

# UTR Pro Tennis Series (PTS) Rules and Regulations

Effective: September 1, 2020 to December 31, 2021 unless revised earlier.

## I. PURPOSE AND APPLICABILITY

Universal Tennis LLC (UTR) has created the UTR Pro Tennis Series Tournament Regulations for the purpose of providing fair and reasonable rules for the orderly and uniform conduct of international professional tennis tournaments as part of the series. All references to the UTR in these Regulations shall mean Universal Tennis LLC and PTS shall mean UTR Pro Tennis Series. These Regulations shall be applicable to all Tournaments sanctioned as part of the UTR Pro Tennis Series.

For these UTR Pro Tennis Series Regulations, the following definitions shall apply:

- Regulations refer to UTR Pro Tennis Series Rules and Regulations including the Code of Conduct, applicable appendices, UTR Pro Tennis Series Organisational Requirements, and the standard Rules of Tennis. These Regulations can be amended from time to time by UTR.
- UTR Pro Tennis Series Organizational Requirements also known as Organizational Requirements are the Regulations that a Tournament Organizer must follow when running a PTS tournament.
- The Tournament Week is an assigned week on the calendar for each PTS tournament defined by the date of the Monday of that week. Singles Qualifying will begin on Sunday, the Main Draw will begin on Monday and the tournament must finish no later than Sunday of the same week.
- Each player entrant in a PTS tournament agrees as a condition of such entry to abide by and be subject to these regulations.
- Approval to sanction a PTS tournament may be subject to conditions imposed by UTR in its sole discretion.
- UTR reserves the right to refuse approval of or cancel any previously sanctioned PTS tournament or PTS for reasons of health, safety, security or any other potential threat to any persons attending the PTS(s) or to the successful running of the PTS(s), without any liability on behalf of the Tournament Organizer, or UTR. For the avoidance of doubt, neither UTR or the Tournament Organizer shall be liable to any players or any other persons or entities for any costs that they might have incurred in relation to such cancelled competitions, including, without limitation, any transport and/or accommodation costs. This decision will be made on behalf of the UTR by the Executive Committee.

## Tournament Personnel

### 1. Tournament Director/Administrator

Each UTR Pro Tennis Series tournament must have one or more persons (i.e. the Tournament Director(s)) to be the point of contact for UTR for all communications. The Tournament Director will be responsible for all aspects of the organisation of the tournament, with the exception of all matters

relating to the UTR Pro Tennis Series rules of competition and format, the Rules of Tennis and all on-court issues, which are the responsibility of the Chief of Officials onsite.

The Tournament Director and/or Tournament Administrator must be on-site throughout the whole tournament, ready to solve any problems related to the organisation of the tournament, players, officials, media and spectators. He/she must be English speaking and be fully aware of the responsibilities of his/her position. He/she is prohibited from competing in a tournament for which he/she is undertaking this/these role(s).

The Tournament Director must have a private office with a computer, desk, Internet Access, and a minimum of one international telephone line. These numbers must be provided on the Tournament Fact Sheet, photocopier and sufficient supply of photocopying paper; Microphone for Public Address System (if necessary), Communication devices, such as walkie-talkies, must be provided to the Chief of Officials, each Chair Umpire and the Sports Medicine Trainer (PHCP).

The Tournament Director is obliged to enforce UTR's final decisions on site if required.

## **2. Officials**

Each Tournament Organizer must appoint and provide an appropriately certified official to act as the Chief of Officials. The Chief of Officials must be available throughout the tournament week, from the Qualifying Sign-in until after the final match of the tournament has been completed, unless otherwise approved by Universal Tennis.

The Chief of Officials is the final authority for on-site issues related to the Rules of Tennis, the assignment of officials and umpires to all matches and all on-court matters. The Tournament Director is obliged to enforce the Chief of Officials decisions on site if required.

Names of the designated officials must be provided to UTR at least three (3) weeks in advance of the Tournament. Tournament directors and national associations are encouraged to provide this information well in advance of the deadline. Failure to comply with this deadline may result in the removal of the tournament from the PTS.

