



Chelsea

Tee Time

Reservation

System

Policies and Procedures

Legends Tee Time System – Chelsea

Making Advance Tee Times

Legends Golf and Country Club utilizes an **Automated Tee Time System (Chelsea)** to provide our member-ship convenient and equitable distribution of available tee times. All advance **tee time requests** (requests can be made four to seven days prior to play) will be made using the Chelsea System, 22 hours a day. Chelsea may be off-line 4:00-6:00 PM for processing and updating information.

Four days prior to play, after 4:00 PM, the computer will sort and rank all requests based on the number of plays each group has received in the 19 days preceding the day being processed. The computer will then assign tee times giving priority to the groups with the least number of total group plays. After processing Chelsea will email you your tee time for the day that was processed.

Note: There is no incentive to try to be the first person through on the Chelsea System. Players may make a request at their leisure, anytime day or night within the 4 to 7 day window. Tee times will be assigned based only on play history and not on how lucky someone is in getting through to the computer.

Facts about Chelsea:

The Chelsea System “gathers” tee time requests 4 to 7 days in advance of the draw. Requests must be made through the Internet.

The Confirmation number given is a request confirmation not a tee time confirmation. What tee time you actually receive maybe different from your request. Your play history compared to the other members requesting to play that day, determines your place in the tee time draw.

Chelsea may be accessed only thru the Internet

To log into the Chelsea Reservations System

Golf Members and Renters:

www.legendssc.com enter the member login section. Once you are on the Legends Website proceed to the Golf Section. (2nd over from the Legends Logo top left).

How to make tee time request using our automated Tee Time System named Chelsea.

Proceed to the Legends Web site: www.legendsgolf.com

Login and then choose Golf Tee Times and Requests

Enter your member Example 010001 for Male Members and 010002 Female Members

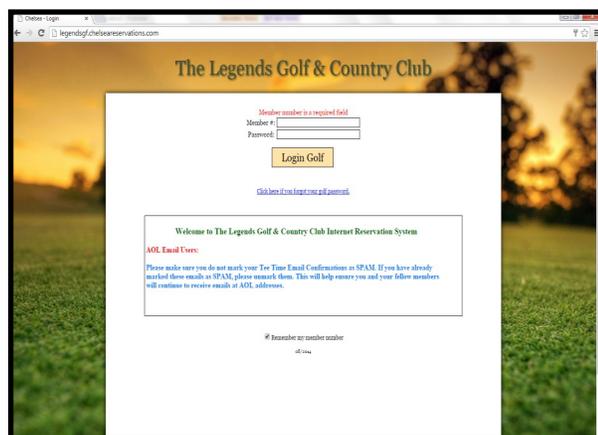
Renters use a 7 for the first digit vs a 0

The starting password is 1234 You will be prompted to change your password

Members: Enter your member number. Example: 010001
Your number needs to be 6 digits so you will need to put a zero (0) in front of your number, and a 1 (for men) or a 2 (for women) behind your member number.

Renters: Enter your renter number. Example: 710001
Your number needs to be 6 digits so you will need to put a 1 (for men) or a 2 (for women) behind your member number.

If you are a new owner or renter your starting password will be 1234. Chelsea will ask you to change your password.



There are drop down boxes that will give you different options. They are located just below the Legends name. Click on the option you desire. You can add, edit or delete a request. You can review a tee sheet, alpha list or personal information. Under the information section you can review your schedule, requests, points and play history. The profile section allows you to edit your profile, and add or remove members on your buddy list.

The group option is not available.



Select your Request Date.

Select the time you would like to play.

You may select an earliest time. This means that when Chelsea is looking to place your group, she will **NOT** look before the "earliest time" you indicated. Select Player Information to proceed.

You can look up a Member Number by clicking on the magnifying glass.

If you have a guest playing with you, click the "no guest tab" and the option to select "guest" will appear. In the gray box to the right, enter the guest first and last name.

If you have members that you play with on a regular basis you can add them to your buddy list. Note the check box above the **Submit** button. If you have Members on your buddy list, click on the Buddy List Button located in the top center of the screen, and a dropdown will appear with your buddies on it.

When you have finished entering your players, select submit. Chelsea will give you a request confirmation #. If you have set up your email, you will receive a notice acknowledging your request.

