

Staff Training Guide

About OneSpareTeeTime

A unique platform that your course uses to handle requests received from charitable organizations. You now have three easy ways to respond to requests (see below). We verify each non-profit's 501c3 status with the IRS. Plus, the non-profit must agree to promote your facility and provide you with valuable data (the contact information of the event planner and the winning bidder at the event).

Responding to Certificate Requests from Charities.

When a charity asks you for a golf certificate to use at their event, simply give them a "TravelPledge" postcard which shows them how to verify their 501c3 status and how to promote your course. You may also send them our canned (cut/paste) email or add our "Request Donation" button to your website and tell them to visit your website. All of this is available to you in your OneSpareTeeTime dashboard. These tools could easily save you up to 10 hours /week. Essentially, non-profits must simply do a one-time verification at getstarted.travelpledge.com.



Why your course uses OneSpareTeeTime

Your course receives a lot of requests from local non-profits and (in the past) has struggled to ensure tracking and adequate promotion. You want to make 100% sure that charities are legitimate and that they do a good job of promoting your course at their events. Your management team also wants to ensure that they collect contact information for the event planner and winning bidder so you can market outings and memberships to this important group.

Why Charities like it

While some event organizers might not like the idea of spending five minutes to set up an account, they quickly realize how valuable their TravelPledge account is. Why? We help them get fun experiences - vacations, golf, dinners, cruises, lessons, etc- that they can promote to raise money. No more hassling you each year, and it's far easier to promote your course at their events, and of course easier for them to raise more money!

What is "TravelPledge"?

TravelPledge is the brand familiar to charities that gets them access to the promotional materials that you post. If you're asked by an event planner about "TravelPledge", simply tell them that you are in fact a participating course that posts a set number of rounds each year for them to promote at their fundraisers. It's easy for the non-profits to set up an account. They pay us a small portion of the extra money we help them raise, and this is used to cover our costs. All net proceeds will go to support junior golf programs.

What to do when a Certificate is presented

When a golfer presents a certificate valid for a twosome or foursome of golf, please honor the certificate based on the details on the certificate and then (at your convenience) log in and mark the certificate as "redeemed". This prevents anyone else from using that certificate. Each certificate has a unique certificate number that is trackable.

Log in to mark "redeemed": OneSpareTeeTime.com/Account/Login

Your course manager has your login credentials
If you need help, call (877) 265-4273 ext 3

