Your USTA membership turns obstacles into OPPORTUNITY

“I’ve always wanted to try tennis and now it’s finally coming to my school because the USTA/Midwest Section has trained my gym teacher. With QuickStart Tennis, even though we don’t actually have the courts at my school, my friends and I can still learn the game. I can’t wait to start playing.”

Join the USTA. Expand the game.
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The USTA/Midwest Section has implemented a new Junior Tennis Pathway for 2011. The QuickStart Tennis play format is a key component of the progression for 10 and under players. The Junior Tennis Pathway provides developmental stages featuring age appropriate balls, racquets, and court sizes. In the past, children have tried the game of tennis using a yellow ball, and an adult-sized racquet on a full (78’) court. As a result, many of these children lose interest due to lack of success because the equipment does not correlate with the size of the player. The QuickStart Tennis play format scales the game down to the size of the child through the use of age appropriate balls, racquets and courts. Utilizing these specifications, the QuickStart Tennis play format allows the child to learn the game faster and have greater success. For many years, countries around the world have been training their 10 and under players using program formats similar to QuickStart Tennis. These program formats have produced some of the world’s top professionals including Roger Federer, Justin Henin, Kim Clijsters and others. The success of these programs demonstrates why QuickStart Tennis is such a vital part of the USTA/Midwest Section Junior Tennis Pathway.

Through the Junior Tennis Pathway, a club, school, park and recreation department and other public facility can host a QuickStart Tennis Play Format Junior Tennis Event. Your participation is vital to the future of the game in the USTA/Midwest Section.

This manual has been produced by the USTA/Midwest Section to assist individuals in conducting USTA-sanctioned QuickStart Tennis play format junior tennis events. This manual does not cover every aspect of running a USTA-sanctioned QuickStart Tennis play format junior tennis event. It is a compilation of guidelines that will assist you in creating a fun, action-packed event for all of our 10 and under players. In addition to this manual, the USTA/Midwest Section website midwest.usta.com provides information and resources to assist you with ordering equipment, event promotion, and more.

We hope you find this manual to be useful as you prepare for your next event. If you have any questions, comments or need additional information, please contact the USTA/Midwest Section:

USTA/Midwest Section
1310 East 96th Street, Suite 100
Indianapolis, IN 46240
Phone: 317-577-5130
Fax: 317-577-5123
www.midwest.usta.com
Currently, the USTA/Midwest Section conducts several 10 and under junior tournaments throughout the seven states area. The majority of these events have players use a yellow ball, and regular adult-sized racquets on a 78’ court. Most 10 and under players struggle to cover the full size court which leads to unrealistic footwork patterns, shorter points, and lack of tactics during point play.

After more research, it has been determined that the type of ball, racquet size and court dimensions are key components to the development of young players from a technical to tactical perspective. In an effort to create a true Junior Tennis Pathway that will address the above concerns, several changes have been implemented in 2011. The following chart will explain the USTA/Midwest Section Junior Tennis Pathway (a full page version is available in Appendix A).

<table>
<thead>
<tr>
<th>STAGE</th>
<th>AGE</th>
<th>BALL</th>
<th>COURT</th>
<th>NET HEIGHT</th>
<th>SCORING</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>RED</td>
<td>5-8</td>
<td>Red foam or felt</td>
<td>78’ x 18’</td>
<td>3’ 9”</td>
<td>Two out of three, 7-point tiebreaks (official USTA rule for 8 &amp; Under competition)</td>
<td>Slower balls, smaller courts and shorter racquets enable young players to rally and play much longer. Players start to play individual and team games and are able to develop advanced techniques and tactics. All USTA/Midwest Section sanctioned tournaments must use these specifications.</td>
</tr>
<tr>
<td>ORANGE</td>
<td>9-10</td>
<td>Orange</td>
<td>60’ x 18’, 60’ x 27’ doubles</td>
<td>3’ 6” at net posts, 25” and below</td>
<td>Two out of three, 4-game sets using no-ad scoring and a 7-point tiebreak at 4/4. Third set is a 7-point tiebreak</td>
<td>The court is larger and the ball is faster than the Red ball but continues to provide an optimal striking zone and the ability to implement advanced techniques and tactics. Matches are longer and play both team and individual events. The USTA/Midwest Section recommends these specifications for 9 &amp; Under Quickstart Level 7 sanctioned tournaments.</td>
</tr>
<tr>
<td>GREEN</td>
<td>10 &amp; under</td>
<td>Green</td>
<td>78’ x 27’, 78’ x 36’ doubles</td>
<td>3’ 6” at net posts</td>
<td>Two out of three sets with match tiebreak for the third set</td>
<td>The Green ball is faster than the Orange ball but still slower and lower bouncing than the Yellow ball. This helps players to continue to develop good technique, movement, as well as implement advanced tactics. Both team and individual events are played. The USTA/Midwest Section recommends this stage for training and it is required in all Level 1-4 tournaments in the USTA/Midwest Section-Peak Points per Round program.</td>
</tr>
<tr>
<td>YELLOW</td>
<td>11 &amp; over</td>
<td>Yellow</td>
<td>78’ x 27’, 78’ x 36’ doubles</td>
<td>3’ 6” at net posts</td>
<td>Any scoring system within the Rules of Tennis</td>
<td>Once players have progressed through the Red, Orange and Green stages, they are ready to train and compete with a Yellow ball on the full court.</td>
</tr>
</tbody>
</table>

The USTA/Midwest Section Junior Competition Committee and Midwest Coaches Commission recommend that all 10 & Under competition and training should be organized using slower Red, Orange, and Green balls on the appropriate-sized courts with the appropriate-sized racquets. Please Note: Some players may progress through the USTA/Midwest Section Junior Tennis Pathway faster than other players.
SECTION 2: USTA/Midwest Section Junior Tennis Pathway Overview

The QuickStart Tennis play format is tennis scaled to fit the size, age and abilities of young players. Each stage is based on six key specifications:

**RED STAGE**

*Age* - 5 to 8 year old players (co-ed)

*Ball* - Foam or felt balls that are larger and 75% slower than yellow ball

*Court* - 36’ x 18’ (doubles sideline to doubles sideline)

*Net Height* - 2’9”

*Racquets* - 19”, 21” and 23” in length

*Scoring* - Two out of three 7 point tie-breaks

*Benefits* - Skill of rallying is achieved with faster success, and introduction of technique takes place.

