaining regular-season and postseason eligibility in all sports. A student-athlete who is involved in any sports wagering activity that involves college sports or professional athletics, through Internet gambling, a bookmaker, a parlay card or any other method employed by organized gambling, will be ineligible for all regular-season and postseason competition for at least one year.

In championships in which a bracket format is used, student-athletes, coaches and administrators may not participate in bracket competitions where there is both a required entry fee and an opportunity to win a prize. Student-athletes and administrators may participate under current NCAA rules, in bracket contests where there is no entry fee but a possibility of winning a prize. Some NCAA member schools, however, have chosen to ban student-athletes from participating in these types of bracket contests.

Tobacco Ban

The use of tobacco and vaping products are prohibited by all game personnel (e.g., coaches, trainers, managers and game officials) in all sports during practice and competition. Uniform penalties (as determined by the applicable rules-making committees and sports committees with rules-making responsibilities) shall be established for such use.

The use of tobacco and vaping products by a student-athlete is prohibited during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

Section 18 - Team Travel/Transportation

Airports

Orlando International Airport (MCO)

One Jeff Fuqua Blvd
Orlando, FL 32827
(407) 825-2001

Sanford International Airport

1200 Red Cleveland Blvd
Sanford, FL 32773
(407) 585-4000

Daytona International Airport

700 Catalina Dr
Daytona Beach, FL 32114
(386) 248-8069

Expense Reimbursement

Participating institutions shall be completely responsible for making its own travel reservations. The NCAA will pay 4.5 days of per diem for all eligible travelers, but travel costs to/from the Regionals is at the expense of the institution.

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Team expense reports should be filed online through the Travel Expense System (TES). All institutions, including hosts, must complete the online reimbursement process in order to receive the appropriate per diem reimbursement. The system can be accessed at:

<https://web1.ncaa.org/TES/exec/login?js=true>.

If you need assistance or experience any technical difficulties, please contact the travel department at 317/917-6757 or by email at travel@ncaa.org.

Teams and/or individuals should provide themselves sufficient money to meet all expenses throughout the tournament, including ground transportation, lodging and meal expenses, and other miscellaneous expenses.

Per Diem

Per diem will be provided for an official travel party of seven (7).

Rental Cars

Vans can be rented through Dollar Rental by going to www.Dollar.com and entering Corporate Code **oi6011**. Vans can also be rented through Hertz at <https://www.hertz.com/rentacar/reservation/> and entering Corporate Code **2068328**.

Section 19 - Tickets

Ticket Prices

Admission is free to the three-day event.

Section 20 - Travel Party

Squad Size

Participating teams are limited to a squad size of five (5) eligible student-athletes.

Travel Party Size

Participating teams are limited to a travel party size of seven (7) individuals.

Section 21 - Uniforms

Contestants must wear uniforms of the same color during competition and practice. Walking or Bermuda shorts are permitted, provided they are team shorts and are of the same color. Slacks or shorts may be worn at the individual's discretion, provided they are of the same color and are considered the team uniform. If a student-athlete wears headgear during competition, it must display only an institutional, conference or NCAA logo, or no logo. If there is no logo, a coach's or team member's headgear must be of an institutional color. A manufacturer's logo may appear on the side or back of the item as long as it conforms to NCAA Bylaw 12.5.4. For television purposes, it is recommended that each institution attempt to wear a uniform that reflects its school colors during the final two rounds of the championships. Team members are not required to wear the same headgear. In the best interest of

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intercollegiate golf and the championships, participants must wear appropriate golf attire at the tournament site. Please refer to the host institution's pretournament mailing for the definition of appropriate attire at the golf course.

Logo Policy*

[Reference: Bylaw 12.5.4 in the NCAA Division I and II Manuals, and Bylaw 12.5.3 in the NCAA Division III Manual.]

The provisions of Bylaw 12.5.4 (Divisions I and II) or Bylaw 12.5.3 (Division III) indicate that an institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2 1/4-square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram).

In addition, an institution's official uniform cannot bear a design element similar to the manufacturer's that is in addition to another logo or that is contrary to the size restrictions.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2 1/4-square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete's institution.

These restrictions apply to all apparel worn by student-athletes, and any and all credentialed personnel in the bench area during the conduct of competition, which includes any practices and pregame or postgame activities.