MAKE A REQUEST

Tee Time Info | Player Info | Confirmation

Play Date: Select a Date
Requested Time: 08:00 AM

Course: The Legends Golf & Country Club

Buddy List

Member #

Guest #1

Guest First Name

Guest Last Name

No Guest

No Guest

No Guest

Add Members to Jeff Sarver's Buddy List

Submit

MAKE A REQUEST

Tee Time Info | Player Info | Confirmation

Your Tee Time request has been recorded.

Play Date: January 30, 2015 - Friday
Course: The Legends Golf & Country Club
Holes: 18
Requested Time: 08:00 AM

| Team | Player | Conf # |
|------|----------------------|--------|
| 1 | JEFF SARVER - 088201 | 47174 |

Repeat Request

Add Another Request

You can edit a request, or delete a request. Go to the request drop down and choose either edit or delete a request.

Enter your Member Number where indicated. All of the current requests you have in the system should be listed. Choose the confirmation number that you wish to edit or delete, and type it in the box where indicated. Hit the Continue button and a page will appear with your edit or delete confirmation information.

Main | Request | Review | Profile

EDIT A REQUEST

Hi! Jeff Sarver

Edit | Tee Time Info | Player Info | Confirmation

Member Number
Enter the member number to edit.

Confirmation Number
Enter the confirmation number to edit.

Enter the information above, or if you see the request below, click the confirmation number.

| Play Date | Time | Course | Captain | Player 2 | Player 3 | Player 4 | Link Card | Confirm # |
|-----------|----------|-----------------|-------------|----------|----------|----------|-----------|-----------|
| 1-30-2015 | 08:00 am | The Legends Gol | JEFF SARVER | | | | | 47174 |

Continue

Main | Request | Review | Profile

EDIT A REQUEST

Hi! Jeff Sarver

Confirmation

Your Tee Time edit request has been recorded.

Play Date: January 30, 2015 - Friday
Course: The Legends Golf & Country Club
Holes: 18
Requested Time: 08:00 AM

| Team | Player | Conf # |
|------|--|--------|
| 1 | JEFF SARVER - 088201 WILLIAM BOSCO - 012341 | 47239 |

Home

Request Review Profile

DELETE A REQUEST

Tee Time Info Confirmation

Member Number
 Enter the member number to delete.

Confirmation Number
 Enter the confirmation number.

Enter the information above, or if you see the request below, click the confirmation number.

| Play Date | Time | Course | Captain | Player 2 | Player 3 | Player 4 | Link Card | Confirm # |
|-----------|----------|-----------------|-------------|----------|----------|----------|-----------|-----------|
| 1-30-2015 | 08:00 am | The Legends Gol | JEFF SARVER | | | | | 47174 |

[Continue](#)

