



2015 USTA/PNW Mixed 40 & Over Sectional Championship Handbook

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DATES

- Thursday, September 17, 6:00-6:45pm –Team Check-In @ Yakima Tennis Club (see pg 4 for more details)
- Thursday, September 17, 7:00-7:45pm – Captains' Meeting @ Yakima Tennis Club (see pg 5 for more details)
- Friday, September 18, 7:00-9:30pm – Player Party @ Yakima Convention Center (see pg. 5 for more details)
- Friday, September 18-Sunday, September 20 – Match Play (an email will be sent to captains when the schedule is posted)

COURTS

- Matches will be held at the following sites:
 - Yakima Tennis Club (outdoor facility) - 516 N 35th Ave, Yakima, WA, 98902
 - West Valley High School (courts located near football stadium) – 9800 Zier Rd., Yakima, WA, 98908
- Practice Courts
 - You may contact Yakima Tennis Club at (509) 248-2938 to reserve an outdoor court for Thursday, September 17. Priority will be given to YTC Members first.
 - Kissel Park has 12 courts available on a first come, first serve basis. Kissel Park is located at 3000 W Mead Ave, Yakima, WA 98902. These can be used at anytime throughout the weekend.
 - West Valley High School will not have practice courts available.

FEES

- \$150 per team, plus a non-refundable fee of \$9.24. Entire entry fee is non-refundable once the schedule is posted.
- \$10 per guest (any person not on team roster) for the Player Party, plus a non-refundable fee of \$1.54
- You must pay online by **August 28, 2015**. Go to <http://2015mixed40.eventbrite.com>

LODGING

- Ledgestone Suites Hotel — 107 N Fair Ave, Yakima, WA 98901
 - Reserve at 509-453-3151 and use the group name/code “USTA”
 - Rates are \$105 per night for single queen suite and \$115 per night for double queen suite
 - Must reserve by **August 27, 2015**
 - All suites are 30% larger than the average hotel room and include a fully equipped kitchen, spacious living room, separate bedroom, two flat screen televisions, well-lit work desk, complimentary wireless internet and MP3-compatible clock radio. Includes complimentary parking. No breakfast available.
- Holiday Inn Express — 1001 S Sgt. Pendleton Way, Yakima, WA, 98901
 - Reserve at 509-249-1000 and use the group name/code “USTA Mixed Sectionals”
 - Rates are \$115/night
 - Must reserve by **August 21, 2015**
 - All rooms include a refrigerator, and microwave, in room coffee, iron and ironing board, and wireless Internet. Room rate includes a deluxe continental breakfast.

ELIGIBILITY

- All players must have played a minimum of two matches (one can be a default) prior to playing in Sectionals. Any player who does not meet this minimum is not eligible to participate in Sectionals.
- As a reminder, all players must play three matches (with no defaults) through Sectionals in order to be eligible for the National Championships.
- All players must have a current USTA Membership. If a membership has expired, it must be renewed prior to playing a match. If a player plays a match with an expired membership, that player will be deemed ineligible.

RULES, REGULATIONS, and SCORING

Rules and Regulations

- National and USTA/PNW League Regulations will be enforced during the Sectional Championships.
- All match line-ups must be submitted to the tournament desk by the team captain at least 30 minutes prior to the start of the scheduled match time. Penalties may be enforced at the Tournament Director or Referee's discretion. Matches may go on early.

Players on Multiple Teams

- Players who qualify on more than one team for the Sectional Championships may compete on one or all teams provided they are at different NTRP levels. We will do our best to accommodate these players in the schedule—captains must email the Tournament Organizer, Adam Hutchinson (ahutchinson@pnw.usta.com) BEFORE the schedule is created. Emails should include the names of the affected players and the teams they play on.
- Players who qualify on more than one team for the Sectional Championships at the same NTRP level must declare which team they will play for through the end of the Sectional Championships. This must be done prior to the first match of any teams with said player on the roster at the Sectional Championships (PNW Regulation 2.0(b)). The player is allowed to join any of the other teams at the conclusion of the Sectional Championships to compete in the National Championships. Please email the Tournament Organizer, Adam Hutchinson (ahutchinson@pnw.usta.com), to declare a team if a player is on more than one team at the same level.

Scoring

- Best two out of three sets with a match break in lieu of a third set. Regular Scoring will be used (play out the ads).
- Coman Tie Break procedure used for all tiebreakers.
- The Tournament Director reserves the right to modify the scoring if needed due to weather or other delays beyond our control.

Championship Flight Set-Up

- Round Robin, non-elimination format. Two sub-flights per division. If there are five teams or less in a division, there will be one flight.
- The winner of each flight will be determined by team matches won and will play each other in the Finals on Sunday. In the event of a tie in the standings, the following procedures will be used to break the tie:
 - Winner of the most individual matches
 - Winner of head-to-head match

- Winner of the fewest number of sets lost
- Winner of the fewest number of games lost

Grievance and Appeal Procedures

The following guidelines and procedures will be used during the Sectional Championships. Please review them carefully. Any tournament staff member will be glad to assist you with the forms and answer any questions or procedures.

- National Regulation 3.03C(1) – Any grievance alleging a violation during championship competition shall be in writing and delivered to the duly appointed site director or designee prior to whichever occurs first: (a) within 30 minutes of the completion of the involved team's match or (b) the commencement of the involved team's next match, whether or not the involved player participates except for Eligibility Grievances and NTRP Grievances.
- Eligibility Grievances (National Regulation 3.03B(3)) – Any grievance regarding failure to meet eligibility requirements may be filed by a team captain, league coordinator, or member of a Championship Committee at any time.
- National Regulation 3.03B(3)a – For eligibility matters of simple fact (e.g., age, USTA Membership, Tennis Link Registration) a USTA league coordinator may declare a player ineligible and disqualify that player without filing a grievance.
- NTRP Grievance – See *2015 Grievance Procedure for All USTA Leagues*. This will be available at each Tournament Desk. Also refer to National Regulation 3.03E.
- Grievance Appeals – Refer to National Regulation 3.04. If necessary, this can be found on the National USTA website and also available at the Tournament Desk.