### **2.1 Chair Umpires**

The PTS has a minimum officiating requirements of Six (6) chair umpires on 3 match courts, not including the Chief of Officials. The chair umpires must make all line calls during the match and input the required score and data into a tablet provided by the tournament. Comfort in operating the tablet is needed and training should be sought out and given, if needed.

In playoff matches, it is recommended to have at least one line judge on court with the chair umpire to assist in line calls. Tournaments that wish to supply a higher certification level of officials or more officials than the minimum requirement are encouraged to do so.

The tournament is responsible for paying a fee, providing full hospitality (hotel and meals from the night prior to commencement until the morning following the conclusion of the tournament) and covering travel costs for all Designated Chair Umpires.

### **3 Tournament Doctor**

The Tournament Director must appoint and pay all costs for an English-speaking medical doctor to be on call in proximity of the tournament site at all times during playing hours. If it is more practical or cost efficient for the tournament that the doctor conducts necessary player consultations and treatments off-site, the costs of consultations / treatments that could practically be conducted by the doctor on-site remain the responsibility of the Tournament Director.

All players accepted and competing in the tournament, including eligible Lucky Losers shall be eligible for treatment from the doctor, as a minimum for the duration of their participation in the tournament.

The cost of hospital treatment or any other off-site medical treatment (except as described above) is the responsibility of participating players at all levels of the tournament.

### **4 Sports Physiotherapist**

All players accepted and competing in the PTS, including eligible Lucky Losers, shall be eligible for treatment from the Sports Physiotherapist, as a minimum through the day of elimination. Where the Tournament Director is responsible for appointing the Sports Physiotherapist, he/she must ensure the Sports Physiotherapist has appropriate qualifications and experience to treat players. Sports Physiotherapists must be familiar with standard tennis medical treatment procedures and the general Rules of Tennis.

The Tournament Organiser must appoint an English-speaking Sports Physiotherapist to provide free on-site health care services for the players beginning one hour before matches commence until completion of all matches.

A reasonable fee may be charged for massage, although it is recommended that this is also provided free of charge.

## **Related Regulations**

The standard Rules of Tennis shall apply in all PTS matches.

## **Enforcement of Regulations and resolution of disputes**

### **1. On-site enforcement**

It is the responsibility of the Tournament Organizer and Chief of Officials to enforce these regulations on site including but not limited to the following:

- a) unless expressly referred elsewhere, an allegation that a player has committed an offence under the Code of Conduct that is not a Major Offence or a breach of the Welfare Policy;
- b) any disputes or questions of interpretation that arise on-site at a PTS (to be resolved in accordance with the Rules of Tennis); and
- c) any other decisions, disputes, questions of interpretation or other matters

The Executive Committee will hear appeals from only the person or entity that is the subject of the decision being appealed and will have final authority on:

- a) any request for a decision that is entrusted under these Regulations (including the Code of Conduct)
- b) any dispute or question about the proper interpretation of these Regulations
- c) any dispute or question about player eligibility arising under these Regulations;
- d) any allegation that a Covered Person has committed a breach of the Welfare Policy;
- e) any allegation that a player, Related Person or other person or entity bound by these Regulations has failed to comply with any other aspect of these Regulations (unless expressly referred elsewhere); and
- f) any other dispute arising out of or relating in any way to these Regulations
- g) an allegation that a player or Related Person has committed a Major Offence under the Code of Conduct;
- h) any allegation that a Tournament Offence has been committed under the Code of Conduct;

The Anti-Corruption Hearing Officer from an applicable body (TIU, TACP) shall have exclusive jurisdiction over any allegation that a Player, Related Person or other person participating in a PTS tournament has breached the Tennis Anti-Corruption Program.

## **2. Sanctions**

Where UTR upholds an allegation of breach of these Regulations, it will determine the sanctions for such breach in accordance with the sanction's provisions in its Procedural Rules, unless these Regulations specify other sanctions for such breach, in which case it will apply the specific sanctions.