All USTA/Midwest Section sanctioned 8 and under Junior Tennis Events must use the QuickStart Tennis play format using the above specifications. Please refer to page 27 for more information about the USTA/Midwest Section QuickStart Recognition List.

**ORANGE STAGE**

*Age* - 10 years old and under (co-ed)

*Ball* - The orange ball is 50% slower than the yellow ball

*Court* - 60’ x 21’ for singles, and 60’ x 27’ for doubles

*Net Height* - 3’ at the center and 3’6” at the net posts

*Racquets* - 23” or 25” in length

*Scoring* - 2 out of 3, 4 game sets using no-ad scoring and a 7-point tiebreak at 4 all. A 7-point tiebreak will be played in lieu of a 3rd set.

*Benefits* - The court is larger and the ball is faster than the red stage, but the orange stage continues to provide an optimal striking zone and the ability to implement more advanced techniques and tactics for players.

All USTA/Midwest Section sanctioned 10 and under Level 7 Junior Tennis Events will be held using the above QuickStart Tennis play format specifications. Please refer to page 27 for more information about the USTA/Midwest Section QuickStart Recognition List.

**GREEN STAGE (New)**

*Age* - 10 years old and under

*Ball* - The green ball is a 25% slower ball than the yellow ball

*Court* - 78’ x 27’ for singles, and 78’ x 36’ for doubles

*Net* - 3’ at the center and 3’6” at the net posts

*Racquets* - 25”-29” in length

*Scoring* - 2 out of 3 sets with a match tiebreak in lieu of a 3rd set

*Benefits* - The green ball is faster than the orange ball, but still slower and bounces lower than the yellow ball. This helps players to continue to develop good technique and movement, and implement advanced tactics.

All USTA/Midwest Section sanctioned 10 and under Level 1-6 tournaments for 2011 that are designated in the USTA/Midwest Section Points Per Round Ranking Program as a Level 1,2,3,4,5,6 will be held using the above specifications. Please refer to page 26 for more information about the Midwest Points Per Round Ranking Program and events.
Scoring Formats for USTA Sanctioned Events
The following scoring formats must be used for all USTA Sanctioned QuickStart Events:

- **8 and under Scoring Format (Red Stage):** Two out of three, 7-point tiebreaks. USTA/Midwest Section Level 7 Events
- **10 and under Scoring Format (Orange Stage):** Two out of three, 4-game sets using no-ad scoring and a 7-point tiebreak at 4 all. Third set is a 7-point tiebreak. USTA/Midwest Section Level 7 Events
- **10 and under Scoring Format (Green Stage):** Two out of three sets with a match tiebreak for the third. USTA/Midwest Section Level 1-6 Events

Scoring Formats for Non-USTA Sanctioned Events
Non-Sanctioned Events may use Timed Matches for Scoring Format. The following are basic recommendations:

<table>
<thead>
<tr>
<th>STAGE:</th>
<th>SCORING FORMAT:</th>
<th>APPROXIMATE TIME:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red Stage 8 and under</td>
<td>Tiebreak to 7 or 10</td>
<td>7-10 minutes</td>
</tr>
<tr>
<td>Orange Stage 10 and under</td>
<td>Tiebreak to 7; Match Tiebreak to 10; Best of three Tiebreaks; Short set to 4 with tiebreak at 4-4</td>
<td>10-50 minutes</td>
</tr>
<tr>
<td>Green Stage 10 and under</td>
<td>Tiebreak to 7; Match Tiebreak to 10; Best of three Tiebreaks; Short set to 4 with tiebreak at 4-4</td>
<td>10-50 minutes</td>
</tr>
</tbody>
</table>

Determining Duration of the Event
It is generally recommended that the following “formula” is used when determining the duration of matches: number of matches based on the Draw Format used divided by the number of courts being used.
Events that are conducted at this stage should be less formal and emphasis should be on the players having fun. The instructions below describe how to lay out a 36-foot court on top of regulation 78-foot courts.

**THE COURT**
The court shall be a rectangle that is 36 feet long and 18 feet wide. This size shall be used for singles and doubles.

**THE NET**
The court shall be divided across the middle by a net suspended by a cord that shall pass over or be attached to two net posts at a height of 2 feet 9 inches. The net shall be fully extended so that it completely fills the space between the two net posts and must be made of sufficiently small mesh so that a ball cannot pass through it. The height of the net at its center shall be 2 feet 9 inches.

**MARKING THE LINES ON THE COURT:**
- Create two baselines by drawing lines that are 36 feet apart at the ends of the court. (This places the baselines on top of the doubles sidelines of a 78-foot court.)
- Create two sidelines by drawing lines that are 18 feet apart and perpendicular to the baselines. They are used for singles and doubles. (This places the sidelines on the baseline and service line of a 78-foot court.)
- Create two service lines by drawing lines between the sidelines that are parallel to each baseline and 4 feet 6 inches inside each baseline.
- Create the center service line by starting at one service line and drawing a line parallel to the sidelines that is half way between the sidelines and that ends at the other service line. (The center service line results in the formation of two service courts on each side of the court.)
- Divide each baseline in half by a 2-inch wide center mark that is drawn inside the baseline and parallel to the sidelines.
- All lines shall be 1.5 inches wide, the same color, and shall clearly contrast with the color of the surface.
- If the lines are painted on a 78-foot court, they shall be of a different color than the lines on the 78-foot court and shall stop 2 inches from the standard lines.
- All measurements shall be made to the outside of the lines.
Additional Red Stage Court Options

COMPETITION COURTS

COURT SET UP FOR PLAYGROUNDS
The court is larger and the ball is faster at this stage. The Orange Stage is vital to the development of players, and the USTA/Midwest Section Junior Competition Committee strongly encourages facilities to host events on this court dimension. The following court dimensions are recommended:

**THE COURT**
The court shall be a rectangle that is 60 feet long and 21 feet wide for singles, and 60 feet long and 27 feet wide for doubles.

