

2024 USTA Georgia Combo Doubles State Championships 18/40 & Over

Macon, GA

Captain's Packet



Important Information

When:	November 1-3, 2024
Where:	Macon, GA
Facilities:	John Drew Smith Tennis Center (hard courts) Randy Stephens Tennis Center (hard courts)
Captains' Registration (Check-In):	Thursday, October 31 st , from 6:00pm – 7:00pm at John Drew Smith Tennis Center
Captains' Conference (Zoom) Call:	Wednesday, October 30 th , 2024 at 7 pm (Zoom link will be emailed later)
Match Format:	3 lines of doubles
Format of Play:	Round robin (partial or full) and/or single elimination matches against randomly selected opponents in all levels of competition. The use of partial round robins will require a playoff structure to establish a champion.
Number of matches per team:	Each team is guaranteed a minimum of four matches during the tournament, unless there are only 2 teams registered and we will schedule a triple round robin
Awards:	Champions and Finalists will receive awards
Player Amenities:	<ul style="list-style-type: none">• State Championship T-shirt (for registrations submitted by October 10th)• \$10 Lunch Voucher• Captain's gift• Water, ice and bananas

Important Information

Eligibility:

- Membership: Players must have a USTA membership valid through November 3rd, 2024
- Matches Played: Players are only eligible to advance to State Championship **if they played 1 one match during the local league**. A match default counts for this purpose.
- Ratings: **Captains are responsible for checking the players' ratings on the roster**. Players must play with the rating on the TennisLink roster through State Championships unless:
 - The player appealed down during or after local season, and/or
 - The player appealed up during or after the local season, and/or
 - The player is dynamically promoted during any championship year

Important Dates:

October 9th is the deadline to have a minimum of 6 players registered and to submit the team deposit form

October 10th is the last day to register and receive a t-shirt

October 31st at 7 pm is the deadline for any player to register for the tournament

Important Links:

USTA Georgia State Championships: <https://ustageorgia.com/state-championships/>

Player Registration: <https://form.jotform.com/USTAGEorgia/combo-macon-player-registration>

Who is Registered: <https://ustageorgia-lsc.powerappsportals.com/player-search/combo-doubles/combo-macon/>

Captain Checklist

- ❑ Accept the berth. Your local league coordinator will submit your team information to USTA Georgia and you will receive an email to review the roster, the withdrawal and default policies and accept the team deposit fee of \$250. **Your card will not be charged.** The team deposit form is an authorization to charge the same credit card that was used for player registration in case of withdrawal or default. USTA Georgia does not place “holds” on the credit card. Team deposits must be received by October 9th. If you are a non-playing captain and will not register for this tournament, click on “non-playing captain approval” and you will receive a separate email to forward the link to the player that will complete your team deposit form. **Your team will not be uploaded for registration until you approve it.**
- ❑ Once the team is uploaded to the [registration form](#), you and your teammates can start registering. Entry fee is \$42 per player. Registrations received after **October 10th** will not include a t-shirt.
- ❑ Make sure you have at least 6 players registered by **October 9th** or your team will not be included in the schedule. You can check who has registered for your team on the [player search portal](#).
- ❑ Get ready for the tournament! Download the USTA Georgia Championships App and make sure you are setup to receive alerts. General notifications and weather-related updates will only be sent through the app.
- ❑ Tentative match schedules will be on the [State Championship website](#) by Friday, October 25th, 2023.
- ❑ **Captains’ Zoom Video Call is Wednesday, October 30th, at 7 pm.** The link will be emailed to you the week of the call. We will go over all the specific rules that apply for the tournament and the changes for this year. All announcements concerning schedule changes are made at that time. You may have a representative on this call if you are unable to attend.
- ❑ Captains’ Registration is Thursday, October 31st, from 6:00 until 7:00 pm at John Drew Smith Tennis Center. You will receive a list of players registered for your team and the t-shirt sizes they ordered, along with the meal vouchers. Please make sure the sizes in the bag match the list and you have the correct number of meal vouchers. It is your responsibility to distribute them to your players.
- ❑ Bring the completed Hotel Information Survey filled out or email it in advance to Kaminski@ustageorgia.com. This is important for future room block contracts and it’s how our hosts get financial support from their local community.
- ❑ From the app or the Championship website, locate the links for lineup submission and the court assignment sheets. Submit a few test lineups to get familiar with the process.