Coaching

- No coaching is allowed. Cell phone and other electronic devices are not allowed on court without permission from the Tournament Director or Referee.

Officials

- USTA PNW will put out a Request for Proposal (RFP) for all USTA Certified Officials in the Pacific NW. The number of Officials on site for the Mixed 40 & Over Sectional Championships will depend on the number of RFP's we receive.

PLAYER AND TOURNAMENT DETAILS

Team Check-In

WHEN: Thursday, September 17, 6:00-6:45 pm

WHERE: Yakima Tennis Club (outdoor facility), 516 N 35th Ave, Yakima, WA, 98902

The following needs to be done by the captain or team designee:

- Check-in with tournament staff
- Review roster for ineligible players
- Submit Player Publicity release form for photos

- Pick up packet with line-up cards
- Pick up t-shirts

Captains' Meeting

WHEN: Thursday, September 17, 7:00-7:45 pm

WHERE: Yakima Tennis Club (outdoor facility), 516 N 35th Ave, Yakima, WA, 98902

Details about the tournament, important reminders, and an opportunity to have questions answered will be at this meeting so please plan on attending. It immediately follows the Team Check-In. There will also be raffle prizes, so don't miss out!

Player Party

WHEN: Friday, September 18, 7:00-9:30pm

WHERE: Yakima Convention Center — 10 North 8th Street, Yakima, WA 98901

All rostered players are welcome to attend the Player Party. Guests may also attend for \$10 each. Dinner will be provided. A no host bar will be available with beer, wine and soft drinks. There will be a DJ, dancing, and a chance to win raffle prizes for all attendees. **Please indicate the total number of players and guests upon online registration so we can have an accurate food and table count. NOTE: You must have a ticket to enter the party. We will have a Will-Call table placed outside of the room with each team's total requested/purchased tickets available for pick-up that night. Once all tickets have been picked up for that team, any extra tickets needed will be \$10 each.**

Awards

Champions and Finalists will each receive 10 awards. Additional awards may be purchased after the event through Netknacks at <http://pinnacle-plus.com/ustapnw/>. Champions will also receive a USTA/PNW Section Champion banner.

T-shirts

Teams will receive as many T-shirts as players listed on their roster. Captains will pick up all T-shirts for their team at Team Check-In. **Please indicate the total number of T-shirts in each size for your entire team upon online registration.**

Photographer

We will have a professional photographer on site. He will be taking photos throughout the tournament as well as photos of the Champions. All teams must have all players sign a waiver to have photos taken. This form will be sent to captains and they need to have **all players sign it prior to the tournament.**

Balls

Penn Extra Duty balls will be used.

Inclement Weather & Schedule Adjustments

Please note that the tournament format, number of matches, scoring, and match length may change due to a team not showing up or circumstances beyond our control such as weather. Yakima generally has warm

weather in September. However, rain or extreme heat could cause delays, modifications to the format and scoring, or other changes which deviate from the announced scheduled. In the event of suspension of play caused by heat or rain, please keep your cell phones handy as updates will be given as soon as possible. Unless you hear otherwise, all players should plan on reporting to their scheduled match 30 minutes ahead of time.

In the event of a lengthy delay due to rain or heat, it will be at the discretion of the Tournament Director to use an alternative-playing format. We do have back-up indoor courts for this event.

Line-Up cards

All line-up cards are due 30 minutes in advance of your scheduled match time. Upon check-in on Thursday, all captains will be given a folder with line-up cards for each of their matches. Please bring these with you to all matches! Check that your scorecard has the correct date, time, and location. Also, please double check all line-up cards and make sure the names are correct (i.e. no double entries) and they match TennisLink before handing it into tournament staff.

Tips/Reminders for Players and Spectators

- We recommend spectators bring an umbrella for protection from the sun and a portable chair as not all venues will have adequate seating.
- Players and spectators should bring their own water container.
- Don't forget sunscreen and a visor or hat!
- We are all guests of Yakima Tennis Club and West Valley High School. Please pick up all trash and be respectful of their management and staff. They also have their own rules in place as to what is acceptable at their facility, so please obey any posted rules.

Tournament Organizer

For all inquiries or questions leading up to the Sectional Championships, please contact:

Adam Hutchinson

Section League Coordinator

Email: ahutchinson@pnw.usta.com

Cell Number: 503-313-3271

Tournament Director Contact Information

For questions during the Sectional Championships, please contact:

Jana Hirst

USTA/PNW Northern Oregon Area League Coordinator

E-mail: hirst@pnw.usta.com

Cell Number: 503-887-9798

See next page for CAPTAIN TO-DO LIST...

CAPTAIN TO-DO LIST

- ☐ Find out each player's T-shirt size
- ☐ Determine how many total people (players and their guests) will be attending the Player Reception/Party
- ☐ Register your team online: <http://2015mixed40.eventbrite.com>
- ☐ Book your hotel rooms or rental houses for your team (or ask your teammates to book their own individually)
- ☐ Email the Tournament Organizer if you have a player participating in two different rating levels
- ☐ Make sure all players fill out the Photo Liability Waiver and turn it in at Check-In