



**DEPARTMENT OF THE AIR FORCE**  
**HEADQUARTERS 51ST FIGHTER WING (PACAF)**  
**UNIT 2067**  
**APO AP 96278-2067**

MEMORANDUM FOR ALL OSAN GOLF COURSE PATRONS

FROM: 51 FW/CC

SUBJECT: Golf Course Tee-Time Policy

1. IAW AFI 34-101 *Air Force Golf Course Program*, the installation commander approves the golf course tee time policy. The tee time policy for The Lakes at Osan Golf Course is outlined below.

2. Tee times will be accepted in the following priority:

**Priority 1:** U.S. active duty military and their family members assigned to Osan AB may make tee times starting at 0700 Wednesday for the upcoming weekend or Monday holiday. These groups must be comprised of at least three active duty military or their family members.

**Priority 2:** All other active duty military and their family members may make tee time reservations starting at 0700 Thursday for the upcoming weekend or Monday holiday. There are no restrictions on the composition of these groups but must be a minimum of 3 and maximum of 4.

**Priority 3:** All other authorized U.S. ID card holders not falling into Priority 1 and Priority 2 above may make reservations starting at 0800 Thursday for the upcoming weekend or Monday holiday. There are no restrictions on the composition of these groups but must be a minimum of 3 and maximum of 4.

**Priority 4:** Active duty ROK military, associate members, and any other eligible patrons assigned to Osan AB, may make tee times starting at 0900 Thursday for the upcoming weekend or Monday holiday. There are no restrictions on the composition of these groups but must be a minimum of 3 and maximum of 4.

3. Tee times will only be taken for weekends and U.S./Korean Holidays. When U.S. or Korean holidays fall on a Tuesday through Friday, tee time reservations are taken 4 days prior to the holiday for U.S. active duty military and 3 days prior for all other eligible personnel. Individuals requesting tee times must have at least 3 players to make up a group. Changes to a scheduled tee time must be made prior to close of business the day before the scheduled tee time. Player changes must be within the same eligibility category (i.e., active duty assigned to Osan AB, etc.). Only 1 tee time per individual per call is permitted.

4. Individuals who fail to honor their reserved tee time without prior notice will not be authorized reservations for the following weekend/holiday. This includes repetitive no shows of a group for more than 1 time.
5. Reservations are non-transferable. The person making the tee time must be present at least 20 minutes prior to play. Guests must play with the sponsor and only 1 tee time may be reserved for each day. If only 1 player from the reserved group shows for a scheduled tee time, that player will be placed on the waiting list.
6. Standing tee times are reserved as authorized by 51 FW/CC (Atch). These tee times are not transferable. Normally, these tee times will be confirmed/released by 1600, on the Tuesday prior to the weekend. Failure to confirm 20 minutes prior to tee time can result in forfeiture of the reserved tee time.
7. The tee time reservation policy is monitored by the Golf Course Manager for compliance. Fraudulent actions, such as giving false names or misstating base of assignment or attempts to circumvent the tee time system policy to acquire tee times may result in the suspension of future tee time reservation and/or playing privileges.
8. For further information, questions, or clarification, please call the Golf Pro Shop Tee Time Hotline at DSN 784-4128.

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WILLIAM H. McKIBBAN, Colonel, USAF  
Commander

Attachment:  
Standing Tee Times

## **STANDING TEE TIMES**

**7 AF/CC** – 2 tee times for Saturday, Sunday, and US holidays

**51 FW/CC** – 2 tee times for Saturday, Sunday, and US holidays

**AFOC/CC** – 5 tee times for Saturday, Sunday, and Korean holidays observed by Osan AB only.

**Korean Employee Golf Association (KEGA)** – 6 tee times per day on Korean holidays and 2 tee times for Saturday and Sunday at 1045 & 1145. The exact times will be determined at the request of KEGA for approval by the Golf Course Manager and must be used by KEGA members only. The names of players for the reserved times must be provided to the Pro Shop not later than Friday prior to the weekend or holiday. In the event a 51 FSS sponsored tournament is held, these tee times will be cancelled at the discretion of the Golf Course Manager.

**NOTE:** Requests for changes to weekend/holiday standing tee times and/or requests for additional tee times requires the approval of the 51 FW/CC after coordination/recommendation of the Golf Course Manager or the Golf Course Assistant Manager. These type actions must be requested far enough in advance to receive approval/disapproval at least five days before the upcoming weekend or holiday.