



2016 USTA/PNW Mixed 18 & Over Sectional Championship Handbook

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DATES

- **Captain Check-In:** Thursday, July 21, 6:00-6:30pm at SHARC Benham Hall
- **Captains' Meeting:** Thursday, July 21, 6:30pm-7:15pm at SHARC Benham Hall
- **Player Party:** Thursday, July 21, 7:30-10:00pm at SHARC Benham Hall
- **Match Play:** Friday, July 22 – Sunday, July 24 (schedule to be posted on TennisLink by May 31)

TENNIS COURTS

- **Match Courts:** Sunriver Owners Association Tennis Courts (see [Sunriver Tennis Facilities](#))
 - Tennis Hill at Fort Rock Park
 - North Courts near Woodland Golf Course
- **Practice Courts:**
 - You may contact Tennis Hill at (541) 593-5707 to reserve a tennis court beginning May 31, 2016. Please have your Sunriver rental address when you call in. A limited number of courts are available for tennis reservations during the tournament for players and our vacationing guests. A court rental fee of \$15.00 per 90-minute court time will be assessed at the time of reservation unless the rental unit you are booking comes with an unlimited Recreation Plus card to tennis and the SHARC facility,
 - Sunriver court sites are based on availability from 7:30am-7:30pm and include Tennis Hill (6 courts) and North Courts (9 courts) (when not scheduled for sectional match-play), Winners Circle (2 courts), and Marketplace (2 courts).

TEAM FEES

- \$225 per team + \$5 processing fee = \$230. Entire entry fee is non-refundable once the schedule is posted.
- You must pay online by May 6. Go to the [Mixed 18 & Over Sectional Registration Page](#) to sign up. Here is a visual guide for payment below:

Your order summary

Descriptions	Amount
Team Registration	\$98.00
Item price: \$98.00	
Quantity: 1	
Item total	\$98.00
Total \$98.00 USD	

Choose a way to pay

▶ **Pay with my PayPal account** **PayPal**
 Log in to your account to complete the purchase

▼ **Pay with a debit or credit card, or PayPal Credit** ←
 (Optional) Join PayPal for faster future checkout

Country: United States ▼ **Select the correct tab**
(debit/pre-paid gift card or credit)

←

The secure way to use your debit card online
 \$0 liability on unauthorized PayPal transactions.

Debit or Prepaid gift card number:

Payment types:

Expiration date: mm / yy

CSC:

[What is this?](#)

LODGING

- Discover Sunriver is offering a 10% discount on all their housing rentals during the dates of Wednesday, July 20 - Monday, July 25, 2016. Call (888) 288-7053 to reserve or go to <http://www.discover.sunriver.com>. **Preferred Sunriver housing partner of USTA/PNW.*
- Visit http://www.pnw.usta.com/USTA-League/sectional_hotels/ to view group rates and information for our other rental housing options. *Note: Each vacation rental housing company and hotel offers a limited number of houses/rooms at the group rate listed. These are on a first-come, first-served basis.*

ELIGIBILITY

- **Required Matches for Sectionals:** 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.
- **Required Matches for Nationals:** As a reminder, all players must play three matches (with no defaults) through Sectionals in order to be eligible for the National Championships.
- **Membership:** All players must have a current USTA Membership through the end of Sectionals. 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

Tournament Regulations

- **Regulations:** National and USTA/PNW League Regulations will be enforced during the Sectional Championships. Visit <http://www.pnw.usta.com/USTA-League> under "Rules and Regulations".
- **Match Line-Ups Due:** 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. 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.

Players on Multiple Teams

- **Different NTRP Level:** 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 May 6 to have any schedule requests considered.
- **Same NTRP Level:** Players who qualify on more than one team for the Sectional Championships at the same NTRP level must declare which team they will play on through the entire Sectional Championships. This must be done prior to any teams' first match at the Sectional Championships. The player is allowed to join any of the other teams at the conclusion of the Sectional Championships to compete in the National Championships if they are eligible. (PNW Regulation 2.0(b)).

Scoring

- **Format:** Best two out of three sets with a 10 pt., win by 2, match break in lieu of a third set. Regular Scoring will be used (play out the ads).
- **Tiebreak Procedure:** Coman Tie Break procedure used for all tiebreakers.
- **Scoring Modification:** 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. The winner of each flight will play each other in the Finals. *Note: if there are five teams or less in a division, there will be one flight with no finals.*
- The winner of each flight will be determined by team matches won. In the event of a tie in the standings, the following procedure will be used to break the tie (in order):
 1. Winner of the most individual matches
 2. Winner of head-to-head match
 3. Winner of the fewest number of sets lost
 4. Winner of the fewest number of games lost
 5. Procedure to be determined by Championship Committee

Grievance and Appeal Procedures

The following guidelines and procedures will be used during the Sectional Championships. Please review them carefully. Download grievance forms and information by visiting the PNW Grievance website at <http://www.pnw.usta.com/USTA-League/grievance>. Any tournament staff member will be glad to assist you with the forms and answer any questions or procedures.

