

# For Referees & TD's

How to access the Junior Suspension Code of Conduct Reports

For access, the online sanction form must be checked to allow you tournament access (Referees) or you must be the TD listed for this tournament

## Login or Create Your USTA Account

1. Go to [www.nctennis.com](http://www.nctennis.com). On the top right side find Quick Hits & click on tennislink
2. Log in to your Tennislink account- Your USTA# or email address & password of choice.
3. No account, create an account- follow the prompts.
4. Make sure you are on the tournament side of tennislink, not league- click tournaments in the top menu if necessary.
5. Now you should see Welcome & your name & TDM info
6. Scroll down. On the right hand side you will see ADMINISTRATION
7. Find Player Violations & open
8. Under "add Player violation search" complete the information required & click search
9. Under search results click on players UTA #
10. Add Player violation under violations. Complete all. Click save. Info can be edited & deleted.
11. A PDF can be saved to your desk top or put directly into an e-mail to send the player. The email address can be found in TDM. If no e-mail, please send by postal e-mail.