

Adult Tournament Home Page Notes

North Carolina Tournament Director (L5-L7),

In order to ensure our players have the best experience possible at your tournament, we will be requiring the following information to be displayed on your tournament home page. If some of this information is unavailable at this time, a "TBA" will need to be put in place to show the players this information is coming. Individuals from the USTA NC office will be checking in to ensure this information is listed. Thank you in advance for your cooperation as we work together on ensuring your players have all of the information they need for your tournament.

**Please note that some tournaments are National and Southern level tournaments and they may have different tournament home page requirements and you must make sure you are compliant with those.*

For all sanctioned tournaments that have some straight level NTRP events (3.0, 3.5, 4.0 etc.) must have this at the top of their tournament info

If you have any events that are not in this, make sure to specify that those events will not go towards their respective ranking

Come join us for this stop along the Tarheel Trail to Nationals! Players can play in this tournament to gain ranking points to go towards their Southern ranking to try and earn a bid to the NTRP National Championship. Become a *Trail Blazer* by playing in tournaments throughout the year or become a *Trail Buddy* by recruiting players to play in tournaments. [For more information click here!](#) If you have questions about the trail please email nick@nctennis.com.

Specific "Insert Name of Tournament" Tournament Details Below:

All tournaments must have the following:

TD Contact Information:

- *Insert the TD Name and Email here*

Referee:

- *Insert the name of the Referee or adjust the above to read "TD/Referee Contact Information"*
If you will have another person helping you run the event at the desk with you, please put their name here too

Doubles Registration Instructions:

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- *Hyperlink the customer care page for instructions*

Entry Fee discounts:

- *(if any) and entry limits (example, players can play two events but cannot be two singles or two gendered doubles or two mixed doubles)*

Draw Limits:

- *It is important to put this on your page. If you are potentially going to be taking more players depending on registrations, please include that here. (example: Draw limits are 8. Please note that we may be able to accommodate more and will make that decision after registration closes and if we have the space to accommodate)*

Selection Criteria:

- Make sure to put your selection criteria on your tournament. Depending on the level of your tournament would determine what options you may be able to choose from.
- The two options would be Top Down By Ranking or First Come First Served.
 - o If you do Top Down By Ranking we would encourage you to then do First Come First Served if you still have spots after the players with a ranking have been selected, to then fill the remaining spots by their registration date.

Draw Formats:

- *Must include your plans for draw format (if you want to guarantee at least two matches, please say that. This would be the minimum you would want to guarantee)*
- *Make sure to specify how you will treat Draws with 4 people (should be round robin) and 5 players (HIGHLY encouraged to do round robin)*

Scoring Formats:

- *Make sure to put your intention on scoring formats. If you plan on shortening scoring for consolation or something like that make sure put that. Or if you will shorten if you get a lot of registrations, make sure to put that on here that it could go to that based upon registrations*
- *The scoring formats must be approved scoring formats per your level of tournament (Please refer to NC State Rules and Regulations if you have questions on approved formats)*

Scoring Formats:

- Make sure to put how you will do selections.
 - o Your options are First Come First Served or by Ranking (if you go by ranking, you can do first come first served if there are several players who don't have rankings and you still have spots in the division)

Player Amenities:

- *Will you be providing a player gift or lunch or snacks etc.*

Inclement Weather (If needed. This will go on your homepage when you start experiencing and planning for inclement weather)

- *If you are anticipating inclement weather, please start communicating plans and put that towards the top of your page. Please put it right underneath the tournament contact information. **Make sure to timestamp this information when you are making updates during your tournament.***
- *You may switch to a shortened scoring format in the event of inclement weather*
- *For inclement weather we must see that you go through the following steps before cancelling a tournament:*

FIRST PRIORITY

1. Create and place an "Inclement Weather" space at the very top of your Tournament Homepage. When any updates are posted include the time. As new notes are added place them above the previous note with

the timestamp included.

- Ex. "Inclement Weather"

- 8:30 am update:

Matches in-progress will begin at 11:00 am, report to Tournament Desk at 10:45 am.

All other matches are operating on a 3-hour delay. For ex, if your match was scheduled for 9:00 am, it is now scheduled for 12:00 pm. Report to the Tournament Desk 15 minutes prior to new start time.

2. DO NOT CANCEL ANYTHING BEFORE 12:00pm

ORDER OF PLAY IF MATCHES HAVE BEGUN

1. Resume matches which had begun play (in the format they started)

2. Short-Scoring

- No-Ad (referee may determine at any time)

- Remember that the head referee (or TD if you are serving in the TD/Referee Dual Role) can make the decision to go to no-ad scoring, if need be, to help with delays and to get caught back up (no-ad would be the first option if you must, prior to short sets).
- If you are forced to go to short sets, please text/email USTA NC staff and only do that as a last resort and only as long as you must, then go back to regular scoring if possible.
- Consult with your head referee and try and have a back-up schedule/plan in place if you have not done so already.