Request Review Profile

DELETE A REQUEST

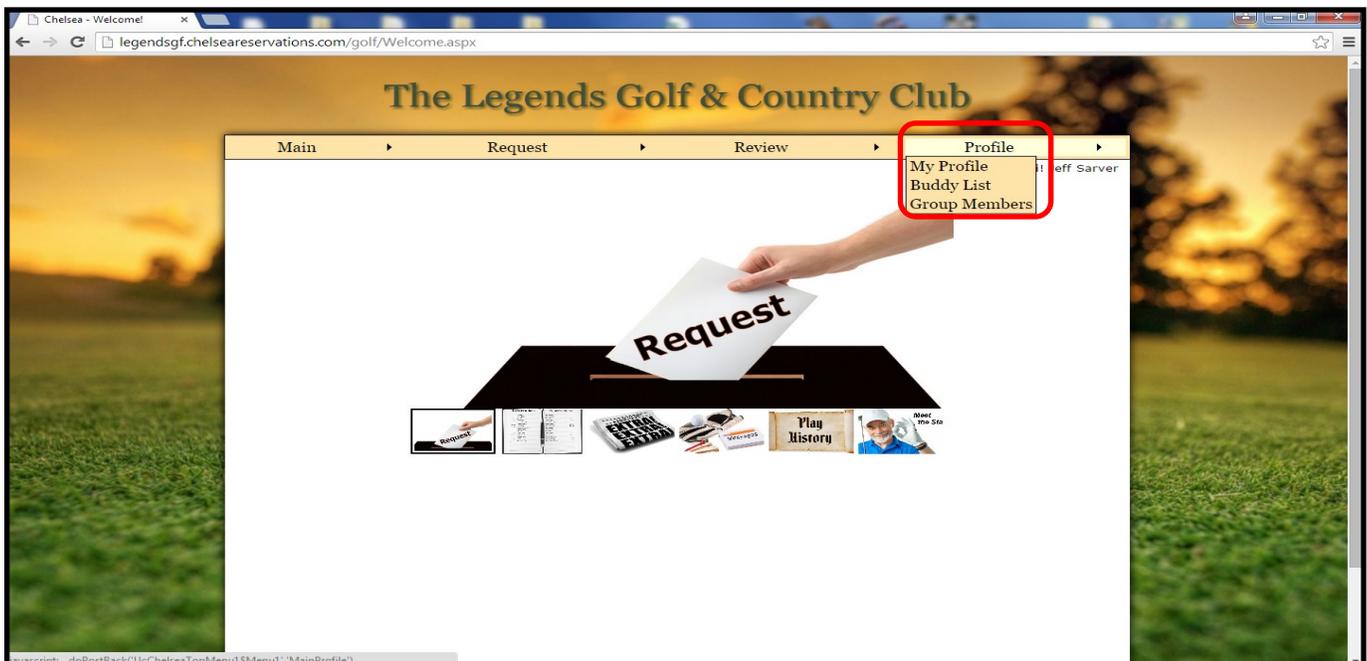
Tee Time Info Confirmation

Your deletion number is 47175

Player #
 1 JEFF SARVER - 088201

[Home](#)

**By selecting Profile / My Profile you can change your password, email address, or edit your phone #.
 You can also view your Chelsea play history points.**



By selecting the Review tab you will be able to see your schedule, your play history and your point history.

Main ▶ Request ▶ **Review** ▶ Profile ▶

REVIEW MY SCHEDULE Hi! Jeff Sarver



Tee Times for Jeff Sarver

| Play Date | Time | Course | Hole | Captain | Player 2 | Player 3 | Player 4 | Link Time | Group Name | Confirm # | Add to Calendar |
|-----------|------|--------|------|---------|----------|----------|----------|-----------|------------|-----------|-----------------|
|-----------|------|--------|------|---------|----------|----------|----------|-----------|------------|-----------|-----------------|

Main ▶ Request ▶ **Review** ▶ Profile ▶

REVIEW MY HISTORY Hi! Jeff Sarver

History for Jeff Sarver
Member Rounds: 3 Guest Rounds: 34



| Play Date | Course | Time Requested | Time Received | Player Rounds | Guest Rounds | Comment |
|-----------|---------|----------------|---------------|---------------|--------------|------------|
| 7-14-2014 | Legends | 07:30 | 07:30 | 0 | 1 | End of Day |
| 7-14-2014 | Legends | 07:30 | 07:30 | 0 | 1 | End of Day |
| 7-14-2014 | Legends | 07:30 | 07:30 | 0 | 1 | End of Day |
| 7-14-2014 | Legends | 07:30 | 07:30 | 0 | 1 | End of Day |
| 7-18-2014 | Legends | 14:15 | 02:15 | 0 | 1 | End of Day |
| 7-18-2014 | Legends | 14:15 | 02:15 | 0 | 1 | End of Day |
| 7-18-2014 | Legends | 14:15 | 02:15 | 1 | 0 | End of Day |

Main ▶ Request ▶ **Review** ▶ Profile ▶

REVIEW MY POINTS Hi! Jeff Sarver



Points for Jeff Sarver

| Play Date | Last Name | First Name | Course | Time Requested | Time Received | Player Points | Guest Points |
|-----------|-----------|------------|---------|----------------|---------------|---------------|--------------|
| 1-30-2015 | SARVER | JEFF | Legends | 08:00 | 08:00 | 1 | 0 |

By selecting Buddy List under the Profile Tab you can add a buddy, or delete a buddy.

You can also have multiple buddy lists.

We do not currently use the Group option.