**THE NET**
The court shall be divided across the middle by a net suspended by a cord that shall pass over or be attached to two net posts at a height of 3 feet 6 inches. The net shall be fully extended so that it completely fills the space between the two net posts, and must be made of sufficiently small mesh so that a ball cannot pass through it. The height of the net at its center shall be 3 feet. The net may be held down by a strap. The strap and band shall be primarily white.

**MARKING THE LINES ON THE COURT**
• Create two baselines by drawing lines that are 60 feet apart at the ends of the court.
• Create two singles sidelines by drawing lines that are 27 feet apart and perpendicular to the baselines. Leave a 2-inch gap in each sideline immediately behind each service line.
• Create two doubles sidelines by drawing lines that are 33 feet apart and perpendicular to the baselines. (This places the doubles sidelines on top of the singles sideline for a 78-foot court.)
• Use the existing service lines of the 78-foot court as the service lines.
• Use the existing center service line of the 78-foot court as the center service line.
• Divide each baseline in half by a 2-inch wide center mark that is drawn inside the baseline and parallel to the sidelines.
• All lines shall be 1.5 inches wide, the same color, and shall clearly contrast with the color of the surface. If the baselines and singles sidelines are painted on a 78-foot court, they shall be of a different color than the lines on the 78-foot court.
• All measurements shall be made to the outside of the lines.
Additional Orange Stage Court Options

PRACTICE COURTS

PRACTICE COURTS

1

2
A traditional or full sized 78-foot court will be used at this stage. The Green ball must be used as it is faster than an Orange ball but still slower than a Yellow ball. This helps players to continue to develop good technique and movement, and implement advanced tactics.

Green Stage Court Dimensions

Baseline

Centre Mark

360" (10.97m)

Doubles Sideline

Singles Sideline

Singles Stick

Serviceline

Centre Serviceline

Net Post

Net

30" (0.914m)

30" (0.914m)

210" (6.40m)

9

46" (1.37m)

Baseline

46" (1.37m)
The following areas must be complete in order to have your event listed as a USTA/Midwest Section 10 and Under Tennis event.

**EVENT COMMITTEE**
The governing body of a club or organization conducting a tournament shall appoint a Tournament Event Committee. The Tournament Event Committee should appoint an Event Director and additional volunteers to assist with the event. Assigning volunteers to committees are a vital component in order to have a successful event. Each committee should:

- Know what duties are to be performed
- Know how much time it will involve
- Have a schedule of the event

**Suggested Support Committees Include:**

- **Facility**  Set-up Courts and check facility for cleanliness
- **Hospitality**  Food, refreshments or other hospitality for players
- **Photography**  Action, feature and sponsor photos
- **Player Packets**  Acquire T-shirts, food coupons, etc.
- **Publicity**  Contact media, call in scores, public/media relations
- **Registration Desk**  Player Check-In, collect entry money, refunds

The USTA/Midwest Section Tennis Volunteer Corp is a group of tennis enthusiasts seeking volunteer opportunities. If your event is in need of volunteer assistance, please visit www.midwest.usta.com/volunteers to request local volunteers.

**TOURNAMENT CHECK LIST**
Prior to the start of event, it is very helpful to create a checklist to keep tasks organized and run a successful event.

- Initial Committee Meeting
- Prepare a Preliminary Budget
- Reserve Court Time
- Sanction Fees to TennisLink Registration System. All QuickStart Tennis play format events will be $25.00. Refer to page ?? in this manual for Junior Sanction Instructions.
- Post Tournament Fact Sheet to Internet. This includes contact information, facility determines entry fee, deadlines, etc.
- Contact Sponsors
- Order Tennis Balls (See Appendix B)
- Order Awards
- Make the Draws Using the Tournament Data Manager (TDM)
- Schedule Matches
- Post First Round Information
- Set up Desk(s)
- Notify Media of Results
- Post Final Results to Internet
REQUIRED EVENT/TOURNAMENT WEB PAGE INFORMATION

- Level of tournament: Midwest Level 7
- Event Format: This event **MUST** use the QuickStart Tennis play format for all players 10 and under. Please go to www.midwest.usta.com for more information pertaining to the QuickStart Tennis play format.
- Starting times must be posted three days prior to event.
- Order of play
- Directions to club
- SEE APPENDIX C FOR ADDITIONAL REQUIREMENTS

FACILITY PREPARATION
Make sure the courts and facility are clean, safe and playable prior to the start of play. Items that are helpful during the event are:

- Line courts with specific court dimensions. Allow for one hour to set up six courts.
- Score indicators: score cards, clothes pins, etc., are easy to use
- Water coolers
- Courtside chairs/benches
- Water, ice and snacks
- Teaching equipment is out of the way

EVENT/TOURNAMENT DESK SET-UP
The main Event/Tournament Desk is the heart and soul of the event. It must remain organized, and be staffed with knowledgeable individuals who are capable of assisting players parents and coaches.

**MAIN DESK SET UP: A table big enough for the following items:**

- A place for the balls
- A phone
- A paging system
- First aid supplies
- Emergency phone numbers available

**MAIN DESK DUTIES**
The Tournament Desk is responsible for the following:

**CHECK IN PLAYERS FOR MATCHES** - Check-in players who are ready to begin play.

**ANNOUNCE MATCHES TO BE PLAYED** - Call all players when a court becomes available.

**ASSIGN COURTS WHEN AVAILABLE** - First come-first serve. Both players must be present at desk before sending match to the court.

