

Dear Memorial Tournament Patron,

On behalf of Nationwide Children's Hospital and the Memorial Tournament, we **THANK YOU** for supporting the **Memorial Patron Will Call (MPWC)** hosted by the Women's Division Committee of the Memorial Tournament, an auxiliary group of volunteers serving Nationwide Children's Hospital. Our goal is to provide the community with a convenient and efficient means for exchanging Memorial Tournament badges. The fees we collect benefit the Memorial Tournament Neonatal Intensive Care unit at Nationwide Children's Hospital. The **MPWC** is pleased to offer two different levels of service, Premium Service and Standard Service.

### **PREMIUM SERVICE**

The MPWC Premium Service handles the exchange of badges throughout tournament week. The Premium Service is offered for a requested minimum fee based upon the number of total badges. The minimum fee for Premium Service is:

1- 6 badges	\$ 75
7- 20 badges	\$120
21- 30 badges	\$180
31- 40 badges	\$255
41- 50 badges	\$320
51- 70 badges	\$380
71- 90 badges	\$480
91- 125 badges	\$580
125+ badges	\$680

**Step 1:** Complete the Premium Service Enrollment Form.

**Step 2:** Complete a Daily Guest List for each day of the Tournament with the names of each guest using yours/your company's badges.

**Step 3:** Drop off enrollment form, daily guest list(s), badges and payment to the MPWC during Tournament Week. Make checks payable to **NATIONWIDE CHILDREN'S HOSPITAL FOUNDATION**.

*We take care of the rest!*

### **How to help assure everything goes smoothly during Tournament week:**

- Please list more than one contact person. Our job is to make sure the guest(s) you designate are the ones who receive your badges. In the event a question arises, then your contact person(s) is who we turn to for confirmation. *For example:* Person "A" comes into the **MPWC** requesting a badge; but, Person "B" is on your guest list for that day. The **MPWC** will first check for an email authorizing a change, if none is found, your contact person(s) will be called. If your contact is not available to authorize the change, Person "A" will NOT receive the badge.
- Complete a Daily Guest List for each day of the tournament. If you offer Clubhouse Badges, parking passes or Hospitality Tent passes for specific guests please designate "**C**" for Clubhouse, "**PK**" for Parking Pass and / or "**H**" for Hospitality Tent in the appropriate column.
- Email changes to your Daily Guest lists to [willcall@thememorialtournament.com](mailto:willcall@thememorialtournament.com)

- Include your name/your company's name and phone number on the back of each badge. We recommend using pre-printed labels or a permanent, waterproof marker.
- **IMPORTANT:** Let your guests know the name you used to set up your MPWC account (i.e. your name/ your company's name). All badges are tracked by your name or your company's name, not by your guest's names.
- Tournament patron badges will be for sale at the MPWC during Tournament week if you need additional badges.

**Check-in and out process for Tournament week:**

- MPWC volunteers will check a photo I.D. to assure the person picking up a badge is on your guest list.
- It is your company's responsibility to assure all badges are returned to the MPWC each day for the next day's use. To assist you, the MPWC will make every attempt to call your designated contact person(s) regarding unreturned badges. Once a badge is released to your guest, the MPWC is not responsible for the badge, or its return. Nationwide Children's Hospital, the Memorial Tournament, The Women's Division Committee and MPWC volunteers will not be held responsible for unreturned, lost, stolen or otherwise unavailable badges.

**STANDARD SERVICE**

This service provides a **one-time** Guest Pass pick-up. When you drop off your badge, you will designate the name of the person who will pick-up. **NOTE:** these badges are NOT returned to the MPWC.

- The minimum fee for Standard Service is \$5.
- Make checks payable to NATIONWIDE CHILDREN'S HOSPITAL FOUNDATION.
- Patrons picking up badges will be required to show a photo I.D. before a badge is released.

**MPWC** hours of operation:

- Monday, May 31, 2010                    1:00 p.m. until 5:00 p.m.
- Tuesday, June 1, 2010                7:00 a.m. until 7:00 p.m.
- Wednesday, June 2, 2010            7:00 a.m. until 7:00 p.m.
- Thursday, June 3, 2010              7:00 a.m. until 7:00 p.m.
- Friday, June 4, 2010                 7:00 a.m. until 7:00 p.m.
- Saturday, June 5, 2010              7:00 a.m. until 7:00 p.m.
- Sunday, June 6, 2010                7:00 a.m. until 3:00 p.m.

*In the case of a rain delay, **MWPC** will close one hour after the end of play.*

Thank you for your support of Nationwide Children's Hospital and the *Nationwide Children's Hospital Memorial Will Call*. We look forward to working with you and your guests as you enjoy the 2010 Memorial Tournament.

Sincerely,

Bridget Quinlisk  
2010 Chair, **MPWC**  
(614) 579-0407

Paula Brose  
2010 Assistant Chair, **MPWC**  
(614) 312-2211