## **3. Governing Law**

These Regulations and any dispute arising out of or in connection with them (including any dispute or claim relating to non-contractual obligations) shall be governed by and construed in accordance with Delaware law, without regard to the conflict of law principles.

Each Player, officials, staff, employees, contractors, agents, and representatives agrees to submit any disputes or claims or other matters arising in relation to the Regulations (including any non-contractual disputes or claims) to arbitration pursuant to the resolution of disputes process provided for in this Section I.E (as applicable), to the exclusion of any other court or forum.

## **F. Amendment of Regulations**

These UTR Pro Tennis Series Rules and Regulations may be amended, repealed or otherwise modified, in whole or in part, by the Executive Committee at any time. UTR may grant dispensations from, modify, waive or otherwise alter these Regulations or their application in extraordinary circumstances.

## **II. DEFINITIONS**

### **Acceptance List**

The list of players who have entered a PTS tournament and have been sorted based on UTR PTS Entry Ranking.

### **Alternate (Direct Acceptance)**

A player who is listed lower than the Direct Acceptances into Main Draw and Qualifying based on UTR PTS Entry Ranking and can fill any vacancy as detailed before the Freeze Deadline.

### **Committed**

A player's status if at any time after the Withdrawal Deadline they appear in the singles Main Draw or singles Qualifying Acceptance List of a PTS. A Committed player is obligated to compete at the PTS.

### **Direct Acceptances (DA)**

Players who have entered and been directly accepted into the singles Main Draw or Qualifying Draw by virtue of their UTR PTS Entry Ranking.

### **Entry**

A request by a player to register for a PTS. Entries are only accepted from players through their activated UTR account through the UTR Engagement Platform ([www.myutr.com](http://www.myutr.com)) and who meet all necessary requirements stipulated in the Regulations. The player must make their Entry before the Entry Deadline.

### **Entry Deadline**

The time by which a player must enter in order to be considered for inclusion on the Acceptance List. The Entry Deadline for singles is at 12:00pm American Eastern Standard Time(EST) on the Monday fourteen (14) days prior to the Monday of the PTS tournament week.

### **Entry List**

The list of players who have entered the PTS tournament up until the Entry Deadline and before the Acceptance List has been made.

## **Fact Sheet**

Each Tournament will provide information regarding the Tournament site, dates, court surface, type of courts, hotel information, transportation, prize money deductions, visa contact, and other relevant information regarding the PTS tournament. The Fact Sheet, also referred to as the Tournament Fact Sheet, is available in the PTS tournament's information page on [www.myutr.com](http://www.myutr.com).

## **Freeze Deadline**

The Freeze Deadline takes place at 12:00pm American Eastern Standard Time(EST) Thursday, four (4) days preceding the Tournament Week. After the Freeze Deadline has passed and the Acceptance List is processed, no further movement is permitted on the Acceptance List and will be subject to larger fines.

## **UTR Profile Activation and Membership**

**A player must activate their profile, pay for their subscription and register to play in a UTR tournament. Players will receive documents including rules, code of conduct, tennis integrity documents, W8/9, etc. from UTR to sign in advance of entry into PTS tournaments.**

## **Late Withdrawal**

A Withdrawal by a player accepted into the singles Qualifying that takes place any time after the Entry Deadline and up until the start of Qualifying and any Withdrawal from a Main Draw player that takes place after the Entry Deadline until the commencement of play.

## **Lucky Loser (LL)**

Lucky losers are players who have lost in the final round of the Qualifying event ordered based on UTR rating at the start of play to replace a main draw withdrawal.

## **Main Draw**

The Main Draw is the principal competition of a PTS tournament.

## **On-Site Alternates**

Non-entered players who attend at the Tournament site (prior to the Qualifying) to Sign-In for the Qualifying. In order to be eligible as an On-Site Alternate, a player must have valid UTR account, Sign-In with the Chief of Officials at the Tournament site prior to Day 1 of Qualifying and have paid the entry fee and any applicable fines.