This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff. Non-compliance with this legislation could result in loss of eligibility, forfeiture of points earned by those ineligible student-athletes and adjustment of team standings.

Section 22 - Local Information

On-site Dining and Amenities

For information on on-site dining options and amenities, please visit the Mission Inn Resort & Club website at <https://missioninnresort.com/>.

Dining <https://missioninnresort.com/dining/>

Amenities <https://missioninnresort.com/resort/activities/>

Local Attractions

Please click on the below link to read Visit Lake's Welcome Blog which contains great places to visit and information about Lake County.

<https://blog.visitlakefl.com/2019-ncaa-division-ii-mens-golf-championships/>

NCAA DIVISION II CHAMPIONSHIPS CODE OF CONDUCT

Conduct Policy Statement

The NCAA expects each championship to exhibit an experience that represents the highest level of fair play and good sportsmanship. The NCAA and the NCAA Division II Championships Committee expect that student-athletes, coaches and administrators do their best to ensure participation in intercollegiate athletics promotes character development for all participants, enhances the integrity of higher education, and promotes civility; therefore championship events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletic participation, but also in the broad spectrum of activities associated with the championship event. Accordingly, the Championships Committee will take strong action in response to any form of misconduct by student-athletes, coaches and/or administrators during the entire championship. This includes criticism of officials and a misconduct incident at the competition.

Any institution who fails to submit a complete and accurate Division II Code of Conduct form before the start of the first competition of the championship, will be issued a fine of \$500, with a private letter of reprimand to be sent to the conference commissioner, university president, university athletics director, senior woman administrator, sports information director and compliance director.

Misconduct

The championship handbook and NCAA Division II Manual Bylaw 31.02.3 defines misconduct as: **“... is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship that discredits the event or intercollegiate athletics.”**

Expectations

Each games committee shall hold a pretournament meeting with the coaches of participating institutions to review and explain the policies related to misconduct (as defined in Bylaw 31.02.3). The Division II Championships Code of Conduct is to be part of the championship packet and delivered to all institutional representatives attending the championship events.

If the act of misconduct occurs during the competition, under normal circumstances, the individual shall be allowed to complete the competition in which he or she is participating at the time of the incident. An administrative hearing shall be held at the conclusion of the day's competition, during a break in the continuity of the championship (i.e., between rounds of a basketball tournament) when no competition is being conducted or at the conclusion of the championship. However, if the act of misconduct is so flagrant that it obviously violates the principles of fair play and sportsmanship, the games committee may immediately withdraw the student-athlete or institutional representative from the competition and conduct the hearing after this action. Other actions of misconduct shall be dealt with in a timely manner by the governing sports committee.

Expectations for Student-Athletes, Coaches and Administrators

- Submit an accurate and complete Division II Code of Conduct Form before the start of the first competition of the championship.
- Cooperate and participate in game ceremonies, team meetings, community engagement and championship events.
- Discuss misconduct and possible consequences with all members of the travel party.
- Have an administrator or designee present at all competitions.
- Communicate issues and concerns in a honest and timely manner with NCAA staff.

- Follow team, university and NCAA guidelines throughout all championship-related activities.
- Be respectful of other participants, spectators, coaches, administrators and other individuals at the championship site.
- Abide by state and federal laws, and facility requirements throughout the championship event.
- Display acceptable behavior on and off the playing field to ensure a positive experience for all participants.

Possible Penalties for Misconduct

In accordance with Bylaw 31.1.8.3, the governing sports committee (or the games committee authorized to act for it) may impose any one, or a combination of the following penalties on an institution or any student-athlete or representative of an institution guilty of misconduct that occurs incident to, en route to, from or at the locale of the championship event. The penalties include, but are not limited to:

- a. Public or private reprimand of the individual;
- b. Disqualification of the individual from further participation in the NCAA championship involved;
- c. Banishment of the individual from participation in one or more future championships of the sport involved;
- d. Cancellation of payment to the institution of the Association's travel guarantee for the individual involved;
- e. Banishment of the institution from participation in one or more future championships in which its team in that sport otherwise would be eligible to participate;
- f. Disqualification of an institution for a period of time from serving as host institution for one or more NCAA championships;
- g. Cancellation of all or a portion of the honorarium for hosting an NCAA championship; and
- h. Financial or other penalties different from (a) through (g) above, but only if they have prior approval of the Championships Committee.

