



Subject: Junior Playing Event - Tee Times

Dear [insert parent's name],

Thank you for entering this week's Junior Playing Event, we're looking forward to seeing you and seeing your child out on the golf course.

Please find attached your child's tee time. We advise that you arrive at least 30 minutes before your child's tee time so you can register, pick up your child's scorecard and rules, allow time to warm-up, and be ready to start 10 minutes prior to your child's tee time.

We anticipate the award ceremony will take place at [insert time]. Please make sure you are able to attend to show your support for everyone that takes part.

Let me know if you have any questions, I look forward to seeing you soon.

Many thanks,

[insert coach name]

[insert coach title/position]