## **Qualifiers (Q)**

Players who are included in the Main Draw as a result of their success in the Qualifying competition.

## **Qualifying**

The Qualifying draw refers to the preliminary rounds of a PTS tournament, in which the participating players have not qualified for entry into the Main Draw based on the initial requirements but have earned the opportunity to compete to play in the Main Draw.

## **Wild Card (WC)**

A player accepted into the Main Draw or Qualifying as determined by the Tournament Organiser and/or UTR.

## **Withdrawal**

When a player withdraws from a PTS tournament pursuant to the applicable regulations. Withdrawals can be made online or through email (pts@universaltennis.com) prior to the Qualifying. Singles Withdrawals are permitted without penalty up until the Withdrawal Deadline. Withdrawals after the Withdrawal Deadline are Late Withdrawals and will incur a penalty.

# **III. PTS TOURNAMENTS**

## **A. Player Eligibility**

### **1. Open Competition / No Discrimination**

UTR Pro Tennis Series tournaments are open to all tennis players based on merit and without discrimination. Minors under the age of fourteen (14) shall not be eligible for Entry. For the purposes of these Regulations, the player's age as of the Monday of the Tournament Week shall be used. If requested, a player must provide a proof of identity and/or age through photo identification (passport or driver's licence) to UTR.

#### **1.1 Minimum Ranking requirements**

PTS tournaments, unless otherwise noted by UTR, will have minimum ranking requirements for entry based on UTR rankings.

- UTR PRO TENNIS SERIES 25: 200-2000

Changes to these requirements may be made at the sole discretion of UTR.

### **2. Nationality**

A player's nationality for the PTS is determined at activation of their UTR profile and must be aligned with all other national representation. UTR may request from the player at any time a copy of their current, valid passport as proof of nationality.

### **3. UTR Membership and Tennis Integrity Protection Programme (TIPP)**

**In order to enter PTS Tournaments all players must first activate their account, register for a subscription (and pay the appropriate fee) and agree, as a condition of their registration, to accept the related terms and conditions and any other required documents. Failure by a player (a) to become a member, register for and to accept the related terms and conditions and other documentation will render a player ineligible to enter and compete in Tournaments.**

**All players wishing to compete in a PTS Tournament are responsible for ensuring they are fit to play and are advised to obtain a yearly physical examination from a certified physician.**

**A player's UTR account will provide information about all PTS Tournaments. This account will enable players to view the Tournament calendar and Enter and view UTR rating information, analytics, and other pertinent information about the tournaments, including important tour announcements.**

### **4. Travel Documents**

All players are responsible for checking the entry requirements for each nation, including necessary travel documentation and visa application deadlines in order to enter and play PTS tournaments in that nation.

### **5. Play-Down Restrictions**

Players with an UTR ranking of 1-100 in singles at the entry deadline are prohibited from entering in any PTS tournament.

Top 100 players are eligible to play with a Wild Card. To be eligible for a Wild Card, such player must have a UTR of 0.5 or less from the highest rated player in the main draw. The Tournament Organizer must petition UTR at least four (4) days prior to the Monday of the Tournament Week. The decision will be solely that of UTR and may not be appealed.

Players with an UTR ranking of 1-100 in singles at the entry deadline are prohibited from entering in a PTS 25 tournament.

Top 100 players are eligible to play with a Wild Card. To be eligible for a Wild Card, such player must have a UTR of 0.5 or less from the highest rated player in the main draw. The Tournament Organizer must petition UTR at least four (4) days prior to the Monday of the Tournament Week. The decision will be solely that of UTR and may not be appealed.

## **B. Categories of Tournaments**



For the purpose of these Regulations, all UTR PTS tournaments will be differentiated based on total financial commitment. All references to prize money expressed in US Dollars.

- UTR PRO TENNIS SERIES 25

### **C. Tournament Events**

- Each UTR PTS tournament must consist of a singles Main Draw and singles Qualifying, unless there are insufficient entries to run a singles Qualifying draw or otherwise approved by UTR.