Important Player Instructions

- ❑ We ask that all players participating in the match are on-site at least 15 minutes prior to the scheduled match time. Give yourself extra time in case of traffic or an accident.
- ❑ Once all players participating are on site or it's match time, the captain will submit the lineup digitally and receive an email with a copy of what they submitted.
- ❑ Once both teams have submitted their scorecards, we will combine them, and they will be available to be seen through our Virtual Site Desk Court Assignment link (available at the State Championship website or the State Championship app). On your phone it's best viewed if you have the Google Sheets App downloaded as well.
- ❑ Once courts are assigned, a text message will be sent to the players involved in each individual match, as well as the captain with the names of the players and the court assignment.
- ❑ At this point, the home team (the players who are listed first on the text message) need to go to the site desk and pick up the can of balls. Players should be at their assigned court within 10 minutes, or they will be subject to the point penalty system.
- ❑ If the court assigned to you is in use, it's because your match was pre-assigned, and we do not have any extra courts at the moment. Stay by the court and wait for the match to be completed. Once they shake hands, you can take the court. If a court that was not pre-assigned becomes available, we will text you a "change of court" message with your new court assignment.
- ❑ Prior to beginning the 10-minute warm-up, introduce yourselves to confirm the players in the text are the players on your court.
- ❑ When the match is finished, **one player from each team should reply to the text message** you received with your court assignment **with the name(s) of the players for the winning team and the scores from the winner's perspective**. (EX: Federer & Nadal 64 64, not we lost 36 46). Please do this **IMMEDIATELY**, as this will be the only way we know the court is available. The text will not be a group text at this point, just an individual message back to us. Used balls should be returned to the site desk.
- ❑ As scores are submitted via text, we will update the Virtual Site Desk Court Assignment sheet with them and once the entire team match has been reported, we will enter the scores into Tennislink.
- ❑ Matches are unofficiated. We have a referee to help with ruling and scoring but **not with line-calling**. In the event of a ruling dispute, players should stop play immediately and ask for the referee. Problems are better solved during the match and not afterwards in form of sportsmanship grievances.

Withdrawal and Cancellation Policy

Tournament Withdrawal Policy

Teams that withdraw twenty-two (22) days in advance of the start of the tournament will be reimbursed their security deposit and entry fee (minus \$2 processing fee). Teams that withdraw within twenty-one (21) days of the start of the championship and the posting of the draw will not be reimbursed their entry fee. Teams that withdraw once the draw is posted will forfeit their entry fee and security deposit. Separately, the team will be subject to a grievance filed by the Championship Committee and may receive suspension penalties imposed by the Championship Grievance Committee.

Tournament Cancellation Policy

- *Round Robin Format (flighted format)*
- Should inclement weather or other circumstances prevent the completion of the State Championship or prevent round robin matches from starting by a specific time as determined by the Championship Committee on the final day of the championship, the level/flight winners will be determined by the first of the following procedures:
 - In the event a level or flight within a level consists of multiple round robins, the first-place team will be determined by TennisLink standings at the conclusion of the most recent full round robin. If no full round robin is completed, the below-mentioned procedures would apply.
 - In the event that only one team in a round robin has a mathematical chance of finishing first, that team will be declared the winner of the round robin.
 - If more than one team has a mathematical chance of winning their round robin, and the first-place team has already beaten the other teams with a mathematical chance of winning, the 1st place team would be considered the round robin winner as the head-to-head winner.
 - If a round robin winner cannot be determined, and each team in a round robin has been given the opportunity to complete a minimum of one team match, only teams with a mathematical chance of finishing first will receive an entry into a drawing. Undefeated teams will receive a second entry into the drawing.
 - If a round robin winner cannot be determined, and each team in a round robin has not been given the opportunity to complete a minimum of one team match, each team will receive one entry into a drawing to determine the round robin winner.
- *Partial Round Robin Matches Format*
- Should inclement weather or other circumstances prevent the completion of the State Championship or prevent un-flighted matches from starting by a specific time as determined by the Championship Committee on the final day of the championship, the winners will be determined by the first of the following procedures that does so:
 - If a minimum of 3 full partial round robin rounds have been completed by all teams, any undefeated teams will receive an entry into a drawing to determine a winner. In this instance, unfinished partial round robin rounds in fourth segment will not count.

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Withdrawal and Cancellation Policy

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- In the event that only one team (after the most recent full partial round robin round) has a mathematical chance of finishing first, that team will be declared the winner.
- If more than one team has a mathematical chance of winning, after the most recent full partial round robin round, and the first-place team has already beaten the other teams with a mathematical chance of winning, the first-place team would be considered the winner as the head-to-head winner.
- If a winner cannot be determined, and each team has been given the opportunity to complete a minimum of one team match, only teams with a mathematical chance of finishing first will receive an entry into a drawing. Undefeated teams will receive a second entry into the drawing.
- *During Playoffs*
- Should inclement weather or other circumstances prevent the completion of all playoff rounds during the State Championship; the following procedures will be used to determine round robin winners:
 - If cancellation occurs before or during the first round of playoffs, all group winners will receive two entries in the drawing and any best 2nd place teams will receive one entry into the drawing to determine one state champion. Team(s) that have clinched (won a majority of individual matches) in their first round of playoffs will be considered the winner of the playoff match and will also receive two entries into the drawing and the losing team(s) will be excluded from the drawing.
 - If cancellation occurs during the second round of playoffs, all teams that have not had their team match decided will receive an entry in the drawing to determine one state champion. Any winning team that has completed their second-round match will also receive one entry into the drawing and the losing team will be excluded from the drawing.
 - Once the finalists are determined, both teams will be told how the champion will be determined by the USTA Georgia Championship Committee, should cancellation occur after the finals have begun play.
 - If cancellation occurs once the finalists have been determined, but play has not begun, both teams can agree to meet at a mutual location and time to play for the state championship. A deadline will be given by the Championship Committee to complete the match. If both teams cannot agree to a mutual location and time prior to or on the deadline set forth by the Championship Committee, both teams will receive an entry in the drawing to determine one state champion. USTA Georgia will not be responsible for providing an official or for any expenses related to this match.

