



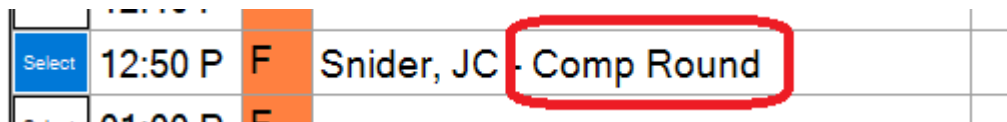
Proshop Tee Times – How to automate green fee and cart sales.

Many courses have over a dozen green fee options. You have members, seniors, juniors, employees, military, and general public (just to name a few). You probably have different seasonal pricing as well as weekend vs weekday pricing. You may have regular, matinee, and twilight pricing schedules all in one day. The matinee and twilight pricing may change based on the season. Billing the correct amount can be challenging.

Proshop Tee Times removes the complexity from each sale, while also reducing the amount of work and time required to complete the sale.

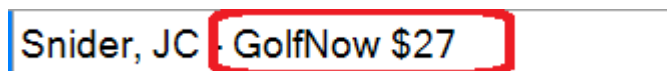
When you double-click a name on the tee sheet for the current day, Proshop Tee Times follows these steps to add a green fee (and sometimes cart) to the sale.

1. If the selected date is not the current date, a sale is not started and the process stops. This prevents you from accidentally selling a tee time for the wrong date.
2. If there is no name in the cell double-clicked, the UNKNOWN, UNKNOWN contact is added to the cell and the sale process continues.
3. The system checks to see if there is an OVERRIDE ROUND TYPE associated with the tee time.



If so, a sale is started and the specified override round type is charged. For example, the Thursday afternoon rate for a guest might normally be a Twilight Round, but you may want players between 5PM and 5:32PM to get charged for a League Round. [Click here to learn how to setup Round Type overrides.](#)

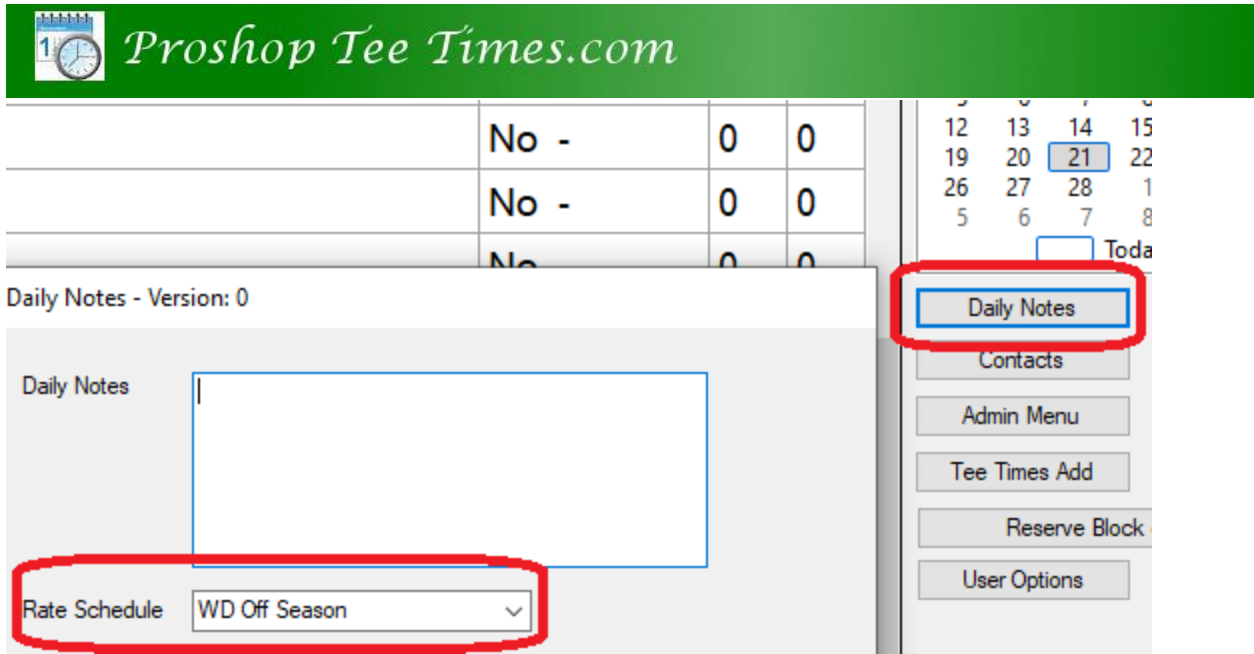
4. If no override round type was specified, the system looks for a dollar sign in the tee time notes.



