

## **SOP: Pickleball Tournament Booking & Payment Options**

### **Tournament Court Rental Options**

#### **Option 1**

- 3 courts (1,2, and 3)
- \$180 per hour (minimum 2 hours)
- Equivalent: \$60/hour per court

#### **Option 2**

- 5 courts (4,5,6,7, and 8)
- \$300 per hour (minimum 2 hours)
- Equivalent: \$60/hour per court

#### **Option 3**

- All 8 courts
- \$480 per hour (minimum 2 hours)
- Equivalent: \$60/hour per court

### **Payment Policy**

- All payments are final (no refunds).
- Deposit: \$300 non-refundable deposit required to hold the date.
- Balance: Due one (1) week prior to the event.
- Date Holds: Dates may be held for 7 days pending deposit, unless otherwise arranged.

### **Payment Methods**

[DEPOSIT](#)  
[BALANCE](#)

### Preferred Method: Stripe Payment Links

- Use provided Stripe links to pay Deposit and Balance.
- Balance payments require coupon code DEPOSIT300 to apply the deposit.
- Steps:
  1. Adjust quantity to match the number of court hours.
  2. Enter coupon code **DEPOSIT300** at checkout.
  3. Submit payment. Confirmation will be emailed.

### Check Payments (*only if necessary*)

- Must be submitted to the Accounting Department at least one (1) week prior to event.
- If paying within 48 hours of the event, payment must be made via cashier's check only.