The screenshot displays a web interface for managing a 'BUDDY LIST'. At the top, a navigation bar contains four tabs: 'Main', 'Request', 'Review', and 'Profile'. The 'Profile' tab is highlighted with a red rectangular box. Below the navigation bar, the page title 'BUDDY LIST' is centered, with the user's name 'Hi! Jeff Sarver' on the right. A help icon (a blue circle with a question mark) is located to the left of the list management fields. There are four input fields for buddy lists, labeled 'List #1', 'List #2', 'List #3', and 'List #4'. The 'List #1' field contains the text 'Main'. Below these fields are two buttons: 'Save' and 'Cancel'. Underneath the buttons is the heading 'Existing Buddy List'. To the right of this heading is a search section with the instruction 'Enter at least two letters of a name', a search input field, a 'Search' button, and the text '0 matches(Max 100)'. The main content area below the search section is currently empty.

Points System

Points will be awarded for play at the time the day is first processed. The final tee sheet will award points to the final changes made prior to play.

Walk-ins will be awarded points on the final tee sheet.

End of day points will be 1.0 point for both 9 and 18-hole play before 2 PM, or 0.0 points for play 2 PM or later.

The Legends Country Club will also use bonus points. The System will credit the end of day points by a .10 point for each 60 minutes difference between the requested and received time of play up to a maximum of .5 points.

You now have a request in the System which is stored with all other requests until actual times are assigned between 4PM and 6PM, four days prior to play.

Guest Play:

The guest will receive the same membership status as the sponsor and will assume the member's play points when calculating the team average. The member's points will be based on the member play points only.

Linked Groups:

Linked teams (both 9 and 18 holes) will assume the average of all linked teams for placement purposes. The maximum number of linked teams is 4.

For example, if the ranking of the first team of two linked teams is 4 and the second linked team is a 0, the overall linked team average is 2. If unable to place the linked teams together during placement, the teams will be placed on the Standby report unless the **Break the Link box** is checked. In that case the System will attempt to break up the groups, and place them accordingly.

During the placement of **requests**, singles will be matched with twosomes and threesomes. Twosomes will be paired together.

Singles cannot be placed in the captain's position, and will be placed on the "Standby Report" if no 2somes / 3somes exist when placing their request.

The team average is calculated from the total member play points of each player in the team, divided by the number of players in the team. The team averages with the lowest points are placed first with random numbers breaking ties.

Reasons for closing times, or the entire facility are as follows:

- Men's Day Event
- Ladies Day 18 Hole Event
- Ladies Day 9 Hole Event
- Couples Event

Basic Info

Tee time selection is based on play history.

The system looks back 19 days from the requested day. (ex. If we are processing for the 20th of the month the system looks at the 1st thru and including the 19th for points).

Players receive 1 point for each day they have received a time before 2:00. Including the times received but not yet used.

They also receive 1 point for each guest. (Ex. If a player receives a time with 3 guests he receives 4 points for that day). A member may sponsor a maximum of 3 guests. Having a guest should not affect the placement ranking.

Guests assume their sponsors points when creating a team average.

All the names go into a bucket with their preferred tee time on it.

Players may begin putting their names in the request register up to 7 days in advance of the day they want to play.

Being the first person into a request has no bearing on the outcome of the draw. It is pure lottery.

4 1/2 days in advance the lottery is run. (ex. Monday @ 4 for a Friday process)

Requests are ranked from the lowest point average to the highest with the lowest getting the first choice.

The team point average is determined by taking the number of players in the group adding their points and dividing by the number of players in the group.

Linked groups have a group point average assigned to each team based on the entire link. (Ex: One team has a 2 average, and one team has 4 average and they link, their linked groups have a 3 average.

Linked groups must have a minimum of 3 players in each group. (ex. 3 threesomes can link)

Maximum number of linked teams is 4

9 and 18 hole requests are be treated the same for point, ranking and placement purposes.

How the placement process works.

Teams are ranked low to high. Requests with the same play average should have ties be broken by random lottery to complete the ranking.

Low average gets the first time available as close to their requested time as possible.

High average gets what's left as close to their requested time as possible.

If there are no more times available the remaining teams in the lottery should be placed on stand-by.

Members have .1 credit for every 60 minute difference between the requested and received time. Up to a maximum of .5.

If a team is the only request in that time they are not guaranteed to receive it. It depends on whether or not it is available when the lottery gets to their team.