**RECORD SCORES OF COMPLETED MATCHES** - Enter on the tournament desk draw sheets. Enter on the viewing draw sheets. Enter into the Tournament Data Manager (TDM) and publish to the Internet.
Best Practices from QuickStart Tournament Directors

1. For all QuickStart events, it is imperative to have volunteers to conduct the event. Volunteers could include high school players, adult league players, parents, etc. The USTA/Midwest Section Tennis Volunteer Corp is a group of tennis enthusiasts seeking volunteer opportunities. If your tournament is in need of volunteer assistance, please visit www.midwest.usta.com/volunteers to request local volunteers.

2. It is highly recommended to use “painters tape” to line the courts for 60 foot courts. You can find this at any hardware store. It is also recommended to pre-measure your courts. Marking the courts with a small mark/spot will allow for courts to be “taped” faster. Allow at least one hour to set up six courts.

3. It is recommended to group all players by ability if the event committee knows all players. If not, random draw players to different flights.

4. Give prizes and make sure the event is fun for all players and parents.

Important QuickStart Tennis Play Format Websites
www.10andundertennis.com
www.midwest.usta.com/10andundertennis
www.facebook.com/pages/Quickstart-Tennis/373386310058
www.usta.com/USTA/Home/Coaches/QuickStart_Tennis_Video.aspx
www.tennisplayandstay.com/

In addition to the preceding resource page, the USTA/Midwest Section will create a Midwest QuickStart Advisory Committee to assist with questions. Please go to www.midwest.usta.com for more information.
Painting permanent QuickStart tennis lines at your facility is the next step in creating permanency for the format that will change the face of youth tennis in America. The USTA/Midwest Section wants to partner with your community to help you accomplish this common goal, and grow the format to its fullest.

**Purpose:**
Funding provided by the USTA/Midwest Section and to assist communities with the cost of painting QuickStart tennis lines on existing courts.

**Requirements:**
- Facility must apply for a 2010 USTA Public Facility Category I Assistance Program Grant ($4,000 maximum grant which requires a 50% local match) by filling out a Facility Assistance Form.
- Facility must be willing to line a minimum of two courts.
- Facility must sign a letter pledging to continue the QuickStart format for a minimum of three years to be eligible for future USTA/Midwest Section grant funding.

**Other requirements include:**
- Park and Recreation Departments that apply must be a designated Tennis In The Parks Agency.
- Community Tennis Associations that apply must be registered in the national database.
- Schools that apply are encouraged to have QuickStart tennis lines for elementary and junior high campuses and No-Cut programs in high school.
- Colleges and Universities that apply must participate in the Tennis On Campus Program.
- NJTL chapters that apply must be an NJTL chapter in good standing.
- Private clubs are eligible to apply if they use the QuickStart format.

**Amount:**
The USTA/Midwest Section will match dollar for dollar the investment a local community makes toward the total cost of lining courts to make up the required 50% local match (a maximum of $500 USTA/Midwest Section contribution per facility). Currently, the cost to line QuickStart courts is approximately $200 - $500 per court.

**Application process:**

Work with an assigned USTA or Section representative to gather required information for a technical review, and to develop a concept drawing.

The USTA/Midwest Section has $5,000 total funding to be awarded on a “first come, first serve” basis as approved by the USTA with a maximum of $2,000 of USTA/Midwest Section funding going to facilities in any one state. Funding will be withheld for up to 60 days after approval. Failure to complete the project within 60 days may result in funds being released to another community.

**Reimbursement:**
After the project has been completed, pictures of the completed project and a final contractor’s invoice have been received, the USTA/Midwest Section will reimburse the local facility for the amount of the grant. The USTA national office will do the same for their portion.

For further information, please contact Jeff Giles, USTA/Midwest Section Director of Community Tennis at jeff@midwest.usta.com.

The USTA National office also offers larger Facility Assistance Grants for resurfacing (Category II up to $35,000) or new construction (Category III up to $50,000). These grants do not have a match from the USTA/Midwest Section.
USTA/MIDWEST SECTION
3-YEAR QUICKSTART COMMITMENT

Should I (we) receive funding from USTA/Midwest Section for the Midwest QuickStart Line Grant, I (we) agree, on behalf of this facility and CTA, where appropriate, to use the QuickStart format in USTA Jr. Team Tennis, USTA NJTL, after-school programming and/or USTA Sanctioned Tournaments; and to actively promote these programs for a period of at least three years from the completion date of our project.

Facility Manager Signature: _______________________________________

Print Name: _____________________________________________________

Date: ___________________________________________________________

Facility: _________________________________________________________

CTA/USTA Team Tennis Affiliation: _________________________________

Please sign, scan, and return this document by email to your Section Consultant with the other required documents for review.
ACCESSING THE USTA ONLINE SANCTION SYSTEM

1. You will need your USTA Organizational membership number.
2. Go to www.midwest.usta.com and click “TennisLink - for tournaments”
3. Click on Admin Link-Login located on the bottom right hand corner of this page
4. Use your USTA Organizational membership number and password. These should be the same as you use for TDM. If you have never set a password before, it will be your USTA Organizational membership number again. If you forget your password, you may contact the TennisLink team at linkteam@usta.com to have it reset.
5. This will display a list of all previously sanctioned tournaments by your organization.

To Sanction a tournament you must do the following:

1. To Copy a tournament (forward a tournament you have held in the past) into the next year.
2. To Sanction a totally new tournament for the next year
REQUIRED INFORMATION FOR NEW TOURNAMENT

- Tournament Name
- Date
- USTA Organizational membership number

Please note: The tournament director’s individual USTA membership number will NOT work unless your district administrator has set you up in a special database - this is NOT required for sanctioning.

REQUIRED FOR COPIED TOURNAMENT

Confirm automatically updated information and make any needed changes to Dates or Names.
The **Summary** page is the first page you see. You cannot make any changes on this page. To make changes to this tournament follow left to right across the gray tabs.