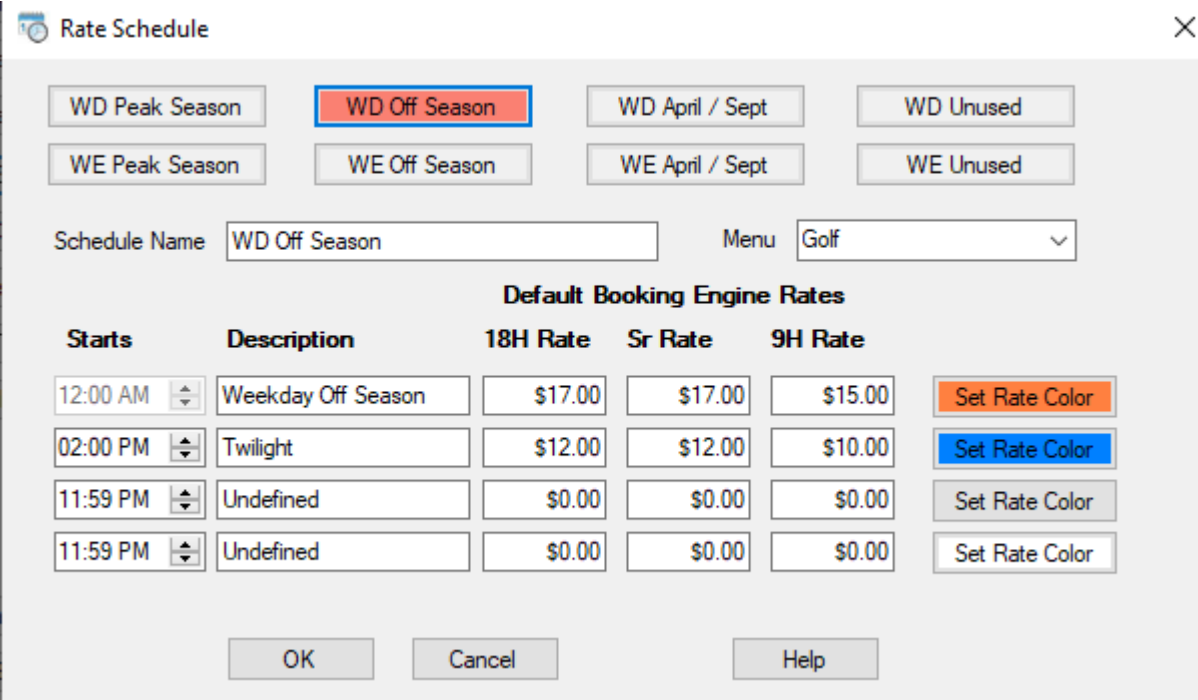
If it finds a price, it assumes this is a tee time from an on-line booking engine like GolfNow. If an ON-LINE TEE TIME item is defined in the COURSE INFO, then the online tee time item will be sold with the associated price. [Click here to learn about ON-LINE TEE TIMES.](#)

5. If no override round type is specified and no dollar sign in the tee time notes, then the system gets the Contact Type of the name that was double clicked. Each customer is given a Contact Type. Examples are (Guest, Member, Senior, Junior, Employee, etc). **Click here to learn about setting up CONTACT TYPES.**

6. The system gets the RATE SCHEDULE for the current day. You can see / set the RATE SCHEDULE by clicking on the DAILY NOTES button under the calendar on the tee sheet.



7. The system determines TIME SLOT based on the tee time and RATE SCHEDULE. Every RATE SCHEDULE has at least 1 TIME SLOT and can have up to 4 TIME SLOTS. The first TIME SLOT is the START OF DAY. If there is a second, it might start at noon and be called MATINEE. There may be a third start starts at 5PM that is called TWILIGHT.



