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GEORGIA

TO: USTA Southern Junior Team Tennis League (SJTTL) Captains

FROM: Elizabeth Beaver, Georgia State League Coordinator

RE: 2024 USTA Southern Junior Team Tennis League (SJTTL) Georgia State Championships

Congratulations on your team's advancement to the 2024 USTA Southern Junior Team Tennis League (SJTTL) Georgia State Championships, to be held July 19 – July 21, in Macon, Georgia!

Outlined below is important tournament registration information along with several forms that need to be completed and returned to your Local League Coordinator for review and approval.

Eligibility: 10U: A team must have a minimum of four (4) eligible players. To meet this minimum, one eligible boy and/or girl substitute player may be added from the same local season. All players must have a minimum history of 2 team matches played, which may include one default, recorded in TennisLink. All players must be age eligible through August 31, 2024.

12U – 18U: A team must have a minimum of 3 eligible boys and 3 eligible girls. To meet this minimum, one eligible boy and/or girl substitute player may be added from the same local season. All players must have a minimum history of 2 team matches played, which may include one default, recorded in TennisLink. All players must be age eligible through August 31, 2024.

Fees: Team registration must be submitted online through TennisLink by **Wednesday, July 3rd**. This is a one payment per team registration at \$35 per player. Example: 10 players would be a \$350 entry fee payable with one credit card in one transaction.

Team Deposit: Team deposit will be held by the credit card submitted for team registration and may be charged if any of the following occurs: 1) a team withdraws July 5th or after, 2) a team captain/representative does not attend the mandatory captain's Zoom call, or 3) a team defaults an entire match. Once a team is registered in the TennisLink Championship module there are no refunds. The deposit held is \$300 + TennisLink processing fees.

Team Registration Packet: The following required documentation must be submitted to your Local League Coordinator for approval:

- 1) Team Profile
- 2) Copy of Team Roster printed from TennisLink showing number of matches played
- 3) Change in Roster form, if applicable
- 4) Change in Captain form, if applicable

All forms must be completely filled out to be accepted.





Consent & Waiver Forms: A signed Waiver and Consent Form is required for every player participating in the championship. Here is the link: <https://form.jotform.com/240804052763149>. The link for this form will also be available on the website.

Captain Zoom Calls: A team representative must attend the mandatory captain's Zoom call on Wednesday, July 17th at 7:00pm. Call number and agenda will be sent out the week prior.

Match Times: Tentative match times and sites will be posted on the USTA Georgia website at <https://ustageorgia.com/juniors/jtt-championships/> no later than Friday, July 12th. If any changes are made to the tentative schedule the teams affected will be notified. Final (tentative) schedules will be emailed to the captain on Wednesday, July 17th.

Player/Captain Gifts: Every player and captain will receive an appreciation gift and tournament t-shirt. If a co-captain wishes to receive these items, a check for \$25 made payable to Georgia Tennis Association should be submitted with the registration packet.

Hotel Information: Hotels fill up quickly! Please go to the Macon Tennis Association website at www.maconareatennis.com for a list of tournament hotels. Ask for special tournament rate.

Advancement to Section Championships: USTA Southern Section Championships will be held August 31st – September 2nd in Mobile, Alabama. State Championship winners in the Intermediate and Advanced divisions are eligible to advance to the Sectional Championship. Discuss these dates with your team PRIOR to the State Championships. Your team may become eligible to compete in further championship events. Should your team qualify to advance to Sectional Championships, you will need to be prepared to make a commitment at the conclusion of the State Championships.

If you have any questions, please contact your Local League Coordinator or Elizabeth Beaver, USTA Georgia State JTT Coordinator, at beaver@ustageorgia.com, (404) 256-9543, ext. 166.

Congratulations, again, and we look forward to seeing you and your team at the 2024 USTA Southern Junior Team Tennis League (SJTTL) Georgia State Championships!

Enclosures:

Team Profile Form
How to Fill Out Team Profile Instructions
TennisLink Registration Instructions
Change in Roster Form
Change in Captain Form
Hotel Information Form
Captain Check List





GEORGIA

**SOUTHERN JUNIOR TEAM TENNIS LEAGUE
GEORGIA STATE CHAMPIONSHIP
INFORMATION SHEET**

- When:** July 19 - 21, 2024
- Where:** Macon, GA (John Drew Smith Tennis Center & Randy Stephens Tennis Center)
- Captain's Zoom Video Call:** Wednesday, July 17th at 7:00 pm (Zoom Video link will be emailed to the captains a few days prior and is mandatory for all captains or a representative of the captain)
- Captain's Registration:** Thursday, July 18th from 6:30 pm – 7:30 pm (John Drew Smith Tennis Center)
- Match Format:** **10U:** 1 Gender Neutral Singles, 1 Gender Neutral Singles, 1 Gender Neutral Doubles
12U-18U: 1 Girl's Singles, 1 Boy's Singles; 1 Girl's Doubles, 1 Boy's Doubles; 1 Mixed Doubles
- Format of Play:** Round Robin(s) or Un-flighted Draw. The use of multiple round robins or the use of un-flighted matches will require a playoff structure. See Championship Procedures for full details.
- Play Begins:** Friday, July 19th at 7:30 or 8:00 am
- Play Ends:** Sunday, July 21st
- Playoffs:** Divisions that have two or more round robin flights or if an un-flighted draw is used, there will be a semi-finals and/or final. They will be scheduled for Sunday, July 21st.
- Awards:** Champion and Finalist teams will receive awards.
- Surface /Official Ball:** Hard Court
Penn (provided and handed out prior to each match)
- Player Amenities:** State Championship T-shirt + Towel
Player shaved ice voucher to be used one time Friday through Sunday on site.