### **D. Tournament Week**

Each PTS Tournament is assigned a specific tournament week on the calendar defined by the date of the Monday of that week.

### **E. Schedule**

UTR PTS tournaments must take place over 7 days only. The 8 person, one round qualifying should be played over 1 day. Qualifying will start and be completed on Sunday or played on Monday due to inclement weather. All matches will be best 2 out of 3 sets, regular scoring and the draw will be created at UTR no later than 20:00 local time Saturday prior to the event.

Main draw will consist of 8 groups of 4 players each with a player 1-8, 9-16, 17-24, and 25-32 based on UTR. The group/round robin stages will run from Monday to Wednesday with the possibility to move matches into Thursday based on inclement weather. All matches will be best 2 out of 3 sets, regular scoring and the draw will be created at UTR no later than 20:00 local time Sunday prior to the event. In the case of ties, tiebreakers will be automatically sorted in the system based on head to head, % of sets won, % of game won, overall UTR at the beginning of tournament play.

The Playoff Rounds will be single elimination and consist of three draws of 8 players depending on the player's group finishing (1st, 2nd, or 3rd) and will run from Thursday to Sunday with the possibility to start matches on Friday based on inclement weather. All matches will be best 2 out of 3 sets, regular scoring and the draw will be created at UTR as soon as possible following the completion of group stage matches.

Day	Matches on Each Streaming Court (3)			Players/Matches
	Court 1	Court 2	Court 3	
Sun	4 - Qual			8/4
Mon	6 - Round Robin	5 - Round Robin	5 - Round Robin	32/16
Tues	6 - Round Robin	5 - Round Robin	5 - Round Robin	32/16
Wed	6 - Round Robin	5 - Round Robin	5 - Round Robin	32/16
Thurs	3 - Playoff - Quarters	3 - Playoff - Quarters		12/6
Fri	3 - Playoff - Quarters	3 - Playoff - Quarters		12/6
Sat	3 - Playoff - Semis	3 - Playoff - Semis		12/6
Sun	1 - Main - Finals	2 - Playoff - Finals		6/3

## F. Match Format

### 1. Singles Main Draw

The best of three (3) tie-break sets, unless a “Modified Format” is otherwise approved by UTR. Ad scoring must be used.

### 2. Singles Qualifying

The best of three (3) tie-break sets, unless a “Modified Format” is otherwise approved by UTR. Ad scoring must be used.

### 3. Modified Format

In extraordinary circumstances, e.g. bad weather, the Tournament Organizer, with explicit approval of UTR, may modify the format of matches in the singles Main Draw only as follows:

The best of three sets with two (2) tie-break sets, and if the score reaches one set all, one match tie-break game (10 points) shall be played to decide the match. Ad scoring must be used.

## F. Balls

All balls used at UTR PTS tournaments must conform to professional standards and must be included in the fact sheet of the tournament. Balls used for practice must be identical to those used for matches. Players must return practice balls.

In the Qualifying a minimum of four (4) new balls must be provided.

In the Main Draw a minimum of four (4) new balls must be provided for each match, which must be changed at a maximum of nine (9) games and thereafter every eleven (11) games. More frequent ball changes are acceptable and must be communicated in the fact sheet.

A minimum of three (3) once-used balls of the same type and brand as the match balls must be available for practice per day, free of charge, to any player accepted into the Main and/or the Qualifying Draw, from the day prior to the commencement of the respective draw until he/she is eliminated from the tournament.

## **G. Artificial Lighting**

Play is allowed with artificial lighting provided there is a minimum of 500 lux evenly distributed over the court surface.

