



## REQUIREMENTS FOR ALL USTA GEORGIA SANCTIONED JUNIOR TOURNAMENTS

1. A USTA member club or organization must host the tournament. The tournament director can apply for sanction on behalf of the member club or organization.
2. The tournament must be held within the sanctioned dates.
3. A "[Facility Letter of Intent to Host USTA Georgia Sanctioned Event](#)" is required for each tournament for which sanction is requested.
4. The tournament must have a specified tournament director AND USTA-certified referee (**NOT APPLICABLE TO USTA JUNIOR CIRCUITS OR National Level 7**) AND specified tournament committee members. **Tournament Directors must be SafeSport certified.** [Check SafePlay Certification Status or Get SafePlay Certified](#). ALL Tournament Directors and Referees must always wear Identification Badges during the tournament. Officials at secondary sites should also be identified.
5. A person cannot function as both the Tournament Director and Referee for the same tournament. (**NOT APPLICABLE TO USTA JUNIOR CIRCUITS\*\* OR NATIONAL LEVEL 7 TOURNAMENTS see [TD/Referee Dual Role](#)**)
6. The Tournament Referee and Tournament Director MUST be in attendance at ALL times during the tournament. In case of an emergency a Deputy Director must be appointed. (**NOT APPLICABLE TO USTA JUNIOR CIRCUITS\*\***)
7. Any change in Referee requires pre-approval from USTA Georgia. This request must go to Eva Marie McCravy. Any approved change will be updated in the sanction form (tournament homepage) by the USTA Georgia staff.
8. All USTA Georgia sanctioned tournaments must use the USTA Serve Tennis software—all notes on the tournament home page must be published on the USTA website and all draws must be published on the USTA website prior to the tournament, daily during the tournament, and final results within 24 hours after the tournament has ended.
9. The USTA Serve Tennis website is the only website that Georgia tournament directors can use to publish Georgia sanctioned tournament information.
10. USTA Serve Tennis is the only accepted means of online registration for USTA sanctioned tournaments.
11. Any conflicts regarding courts during the sanctioned dates (i.e., league play, ALTA, etc.) must be posted by the Tournament Director as a message Headline on the Serve Tennis tournament homepage.
12. Medical Waivers MUST be collected from each participant prior to their first match for each sanctioned tournament. They may be collected online through the Match Tennis App. (**APPLICABLE TO USTA JUNIOR CIRCUITS\*\***)

# USTA GEORGIA

13. USTA Georgia sanctioned junior tournaments must use at least one USTA certified official at every site, separate from the Tournament Referee. The ratio of officials per court at each site shall be: **(NOT APPLICABLE TO USTA JUNIOR CIRCUITS\*\*)**

Level 5 events:	6 courts: 1 official
Level 6 – 7 events:	8 courts: 1 official

14. Once a tournament has been sanctioned at a particular site or facility, the venue cannot be changed without approval from the Sanction and Schedule Committee.

15. All events must be scheduled on the same surface and all courts must have safe playing surfaces. Events must be played in their entirety on the same surface (as published) unless you have inclement weather which may necessitate a change in surface. National Levels 5, 6 and 7 tournaments may be played on multiple surfaces if published 2 months before the close of registration i.e. B14s on clay, B18s on hard.

16. Clay courts are to be swept as needed, with a minimum of once per day. The lines should be cleaned between each match, either by the players with the winning team sweeping the lines after their match, or have both teams clean the lines on their side prior to their match.

17. New\*, USTA-approved Championship balls suitable to the surface and age division must be provided at the beginning of all matches and at the beginning of the third set (if third set played out). (Green and Orange balls may be reused.) \*National Level 7 tournaments may reuse balls after the first round of each age division. \*

18. Clean restroom facilities, drinking water and ice must be available at all tournament sites.

19. Chairs or benches must be provided for players to sit on court during changeovers.

20. Trophies/Awards must be awarded to 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> place players in all divisions played in National Level 5 and 6 tournaments (Additionally, in National Level 5 tournaments, a consolation winner trophy is required if applicable). Round Robin divisions must award trophies to 1<sup>st</sup> and 2<sup>nd</sup> place finishers in NL5 and NL6. In National Level 7s, the winner of each round robin will receive a trophy/award. If an "award" is substituted for a trophy, the Sanction & Schedule Committee must approve it and the specified award must be described in the Basic Information section on the tournament website. **(NOT APPLICABLE TO USTA JUNIOR CIRCUITS\*\*)**.

21. All tournament directors **MUST** attend a Tournament Admin Workshop if deemed necessary and scheduled by the Sanction & Schedule Committee. New tournament directors (those who were not sanctioned as a tournament director in the preceding year) **MUST** watch the ServeTennis Training found [here](#) before conducting their first tournament. All new Tournament Directors must also read the Tournament articles found at this link: [Tournaments](#) .

22. Administration fees for USTA Junior Circuit\*\* tournaments shall be waived by USTA Georgia. (Serve Tennis fees are never waived)

23. Tournament paperwork must be completed correctly and submitted on time by the tournament director.

○ Admin Fee – Admin fees are collected via ServeTennis. **(NOT APPLICABLE TO USTA JUNIOR CIRCUITS\*\*)**

# USTA GEORGIA

○ Sportsmanship Award Winners Report – Boys/Girls winners, including age division must be reported on the Tournament Homepage within 24 hours. (Optional for Level 6, 7 and USTA Junior Circuits\*\*).

○ Code of Conduct reports – Referee must fill out the Suspension Point Report located under the Player tab, Schedule Tab and/or Draw Tab in Serve Tennis Tournament Desk within 24 hours. [Suspension Points in Tournaments](#)

24. The Tournament Director is fully accountable for all actions and omissions related to the tournament, prior to, during, and at the close of the event.

## **Additional Junior Player Rest Requirements – Not applicable to NL7 or Junior Circuits**

- Any time of the year- Doubles followed by singles- A minimum of 30 minutes is required between the completion of the first doubles match of the day prior to starting singles play.
- During the months from May 1st to October 1<sup>st</sup> - Singles followed by singles- Players shall be given a minimum of two hours rest between the completion of the first singles match of the day and the start of the second singles match of the day.
- During the Months of October 1st to May 1<sup>st</sup> - Singles followed by singles- Players shall be given a minimum of 90 -minute rest between completion of the first singles match of the day and the start of the second match of the day.
- Singles followed by doubles- Players shall be given a minimum of one hour rest between any singles match (First or second of the day) and a doubles match.
- USTA Georgia does allow 3 regular scoring (2 sets with a 10-point match tiebreak in lieu of the 3rd set) singles matches to be played in one day in a National Level 6. The rest requirements are the same for that 3rd singles match. A National Level 7 uses short scoring and is therefore not bound by these additional rest requirements.

\*\*\*\*\* If player's match is longer than two hours, during the months of May 1st to October 1st, they may request (in person) more time from the Tournament referee. Time extension may not be guaranteed.

## **Inclement Weather**

In the event of inclement weather and changes in scoring formats, the referee and tournament committee are not bound by the above scheduling increments and rest requirements. However, at a minimum, the rest between the end of the first singles match and the beginning of the second singles match should be equal to the time on court that day for the first singles match. This should also apply to any additional singles match scheduled in that the subsequent match rest period should be equal to the duration of the previous match.

# USTA GEORGIA

\*\* USTA Junior Circuits are events that do not receive ranking points and can be used for players 5-18 using orange, green or yellow ball. To create a USTA Junior Circuit event, go to the tournament module in your organization's serve account and then click add tournament and then select junior and then scroll to Junior Circuit. Junior Circuits can be added throughout the year. Administration fees have been waived.