All correspondence regarding violation of the Code of Conduct will be sent to the president/chancellor of the institution, with a copy to the director of athletics and person(s) involved.

Participation in an NCAA championship is an accomplishment and it is expected that individuals and teams are committed to ensuring that the championship is a positive experience for all participants, fans and volunteers. Participation in these championship events is a privilege for the student-athletes, coaches and administrators and should be treated as such. Again, congratulations to you and your team. We hope this year's championships experience is one that you will cherish for years to come.



CHAMPIONSHIPS

As a representative (i.e. student-athlete, administrator, coach, manager and/or other institutional personnel) of the institution below, I certify that all NCAA rules pertaining to the Division II Championships Code of Conduct have been read. I agree to abide by the expectations set forth and understand the possible penalties for misconduct.

Sport: _____

Institution: _____

NAME

SIGNATURE

NAME	SIGNATURE

Head Coach Signature Date

SAAC Team Representative's Signature Date

Sport Supervisor (Director of Athletics or Designee) Date

Forms should be e-mailed by the deadline to: _____
Submit multiple forms if additional signature space is needed.

TEAM TRAVEL INFORMATION AND TEAM ROSTER

Contact Information

Institution				
Title	Name	Cell Phone	Email	Traveling?
Head Coach				<input type="checkbox"/>
Sports Information Director				<input type="checkbox"/>
Athletic Trainer				<input type="checkbox"/>
Administrator				<input type="checkbox"/>
President/Chancellor				<input type="checkbox"/>

Travel Logistics

Driving?	<input type="checkbox"/>	Arrival Date and Time		Number of vehicles	
Flying?	<input type="checkbox"/>	Flight Number		Departure Airport	

Travel Party Roster

Please list each individual from your institution's travel party. **Please list your student-athletes in playing order by rank.**

Student-Athletes (in playing order, by rank)	
1.	
2.	
3.	
4.	
5.	
Coaches	
1.	
2.	
Other Institutional Staff Traveling	Title (AD, SID, Athletic Trainer, etc.)
1.	
2.	
3.	

Please submit this form by 5 p.m. Eastern, Thursday, May 2 to
Lindsey McBride (lmcbride@greaterorlandosports.com)



NCAA DII Men's 2019 Golf Regional Hotel Room Reservation

Please complete all fields and print clearly

School:

Contact:

Address:

Email:

Phone:

There is currently a maximum of 4 rooms per team. A separate room block will be held for school administrators, staff and spectators. Room rates include full breakfast bar served daily in La Hacienda. Single occupancy rooms are \$146.00 (+11% tax) and Double occupancy rooms are \$162.00 (+11% tax). Check-in is 4:00pm EST and Check-out is 12:00pm EST.

Arrival Date:

Departure Date:

No. of Double Rooms:

No. of Single Rooms:

Special Request:

Please list occupants name for each room below:

Room 1:

Room 2:

Room 3:

Room 4:

Payment Information



Credit Card Number:

Name on Card:

Billing Address:

Exp. Date:

CVV:

Please email completed form to reservations@missioninnresort.com by Wednesday, May 1 at 5:00pm EST. Call Ann Marie Peter with any questions or concerns at (800) 874-9053. Rooms must be reserved with a credit card to guarantee room reservations. Credit card will be charged upon Check-out. College/Coach will be responsible for incidentals charged to their room(s) and will need to be paid in full at check-out.



NCAA DII Men's Golf Championship
Practice Round | Boxed Lunch Order Form
Wednesday, May 8, 2019

Please complete all fields and print clearly

School: _____ Contact: _____

Email: _____ Phone: _____

Each boxed lunch contains the following:
Chips, Cookie, Apple and Sandwich

\$13.00 per person (all inclusive)

Sandwich Type	Total
No. Ham _____	_____
No. Turkey _____	_____

Payment Information



Credit Card Number: _____

Name on Card: _____

Billing Address: _____

Exp. Date: _____ CVV: _____

Signature: _____ Date: _____

Please email completed form to TJ@missioninnresort.com or Fax at (352) 324-2779
by Thursday, May 2, 2019 at 5:00pm EST
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