

TENNIS

A. Regional Tournament

1. The Board of Directors will be responsible for the selection of site, date, and directors. The tournament may begin on Saturday of Week 43 and conclude Saturday of Week 44. The tournament must run consecutive days once it begins. The weather may force tournament into the next week. First Round Matches may be played at home site. At the completion of the team tournament the individual tournament must start the next day.
2. Director's Responsibilities or Hosting Site Responsibilities
 - a. As the WVSSAC representative, please see that all rules and regulations are followed. Please consult The Interscholastic and The Tennis Coaches Packet for additional information. The Regional Tennis Tournament is a two class (AAA, AA-A) individual tournament.
 - b. Call a meeting of coaches prior to the tournament and notify our office by the completing the Tennis Seeding Meeting Form (T5), and discuss the following items:

Advanced Placement Testing - Coaches and players were encouraged to make prior arrangements so as to avoid conflict. Consideration of test and match conflict may occur at the regional seeding meeting with the consent of the tournament director and both coaches. However, no delay of the tournament may occur due to scheduling for AP tests. If accommodations cannot be made, athletes should take the make-up AP Exam.

 - 1) All players and teams will be seeded using Head to Head and UTR Ranking. (Seeding information is in The Interscholastic) Blind draw players must be entered from top to bottom on the draw sheet. The draw sheets will be distributed to Regional Directors and are included in the Interscholastic.
 - 2) The seeding meeting may be virtual. If Entry Forms are not received by the deadline, all team players will be placed in the blind draw. If the contracted coach or principal designee does not attend the seed meeting, all players will be entered in the blind draw.
 - 3) Teams are to provide their own balls.
 - 4) Regional directors or hosting site responsibilities are to provide officials to monitor player conduct and foot faults. Directors are asked to secure an official for each court. USTA officials are preferred. If enough officials for one per court are not available, the director shall provide enough roving officials to ensure that all players and court actions are supervised. Roving officials are to stand (**No Sitting**) and be attentive. The primary roles of the roving officials are observation and prevention of rule infractions.
 - 5) Players must wear school uniform for the tournament. Important logo information: A single partial/whole manufacturer's logo/trademark (not to exceed 2 1/4 square inches with no dimension larger than 2 1/4 inches) is permitted on each piece of the uniform (shirt, shorts, skirts, hats). Any logo larger than the specified size is not permitted. All torsos and mid-drifts must be covered.
 - 6) It is very important that directors consult The Interscholastic and the Tennis Coaches Packet to review uniform regulations prior to the tournament. It is the tournament director's responsibility to ensure that all officials fairly and consistently enforce the regulations.
 - 7) Regional play will be 8 game pro-sets with a 12 point tiebreaker at 8 all. No AD scoring is not allowed.
 - 8) Coaches must be on site during all play. The contracted coach or principal designee must be on site 30 minutes prior to the start of the match and must report with the player unless supervising another player. If the coach leaves the site without the approval of the director, the player/doubles team shall be disqualified.
 - 9) During the season or tournament play, only coaches may consult with their players during the ninety seconds allowed during odd game change of court.

- 10) Warm-up time is 10 minutes including serves.
 - 11) At the tournament director's discretion, a maximum of up to thirty (30) minutes rest time is allowed between 8 game pro sets.
 - 12) Remind coaches that on an injury time-out the allowed time starts when the player receives treatment.
 - 13) Qualifiers of the State Tournament will be the following for each of the four regions:
 - *Team - Champions and Runner Up
 - *Single Individuals - Top Four
 - *Doubles - Top Two
 - 14) In singles, if a regional qualifier is unable to attend the State Tournament, no substitution will be allowed. The position will be unfilled.
 - 15) In doubles, if a member of a regional qualifier doubles team is unable to attend the State tournament, the team must forfeit.
 - 16) Any other items that are considered necessary.
- c. Arrange for all needed support personnel.
- 1) Secure personnel for court maintenance and site maintenance (water, restrooms, etc.).
 - 2) Secure medical personnel (athletic trainer or physician).
 - 3) Secure personnel to keep spectators at least 10 feet from court fences.
- d. Secure roving officials. Refer to Item A.2 b.3.
- e. Arrange for water on site, concessions, restroom availability, and shaded team areas.
- f. Admission should be charged to help defray the costs of the tournament (supplies, workers, director's fee, indoor court fees, etc.). The prices will be: \$7.00-Adults; \$5.00-Students.
- g. At the conclusion of the tournament, the Tournament Director or Hosting Site Director will:
- 1) Award regional team plaque (boys and girls). The WVSSAC will only award a winner's plaque for boys' team and girls' team champions. Any other awards will be at the discretion and expense of the participating school teams with approval from each school principal.
 - a) The team winner will be determined as the Team Tournament Champion.
 - b) A team winner (one for boys and one for girls) will be designated in Class AAA and Class AA-A.
 - 2) The WVSSAC allows directors to issue certificates for individual and doubles winners.
 - a.) Admission prices will be: Suggested price: \$8.00 - Adults; \$6.00 - Students.
 - 3) Complete the Regional Report Forms for boys and girls and send one copy to the WVSSAC and one to the State Tournament Director (**Forms Te1 and Te2**). Results of competition shall be emailed to Jaclyn Swayne, jaclyn.swayne@wvssac.org **immediately upon completion of the tournament.**
 - 4) Complete the Financial Report (**Form Te3**) and mail to the WVSSAC office.

Regional Report Form
Tennis Regional Qualifiers for State Tournament

Form TE2
Boys/Girls

Region _____ Class _____ Director _____
Dates of Regional Tournament _____

Singles Qualifiers

NAME: Please record first and last name

Singles

Name

School

- | | | |
|----|--|--|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |

Doubles Qualifiers

Name: Please record first and last name

Doubles

Name

School

- | | | |
|----|--|--|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |

Team Qualifiers

Name: Please record first and last name

Name

School

- | | | |
|----|--|--|
| 1. | | |
| 2. | | |

Email to Jaclyn Swayne: jaclyn.swayne@wvssac.org immediately at conclusion of the tournament.
Also mail a copy to the WVSSAC, 2875 Staunton Turnpike, Parkersburg, WV 26104

FINANCIAL REPORT

REGIONAL TENNIS TOURNAMENT

Class _____ Region _____

City _____ Date _____

RECEIPTS:

_____ Adults @	\$ _____		\$ _____
_____ Students @	\$ _____		\$ _____
TOTAL RECEIPTS.....			\$ _____

NUMBER ADMITTED WITH C&I CARD _____ (Attach Sign-In Form)

DISBURSEMENTS:

Director's Fee	\$ 125.00
Facility Rental	\$ _____
Custodians	\$ _____
Security	\$ _____
Ticket Takers/Sellers	\$ _____
Timers/Scorer	\$ _____
PA Announcer	\$ _____
Supplies	\$ _____

TOTAL DISBURSEMENTS\$ _____

AMOUNT DISBURSED OR BILLED TO EACH SCHOOL.....\$ _____

(Circle One)

GRAND TOTAL\$ _____

Director



Photo ID Required

Copy as needed - Must be returned to the WVSSAC with the Financial Report

TENNIS SEEDING MEETING FORM

(For Regional Director)

Director's Name

Phone

Cell

Region

Classification

Email Address

Seeding Meeting

Date

Location

Time

Signature

Date

THIS FORM IS DUE NO LATER THAN FRIDAY OF WEEK 42