In the above example, we are looking at the WD OFF SEASON rate schedule. Each rate schedule starts at midnight. In the above example, the TWILIGHT rates start at 2PM. The other two rate schedules start at 11:59PM (which means they are not used). **Click here to learn more about RATE SCHEDULES.**



8. The system looks at RATE SCHEDULE in the MAINTAIN CONTACT TYPES screen. Using the CONTACT TYPE and TIME SLOT, it finds the correct green fee item to charge.

ContactTypes							
WD Peak Season		WD Off Season		WD April / Sept			
WE Peak Season		WE Off Season		WE April / Sept			
Contact Type			Color	Weekday Off Season	Twilight	Undefined	Undefined
5 Day Annual	Coop	Paste	Color	Member Round - 18	Member Round - 18		
Employee	Coop	Paste	Color	Employee Round	Employee Round		
Guest	Coop	Paste	Color	18 Hole Regular Winter	Twilight Weekday		
Junior Member	Coop	Paste	Color	Member Round - 18	Member Round - 18		
Limited	Coop	Paste	Color	Member Round - 18	Member Round - 18		
Member	Coop	Paste	Color	Member Round - 18	Member Round - 18		
Senior	Coop	Paste	Color	Senior Round	Twilight Weekday		
Unlimited	Coop	Paste	Color	Member Round - 18	Member Round - 18		
Weekday Member	Coop	Paste	Color	Member Round - 18	Member Round - 18		

In this example, the customer is a GUEST and the time is before the 2PM twilight time.

9. The green fee item can be setup to include a cart by editing the green fee item, and clicking INCLUDE WITH ON SALE. Then select the appropriate cart item to charge with the green fee.

Description	18 Hole Regular Winter		
Pref Vendor	...		
Cost	\$0.000	Price \$22.00	Min Price \$22.00
MSRP	\$0.00	Member Price \$20.00	Emp Price \$22.00
On Hand	-37.000	Adjust	Receive
Reorder Qty	0		
Tax Rate	No Tax	Price Includes Tax <input type="checkbox"/>	Inventory Item <input type="checkbox"/>
Tee Time	<input checked="" type="checkbox"/>	Tee Time Pass <input type="checkbox"/>	Kitchen Item <input type="checkbox"/>
Combo Item	<input type="checkbox"/>	Cart Rental <input type="checkbox"/>	Bar Item <input type="checkbox"/>
Active	<input checked="" type="checkbox"/>	Range Servant <input type="checkbox"/>	Loyalty Rewards <input type="checkbox"/>
		Require Cust Name <input type="checkbox"/>	Purchased with Points <input type="checkbox"/>
Common Notes			
OK	Cancel	Include With on Sale	Deplete Also
		Barcodes	



Proshop Tee Times - Round Type Overrides

By default, when you double-click a name on the tee sheet, the system will start a sale and add the appropriate green fee to the sale based on the day of the week, time of day, season, and contact type. However, there are times you will want to override this formula. For example, you may want to charge a group a “Comp Round” or you may want to charge the Thursday Night League pre-defined league green fees. There are three ways to specify a round type override.

When booking a tee time, after you select the contact from the list, you will see the “Tee Time Add” screen where you specify the number of players. You can also specify the round type override.

The screenshot shows a web form titled "TeeTimeAdd" with the following fields:

- Player: Snider, JC
- Phone: [Empty]
- Cell: 5022222202
- Contact Type: Guest (dropdown)
- Email: [Empty]
- Notes: [Empty]
- Warning: [Empty]
- # of Players: 1 (dropdown)
- Tee Time Notes: [Empty]
- Round Type: [Empty] (dropdown, highlighted with a red circle)

At the bottom of the form are two buttons: "OK" and "Cancel".



The second way is to click the SELECT button to the left of a tee time that has already been entered. You can change the round type override for one or multiple players.

Tuesday, February 21, 2023 11:50 A

Clear All Delete Tee

	Player	Tee Time Notes	Confirmed	Round Type
Player 1	Snider, JC <>		<input type="checkbox"/>	
Player 2	Snider, JC <>		<input type="checkbox"/>	
Player 3	Snider, JC <>		<input type="checkbox"/>	
Player 4	Snider, JC <>		<input type="checkbox"/>	

If you want to change the round type override for multiple groups, you can select multiple tee times.