- **General Grievances (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.
- **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 Grievances:** Any self-rated player (or Early Start League player at an NTRP level lower than his/her current year-end rating, or a player with granted Medical Appeal) who is playing at an NTRP level lower than his/her actual skill level is subject to an NTRP Grievance. NTRP Grievances may be filed against a player at any time up to 48 hours after the conclusion of the Sectional Championship of the player's team, whether or not the player participated. View the "PNW Grievance Procedure for USTA Leagues" on the [Grievance Webpage](#). This will be sent to all captains and also 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 and Officials

- **Coaching:** No coaching is allowed. Cell phone and other electronic devices are not allowed on court without permission from the Tournament Director or Referee.
- **Tournament Referee:** USTA/PNW intends on having a Certified USTA Official as the Head Referee.
- **Roving Officials:** We will not utilize USTA Roving Officials during the Sectional Championships. Captains and Players will be expected to utilize PNW Regulation 2.03E(a) (Line Call Help) as well as The Code. Copies of both will be given to captains ahead of time. Any issues that cannot be rectified should be brought to the attention of the Tournament Desk, Head Referee, or Tournament Director.

PLAYER AND TOURNAMENT DETAILS

Captain Check-In

When: Thursday, July 21, 6:00-6:30pm

Where: SHARC Benham Hall - 57250 Overlook Rd, Sunriver, OR 97707

What: Captain or team designee will...

- Check-in with tournament staff
- Review roster for ineligible players
- Turn in Player Publicity Release Form for photos
- Verify contact numbers
- Pick up Captain Packet
- Pick up T-shirts

Captains' Meeting

When: Thursday, July 21, 6:30pm-7:15pm

Where: SHARC Benham Hall - 57250 Overlook Rd, Sunriver, OR 97707

What: 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.

Player Party

When: Thursday, July 21, 7:30-10:00pm

Where: SHARC Benham Hall - 57250 Overlook Rd, Sunriver, OR 97707

Who: Food will be provided. A no host bar will be available with beer, wine and soft drinks. There will be a chance to win raffle prizes for all attendees. Each team will receive the total number of tickets listed on their roster. If more tickets are needed, then it's \$10.50 per ticket. If a team has extra tickets, they may be used for guests. **Please indicate the total number of players and guests attending upon online registration so we can have an accurate food count. Additional guest tickets may be purchased online [here](#). 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 \$10.50 each.

Awards, T-Shirts, Photographer, Tennis Balls

Awards: Champions and Finalists each will receive awards for all rostered players. Champions will also receive a USTA/PNW Section Champion banner. 10 awards will be given on site. If you have more than 10 players, the rest will be mailed to the captain afterwards at no charge.

T-Shirts: Teams can request T-shirts for all rostered players. 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 all players upon online registration.** We offer men's and women's sizes. This year's T-shirt was designed by Amy Neuburger of Seattle, WA, in our 2016 Sectional Championship T-shirt Design Contest!

Photographer: We will have a professional photographer on site. He/she will be taking photos throughout the tournament as well as photos of the champions. Captains must have all players sign our Player Publicity Release Form 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

Format Change: 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. 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 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.

Schedule Change Update: In the event of suspension of play caused by inclement weather, please keep your cell phones handy as updates will be texted to you as soon as possible using our texting service and updated on our website at <http://www.pnw.usta.com/USTA-League/weather>. **Please list all your players' cell phone numbers and email addresses upon online registration so we can keep them updated as well.** Unless you hear otherwise, all players should plan on reporting to their scheduled match 30 minutes ahead of time.

Tips/Reminders for Players and Spectators

- **Bring Water Container:** Players and spectators must bring their own water container. Water will be available for refilling a container, but there may not be any bottles or cups available on site.
- **Bring Umbrella/Tent:** We recommend players and spectators bring an umbrella or a pop-up tent for protection from the sun, as we will have limited tents/shade on and off the tennis court.
- **Bring Chairs:** each court will have enough benches/chairs for players to sit, but spectators are encouraged to bring a portable chair as not all venues will have adequate seating.
- **Wear Sunscreen:** Don't forget to bring sunscreen and a visor or hat!
- **Follow Host Site Rules:** We are all guests of these facilities. Please pick up all trash and be respectful of management or staff. They also have their own rules in place as to what is acceptable at their facility so please obey any posted rules.

Tournament Contact

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

Office Number: 503-718-3329

Tournament Director: For questions during the Sectional Championships, please contact...

Adam Hutchinson

Section League Coordinator

Email: ahutchinson@pnw.usta.com

Cell Number: 503-313-3271

CAPTAIN TO-DO LIST

- ☐ Find out each player's cell phone, email, and T-shirt size (men's and women's sizes offered)
- ☐ Determine how many total people (players and guests) will be attending the Player Party
- ☐ Register your team online- go to the [Mixed 18 & Over Sectional Registration Page](#) by May 6
- ☐ Book your hotel rooms or rental houses for your team (or ask your teammates to book their own individually). For group rates/discounts, visit http://www.pnw.usta.com/USTA-League/sectional_hotels.
- ☐ Email the Tournament Organizer if you have a player participating in two different rating levels BEFORE May 6
- ☐ Make sure all players sign the [Player Publicity Release](#) for photos and turn it in at Captain Check-In