How To Fill Out Your Team Profile Form

***Print your team roster from TennisLink while being logged in to find player and team information required to complete this form.**

Captain Contact Information - Name, cell phone number and email of person who will be responsible for team during entire tournament. If different from local league season captain, "Change of Captain" form must be attached. The new team captain must have completed the USTA Safe Play process and be added in TennisLink as a Team Coach/Captain.

Co-Captain Contact Information – Name, cell phone number and email of person who will be assisting captain and/or responsible for team in the event captain is not available. Must have completed the USTA Safe Play process.

League – Found on team roster advancing from local league season, Program/Local League Name: i.e. USTA Atlanta, CORTA, NEGTA, SCTA...

Team Number: Found on team roster advancing from local league season, TennisLink #7034.....

Age Division – Found on Team roster advancing from local league season under Flight Name/Rating Levels, i.e. 12U, 14U...(all players must be age eligible through August 31, 2024).

Level – Found on Team roster advancing from local league season under Flight Name/Rating Levels, i.e. Beginner (BEG), Intermediate (INT), Advanced (ADV)

BEGINNER LEVEL TEAMS:

*Beginner level team winners in ALL age divisions **will not** advance to the USTA Southern Junior Team Tennis League Sectional Championships.*

INTERMEDIATE & ADVANCED LEVEL TEAMS:

*Intermediate & Advanced level team winners in ALL age divisions **will** advance to the USTA Southern Junior Team Tennis League Sectional Championships.*

Player's Name – Please print clearly and enter only eligible players from the original local league roster who will be playing at the State Championships. 10U – A minimum of four players is required to field a team. 12U-18U - A minimum of three girls and three boys is required to field a team. If a team is adding a substitute player to the State Championship roster to meet the minimum required number of players, the Substitute Player form should be attached.

Age – Enter player's age on August 31, 2024. All players must be age eligible through August 31, 2024. See team roster.

Tournament Player – Enter YES or NO

Confirmed Eligibility – Enter YES or NO





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2024 USTA Southern Junior Team Tennis League (SJTTL)
State Championship
Team Profile

Team Captain Name: [] Captain Cell #: []
Team Captain Email: []

Team Co-Captain Name: [] Co-Captain Cell #: []
Team Co-Captain Email: []

CTA/Local League: [] Team # (7034.....): []

Team Age Division: [] Beg/Int/Adv: []

Table with 4 columns: Players Name, Age, Tournament Player, Confirmed Eligibility Based On Beginner/Intermediate Level Criteria. Includes instructions and an example row for Serena Williams.





**2024 SJTTL STATE CHAMPIONSHIP
TEAM REGISTRATION INSTRUCTIONS**

**STEPS FOR CAPTAINS TO REGISTER TEAMS
IN TENNISLINK FOR THE STATE CHAMPIONSHIPS**

1. Go to tennislink.usta.com Junior Team Tennis or click [here](#)
2. In the right-hand column, under **Join Team Tennis**, find the heading **Championships**, click on **Register a Team**
3. Enter Registration Number:

21027	10 and Under – Beginner
21026	10 and Under – Intermediate
21025	10 and Under – Advanced
21024	12 and Under – Beginner
21023	12 and Under – Intermediate
21022	12 and Under – Advanced
21021	14 and Under – Beginner
21020	14 and Under – Intermediate
21019	14 and Under – Advanced
21018	18 and Under – Beginner
21017	18 and Under – Intermediate
21016	18 and Under – Advanced

4. Enter your local season Team Number (#7034.....) to register team in the State Championship
5. Enter number of participating players (\$35/each) from the State Championship Team Profile Roster
6. Click on "Proceed to Checkout"
7. Enter credit card information, click "Submit"

NOTE: IN ADDITION TO ONLINE TENNISLINK CHAMPIONSHIP REGISTRATION, ALL COMPLETED REQUIRED DOCUMENTATION LISTED BELOW MUST BE SUBMITTED TO AND APPROVED BY YOUR LOCAL LEAGUE COORDINATOR AND THE GEORGIA STATE LEAGUE COORDINATOR:

TEAM PROFILE FORM – All blanks must be filled in
CONSENT & WAIVER FORM – Submitted digitally by each player’s parent/guardian. Form found here: <https://form.jotform.com/240804052763149>





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**2024 USTA Southern Junior Team Tennis League (SJTTL)
State Championship
Change in Roster – Add a Substitute Player**

Should a team roster drop below the minimum requirement to be able to advance to State, then one boy and/or one girl may be added from the same SJTTL local league season to meet this requirement. All substitutions must be approved by the Local League Coordinator and State Coordinator and all player and team eligibility requirements must be met. Substitutes may not advance beyond the SJTTL State Championships with the team if the original local league roster is submitted for advancement to Section Championships.