**USTA Online Sanction System**

**Tournament Name:** Midwest All Stars  
**ID:** 853304902

### ORGANIZATION INFORMATION

**USTA #:** 922327532  
**Name:** USTA/Midwest  
**Address:** 8720 Castle Creek Pkwy St 329  
**City/State/Zip:** Indianapolis IN 46250  
**Phone:** (317) 577-5130  
**Fax:** (317)577-5131  
**Website:** www.midwest.usta.com  
**Section:** Midwest  
**District:** Central Indiana  
**Outdoor Hard:**  
**Outdoor Clay:**  
**Outdoor Grass:**  
**Lighted Hard:**  
**Lighted Clay:**  
**Lighted Grass:**  
**Indoor Hard:**  
**Indoor Clay:**  
**Other:**  
**Total Courts:** 0

### CONTACTS

**Tournament Director**

**Name:**  
**Address:**  
**City/State/Zip:**  
**Office Phone:**  
**Home Phone:**  
**Fax:**  
**Other Phone:**  
**Cell Phone:**  
**Email:**

**Organizer**

**Name:**  
**Address:**  
**City/State/Zip:**  
**Office Phone:**  
**Home Phone:**  
**Fax:**  
**Other Phone:**  
**Cell Phone:**  
**Email:**

**Referee**

**Name:**  
**Address:**
The second tab is the **Organization** tab. This information should reflect what you want the player to see as a mailing address, site or contact for this tournament. If this is different than your organizational info please uncheck this box, or your changes won’t be retained. If there is incorrect information on your membership contact memberservices@usta.com.
The **Contacts** tab is where you set up contact information for this specific tournament. Again, the Tournament Director portion will only work if you have been pre-setup by your district. The Organizer field can be used for the tournament director information. Please fill out the Referee field if you have this information.

The **Dates** tab is very important - make sure all dates including the ‘Entries Open’ and ‘Entries Close’ dates are correct along with the time you wish registration to end.
The **Entry Info** tab is the MOST important tab. When setting your fee, you must pick from one of four Entry Fee Method Types (see black arrow below). These fees are defined as follows:

- **Flat Fee** - One Fee for as many events as you are allowed to play in. (i.e. $40 for playing singles & doubles & mixed doubles)
- **First/Additional** - Player is charged for each separate event entered (i.e. $30 for B14s, $30 for B16s, $15 for B14d)
- **By Event** - Player is charged a different amount for each event (i.e. $15 for B12s, $30 for B14s, $15 for B12d, $15 for B14d)
- **Fee Table** - Different amount is charged based on # of events and what events are entered.

The first two fee types are *highly recommended*. If you want to charge $30 for singles and $15 for doubles, but doubles is free with singles, use the First/Additional fee and put those amounts in, put a maximum fee of $30, then limit the number of singles events allowed to one.

To limit the number of events each player is allowed to enter, use the Entry Limits boxes (see red arrow). These boxes will limit the number of singles and doubles events one player can enter.

For this tournament to accept **Online Registration** you must click the online registration box (see yellow arrow).

You must set the **Entry Type** (see blue arrow) to one of the following:

- **Open** - Open to all players
- **Closed by Section** - Only Midwest Players allowed to enter
- **Closed by District** - Only players from your District allowed to enter
- **Restricted or Invitational** - Will not restrict to only Invited or Club players, but will notify them that it is limited.
Player Selection Type (see green arrow): You must choose one of the following:

No Selection Process:
All players will automatically be charged upon entry (refunded automatically if they withdraw ONLINE prior to deadline).

Tournament Director Selection Process:
You must tell the system after the deadline which players to select. The players will not be charged until you select them. There will be a chance of Credit Card Decline if you use this process, and you must check the Alphabetical report in the administration system for this. Also, you must process ALL entries (all ages, both singles and doubles) at one time.

YOU CANNOT USE USTA SELECTION PROCESS
The Events tab is where you set up the age divisions and back draw format. To set the age divisions, click the “...” box. Make sure and fill in the Consolation field (FMC, FIC) and the level field should always be either Satellite (novice) or Challenger. Masters tournaments can only be determined by the USTA/Midwest Section.
To select age divisions, click the appropriate box (see black arrow below).

Then select the division on the left, and move it to the right using the arrows on the screen (red arrow).

You must also fill in the backdraw type here, and make sure you put your draw limit if applicable (blue arrow) in the box. This will NOT limit the number of entries accepted into the system.
The **General** tab is for *small* notes to the players such as “Matches will be held at Smith Park” or “Call-ins on Wednesday at noon”. Large amounts of information should be entered via **TDM** under the ‘Home - General’ tab.

**PLEASE NOTE - ALL TOURNAMENTS UNLESS DESIGNATED AS A NATIONAL OR MIDWEST CHAMPIONSHIP - THE CATEGORY MUST BE SET AT “LOCAL” & “LEVEL 6”. PLEASE REMOVE THE SECTION CATEGORY OR YOUR DISTRICT WILL NOT BE ABLE TO APPROVE YOUR TOURNAMENT.**

On the **Sanction Fee** tab, make sure that you determine if this is a **Sanctioned** or **Unsanctioned** event. Also, you must note how you wish to pay for this sanction. We highly suggest payment by credit card as it will speed up your approval process. Once you have completed this sanction, you “Click here to finish.” **YOU ARE NOT DONE WITH THE SANCTION AT THIS POINT.**
To complete the Sanction you must go back to your list of tournaments - find this tournament, then submit it. Until you submit, it cannot be approved. Your credit card will not be charged until the tournament is approved.
The USTA/Midwest Section Junior Competition Committee shall evaluate and recommend annually the appropriate levels of the events considered for USTA/Midwest Section Junior Standings and Rankings. The event levels for 2011 are as follows:

**LEVEL 1:**
USTA/Midwest Section Junior Closed Outdoor Championships-(June) BG 12,14,16,18

**LEVEL 2:**
USTA/Midwest Section Junior Designated January Series-(January) BG 12,14,16,18
USTA/Midwest Section Junior Closed Indoor Championships-(January/February) BG 10*, 12,14,16,18
USTA/Midwest Section Junior Designated March Series-(March) BG 12,14,16,18
USTA/Midwest Section District Team Cup-(June) BG 12, 14 B 18
USTA/Midwest Section Marian Wood Baird Cup-(June) G 18
USTA Zone Team Championships-(July) BG 12, 14, 16
USTA/Midwest Section Junior Open Championships-(July/August) BG 12,14,16,18
USTA BG18 National Team Championships, BG 16 Intersectionals (July/August)
USTA/Midwest Section Junior Fall Closed Championships-(October/November) BG 10*, 12,14,16,18
USTA/Midwest Section Junior Designated December Series-(December) BG 12,14,16,18
USTA National Championships (Spring, Clay Court, Hard Court, Winter)-(Various Dates) BG 12,14,16,18

* BG10 Tournaments will be held on a 78’x 27’ singles, 78’x 36’ doubles with a green ball.

