

Adult Tournament Rules

USTA NORTHERN CALIFORNIA



USTA NorCal Adult Tournament Rules Handbook

As of February 21, 2024

TABLE OF CONTENTS

Table of Contents

1.	Rules of Play.....	4
2.	Entry Deadlines.	4
3.	USTA Membership.....	4
4.	Residency.....	4
6.	First Match Times.....	4
a.	<i>Tournament Responsibility for Publicizing First Match Start Times.</i>	4
b.	<i>Players Responsible for Obtaining Start Times.</i>	4
7.	Changes in the Draw.....	4
8.	Tournament Levels.....	4
9.	Limited Draw Tournaments.....	7
10.	Seeding.....	8
11.	Coman Tiebreak Procedure May Be Used in Doubles.....	9
12.	Tournament Matches Must Be Played at the Tournament Site.....	9
13.	Warm-up Period.....	9
14.	Entry Limitations on Players.....	9
a.	<i>NTRP Divisions.</i>	9
b.	<i>Age Group and Family Divisions.</i>	9
c.	<i>Adult Open Divisions.</i>	9
15.	Matches Per Day.....	9
16.	Right of Refusal.....	9
17.	USTA Suspension Point System.....	9
18.	Penalty for Lateness.....	9
19.	Concurrent Tournaments.....	9
20.	Unfinished Tournaments.....	10
21.	Entry Fees.....	10
a.	<i>Processing Fee May Not be Charged by Tournament Committee to Accept Entries.</i>	10
b.	<i>Collection of Head Tax for Entries Not Paid for in Serve Tennis.</i>	10
c.	<i>Nonpayment of Entry Fee.</i>	10
d.	<i>Entry Fee Refunds.</i>	10
e.	<i>Nonpayment of Entry Fee.</i>	11

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

22. Restriction on Replacing Withdrawing Players with Byes.....	11
23. Player Attire.	11
24. Certified Officials.	12
25. Cancellation of Tournaments.	12
26. Awards.	12
<i>a. Generation Gap Tournaments.....</i>	<i>12</i>
<i>b. All Other Tournaments.....</i>	<i>12</i>
27. Minimum Age Requirement to Play in NTRP Tournaments.	12
28. Tennis Balls.	12
29. Level 7: One-Day Tournaments.	12
<i>a. Maximum Entry Fee.</i>	<i>12</i>
<i>b. Multiple Flights Permitted.....</i>	<i>12</i>
30. Generation Gap Tournaments.	12
<i>a. Eligibility.....</i>	<i>12</i>
<i>b. Draw Type.....</i>	<i>12</i>
<i>c. Player Selection and Flighting.....</i>	<i>13</i>
<i>d. Doubles Optional.</i>	<i>13</i>
<i>e. Match Scoring and Formats.</i>	<i>13</i>
<i>f. Entry Fee.....</i>	<i>13</i>
31. Adult NTRP Divisions.	13
<i>a. NTRP Rating required.</i>	<i>13</i>
<i>b. Maximum NTRP Rating for Adult NTRP Combo Divisions.....</i>	<i>13</i>
<i>c. Maximum and minimum NTRP Ratings for other Adult NTRP Divisions.</i>	<i>13</i>
<i>d. Year-end ratings.....</i>	<i>13</i>
<i>e. NTRP Self-Rate Grievance.</i>	<i>13</i>
32. NTRP Gold Cup Series Tournament Designations.	14
33. NTRP Tournament of the Year Designations.....	14
34. Top 500 National Singles Ranking Category.....	14
35. Grand Prix Tournaments.....	14

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

SUMMARY OF CHANGES TO NORCAL ADULT TOURNAMENT REGULATIONS AS OF FEBRUARY 21, 2024:

- Rule 9 – Limited Draws: The options for player selection methods have changed. In the Open and Age divisions player selection can be done by ranking or by WTN (all levels). In the NTRP divisions the options are: L7s – by ranking (bottom-top), by WTN, First come First serve; L6s – by ranking (top-bottom), by WTN, First come First serve; L5s & L4s – by ranking (top-bottom), by WTN. Wildcards are allowed
- Information regarding Grand Prix has been changed (Rule 35)