If a team needs to add a player to their State Championship roster in order to meet the required minimum of 4 players (10U) or 3 boys and 3 girls (12U – 18U), this form needs to be completed and attached to the Team Profile Form. All substitutes must be approved by the Local League Coordinator and the State League Coordinator.

Waiver and Consent Form for substitute player must be submitted through Jotform:
<https://form.jotform.com/240804052763149>

Team Captain Name:		Captain Cell #:	
CTA/Local League:		Team # (7034.....):	
Team Age Division:		Beg/Int/Adv:	

Below information must be provided before a substitute player can be added to a roster. If you are substituting two players, please submit separate forms.

Substitute Player Name:	
Substitute Player Gender:	
Substitute Player USTA #:	
Substitute Player Local League Team #:	
Substitute Player Local League Team Age Division / Level:	





2024 USTA Southern Junior Team Tennis League (SJTTL) State Championship Change in Captain

Complete this form if a change in Captain from the original local league season is necessary. Any changes must be approved by the Local League Coordinator.

- All captains must have completed and received approval through the USTA Safe Play background screening process prior to submitting this form. The USTA Safe Play application process for Junior Team Tennis captains can be found at www.usta.com/safeplay. This process may take up to **10 business days** to complete and receive approval. **Please check your account and make sure your certification does not expire before July 21st.**
- All captains must be registered in TennisLink as a SJTTL captain and be able to login as a SJTTL captain prior to submitting this form.
- New Team Captain USTA Account Number is required below.

CTA/Local League:		Team # (7034.....):	
Team Age Division:		Beg/Int/Adv:	
Local Season Captain's Name:			
State Championship Captain's Name:			
State Championship Captain's USTA#:			
State Championship Captain's Cell #:			
State Championship Captain's Email:			





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2024 USTA Southern Junior Team Tennis League (SJTTL)
State Championship
Hotel Information Survey

Captains: Please fill this out in advance and turn it in at the Captains Registration.

Form with fields for Team Captain Name, CTA/Local League, Captain's Cell #, Team Age/Division, and Number of Players on your Roster.

Table with 6 columns: Hotel Name, Name on the reservation, Thursday, Friday, Saturday, Sunday. Multiple empty rows for data entry.

**If the captain is making the room reservations in their name and having the players change them when they arrive at the tournament, please make sure this form reflects your changes when you turn it in at check in.

Hotel Partners (please look on the https://maconareatennis.com/hotels/ hotel rates and offers)

Table listing hotel partners: Candlewood Suites, Comfort Suites, Courtyard by Marriott, Fairfield Inn and Suites, Hilton Garden Inn, Holiday Inn North, Macon Marriott City Center, Red Roof Inn, Tru by Hilton, Wingate by Wyndham.





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COACHING GUIDELINES

The following coaching guidelines will be in place for the 2024 USTA Southern Junior Team Tennis Georgia State Championship:

- Only one person may be designated as the Coach during a team match and must be identified with a Coach badge.
- Coaches cannot be changed during any part of the dual match. If this rule is abused a team will lose their coaching badge for the remainder of the tournament.
- A Coach may coach the player(s) when the players change ends at the end of a game and may be done when the players change ends after the first game without delay.
- Coaching is not permitted during a tie-break game or tie-break in lieu of the third set.
- Coaches should remain outside the fence.
- Coaching should be positive reinforcement to your player and not against the opponent.
- A player is not allowed to be coached if the coaching is given by signals during play.
- Any violation of these Coaching policies may result in the suspension of the coaching privileges and point penalties.





**2024 USTA Southern Junior Team Tennis League (SJTTL)
State Championship
Captain Check List**

Captain To Do List

- _____ Read and complete Registration packet
- _____ Check to ensure your SafePlay Certification does not expire before July 21st
- _____ Coordinate hotel reservations, go to www.maconareatennis.com for host hotels
- _____ Complete Hotel Information Form, bring a copy to submit at captain registration
- _____ Print copy of Team Roster from TennisLink
- _____ Check and confirm player's eligibility if in the Intermediate Division
- _____ Check and confirm player's eligibility if in the Beginner Division
- _____ Collect entry fees from players
- _____ Complete Team Profile Form
- _____ Get Consent & Waiver forms signed by parents, go to <https://form.jotform.com/240804052763149>
- _____ Register and pay entry fee in TennisLink by Wednesday, July 3rd
- _____ Mark calendar for mandatory Captain Zoom Call, Wednesday, July 17th

Captain Check List

Date Packet Due to Local League Coordinator: _____

Date Packet Submitted to Local League Coordinator: _____

Documents Submitted to Local League Coordinator:

- _____ Complete Team Profile Form with check attached for co-captain, if applicable
- _____ Copy of team roster from local season printed from TennisLink
- _____ Change in Roster Form, if applicable
- _____ Change in Captain form, if applicable