**LEVEL 3:**
USTA National Open Championships (February, May, July and November) BG 12,14,16,18
USTA Regional Championships- (January, July, September, October) BG 12,14,16,18
Wilson (formerly K-Swiss) Junior Tennis Championships - (February) G 14, 16,18
Columbus Indoor-(Various Dates) BG 12, 14, 16,18
Midwest Level 3 Tournament (January) BG 12, 14, 16,18
USTA/Midwest Section Winter Championships-(December) BG 12,14,16,18

**LEVEL 4:**
Western Michigan Indoor-(February) BG 10*, 12,14,16,18
Wisconsin Jr. Indoor-(February) BG 12,14,16,18
Competition Training Center Sectional Championships-(April) BG 14
Competition Training Center Regional Championships-(May) BG 14
Court One Memorial - (May) BG 12,14,16,18
Lincolnshire Spring Open-(April) BG 12
District Qualifiers-(Various Dates) BG 10*, 12,14,16,18
Ann Arbor Junior Open- (August) BG 10*, 12,14,16,18
Aurora Boys Challenger- (October) B 14, 16,18
Contardi Girls Open- (December) G 14, 16,18

* BG10 Tournaments will be held on a 78’x 27’ singles, 78’x 36’ doubles with a green ball
LEVEL 5:
Five Seasons Championships- (January) BG 12, 14, 16, 18
Tommy Fontova Memorial Tournament-(February) BG 10*, 12,14,16,18
Glenview Spring into Summer- (May) BG 14
Score Spring Open-(May) B 10*, 12, G 10*, 12,14,16,18
Pie Seifert Memorial Open - (May) BG 10*, 12,14,16,18
Dr. Joe Morris Memorial Classic- (June) BG 10*, 12,14,16,18
Tennisfax Classic- (June) 12,14,16,18
89th Central Illinois Junior Open (July)-BG 16, 18
North Country Jr. Classic (July) BG 10*, 12,14,16,18
Indiana State Open Benefiting Riley Hospital for Children- (July) BG 10*, 12,14,16,18
Laurel Hill Junior Open-(July) BG 10*, 12,14,16,18
SEMTA Elevated Summer Junior Open (July) BG 12, 14,16,18
Wisconsin District Junior Open-(July) BG 12,14,16,18
DCC Midwest Level 5- (August) BG 10*, 12,14,16,18
Western & Southern Financial Group Master Jr. Championships-(August) BG 10*, 12,14,16,18
USTA Jr. Team Tennis Sectional Championships-(August) BG 10*,12,14,18
Junior Dog Days-(August) BG 12, 14, 16, 18
Towpath Annual Thanksgiving Jr. Singles- (November) BG 10*, 12,14,16,18
Perrysburg Tennis Center’s Fall Classic- (November-) BG 10*, 12, 14
USTA/Midwest Section Jr. Team Tennis Advanced Level Tournament-(December) BG 12, 14, 18
John F. Hennessey Open- (December) BG 12,14,16,18
NWO Jr. Indoor Championships- (December) BG 16, 18
All other USTA National Scheduled Events BG 12,14,16,18

* BG10 Tournaments will be held on a 78’ x 27’ singles, 78’ x 36’ doubles with a green ball.

LEVEL 6:
USTA Jr. Team Tennis Sectional Championships-Intermediate Divisions-(August) - BG 10*,12,14,18
USTA/Midwest Section Jr. Team Tennis Intermediate Level Tournament-(December) - BG 12, 14, 18
All other sanctioned tournaments in the USTA/Midwest Section

* BG10 Tournaments will be held on a 78’ x 27’ singles, 78’ x 36’ doubles with a green ball.

LEVEL 7:
All USTA/Midwest Section-Sanctioned QuickStart Formatted Tournaments-BG 8* and BG 10**
All USTA/Midwest Section-Sanctioned Level 7 Tournaments-BG 12, 14, 16, 18

* BG8 QuickStart Formatted Tournaments will be held on 36’ x 18’ with a Red foam or felt ball.
** BG10 QuickStart Formatted Tournaments will be held on 60’ x 21 singles, 60’ x 27’ doubles with a Orange ball.

To learn more about USTA/Midwest Section Junior Tournaments and how to register for a tournament, visit the Junior Tournaments/Rankings page of the USTA/Midwest Section website at www.midwest.usta.com.
QuickStart Recognition List Requirements

Ranking Divisions and Minimum Requirements
An official USTA/Midwest Section QuickStart Recognition List shall be made annually in Boys’ and Girls’ 8 and 10 singles. Ranking data shall be obtained from all USTA sanctioned QuickStart format junior tournaments during the calendar year (January 1 through December 31). The results from all USTA sanctioned QuickStart format junior tournaments will be entered into a computerized ranking program that will generate the USTA/Midwest Section QuickStart Recognition List.

Additional Regulations for USTA/Midwest Section Points Per Round Ranking and Standing List
Matches played using the QuickStart format in the 8 and 10 under age divisions will only be used for the USTA/Midwest Section QuickStart Recognition List. Matches played in Novice/Satellite tournaments are not included in the ranking procedure, and these tournaments do not count toward meeting the minimum tournament requirements.