Linked groups should be placed together. When the lottery gets to a linked team (ex. If a linked team requests 7:00 – 7:07 – 7:15 and those times are available they should receive them if not they should be placed together in the closest 3 open spots that are in sequence). IF you select break the link and the system cannot find a spot together for your groups it will break the group up and place accordingly.

A single may be paired but not receive a time by themselves.

How does the ranking work?

When Chelsea processes a day (assigns tee times), she looks 18 days back from the day being processed. So if the 19th is being processed, all points accumulated from the 1st thru the 18th would be used in determining the ranking order. If she is processing the 20th, she would look back to the 2nd.

The teams are then ranked according to the average points of all the players in their team's request.

Example: A twosome is making a request: player A has 4 points, and player B has 2 points. The team average would be 3.

A threesome making a request on the same day: player A has 4 points, player B has 6 points, and player C has 3 points. The team average would be 4.33.

The final group in the example has 1 member with 2 points, the member has 3 guests. Remember, guests assume the members points, so the team average would be 2.

In this example all the teams want to play at 8:30.

The foursome receives the 8:30 time with the lowest average of 2.

The twosome receives the 8:37 time with the 2nd lowest average of 3.

The threesome receives the 8:22 time with the 3rd lowest average of 4.33.

Chelsea always tries to get the teams as near as possible to their requested times. She looks forward and backward to do that. When entering a request, teams may request a "not before time." IE: we do not want to play before 8:30. Using the example above, if the threesome had put a "not before 8:30," they would have been given 8:45 instead of 8:22—the nearest possible time not before 8:30.

Basic Weekly Events Schedule Excluding Special Events

| | | |
|-------------------------|----------------|--|
| <u>Sunday</u> | Open Play | Tee Times available beginning at 7:00 AM |
| <u>Monday</u> | Men's Day | Tee Times or 8:00 Shotgun. Open play following event. Must belong to the LMGA, one player signup. |
| <u>Tuesday</u> | 9-Hole Ladies | 8:30 Tee Times or Shotgun. Open play after Ladies. Must belong to the LLNHGA, one player signup |
| <u>Wednesday</u> | 18 Hole Ladies | 8:00 Shotgun. Open play before and following the event. Must belong to the LWGA, one player signup. |
| <u>Thursday</u> | Open Play | Tee Times available beginning at 7:00 AM |
| <u>Friday</u> | Open Play | Tee Times available beginning at 7:00 AM |
| <u>Saturday</u> | Open Play | Tee Times available beginning at 7:00 AM |

Requesting Tee Times through Chelsea

1. Sunday

You may request anytime Sunday, Monday, Tuesday or Wednesday until 4:00 PM. The pairings for **Sunday** will be made **Wednesday night**.

2. Monday

You may request anytime Monday, Tuesday, Wednesday or Thursday until 4:00 PM. The pairing for **Monday** will be made **Thursday night**.

3. Tuesday

You may request anytime Tuesday, Wednesday, Thursday or Friday until 4:00 PM. The pairings for **Tuesday** will be made **Friday night**.

4. Wednesday

You may request anytime Wednesday, Thursday, Friday or Saturday until 4:00 PM. The pairings for **Wednesday** will be made **Saturday night**.

5. Thursday

You may request anytime Thursday, Friday, Saturday or Sunday until 4:00 PM. The pairings for **Thursday** will be made **Sunday night**.

6. Friday

You may request anytime Friday, Saturday, Sunday or Monday until 4:00 PM. The pairings for **Friday** will be made **Monday night**.

7. Saturday

You may request anytime Saturday, Sunday, Monday or Tuesday until 4:00 PM. The pairings for **Saturday** will be made **Tuesday night**.

Schedule for Confirming a Tee Time

| | |
|-------------------------|---------------------------------------|
| <u>Sunday</u> | after 6:00 on <u>Wednesday</u> |
| <u>Monday</u> | after 6:00 on <u>Thursday</u> |
| <u>Tuesday</u> | after 6:00 on <u>Friday</u> |
| <u>Wednesday</u> | after 6:00 on <u>Saturday</u> |
| <u>Thursday</u> | after 6:00 on <u>Sunday</u> |
| <u>Friday</u> | after 6:00 on <u>Monday</u> |
| <u>Saturday</u> | after 6:00 on <u>Tuesday</u> |