Hotel Information Survey

2024 Combo Doubles 18/40 & Over State Championships

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

**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 captain registration.

Team Captain Name:		CTA/Local League:	
Number of Players on your Roster:		Captain's Cell #:	

<u>Hotel Name</u>	<u>Name on the reservation</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>

Courtyard by Marriott (host hotel)	Avid
Candlewood Suites	Hilton Garden Inn
Comfort Suites	Homewood Suites
Fairfield Inn West	LaQuinta Inn & Suites
Tru by Hilton	Marriott City Center
TownePlace Suites	Wingate by Wyndham



Directions to Sites

John Drew Smith Tennis Center

3280 North Ingle Place
Macon, GA 31210
(478) 474-5075

From I-75 take the Arkwright Exit 169. Go west to First light at Riverside Dr and take a left on to Riverside Dr. Follow Riverside Dr. until you reach an Arby's on the right and take a right on to Northside Dr. Go about 100 yards and look for the John Drew Smith Tennis Center sign.

Turn left on to North Ingle Place, which dead ends at the John Drew Smith Tennis Center.

Directions to other Macon tennis facilities: (from John Drew Smith Tennis Center)

Randy Stephens Tennis Center

7035 Houston Rd.
Macon, GA 31216
(478) 259-4792

Take a right on to Northside Dr. Go about 100 yards and take a right on to Riverside Dr. Go about 1 ½ miles and take a Left on to I-75 S. Stay on I-75 S for 13 miles and take Exit 153, Sardis Church Road. Turn right on Sardis Church Road and follow for 2 miles. Turn right on Houston Road and the complex will be on the right.

Stratford Academy

6010 Peake Rd.
Macon, GA 31210

Take a right on to Northside Dr. Go about 100 yards and turn right on to Riverside Dr.

Go 4/10 mile and turn right onto Wimbish Road. Go 1.5 miles, then take a slight left onto Forest Hill Road (Forest Hill Rd is just past North Minster Drive). Go 6/10 of a mile and turn right onto Forsyth Rd/Vineville Ave. Go 1.5 miles, and then turn left onto Tucker Road. Go 2.6 miles and turn right onto Peake Road. Go 4/10 mile, and then turn left into the Academy. You must go all the way around the school to reach the tennis courts parking.

FAQ's

1. Our team won both the winter/spring seasons and summer/fall, but a couple of our players were different. Can we take all our players?

No. You must choose which season you are representing - winter/spring or summer/fall. Only those players on that roster, and who are otherwise qualified, may play. You cannot combine rosters.

2. How soon can we get our match schedule?

The tentative schedule will be posted on the USTA Georgia website and on TennisLink at least one week before the tournament starts. All players will receive an email with their schedule on the week of the tournament.

3. Why do I have to listen to the captain's conference call?

On the captain's conference call we go over all the specific rules that apply for the tournament. All announcements concerning schedule changes are made at that time. The captain's call is the only way we can ensure you are informed of changes or special situations you need to know about in order to make your tournament as smooth as possible. The captain may have a representative listen to the conference call and/or attend the captain's registration.

4. How many matches does a player have to have played locally to be eligible to participate at the USTA Georgia Combo 18 & Over and 40 & Over State Championship?

Players must play at least 1 match (one defaulted match counts as one match played).

5. Our team only has four players available. Will we have to default all our matches?

You must have a minimum of six players who can play all three positions, but if the Tournament Committee approves this prior to the tournament your team will be allowed to play with only 4 players for the entire tournament. These defaults would be subject to the default rule (see #4).

5. What is the Default rule for the State Championships?

Any team defaulting a court for any reason will be fined \$100 per court defaulted. The fine must be paid in the tournament room prior to the team's next match. If it's the team's last match of the tournament, they must pay prior to leaving. If a team does not pay the fine, a grievance will be filed against all members listed on the team information sheet, which could result in suspension from any USTA League play until the fine is paid. Any matches played during that time will be reverted to losses. The reason for this regulation is it's your team's responsibility to have players on every court at each match during a state championship. When a team defaults a line, it not only can affect the outcome of the tournament, but more importantly, it affects those players who showed up ready to play, only to find their opponents did not show.

USTA Georgia Championship App

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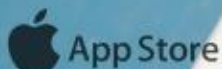
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