USTA/Midwest Section Event Levels
The USTA/Midwest Section Junior Competition Committee will evaluate and recommend annually the appropriate levels of the events considered for the USTA/Midwest Section Junior Ranking and Standing Lists. The event levels are as follows:

Level 7 QuickStart Events
- All USTA/Midwest Section Sanctioned QuickStart Formatted Tournaments - BG 8 only

Level 7 QuickStart Recognition List
| Points Earned for each Tournament Played | 1 |

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10 & Under League featuring the Quickstart Tennis play format
Each child receives a racquet, foam ball, and team uniform
## USTA/Midwest Section Contact Information

1310 East 96th Street, Suite 100  
Indianapolis, IN 46240  
Phone - 317-577-5130  
Junior Tennis Division Fax - 317-577-5123

### Director of Junior Tennis  
Andrea Calvert-Sanders  
andrea@midwest.usta.com  
317-577-5130 ext. 228

### Junior Recreation & Teams Coordinator  
Greg Boyd  
greg@midwest.usta.com  
317-577-5130 ext. 236

### Junior Team Tennis Coordinator  
Chad Docktor  
chad@midwest.usta.com  
317-577-5130 ext. 231

## USTA/MIDWEST SECTION DISTRICTS

<table>
<thead>
<tr>
<th>Region</th>
<th>Contact Information</th>
</tr>
</thead>
</table>
| Chicago                 | (847) 803-2382  
cdta@msn.com  
chicago.usta.com       |
| Northern Illinois      | (847) 458-5813  
pam@northernillinoistenennis.com  
northernillinois.usta.com  |
| Middle Illinois        | (309) 267-1348  
mita@mtco.com  
middleillinois.usta.com  |
| Southern Illinois      | (618) 262-3372  
sita_midwest@verizon.net  
southernillinois.usta.com  |
| Northern Indiana       | (219) 934-9259  
ninoffice@comcast.net  
northernindiana.usta.com |
| Central Indiana        | (317) 846-4560  
sheila@centralindianatennis.com  
centralindiana.usta.com  |
| Northern Michigan      | (231) 347-6312  
northernrealtennis@sbcglobal.net  
northernmichigan.usta.com  |
| Northeastern Michigan  | (989) 615-2996  
midealifepa@aol.com  
northeastmichigan.usta.com  |
| Western Michigan       | (269) 957-2322  
wmittenis@comcast.net  
westernmichigan.usta.com |
| Southeastern Michigan  | (734) 421-1025  
semta@aol.com  
semich.usta.com  |
| Northwestern Ohio      | (419) 842-1269  
nwota4bierch@buckeye-express.com  
northwesternohio.usta.com  |
| Northeastern Ohio      | (330) 923-6950  
zeota4040@roadrunner.com  
northeasternohio.usta.com  |
| Ohio Valley            | (937) 399-5064  
vota@woh.rr.com  
ohiovalley.usta.com |
| Wisconsin              | (262) 250-1020  
nmassart@wisconsin.usta.com  
wisconsin.usta.com    |
<table>
<thead>
<tr>
<th>STAGE</th>
<th>AGE</th>
<th>BALL</th>
<th>COURT</th>
<th>NET HEIGHT</th>
<th>SCORING</th>
<th>DESCRIPTION</th>
<th>SUGGESTED PROGRAMS AND TOURNAMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>RED</td>
<td>5-8 years</td>
<td>Red foam or felt 75% slower than yellow ball</td>
<td>36' x 18'</td>
<td>2'-9&quot;</td>
<td>Up to 23&quot;</td>
<td>Slower balls, smaller courts and shorter rackets enable young players to rally and play much sooner. Payers start to play individual and team games and activities, develop good technique and use simple tactics. All USTA/Midwest Section sanctioned tournaments must use these specifications.</td>
<td>Midwest Youth Team Tennis Level 7 QuickStart Tournaments</td>
</tr>
<tr>
<td>ORANGE</td>
<td>9-10 years</td>
<td>Orange 50% slower than yellow ball</td>
<td>60' x 21' singles, 60' x 27' doubles</td>
<td>3&quot; center 3&quot; 6&quot; at net posts</td>
<td>2.5&quot; and below</td>
<td>Two out of three, 7-point tiebreaks (official USTA rule for 8 &amp; Under competition)</td>
<td>The court is larger and the ball is faster than the red ball but continues to provide an optimal striking zone and the ability to implement advanced techniques and tactics. Matches are longer and kids play both team and individual events. The USTA/Midwest Section recommends these specifications for 10 and Under QuickStart Level 7 sanctioned tournaments.</td>
</tr>
<tr>
<td>GREEN</td>
<td>10 &amp; under</td>
<td>Green 25% slower than yellow ball</td>
<td>78' x 27' singles, 78' x 36' doubles</td>
<td>3&quot; center 3&quot; 6&quot; at net posts</td>
<td>25&quot; - 29&quot;</td>
<td>Two out of three sets with match tiebreak for the third set</td>
<td>The Green ball is faster than the Orange ball but still slower and lower bouncing than the Yellow ball. This helps players to continue to develop good technique, movement, as well as implement advanced tactics. Both team and individual events are played. The USTA/Midwest Section recommends this stage for training and it is required in all Level 1-6 tournaments in the USTA/Midwest Section Points per Round program.</td>
</tr>
<tr>
<td>YELLOW</td>
<td>11 &amp; over</td>
<td>Yellow</td>
<td>78' x 27' singles, 78' x 36' doubles</td>
<td>3&quot; center 3&quot; 6&quot; at net posts</td>
<td>25&quot; - 29&quot;</td>
<td>Any scoring system within the Rules of Tennis</td>
<td>Once players have progressed through the Red, Orange and Green stages, they will be ready to train and compete with a Yellow ball on the full court.</td>
</tr>
</tbody>
</table>

The USTA/Midwest Section Junior Competition Committee and Midwest Coaches Commission recommend that all 10 & Under competition and training should be organized using slower Red, Orange, and Green balls on the appropriate-sized courts with the appropriate-sized racquet. Please Note: Some players may progress through the USTA/Midwest Section Junior Tennis Pathway faster than other players.
APPENDIX B - Approved Tennis Balls

Please refer to the current edition of ITF Approved Tennis Balls & Classified Court Surfaces when ordering tennis balls for your event. Each event should use new cases of tennis balls. Used tennis balls are not recommended. The following are recommendations for use of tennis balls in tournament play:

**RED STAGE**

Tennis Balls may be used for duration of the event. It is recommended to inspect the tennis balls prior to each match. If tennis balls look damaged or worn out, please do not use them.