Select	05:10 P	F	
Select	05:20 P	F	
Select	05:30 P	F	League, Thursday
Select	05:40 P	F	League, Thursday
Select	05:50 P	F	League, Thursday
Select	06:00 P	F	League, Thursday

In the example above, we clicked on "05:30 P" and while holding the mouse button down, we move the mouse to "06:00 P", then we stopped holding the mouse button down. At this point, we are given a pop-up menu. One of the options is "Set Round Type to Charge".



Select	05:30 P	F	League, Thursday
Select	05:40 P	F	League, Thursday
Select	05:50 P	F	League, Thursday
Select	06:00 P	F	League, Thursday
Select	06:10		
Select	06:20		
Select	06:30		
Select	06:40		
Select	06:50		
Select	07:00		

- Reserve Tee Times
- Reserve For Event
- Un-Reserve Tee Times
- Clear Tee Times
- Delete Tee Times
- Copy
- Message Players
- Nine Holes Only
- Set Round Type to Charge
- Refund Booking Fees

When we click "Set Round Type To Charge", we are given a list of possible green fees. After selecting, "League Fee \$20", our tee sheet looks like this.

05:30 P	F	League, Thursday - League Fee \$20	League, Thursday - League Fee \$20	Leagu
05:40 P	F	League, Thursday - League Fee \$20	League, Thursday - League Fee \$20	Leagu
05:50 P	F	League, Thursday - League Fee \$20	League, Thursday - League Fee \$20	Leagu
06:00 P	F	League, Thursday - League Fee \$20	League, Thursday - League Fee \$20	Leagu

When we double-click one of these cells, it will start a sale and charge the "League Fee \$20" instead of the normal Twilight green fee.



Proshop Tee Times – OnLine Tee Times

Proshop Tee Times has interfaces with several booking engines that have dynamic pricing. These booking engines have the ability to add names directly to your tee sheet. They can also pass notes and special pricing. When this happens, the notes and pricing appear next to the name on the tee sheet. When this happens, the tee sheet will look like this.

04:10 P	F	Snider, JC - GolfNow - Charge \$33	Snider, JC - GolfNow - Charge \$33
---------	---	------------------------------------	------------------------------------

Normally, when you double-click a name on the tee sheet, the system will start a sale and add the appropriate green fee based on the current rate schedule, time of day, and contact type. However, if there is a price in the tee time notes, and you have an “On-Line Tee Time Item” defined, the system will start a sale and add the “On-Line Tee Time Item” with the correct price.

To setup an “On-Line Tee Time Item”, create a new item called “Internet Round” and make sure it is marked as a tee time item. You may also want to create an “Internet Cart” item as well.

After you create these items, go to the ADMIN MENU and click COURSE INFO.

Course Info

Course Name	<input type="text" value="Lake View CC"/>	Course ID	<input type="text" value="1"/>
Peak Season Starts	<input type="text" value="0401"/> Enter in MMDD format		
Off Season Starts	<input type="text" value="1001"/> Enter in MMDD format		
	<input type="button" value="Edit Default Tee Times"/>		
Interval	<input type="text" value="9.0"/> How many minutes between tee times.		
Carts Warning	<input type="text" value="5"/> About Carts Warning		
Show Pricing Columns	<input type="text" value="None"/> Show dynamic pricing columns on teesheet.		
Copy Pricing to Booking	<input checked="" type="checkbox"/> When manually entering name on teesheet, copy dynamic pricing to booking notes.		
Enable On Line Bookings	<input checked="" type="checkbox"/> Allow customer to make tee times online.		
Schedule Rule	<input type="text" value="14 days out"/> How many days in advance can players make tee times on line.		
Require Email	<input type="text" value="1. Do not require an email address when booking on line."/> On Line Booking Options		
Use On-Line Pricing	<input checked="" type="checkbox"/> Use price supplied by on-line booking engine.		
On-Line Tee Time	<input type="text" value="Internet Round"/> ... When using on-line price, this item will be added to the sale automatically.		
Sell with On-Line Booking	<input type="text" value="18 hole 1/2 cart"/> ... When using on-line price, this item will be sold also as part of that price.		

Click the button next to “On-Line Tee Time” and select the item you want to sell for on-line tee times when a price is in the tee time notes.



You can also specify the cart to “Sell with On-Line Booking”. In some cases, green fees are taxed, but carts are not (or vice-versa). In this case, you may want to have a cart sold with the green fee. The cart will always be the same price, then the green fee will be the remaining amount due. We recommend you work with your accountant to find the right way to legally minimize tax liability.