- 1. Rules of Play.** The USTA Regulations shall govern all aspects of USTA NorCal sanctioned tournaments; *except* that when a USTA NorCal rule is different than the USTA Regulations, the USTA NorCal rule shall govern play. A currently Certified Referee must be employed and on site for the duration of the tournament to supervise play. A Certified Official is recommended at each satellite site. Any waiver to this rule is subject to the approval of the Adult Tournament Coordinator. Tournaments needing referees should contact cwilson@norcal.usta.com.
- 2. Entry Deadlines.** All entries must be received by the tournament chairman. Tournament entries received after the published tournament deadline may be accepted at the discretion of the Tournament Committee. Entries may be accepted after the tournament draw or match times have been publicly posted in accordance with the guidelines outlined in the Friend at Court.
- 3. USTA Membership.** USTA Membership in good standing is required to play in all USTA NorCal sanctioned adult tournaments.
- 4. Residency.** Residency shall determine the players who may play in Closed Sectional and District Tournaments and the players who may be selected to represent a Sectional Association or District Association in a team competition. Please refer to the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations for the residency rules.
- 5. Mandatory Participation Waiver.** At least annually, a Participation Waiver in the form determined by USTA NorCal, must be submitted to USTA NorCal in order for a player to participate in a USTA NorCal Adult or Family Tournament. A player who does not have a current Participation Waiver on file with USTA NorCal before the start of the player's first match will be withdrawn from the tournament for reason of a Personal Circumstance.
- 6. First Match Times.**
 - a. Tournament Responsibility for Publicizing First Match Start Times.* The draw for each event must be published with start times to the USTA website no later than 10:00 am three days before the start date of the tournament, except that a tournament may delay the publication of a doubles draw with start times until 10:00 am two days before the start date of the tournament provided the tournament posts a notice about the delayed publication of the doubles draw on its home page. A waiver to this rule may be approved by prior written consent of the USTA NorCal staff.
 - b. Players Responsible for Obtaining Start Times.* Players are responsible for obtaining their own starting time by checking the Tournament Home Page or by calling the tournament phone number beginning three days prior to the tournament if the start times are not available on the website. It is recommended that those tournaments accepting mail in entries communicate to those participants their first two match times 72 hours in advance of the first match of the tournament. Players are responsible for obtaining start times that may have changed for any reason, including inclement weather.
- 7. Changes in the Draw.** Changes may be made in the draw as authorized in USTA Regulations. Should the draw be changed, it is NorCal's policy that the tournament committee must notify all players involved by phone and/or electronic message.
- 8. Tournament Levels.** The levels in the chart are sanctioned by USTA NorCal. Please refer to the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations for a description of all tournament levels.

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

Tournament Levels

Closed Level 4
Age Group, Adult Open, NTRP (up to 2)

Event Notes:

5 Day Maximum
Limited to NorCal residents

Closed Level 4 Tournaments:

Age Group Division:
- Grand Prix
Open Division:
- Grand Prix
- Cal State Qualifier
NTRP Division:
- Grand Prix
- NTRP National Qualifying Tournament

Draw Format:

- One or more round robins
- Multiple round robins with playoff
- Compass draw
- Feed-in Championship
- First Match Consolation
- Team format
- Voluntary Sign-up for Consolation
- Single Elimination if approved in advance by USTA NorCal.

Match Format (no-ad scoring may be used):

- Best of 3 tiebreak sets;
- Best of 3 tiebreak sets with a 10-Point Match Tiebreak played in lieu of the 3rd set.
- Best of 3 short sets (with a 5-Point Short Set Tiebreak played at 3-games all)
- 8-game pro set with a 7-Point Tiebreak at 8 games all

Open Level 4
Age Group, Adult Open, NTRP, Family

Event Notes:

5 Day Maximum

Open Level 4 Tournaments:

Age Group Division:
***Criteria:** Number of players from previous year's tournament. Player Experience Enhancements. Player Evaluations
Open Division:
- Tournaments with Total Prize Money of \$5,000 or above with Adult Tournament Committee approval at the time the tournament is approved online
NTRP Division:
- NTRP Gold Cup Series Tournaments

Draw Format:

- One or more round robins
- Multiple round robins with playoff
- Compass draw
- Feed-in Championship
- First Match Consolation
- Team format
- Voluntary Sign-up for Consolation
- Single Elimination if approved in advance by USTA NorCal.

Match Format: (no-ad scoring may be used):

- Best of 3 tiebreak sets;
- Best of 3 tiebreak sets with a 10-Point Match Tiebreak played in lieu of the 3rd set.
- Best of 3 short sets (with a 5-Point Short Set Tiebreak played at 3-games all)
- 8-game pro set with a 7-Point Tiebreak at 8 games all

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

Open Level 5
Age Group, Adult Open, NTRP, Family

Event Notes:
5 Day Maximum

Open Level 5 Tournaments:

Age Group Division:

- Team Tournaments

Open Division:

- Tournaments with Total Prize Money of \$2000 - \$4999 at the time the tournament is approved online
- Team Tournaments

NTRP Division:

- Tournaments of the Year

- Team Tournaments

Family Division:

- Team Tournaments

Draw Format:

- One or more round robins
- Multiple round robins with playoff
- Compass draw
- Feed-in Championship
- First Match Consolation
- Team format
- Voluntary Sign-up for Consolation
- Single Elimination if approved in advance by USTA NorCal.

Match Format: (no-ad scoring may be used):

- Best of 3 tiebreak sets;
- Best of 3 tiebreak sets with a 10-Point Match Tiebreak played in lieu of the 3rd set.
- Best of 3 short sets (with a 5-Point Short Set Tiebreak played at 3-games all)
- 8-game pro set with a 7-Point Tiebreak at 8 games all

Open Level 6
Age Group, Adult Open, NTRP, Family

Event Notes:
2-3 Day Event

Draw Format:

- One or more round robins
- Multiple round robins with playoff
- Compass draw
- Feed-in Championship
- First Match Consolation
- Team format
- Voluntary Sign-up for Consolation
- Single Elimination if approved in advance by USTA NorCal

Match Format:

- Best of 3 tiebreak sets with a 10-Point Match Tiebreak played in lieu of the 3rd set.
- Best of 3 short sets (with a 5-Point Short Set Tiebreak played at 3-games all)
- Best of 3 short sets with a 7-Point Match Tiebreak played in lieu of the 3rd set (a 5-Point Short Set Tiebreak played at 3 games all)
- 8-game pro set with a 7-Point Tiebreak at 8 games all
- One 6-game set with a 7-Point Tiebreak at 6 games all
- One short set with a 5-Point Short Set Tiebreak at 3 games

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

Open Level 7 – One Day Tournaments
Age Group, Adult Open, NTRP, Family
Recommended for Players who want to play a one day tournament

Event Notes:

1 Day Event

2 Match Minimum

Maximum number of matches will be determined by the scheduling guidelines in the Friend at Court.

Draw Format:

- One or more round robins
- Multiple round robins with playoff
- Compass draw
- Feed-in Championship
- First Match Consolation
- Team format
- Voluntary Sign-up for Consolation
 - Single Elimination if approved in advance by USTA NorCal

Match Format:

- Best of 3 short sets with a 7-Point Match Tiebreak played in lieu of the 3rd set (a 5-Point Short Set Tiebreak played at 3 games all)
- 8-game pro set with a 7-Point Tiebreak at 8 games all
- One 6-game set with a 7-Point Tiebreak at 6 games all
- One short set with a 5-Point Short Set Tiebreak at 3 games
- Timed matches (game format) of 20 minutes or longer

9. **Limited Draw Tournaments.** Please refer to the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations for player selection rules for limited draw tournaments.

When USTA Adult and Family Tournament, Ranking & Sanctioning Regulations permit the use of rankings, ratings, or first come first serve method to select, the Tournament Director will determine the selection method. The USTA NorCal sections allows the use of wildcards in accordance with the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations

a. Adult Open and Adult Age Group Divisions.

The Tournament Director will determine whether the:

- National Standings List;
- World Tennis Number (WTN) rating

will be used to select players. The method of selection must be published on the tournament website before player registration opens.

b. Adult NTRP Divisions.

The Tournament Director will determine the selection method among those available for the specific level:

Level 7:

- National Standings List (bottom-top);
- World Tennis Number (WTN) rating
- First come, first served

Level 6:

- National Standings List (top-bottom);
- World Tennis Number (WTN) rating
- First come, first served

Level 5 & 4:

- National Standings List (top-bottom);
- World Tennis Number (WTN) rating

The method of selection must be published on the tournament website before player registration opens.

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

10. Seeding.

a. *Adult Open and Adult Age Group Divisions.*

- i. *When Seeding Coordinators Available.* USTA NorCal will appoint Seeding Coordinators to seed events in the Adult Open and Adult Age Group Divisions. When Seeding Coordinators are available, the Seeding Coordinators will use the All Factors Method of seeding as described in USTA Regulation II.A.4.b. Among the information that will be considered are head-to-head records, indirect wins and losses, national rankings, sectional rankings, Universal Tennis Ratings (UTR) and any additional information available.

(See Adult Open and Age Group Tournament Seeding Rules and Coordinators:

<https://www.usta.com/content/dam/usta/sections/northern-california/norcal/pdfs/tournamentdirectors/Adult%20Open-Senior-Tournament-Seeding-Rules-USTA-NorCal-Seeding-Coordinators.pdf>)

- ii. *When Seeding Coordinators Not Designated or Available.* If a Seeding Coordinator in a Division is not designated or available, the Tournament Committee will seed the event using the most currently available National Standings List of the Division. Singles National Standings Lists will be used for singles events; Individual Doubles National Standings Lists will be used for doubles events; and Individual Mixed Doubles National Standings Lists will be used for mixed doubles.

- iii. *Special Instructions for Doubles and Mixed Doubles When Seeding Coordinators Not Available.* Teams will be seeded in the order of their combined ranking using the most recently published Individual Doubles or Individual Mixed Doubles National Standings List. For example, if Partner A holds the #1 ranking and Partner B holds the #10 ranking, the Team of A&B would have a combined ranking of 11.

Teams that have the same combined ranking shall be seeded in the order of the total number of ranking points held by each team.

If one partner does not have a ranking, for the purposes of calculating the combined ranking, the unranked player shall be assigned a rank that is equivalent to one lower than the lowest ranked player on the National Standings List. For example, if Partner C holds the #1 ranking, Partner D does not have a ranking, and the National Standings List has a total of 100 players on the list, Partner D is assigned a ranking of 101 and Team C&D have a combined ranking of 102.

- b. *Adult NTRP Divisions.* Please refer to the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations for the seeding rules.

Rule 10.b. Comment. The USTA Adult and Family Tournament, Ranking & Sanctioning Regulations require Adult NTRP Divisions to be seeded as follows:

The Computerized List Method of seeding as described in USTA Regulation II.A.4.a. will be used to seed as follows:

- *Singles events.* Seeding will be done using the most recently published singles National Standings List of the Division.
- *Doubles events.* Seeding will be done by using the most recently published doubles National Standing List of the Division. Teams will be seeded in the order of their combined standings (For example, Player A holds the #1 standing and Player B holds the #10 standing. The Team of A&B would have the combined standing of 11). If there is a tie, the team with the player that has the highest doubles standing on the list must be seeded in the higher position. If a player has no standing, for the purpose of determining the combined standing, this player will be assigned a standing one lower than the last player on the doubles National Standing List.

- c. *Family Divisions.* Please refer to the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations for the seeding rules.

Rule 10.c. Comment. The USTA Adult and Family Tournament, Ranking & Sanctioning Regulations require Family Divisions to be seeded as follows:

The All Factors Method of seeding as described in USTA Regulation II.A.4.b. will be used to seed.

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

11. **Coman Tiebreak Procedure May Be Used in Doubles.** The Coman Tiebreak Procedure may be used in any doubles match. A tournament using the Coman Tiebreak must announce it on the tournament home page before entries open.
12. **Tournament Matches Must Be Played at the Tournament Site.** All tournament matches must be played at the tournament site with the exception of unfinished tournaments due to inclement weather or unforeseen circumstances approved by the Adult Tournaments department in accordance with Rule 19.
13. **Warm-up Period.** Warm-up time is limited to 5 minutes except for Age Group Division events, which shall allow a 10-minute warm-up. All practice serves must be taken during warm-up.
14. **Entry Limitations on Players.**
 - a. *NTRP Divisions.* Players in NTRP Divisions are limited to entering one singles event, one doubles event, and one mixed doubles event. A Tournament Committee may further limit the number of events a player can enter if the limit is published to the tournament website by the time entries open. Tournament Committees will determine whether a player's entries may be in more than one division and will publish that information to the tournament website by the time entries open.
 - b. *Age Group and Family Divisions.* A Tournament Committee may limit the number of events a player can enter if the limit is published to the tournament website by the time entries open. If no limit is published, there is no limit to the number of events that may be entered.
 - c. *Adult Open Divisions.* Players in the Adult Open division may play singles, doubles and mixed doubles, if offered. A Tournament Committee may further limit the number of events a player can enter if the limit is published to the tournament website by the time entries open.
15. **Matches Per Day.** The maximum matches per day as set forth in the *Friend at Court* shall be mandatory for all divisions.
16. **Right of Refusal.** The Tournament Committee reserves the right to decline any entry either before or after the draws have been published. Some draws may be limited.
17. **USTA Suspension Point System.** The USTA Suspension Point System shall apply to all USTA NorCal sanctioned tournaments. It is a system that levies suspension points for violations of the USTA Regulations. A copy of the USTA Suspension Point System can be found in the [USTA Friend at Court](#).
18. **Penalty for Lateness.** Players are expected to check and comply with all scheduling done by the Tournament Committee. A player is deemed to have arrived when the player checks in at the place designated for checking in and is properly clothed, equipped, and ready to play. The lateness penalty clock starts at the scheduled match time **regardless of court availability**; this is a variation from the national rule which states that a player is late if they are not there when the match is called.
19. **Concurrent Tournaments.** A player shall not be entered at the time entries close in two or more USTA sanctioned tournaments scheduled to take place at the same time, in whole or in part, unless each Tournament Committee involved understands the situation, concurs in writing, and each agrees to accommodate the player's schedule. The final decision rests with each tournament committee. If one tournament agrees to accept concurrent entries and accommodate the player's schedule but the concurrent tournament does not, the player may not enter both.

If entries for the overlapping tournaments close on different dates, approval must be received from all Tournament Committees no later than the entry closing date that occurs last.

Players who enter a tournament and play it to completion, may then enter another tournament with overlapping dates without permission.

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

If a player violates this concurrent tournament rule, ranking points earned in any concurrent tournament played will not count toward ranking or the Grand Prix Points Race and the concurrent tournaments will not count toward the minimum tournament requirement to qualify for the Grand Prix.

- 20. Unfinished Tournaments.** A tournament will have 30 days past the last scheduled tournament date to complete a tournament due to inclement weather or unforeseen circumstances approved by the Adult Tournament department. However, if a draw affected by inclement weather has not begun by the completion of the sanctioned dates of the tournament, the draw will not be started after the final date.

21. Entry Fees.

Players are charged the following fees when accepted into a USTA NorCal tournament:

- the entry fee for each event;
 - a one-time USTA NorCal fee ("Head Tax") that is included in the entry fee, but is paid to USTA NorCal per tournament (not per entry); and
 - a Serve Tennis administrative fee ("Serve Tennis Fee") paid to the service provider for processing the online entry.
- a. Processing Fee May Not be Charged by Tournament Committee to Accept Entries.* Tournament Committees may not collect the Serve Tennis Fee when a player does not register online.
- b. Collection of Head Tax for Entries Not Paid for in Serve Tennis.* When a player competes in a tournament without making payment in the Serve Tennis system, within 30 days of the completion of the tournament, the organizer must pay the Head Tax to USTA NorCal. Failure to pay an outstanding Head Tax may result in the loss of future sanctioned tournaments and/or consideration of future sanctioned tournaments.
- c. Nonpayment of Entry Fee.* The tournament may charge a collection fee for returned entry fee checks or nonpayment of outstanding fees at the tournament. Nonpayment of entry fees or cancellation of payment after the entry deadline will result in player suspension until such payment is received by the involved tournament.
- d. Entry Fee Refunds.*
- i. Refund Method and Deadline.* When a refund is required, the refund is required to be postmarked, or sent digitally through Serve Tennis or other electronic transfer of funds, no later than 30 days following the last day of the tournament.
 - ii. Circumstances Requiring a Refund.* The following circumstances require a refund:
 - a. Tournament Administrative Error.*
 - (1) Error in Accepting Player into Tournament.* When a player is accepted due to a tournament administrative error, the entire fee paid must be refunded (entry fee, Head Tax, and Serve Tennis Fee).
 - (2) Failure to Communicate a Change in Start Time or Omitted Time is Added.* When a Tournament Committee fails to communicate a change in a start time or an omitted start time is added, and the player's opponent is advanced by walkover,
 - The entire fee paid for the event (entry fee; Head Tax, if applicable; and Serve Tennis Fee) must be refunded if no match has been played in the tournament; or
 - 50% of the player's fee paid for the event (entry fee; Head Tax, if applicable; and Serve Tennis Fee) must be refunded if at least one match has been played in the tournament.
 - b. Full Cancellation of Tournament or Event.* See Regulation 21.d.vi.a
 - c. Partial Cancellation of Tournament or Event.* See Regulation 21.d.vii.b
 - d. Withdrawal for an Approved Concurrent Entry into Another NorCal Tournament.* When a player who has received the proper prior written approval to enter a concurrent tournament (see Rule #19 withdraws to play in that current tournament, the fee paid, minus the Head Tax and Serve Tennis Fee, will be refunded.
 - e. Player Who Declines to Play in at a different level.* When a player, by the deadline set by the Tournament Committee, declines the opportunity to play in an event at a higher level or lower age group when the event they registered for is cancelled the declining player is entitled to a refund of the total fee paid at the time of selection, including the Head Tax (if applicable) and the Serve Tennis Fee. Players declining after the deadline are entitled to a refund of the fee paid, minus the Head Tax (if applicable) and Serve

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

Tennis Fee. Players who have not been selected have not paid any fee and are not entitled to any refund.

iii. *No Refund for Withdrawals in Violation of Concurrent Tournament Rule.* When a player withdraws from a tournament in violation of the Concurrent Tournament Rule (Rule #19 a player is not entitled to a refund, regardless of when the withdrawal occurs.

iv. *Other Withdrawals Before Start of Tournament.*

No refunds are required after the entry deadline.

v. *Credits Not Permitted.* The Tournament Committee may not issue a credit for the entry fee in lieu of a refund.

vi. *Fees for Refunding Not Permitted; Administrative Fee for Full Cancellation Permitted in Certain Circumstances.* The Tournament Committee will not charge any fee (such as a processing, service, or handling fee) for refunding the entry fee except an Administrative Fee as follows:

a. *Cancellation of Tournament.* When a tournament is cancelled before a match is played due to inclement weather, or other reason approved by the USTA NorCal staff to protect the health and safety of the players, the tournament may withhold an Administrative Fee as follows:

- \$2.00 per player for a Level 7 Tournament;
- \$3.50 per player for a Level 4, 5 and 6 Tournament;

When making the refund, the player will receive the fee paid for all events selected, net of the Administrative Fee, the Head Tax, and the Serve Tennis Fee.

b. *Cancellation of Event.* When an event in a tournament (but not all events in the tournament) is cancelled before a match is played due to inclement weather, or other reason approved by the USTA NorCal staff to protect the health and safety of the players, the tournament may withhold an Administrative Fee as follows:

- \$1.00 per player for a Level 7 Tournament;
- \$1.50 per player for a Level 4, 5 and 6 Tournament;

When making the refund, the player will receive the fee paid for the event, net of the Administrative Fee, the Head Tax (if applicable), and the Serve Tennis Fee.

As soon as possible after the completion of the tournament, and no later than 30 days after the last day of the tournament, the Tournament Committee will provide a report to USTA NorCal of all Head Taxes refunded. USTA NorCal will reimburse the organizer for this expense within 30 days of receiving the report. Failure to submit this report absolves USTA NorCal from the requirement to reimburse the refunded Head Taxes.

vii. *Partial Cancellation Policy.*

The refund will be determined by the number of matches played by each player in each event.

a. *Level 7 Tournaments.* If only one match is played, a player is entitled to a 50% refund that is calculated after deducting from the total fee paid for the event, the Head Tax and the Serve Tennis Fee. If a player completes two or more matches in the singles or doubles event, no refund is required.

b. *Level 4, 5, and 6 Tournaments.*

If only one match is played in an event, the player is entitled to a refund of 25% of entry fee for event that is calculated after deducting the Head Tax and the Serve Tennis Fee. If a player(s) completes two or more matches in the event, no refund is required.

e. *Nonpayment of Entry Fee.* The tournament may charge a collection fee for returned entry fee checks or nonpayment of outstanding fees. Nonpayment of entry fees or cancellation of payment after the entry deadline will result in player suspension until such payment is received by the tournament.

22. Restriction on Replacing Withdrawing Players with Byes. A Referee shall not make changes in the draw as described in USTA Regulation II.C.1.b.iii. and iv. as follows: when a player who is not seeded withdraws from a tournament and there are no alternates awaiting entry, a Referee may not replace the withdrawing player with a Bye. If there are no alternates awaiting entry, the Referee is required to leave the unseeded withdrawing player in the draw and advance the opponent by means of a withdrawal or default, whichever describes the circumstances of the withdrawal.

23. Player Attire. Appropriate tennis attire is required for all matches. Rules of the host club will govern. As stated in the Friend at Court, any dress code must be published to the tournament website prior to the time entries open.

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

- 24. Certified Officials.** The Referee of each USTA NorCal sanctioned adult tournament shall be a referee certified by the USTA. A Certified Official is recommended at each satellite site and for each 8 courts of play. One Day Tournaments are exempt from this rule.
- 25. Cancellation of Tournaments.** The Tournament Committee shall not make the decision to cancel all matches for the remainder of the day until at least 12 Noon of the day in question, or the remainder of the tournament until at least 12 Noon of the last scheduled day of play.
- 26. Awards.**
- Generation Gap Tournaments.* Awards must be given to the 1st place finishers in each singles round robin.
 - All Other Tournaments.* Awards must be given to all tournament finalists in events that have 3 or more entrants. Suggested value of 1st place award should be equal to or greater than 50% of entry fee. Prizes requiring additional money for redemption will not be allowed, unless players have the option of receiving said prize or equivalent certificate value in cash. Prizes with a cash value should be at minimum equal to the entry fee for 1st place, 50% for 2nd place. Events held with only 2 entrants are not required to award second 2nd place awards. Tournaments that hold a playoff for 3rd and 4th place are not required to award 3rd or 4th place awards.
- 27. Minimum Age Requirement to Play in NTRP Tournaments.**
- Minimum age of 18 required for Adult NTRP Divisions and 18 & Over Adult NTRP Divisions.*
A player, if otherwise eligible, may enter if the player will reach the age of 18 by the first day of the month during which any event in the tournament is scheduled to start.
 - 40 & Over Adult NTRP Division and 55 & Over Adult NTRP Division with minimum age restriction.*
A player, if otherwise eligible, may enter if the player will reach the minimum age by December 31 of the year during which the division is scheduled to start.
- 28. Tennis Balls.** Three new tennis balls are required for adult tournament play at the start of every tournament match, and at the start of the 3rd set of play unless a match tie break is used for the 3rd set.
- 29. Level 7: One-Day Tournaments.** Below are special provisions for one-day singles and/or doubles tournaments. Except as provided below, these tournaments shall comply with all other Adult Tournament Rules and Sanction Rules:
- Maximum Entry Fee.* The maximum entry fee for a one-day tournament shall be \$30 per player in doubles and \$40 per player in singles.
 - Multiple Flights Permitted.* The tournament may hold more than one flight per division. For example instead of holding one draw in a division with 16 entries, a tournament may hold 2 draws in a division of 8 entries each. Teams should be waterfalled by rank into flights (see example below). If no ranking information is available, teams are drawn to flights by lot.
Waterfall Example: If 16 players, ranked 1-16 are entered, players 1, 3, 5, 7, 9, 11, 13, and 15 are waterfalled into one flight and players 2, 4, 6, 8, 10, 12, 14, and 16 are waterfalled into the other flight.
- 30. Generation Gap Tournaments.** Effective January 1, 2018. Generation Gap Tournaments are ratings-based tournaments that group adult and junior players with similar ability into 4-player round robins. Tournaments are intended for intermediate to advanced players. Generation Gap Tournaments will take place over a 2-day sanction period.
Below are special provisions for Generation Gap tournaments. Except as provided below, these tournaments shall comply with all other Adult Tournament Rules and Sanction Rules:
- Eligibility.* Juniors who have fulfilled the junior pathway requirements listed in the USTA NorCal Junior Tournament Rules and adults may enter.
 - Draw Type.*
 - Draw Size.* There is no maximum or minimum draw size (although a maximum draw size can be set by the Tournament Committee), except that the total number of accepted players must be divisible by 4.

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

- ii. *Round Robin Singles Draw.* All singles draws will be 4-player round robin draws providing players 3 singles matches.
- c. *Player Selection and Flighting.* Players will be selected using a combination of both the most recently available weekly average Universal Tennis Ratings and Adult NTRP Ratings. If no weekly UTR average rating is available for a player, that player's daily rating shall be used. These same ratings will be used to flight players into 4-player round robin draws so that players with similar ratings are in each round robin draw.
- d. *Doubles Optional.* A Tournament Committee may decide to offer doubles. If a Tournament Committee decides to offer doubles, the doubles events should be listed on the tournament homepage before entries open. Players wanting to play doubles must enter in doubles.
- e. *Match Scoring and Formats.*
 - i. *Singles.* The singles match format will be the best of 3 tiebreak sets or the best of 3 tiebreak sets with a 10-Point Match Tiebreak in lieu of the 3rd set
 - ii. *Doubles.* The doubles match format will be an 8-game pro set.
- f. *Entry Fee.* The entry fee for a Generation Gap Tournament shall be a flat fee. The maximum entry fee for a Generation Gap Tournament shall be \$60 per player.

31. Adult NTRP Divisions.

- a. *NTRP Rating required.* A player is required to have one of the following NTRP Ratings to play in an Adult NTRP Tournament:
 - NTRP Computer Rating (C);
 - NTRP Tournament Exclusive Rating (T);
 - NTRP Automated Appeal Rating (A);
 - NTRP Self Rating (S)Players with an NTRP Mixed Exclusive (M) Rating must self-rate to receive an NTRP Self Rating (S) to register for an Adult NTRP Tournament.
- b. *Maximum NTRP Rating for Adult NTRP Combo Divisions.* Adult NTRP Combo Divisions are doubles and mixed doubles divisions in which the addition of the two partners' NTRP Ratings are equal to or lesser than the stated rating of the division and the difference between the two partners' ratings must be equal to or lesser than 1. For example, teams eligible for an Adult NTRP 9.0 Combo Division may include partners having a 5.0 rating and a 4.0 rating and two partners each with 4.5 ratings; the Adult NTRP 9.0 Combo Division may not include teams with partners having a 5.5 rating and a 3.5 rating because the difference between the two ratings is greater than 1.
- c. *Maximum and minimum NTRP Ratings for other Adult NTRP Divisions.* To enter all other Adult NTRP Divisions, a player's NTRP Rating must be:
 - less than or equal to the NTRP Rating of the division; and
 - not less than one NTRP level lower than the division.For example, a 4.0 NTRP Division may have players with 4.0 and 3.5 NTRP Ratings, but may not have players with NTRP Ratings higher than 4.0 and lower than 3.5.
- d. *Year-end ratings.* When new ratings are released by National at the end of each year, any player that is already entered into a tournament at the time of the release that has been bumped up by National shall be able to play at the rating entered prior to the release for that tournament.
- e. *NTRP Self-Rate Grievance.*
 - i. *Persons Who May File a Grievance.* A Tournament Director, Referee, or player participating in a tournament may file a self-rating grievance. There is no requirement for the player to have played the person that he or she is filing against. A self-rating grievance can be filed at any time, but only grievances filed up on or before June 30 may impact the Grand Prix for that year. A member of the NorCal staff may file a self-rating grievance at any time with no restriction; staff generated grievances after June 30 may affect the Grand Prix after approval of the Adult Tournament Committee.
 - ii. *Grievance Form.* The following information is required:
 - name of person filing grievance;
 - name of person whom the grievance is being filed against;
 - specific and tangible information regarding the player's tennis history and information that substantiates the claim that the player has misrepresented his or her skill level by self-rating too low;
 - person filing grievance must specifically ask the USTA NorCal office to forward the grievance to player.

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

There is a \$50.00 fee for filing each Self Rate Grievance. This fee will be returned if the grievance is upheld. The fee should be submitted by check made payable to USTA NorCal, at the time the grievance is filed. Failure to comply with these instructions may result in grievance being dismissed.

- iii. *Procedure for Filing Grievance.* Email your grievance to jbroda-schunck@norcal.usta.com and concurrently mail the filing fee to USTA NorCal, 1920 North Loop Road, Alameda, 94502. If you do not have access to email to file a grievance, you may hand write the grievance, following the requirements and directions given above.
- iv. If a player's rating gets bumped up during the season as a result of a self-rate grievance, the player must start playing at that level immediately. If a player is in the middle of the tournament, the player shall be able to play the tournament to completion.

32. NTRP Gold Cup Series Tournament Designations. Each year, up to 6 NTRP tournaments, in different regions, would be designated as a Level 4 Open: NTRP Gold Cup Series Tournament. Tournaments that meet the following minimum criteria shall be considered first for Gold Cup Series designation:

- The tournament needs to be multiple days
- The tournament needs to have received an evaluation score higher than 90% (4.5)
- A minimum of 15% of the total participants must have completed a player evaluation;
- The tournament has complied with all applicable USTA NorCal sanction and tournament rules.

Player results in all divisions shall receive Level 4 ranking points in accordance with the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations. All champions of NTRP Gold Cup Series Tournaments shall receive a special piece of USTA NorCal logo wear or other item commemorating their win.

33. NTRP Tournament of the Year Designations. Each year, up to 6 NTRP tournaments, in different regions, would be designated as a Level 5 Open: Tournament of the Year Tournament. NTRP Tournaments of the Year (TOY) are those tournaments that, after NTRP Gold Cup Series Tournaments have been designated, receive the highest average rating by participants. -Tournaments that meet the following minimum criteria shall be considered first for events to be designated as TOY:

- The tournament needs to be a multiple day event
- The tournament shall have received an average rating by all participants on the player evaluation of at least 4.0 (80%)
- A minimum of 15% of the total participants must have completed a player evaluation;
- The tournament has complied with all applicable USTA NorCal sanction and tournament rules.

Player results in all divisions shall receive Level 5 ranking points in accordance with the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations.

34. Top 500 National Singles Ranking Category

Please refer to the USTA Adult and Family Tournament, Ranking & Sanctioning Regulations for the Top 500 National Singles Ranking Category.

35. Grand Prix Tournaments.

- a. *Grand Prix Tournaments Held.* Grand Prix Tournaments shall be held in the NTRP 18+ divisions for which there are two or more eligible entrants. A Grand Prix Tournament may be held also in the Open, Age Group and Family division, if approved by USTA NorCal.
- b. *Minimum Tournament Participation Requirement for Grand Prix Tournaments.* To be considered for the Grand Prix, the player must appear on the National Standings List at the time registration for the Grand Prix closes. At least one (1) tournament with the last 52 weeks prior to registration closing must be a NorCal sanction tournament. Doubles teams do not have to play together as a team to meet the minimum requirement; doubles players can play with different partners than they are entered with in a NTRP Grand Prix Tournament, but each must meet the minimum tournament participation requirement.
- c. *Selection for Grand Prix Tournaments.* The National Standings Lists shall be used to select players and teams into the Grand Prix Tournaments from among the players and teams that have entered. The individual Doubles National Standings Lists will be used for doubles. The mixed doubles National Standings List will be used for mixed doubles. The following maximum number of entrants, who have met the residency requirements (if applicable), who have

Adult Tournament Rules

USTA NORTHERN CALIFORNIA

met the minimum participation requirements (if applicable), and who are otherwise eligible to play, shall be selected:

- i. Adult Open (except Men's Open Singles Division), Adult 30, and Age Group Divisions. If held, 8 entries per division
- ii. Men's Open Singles Division. If held, 16 entries
- iii. Family Divisions. If held, no limit to the number of entries per division.
- iv. NTRP 18+ Divisions. 8 entries per division.