**ORANGE STAGE**

Tennis Balls may be used for duration of the event. It is recommended to inspect the tennis balls prior to each match. If tennis balls look damaged or worn out, please do not use them.

**GREEN STAGE**

Tennis Balls may be used a maximum of three rounds of play during the event. It is recommended to inspect the tennis balls prior to each match. If tennis balls look damaged or worn out, please do not use them. New tennis balls should be used after three rounds of play.
As a USTA/Midwest Section Junior Tournament Director, you are expected to be knowledgeable and abide by the regulations and procedures mandated by your District Association, USTA/Midwest Section Junior Competition Committee, and Junior Schedule Sub-Committee. Failure to follow regulations and procedures may result in your sanction being revoked.

The following information is strongly recommended to appear on each sanctioned tournament website home page:

### 8 AND UNDER RED STAGE EVENTS
(AS OF SEPTEMBER 10, 2010)

**Tournament Web-Page Information prior to Tournament Deadline**

- **The term “QuickStart” must appear in the title of the event.**

- **8 and under Tournaments:** This tournament will use the QuickStart Tennis Format. The QuickStart Tennis Format is tennis scaled to fit the size, age and abilities of young players. It is based on six key specifications that will be used to conduct this tournament. The following specifications will be used for all participants:

  - **RED STAGE: Boys and Girls 5-8 years old**
    - Age: 5-8 years old players (co-ed)
    - Ball: Foam or felt balls that are larger and 75% slower than a yellow ball
    - Court: 36’ x 18’ (doubles sideline to doubles sideline)
    - Net Height: 2’9”
    - Racquets: 19”, 21” and 23” in length
    - Scoring: Two out of three 7 point tie-breaks

- **Draw Format:** Tournament draws shall be any non-elimination format such as a compass draw or round robin (please specify). The maximum draw size shall be 32 players. Tournaments should not last more than one day.

- **We cannot contact you unless you provide your telephone numbers and e-mail address.**

  The USTA Legal Department has determined that the USTA cannot provide contact information to tournament directors unless the customer provides the contact information during the registration process. Previously the home phone number and email address were pre-filled from the USTA Membership database when a player went through the online registration process. The pre-fill was removed due to privacy concerns. If you don’t provide an email address and/or telephone number when you register for this tournament then we will be unable to notify you about any possible changes in the tournament.

- **Volunteers:** Please inform participants/parents of any volunteer opportunities.
Tournament Web-Page Information prior to Tournament Deadline

- The term “QuickStart” must appear in the title of the event.

10 and under Tournaments: This tournament will use the QuickStart Tennis play format. QuickStart Tennis play format is tennis scaled to fit the size, age and abilities of young players. It is based on six key specifications that will be used to conduct this tournament event. The following specifications will be used for all participants:

**ORANGE STAGE: Boys and Girls 10 years old and under**

- **Age:** 10 years old and under
- **Ball:** The orange ball is 50% slower than the yellow ball
- **Court:** 60’ x 21’ for singles, and 60’ x 27’ for doubles
- **Net Height:** 3’ at the center and 3’6” at the net posts
- **Racquets:** 23” or 25” in length
- **Scoring:** Two out of three, four game sets using no-ad scoring and a 7-point tiebreak at four all. A 7-point tiebreak will be played in lieu of a third set.

- **Draw Format:** Tournament draws shall be any non-elimination format such as a compass draw or round robin (Please specify). The maximum draw size shall be 32 players. Tournaments should not last more than one day.

- **We cannot contact you unless you provide your telephone numbers and your e-mail address.**

The USTA Legal Department has determined that the USTA cannot provide contact information to tournament directors unless the customer provides the contact information during the registration process. Previously the home phone number and email address were pre-filled from the USTA Membership database when a player went through the online registration process. The pre-fill was removed due to privacy concerns. If you don’t provide an email address and/or telephone number when you register for this tournament then we will be unable to notify you about any possible changes in the tournament.

- **Volunteers:** Please inform participants/parents of any volunteer opportunities.
**Tournament Web-Page Information prior to Tournament Deadline**

- **10 and under Tournament:** The tournament will use six key specifications to conduct the tournament. The following specifications will be used for all participants:

  **GREEN STAGE: Boys and Girls 10 Divisions**
  
  **Age:** 10 years old and under  
  **Ball:** The green ball is 25% slower ball than the yellow ball  
  **Court:** 78’ x 27’ for singles, and 78’ x 36’ for doubles  
  **Net:** 3’ at the center and 3’6” at the net posts  
  **Racquets:** 25” - 29” in length  
  **Scoring:** Two out of three sets with a match tiebreak in lieu of a third set

- **Draw Format:** Please indicate the draw format for the event (Compass Draw, Feed-In Consolation, First Match Consolation, etc.)

- **We cannot contact you unless you provide your telephone numbers and your e-mail address.**

  The USTA Legal Department has determined that the USTA cannot provide contact information to tournament directors unless the customer provides the contact information during the registration process. Previously the home phone number and email address were pre-filled from the USTA Membership database when a player went through the online registration process. The pre-fill was removed due to privacy concerns. If you don’t provide an email address and/or telephone number when you register for this tournament then we will be unable to notify you about any possible changes in the tournament.

- **Volunteers:** Please inform participants/parents of any volunteer opportunities.
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