

# Golf Outing Pro Registration

The golf outing pro software is designed to simplify running and managing your golf outing. Through this website you can register teams, send emails out to your golfers, and even solicit tee sponsors. You may then send your website link to potential golfers to provide them the opportunity to register for your event. Your outing is already set-up and may be accessed with the following steps.

## Steps to Creating your Outing Website

1. Login at <http://app.golfoutingpro.com>
  - a. Username: your email address \_\_\_\_\_(supplied by LHGC)
  - b. Password: outings2015
  - c. Email [golf@locusthillsgc.com](mailto:golf@locusthillsgc.com) with issues logging in
2. Type in the information for your event under the website detail page
  - a. Please type in as much information as you can (description, format, pricing)
3. You may add or delete pictures under the website layout tab
4. Registration for Tee sponsors is available
  - a. Click on “sponsor packages” tab
    - i. Click on add new package and follow instructions
5. Selecting the “public” option under the outing type (bottom of website detail tab) will provide a link to your outing website on Locust Hills website
6. Once everything is completed check launch website box and hit “save changes button”
  - a. We recommend that you have golfers sign-up as foursomes
    - b. Online credit card processing is not available**
      - i. They must either mail a check to you or pay the day of the event**
7. Send out email with link to your website
  - a. The link to your website can be found above the editing tabs
8. Please email [golf@locusthillsgc.com](mailto:golf@locusthillsgc.com) for any questions

## Website Example:

