

Sutton Tennis Academy Christmas Indoor Tournament (SUR-20-0008)
Monday 21st to Thursday 24th and Sunday 27th to Thursday 31st December 2020
TOURNAMENT FACT SHEET AND ENTRY CONDITIONS

Acceptance & Selection Policy	<p>Where an event is oversubscribed the following selection policy will operate:</p> <p>In 10&U events, with the exception of players awarded wild cards, players will be selected using “recent form” information provided by the LTA. Players of equal “recent form” shall be split by lot.</p> <p>In 11&U events, with the exception of players awarded wild cards, the highest rated applicants will be selected first. Players of the same LTA rating shall be split by lot.</p> <p>In the 12&U grade 4 events, with the exception of players awarded wild cards, the highest rated applicants will be selected first. Players of the same rating will be accepted according to their LTA RANKING as at the application deadline. Players who have the same rating and ranking shall be split by lot.</p> <p>In all other junior singles events (12&U to 18&U), with the exception of players awarded wild cards, the highest ranked applicants will be selected first. For acceptance purposes a player’s LTA RANKING on the application deadline shall be used. Players who have the same ranking shall be split by lot.</p> <p>In the Men’s and Ladies Open events, with the exception of players awarded wild cards, selection priority will be as follows:</p> <ul style="list-style-type: none"> • players born on or before 31/12/2001 • LTA rating • LTA ranking • by lot.
Address of Tournament	<p>Better @ Sutton Sports Village, Rose Hill, Sutton, Surrey SM1 3HH. Centre telephone number: 020 8641 6611. (SatNav users should us SM1 3EX).</p>
Application Deadline	<p>Grade 3 events: Monday 7th December 2020 at 10:00am. Grade 4 events: Friday 11th December 2020 at 10:00am. Consolation (where run as optional events): 15 minutes after all players have completed their first match in an event.</p> <p>We may extend the application deadline for any event (or part of an event), if we feel this to be in the best interests of the tournament.</p>
Application Methods	<p>You may make an application to this tournament via our website www.tennisuk.net. Players must register with the site before making an application. We shall also accept applications by post or as a scanned email attachment, using an approved entry form (available from our website or on request). Applications will neither be accepted by e-mail, telephone, fax, nor via the LTA website</p>
Balls	<ul style="list-style-type: none"> • Wilson Roland Garros (or another ITF approved brand) will be provided for all yellow ball events. • Low compression Wilson green balls (or another ITF approved brand) will be used for 10 & under events. <p>The winner of each match shall return the balls to the control desk immediately after the conclusion of each match.</p> <p>Once-used balls may be used for some matches particularly in early rounds.</p>
British Tennis Membership	<p>All applicants must be British Tennis members and, with the exception of 10&U and 11&U events hold a current British Tennis rating at the time of application.</p>
Cancellation (Withdrawal) Deadline	<p>Grade 3 events: Wednesday 9th December 2020 at 10:00am. Grade 4 events: Sunday 13th December 2020 at 10:00am. Consolation (where run as optional events): same as application deadline</p> <p>No fees will be billed to players who cancel within the above deadline. It is each player’s responsibility to ensure that we have received and acknowledged your request to cancel prior to the above dates/times.</p>

Cancellation of Event(s) and/or the Tournament	<p>We may cancel any event, if in our opinion it would not be economical, practical or in the best interests of players to run such an event.</p> <p>We may also cancel the tournament, any event or part of an event as a result of unforeseen circumstances.</p> <p>An entry fee refund will be made for any event(s) which are cancelled, curtailed or abandoned provided you have not started a match in the event <u>and</u> you have not withdrawn (after the cancellation deadline) prior to the decision to cancel, curtail or abandon the event.</p>
Catering	<p>At the time of publication, there are no catering facilities at the centre due to the Coronavirus pandemic. Further updates will be provided closer to the time if the situation changes. Players and parents are permitted to bring their own refreshments for consumption onsite.</p>
Centre Activities	<p>All players and guests must respect the rights and enjoyment of other people using the centre (whether for tennis activities or otherwise). Adjacent courts may be used for coaching and other non-tennis activities by centre users and their guests.</p>
Clay Courts – Competitors’ Responsibilities	<p>Unless directed otherwise by ground staff or a tournament official, BOTH players must drag the clay courts and sweep the lines after the end of each match.</p>
Clothing	<p>All players must wear recognised tennis clothing (coloured clothing is allowed) and shoes which do not damage or mark the courts. Trainers are not permitted. Clothing containing oversized logos and/or advertising material is not permitted. Warm-up clothing/track suits may not be worn during a match, unless permission has been obtained from the referee (or assistant).</p>
Committee/Tournament Personnel	<ul style="list-style-type: none"> • Tournament Director: David Fuchs (Tennis Services UK Limited) • Committee Member: Simon Faulkner (Operations Service Manager, Better Sutton Sports Village) • Committee Member: Claire Bryant (Junior Products Manager, Better Sutton Sports Village) • Committee Member: Andy Jeffrey (Tennis Manager, Sutton Tennis Academy) • Committee Member: Sandra Channon (Administrator, Sutton Tennis Academy) • Tournament Referee: Chris Drewe • Court Supervisors: Alison Battista, Susan Baker, Angela Davey, Kath Lovell, Ray Lovell. Darren Michaels, Roger Southgate and Derek Thorpe <p>The referee and tournament director are LTA Accredited Officials and members of the Association of British Tennis Officials and LTA Officials’ Licensing Scheme.</p>
Complaints	<p>In the event of a complaint in respect of an LTA Official Competition (including in relation to an Organising Committee, Referee, Chair Umpire, line/net umpire, Court Supervisor or coach), a written complaint may be lodged with the LTA at officiatingsupport@lta.org.uk within 7 days of the occurrence of the situation leading to the complaint.</p> <p>The LTA’s Officiating Development Manager will determine what further action, if any, should be taken, including referring the matter to another party such as ABTO, a club, County Association or Organising Committee and/ or the LTA Disciplinary Officer (to be dealt with in accordance with the LTA’s Disciplinary and Dispute Resolution Procedures). For the avoidance of doubt, the results of all matches connected to the complaint will stand in any event.</p>
Conditional Applications	<p>We will not accept an application which is conditional upon a player being accepted for two or more events applied for, nor on another player also being accepted to play in the tournament.</p>
Contacting Us	<p>All applications, enquiries and other correspondence relating to this tournament should be addressed to:</p> <p>Tennis Services UK Limited, Unit 10213. P.O. Box 7169, Poole, Dorset BH15 9EL Telephone: 0333 247 9819. E-mail: info@tennisuk.net</p> <p>Withdrawals made after the published cancellation deadline may only be made by telephone.</p> <p>During the tournament (including the day before the start of the tournament), the referee is only available by telephone between the hours of 7:30am and 9:00pm. No calls or voicemail facilities are available outside these hours.</p>
Courts	<p>The tournament is planned to take place on four covered clay courts in an air-hall. Other courts may be used.</p>

Data Protection	<p>By submitting an application to this tournament, you agree to the publication of your name, British Tennis membership number, rating, ranking, county, acceptance status, match details and results on our website, the LTA website and to our privacy policy (available from www.tennisuk.net).</p> <p>You also agree to the LTA and/or LTA sanction tournament organisers, from your geographical area, using the information provided as part of your application (with the exception of credit/debit card details) to communicate information about this and future tournaments, in your geographical area, via post/email or SMS. You also accept that such information may be used to update the British Tennis Membership record of the person identified.</p>
Dates and Times of Play	<p>The tournament takes place from Monday 21st to Thursday 24th and Sunday 27th to Thursday 31st December 2020. Individual events will take place on specified days during the period of the tournament (see "Events" for details).</p> <p>Play in all events may start as early as 8:30am each day and continue into the evening (except on 24th and 31st December where the centre closes at 4:00pm).</p>
Doping Test	<p>Under LTA regulations, any player may be required to submit to a random doping control test without prior notice. This will be undertaken by an independent sampling officer appointed by UK Sport. Failure to submit to this test will be treated as a positive result.</p>
Emergency Medical Treatment	<p>In a case of accident, illness or emergency at the tournament, involving a player under the age of 18 years old, emergency medical treatment may be carried out as recommended by an approved medical authority.</p>
Entry Fees and Payment Methods	<p>Junior events: £28.00 per player, per event Open events: £30.00 per player, per event</p> <p>Entry fees may be paid by cheque or postal order. Visa and MasterCard can also be accepted.</p> <p>Cheques relating to cancelled/unsuccessful applications will be shredded 10 days after the conclusion of the tournament, unless a stamped addressed envelope is provided to the Tennis Services UK Limited within this time period.</p> <p>Singles entry fees will be billed to all successful applicants on or shortly after the cancellation deadline. Entry fees paid by credit or debit card are collected by Tennis Services UK Limited acting as an agent authorised by the centre for the collection of entry fee payments.</p> <p>We reserve the right to make an administrative charge where a payment is dishonoured, declined or remains outstanding more than 14 days after the first day of the tournament. Recovery costs will also be added to any unpaid amounts due.</p>
Events, Event Dates, Provisional Draw Sizes and Intended Playing Surfaces	<p>See Appendix 1</p>
Event Format	<p>In all 10&U, 11&U and 12&U grade 4, events we intend to use an event format which provides each player with a minimum of two matches by means of a compulsory consolation event.</p> <p>In all other events, we intend to use an elimination draw format and offer players who lose in their first match, an optional consolation event. Players must sign up at the control desk for optional consolation events if they wish to be included.</p> <p>We may change the format of any event; amalgamate events or run qualifying events if we feel that it is reasonable and appropriate to do so. The referee may also change any draw in the event of withdrawals. Where an alternative event format is adopted which requires players to compete in two or more matches (e.g. round-robin, playback, compass), such additional matches are an integral and compulsory part of the event and are not optional.</p>
Event Eligibility/Restrictions	<p>Subject to age restrictions, players may apply for as many events as they wish to provided there is no overlap of event dates.</p> <p>If a player is accepted for events which overlap and does not withdraw from all but one event by the published cancellation deadline then we shall make the decision for you and cancel your application from all but one overlapping event. You will not be able to change your mind, once we have done this.</p>
Late Arrivals	<p>Please allow sufficient time for your journey to the centre including allowances for delays. If you are running late please contact the referee. If you are not present and ready to play within 15 minutes of your court</p>

	<p>being ready and your match being called, you may be scratched from the match. The entry fee is not refundable in these circumstances and LTA withdrawal penalty points may be incurred.</p> <p>Where a player withdraws or is not present and ready to play, the referee may, at his/her entire discretion fill a vacant space in the draw with a lucky loser or a reserve or award a walkover.</p>
Liability	<p>All players enter this tournament, use the centre and compete at their own risk. Neither the tournament, its officials nor the centre, its staff, management or committee will be responsible for death, personal injury, or loss of or damage to property whether occurring on the premises or otherwise, other than liability for negligence incurred under English law. If we make a mistake which prevents you from playing or continuing in the tournament, the maximum amount we shall be liable for is the value of your entry fee.</p>
Match Format	<ul style="list-style-type: none"> • 10U singles and all one-day grade 4 events: FAST4 scoring will be used • All other MAIN DRAW singles events: Two standard sets (tiebreak at 6-6) plus a match tiebreak to 10 points (2 clear points at 9-9) – if each player wins one set • Consolation events: Match format will depend on entry numbers and available court time
Media Statement and Photography Policy	<p>Unless the tournament referee is informed prior to the start of the tournament, you consent to being involved in any publicity connected with LTA staged tournaments, the hosting venue and/or Tennis Services UK Limited. This includes (but is not limited to) media interviews, photographs and TV footage.</p> <p>Unofficial photography and video recording is not permitted without the prior consent of the tournament referee, a centre official, any players involved in such photography/video footage and (in the case of players under 18 years of age) their parent or legal guardian. To avoid disruption to play, permission to take photographs (or video recordings) must be made with sufficient notice as consent will not normally be sought from players once a match (including warm-up) has commenced. A photographic consent form may need to be completed. Consent to photography (or video recording) may be withdrawn at any time.</p>
Non-Umpired Matches	<p>Matches will normally be played without umpires. All players must be familiar with the LTA Guidelines for a non-umpired match, a copy of which will be on display at the tournament.</p>
Other/Overlapping Competitions	<p>The LTA “two tournaments in one-week rule” and the LTA “Overlapping Competition Regulation” does not apply to competitions taking place over the Christmas and New Year period.</p> <p>Tournament officials are NOT however expected to accommodate scheduling requests in order to help players who wish to take part in two or more competitions with overlapping event dates and players who wish to play in overlapping competitions do so at their own risk.</p> <p>Any player who takes part in another tournament or event with conflicting event dates who is forced to withdraw will incur LTA withdrawal penalty points.</p>
Parental Consent	<p>Applications made by or on behalf of players under 18 years of age must be countersigned by a parent or legally registered guardian. In the case of online applications, the registration of a credit/debit card and the use of a player’s British Tennis/LTA number (or username) and online registration password shall constitute parental consent.</p>
Prizes/Trophies/Prize Money	<ul style="list-style-type: none"> • Open Men’s Singles Winner - £75.00 • Open Men’s Singles Runner-Up - £40.00 • Open Women’s Singles Winner - £75.00 • Open Women’s Singles Runner-Up - £40.00 <p>A trophy or medal will be awarded to the winner and runner up in all other age groups, including consolation events.</p>
Ratings and Rankings	<p>We will use the ratings, rankings and “recent form” information supplied to us by the Lawn Tennis Association. We will submit all applicable singles results to the LTA for inclusion in the ratings, rankings and recent form calculations.</p>
Referee	<p>See “Committee/Tournament Personnel”</p>
Refunds	<p>You will not be charged an entry fee for an event if:</p> <ul style="list-style-type: none"> (a) we cancel the tournament (b) we decide not to run an event (c) your application to an event was unsuccessful (d) you cancelled an application prior to the published cancellation deadline (e) you were placed on a reserve list but were not called upon to play

	<p>(f) you were placed on a reserve list and invited to take part with less than 24 hours notice and decided not to accept</p> <p>(g) we are unable to accept your application for any other reason We shall fully refund any entry fee paid for any event which is cancelled, curtailed or abandoned provided that:</p> <p>(a) you have not started a match in the event</p> <p>(b) you have not withdrawn (after the cancellation deadline) prior to the decision to cancel, curtail or abandon the event</p> <p>We shall make a partial refund (50%) where it is not possible to offer a player a minimum of two matches in a ONE-DAY event due to no cause of their own. For the purposes of refund entitlement, a match started shall count as a match played.</p> <p>Refunds will not be made:</p> <p>(a) if a player withdraws after the published cancellation deadline for an event</p> <p>(b) if a player fails to arrive at the tournament on time and misses one or more matches as a consequence</p> <p>(c) where a player decides not to sign-up for an optional consolation event, or fails to sign-up on time</p> <p>(d) in any other circumstances (except those detailed under "Liability").</p>
Refusal of Admission	The centre may refuse admission to any person without giving a reason and ask any person to leave the premises if their behaviour has caused or is considered likely to cause distress or inconvenience to others, whether in connection with the tournament or otherwise.
Refusal of Applications	We may decline to accept an application from any player. Reasons for declining an application may include failure to settle entry fees for a previous event or tournament, a poor history of withdrawals, failure to appear and disruptive behaviour (whether at this centre or otherwise). A decision to decline an entry is never made lightly and is always done in the best interests of the tournament and in consultation with at least two members of the tournament committee.
Reserves	<p>Reserve players are committed to playing in the tournament if they are accepted unless they cancel from the reserve list prior to the published withdrawal/cancellation deadline. An exception applies if we provide less than 24 hours notice of your first match in which case you may decide not to play and will not be penalised.</p> <p>If a reserve player is accepted <u>more than 24 hours before the start of an event then they will NOT be contacted by telephone</u>. It is the responsibility of reserves to check the tournament website www.tennisuk.net (or contact the tournament referee) to track their reserve or acceptance status up to 24 hours before the start of the event</p> <p>If you are a reserve player and a place becomes available less than 24 hours <u>before the start of the event</u> then we shall contact reserves in numbered order with an <u>invitation</u> to play. This invitation may be declined without penalty. For this reason, if a reserve player is needed at short-notice then we shall telephone each number we have recorded for you ONCE. We will not normally leave messages if there is no answer and shall telephone further reserve players, accepting the first positive response.</p> <p>Reserves who withdraw after the published withdrawal/cancellation deadline will not receive an entry fee refund and shall incur LTA withdrawal penalty points (see withdrawals).</p>
Rules Governing This Tournament	<p>The tournament is sanctioned by the Lawn Tennis Association ("the LTA") and will be conducted in accordance with the Rules of Tennis; the Rules & Regulations of the Lawn Tennis Association; LTA Competition Regulations including the LTA Code of Conduct, the LTA Clothing and Equipment Regulations, LTA Anti-Doping programme, LTA Disciplinary Resolution Procedures, Regulations concerning Match Fixing, Financial Speculation and Betting, The Tennis Services UK Limited Registration, Payment Conditions and Privacy Policy and the rules of the hosting venue including Coronavirus Biohazard Conditions.</p> <p>The tournament committee may alter or add to these rules in which case we will post written details on the tournament notice board and/or the tournament website. The referee shall however have general discretionary powers in interpreting any rule or regulation relating to the tournament and in situations not specifically covered by any applicable rules or regulations governing this tournament.</p>
Scoreboards	<p>Due to Coronavirus restrictions, the use and provision of scoreboards is currently under review.</p> <p>Where scoreboards are provided these must be used. As a minimum, players must update these at each change of ends. The winner of each match is responsible for resetting the scoreboard and returning the used match balls, tin (and any name cards provided), to the control desk, immediately after the end of each match.</p>

Scheduling of Matches	<p>Match times are fixed by the referee and are NOT NEGOTIABLE. All applicants are considered available to play AT ALL TIMES throughout the published dates and times detailed under “Events”.</p> <p>It is each player’s responsibility to find out when they are required to play each match by checking the tournament website or telephoning the tournament (see “Contacting Us”). During the tournament, the website is updated by approximately 8:00pm with match times for the following day.</p> <p>If a player is unable to ascertain when they are required to play by any other means then they should arrive at the centre each day, prior to 8:30am and check the order of play posted on the tournament notice board.</p> <p>Any match notification emails or SMS messages are sent as a courtesy reminder ONLY. If a player fails to arrive for a match and claims that they did not receive an email, this will not be accepted as a valid reason in any circumstances.</p>
Sign-In	<p>Players must sign in, in person, at the control table designated for their match surface at least 15 minutes before the scheduled time of their match. Parents, coaches and other representatives may not sign in on behalf of a player.</p> <p>Players who do not do this will not considered to be present. At the discretion of the referee, matches may be called up to 15 minutes prior to their scheduled time if both/all players in a match have signed in and there is a court available.</p>
Travel Information	<p>The centre is approximately 2 ½ miles from Morden Station on the Northern Line of the London Underground (Enquiries: 0343 222 1234); 1½ miles from Sutton and ½ mile from Sutton Common (National Rail 08457 48 49 50). Local buses run from both Morden and Sutton Common (Enquiries: 0343 222 1234).</p> <p>A map showing the location of the venue is available from our website.</p>
Website	<p>The tournament website at www.tennisuk.net provides online application and payment facilities and includes up to date entry/acceptance/reserve lists. Match dates/times and draw sheets are published shortly prior to the start of the tournament and are updated during the competition on a match-by-match basis, provided there is internet connectivity at the centre.</p> <p>Where there is a discrepancy between information published to the TennisUK website (www.tennisuk.net) and the LTA website (www.lta.org.uk) then the information shown on the TennisUK website (i.e. the site where applications are made) shall take precedence.</p>
Wild Cards	<p>The committee reserves the right to issue wild cards, in accordance with LTA tournament regulations, at variation to the published acceptance method within the following limits as stated otherwise in LTA regulations:</p> <ul style="list-style-type: none"> • 10&U and 11&U events: One wild card for every 4 places in the draw • All other events: One wild card for every 8 places in the draw <p>We shall not enter into any correspondence regarding wild card decisions which are made on an entirely discretionary basis.</p>
Withdrawals	<p>A player who does not wish to take part in any event and advises us prior to the published cancellation deadline shall incur no charge or penalty (see "Cancellation of Applications")</p> <p>After the published cancellation deadline, any player withdrawing from a match or an event:</p> <ol style="list-style-type: none"> (a) must notify the referee by telephone (see “Contacting Us”) providing as much notice as possible (b) shall forfeit his/her entry fee (c) may receive suspension points under the LTA’s withdrawal penalty system. Appeals against penalty points should be submitted directly to the LTA and neither the referee nor the tournament director has any discretion over their imposition.

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Appendix 1 – Events, Event Dates, Provisional Draw Sizes and Intended Playing Surfaces

Singles Age Group/Gender	Grade	PROVISIONAL Draw Size ⁽¹⁾	Start Date	End Date	Max. No. of Days ⁽²⁾	Designated Surface ⁽³⁾
10&U Girls	3	16	Monday 28 th December	Tuesday 29 th December	2	Indoor clay
10&U Girls	4	8	Thursday 24 th December	Thursday 24 th December	1	Indoor clay
11&U Girls	3	16	Monday 21 st December	Tuesday 22 nd December	2	Indoor clay
12&U Girls	3	16	Tuesday 29 th December	Thursday 31 st December	3	Indoor acrylic
12&U Girls	4	8	Sunday 27 th December	Sunday 27 th December	1	Indoor clay
14&U Girls	3	24	Tuesday 22 nd December	Thursday 24 th December	3	Indoor acrylic
16&U Girls	3	28	Sunday 27 th December	Wednesday 30 th December	4	Indoor acrylic
18&U Girls	3	16	Monday 21 st December	Thursday 24 th December	4	Indoor acrylic
10&U Boys	3	16	Monday 28 th December	Tuesday 29 th December	2	Indoor clay
Men's Open ⁽⁴⁾	3	24	Sunday 27 th December	Thursday 31 st December	5	Indoor acrylic
10&U Boys	4	8	Thursday 24 th December	Thursday 24 th December	1	Indoor clay
11&U Boys	3	16	Monday 21 st December	Tuesday 22 nd December	2	Indoor clay
12&U Boys	3	32	Tuesday 29 th December	Thursday 31 st December	3	Indoor acrylic
12&U Boys	4	8	Sunday 27 th December	Sunday 27 th December	1	Indoor clay
14&U Boys	3	44	Monday 21 st December	Thursday 24 th December	4	Indoor acrylic
16&U Boys	3	32	Sunday 27 th December	Thursday 31 st December	5	Indoor acrylic
18&U Boys	3	32	Monday 21 st December	Thursday 24 th December	4	Indoor acrylic
Ladies Open ⁽⁴⁾	3	16	Sunday 27 th December	Thursday 31 st December	5	Indoor acrylic

Notes

- (1) Provisional draw sizes may be adjusted upwards or downwards
- (2) Matches within an event may not necessary run on consecutive dates nor take place on all of the dates published for an event
- (3) Main draw matches only. Consolation event matches may take place on a combination of acrylic and clay.
- (4) Open events are ADULT PRIORITY. i.e. players born on or after 31/12/2001 will be accepted as a first priority

Please see the following document on the LTA website to ascertain your eligibility for an event:

<https://www.lta.org.uk/play-compete/competing/competition-changes-20192020/competition-age-group-changes>