## **H. Waiver of Claims**

**In submitting an Entry into a UTR Pro Tennis Series tournament, Player is fully aware that there are a number of risks associated with traveling to and from the event, entering the property where the event is taking place and participating in the event, including without limitation: (a) Player could contract COVID-19 or other diseases such as the flu which could result in a serious medical condition requiring medical treatment in a hospital or could possibly lead to death; and (b) Player will be subject to normal risks associated with participating in a tennis tournament, such as physical injuries. Player, knowingly and freely, assumes all such risks, both known and unknown, relating to Player's participation in the tennis tournament as described above, and Player hereby forever releases, waives, relinquishes, and discharges UT as well as the physical host of the event, along with their respective officers, directors, managers, officials, employees, affiliates, residents, or other representatives, and their successors and assigns (collectively, the "Sponsor Representatives"), from any and all past and/or future claims, demands, liabilities, rights, damages, expenses, and causes of action of whatever kind or nature, and other losses of any kind, whether known or unknown, foreseen or unforeseen, (collectively, "Damages") as a result of Player participating in the tennis tournament as described above, including but not limited to those related to the above described personal injuries, death, disease or any other loss. Player further promises not to sue any of the Sponsor Representatives and to hold them harmless from any and all Damages resulting from Player's travel, attendance and/or participation in the tennis tournament.**

Nothing in these Regulations excludes or limits the liability of UTR or any of the other parties listed above:

- a) for death or personal injury caused by their (respective) negligence;
- b) for fraud; or
- c) to the extent that such exclusion or limitation is not permitted by applicable law.

## **I. Publicity and Promotion**

**1. Each player grants to UTR and/or any affiliated National Association, the Tournament and their agents and assignees the right, in perpetuity and for commercial and non-commercial purposes:**

- a) to use or authorize the use of his or her name, voice, photograph, likeness, signature, biographical material and other identification, in any and all media, for the purpose of publicising and promoting the sport of tennis, UTR and/or any affiliated National Association, the Tournament and their respective affiliates and events including the right to use the same on social media, event posters, photos, programs, merchandise and other digital media and/or materials, and for the televising broadcasting and filming of the same; and**
- b) to make, show and otherwise use, in any and all media including social media, still and moving pictures, whether live or otherwise, and any other visual and/or audio-visual reproductions of his or her performance or appearance as a sportsman on and off the court during the event.**

**2. With respect to sub section 1. above:**

- a) there will be no compensation payable in relation to the grant of such rights; and**
- b) the rights granted may not be used in such a way as to constitute an endorsement by the player of any product or company.**

## **IV. FINANCIAL**

### **A. Payments**

UTR will pay the prize money to all players participating in the Tournament in accordance with the UTR Pro Tennis Series prize money breakdowns ("Prize Money").

### **B. Prize Money Payments**

UTR will make prize money payable by check or bank transfer available to eligible players in accordance within the criteria stated below.

### **C. Tax Deductions**

Any Government income tax deductions from prize money must be stated on the Tournament Fact Sheet by the Tournament Organizer. No taxes other than the stated income tax will be deducted from prize money.

### **D. Fines and Fees**

If a player owes any fines and/or fees, then UTR shall deduct any unpaid fines and fees from a player's prize money. These fines and fees will be communicated promptly by the Tournament Organizer to UTR within 2 (2) days after violation or within one business day after completion of the PTS tournament.

## **E. Currency and Exchange Rate**

**Prize money shall be paid in currencies as follows:**

1. All prize money must be paid in US Dollars as set out in "Prize Money".

## **F. Amateur Expenses**

UTR PTS tournaments may pay expenses to amateurs who compete, at the discretion of UTR. Such expenses are limited to the actual and reasonable expenses of an amateur incurred pursuant to his participation in the tournament. The payment of expenses cannot be conditioned on the success of the amateur in the tournament.

## **G. Registration Fees**

An registration (entry) fee of US\$40 will be charged by UTR per player at the time of registration of the Tournament. Further, a processing fee will be charged to players during the registration process.

# **V. SINGLES ENTRIES AND WITHDRAWALS**

All players with a UTR in the top 2000 players of their gender, subject only to Age Eligibility and Play Down provisions of these Regulations, may enter UTR Pro Tennis Series tournaments by the Entry Deadline and will appear on the tournament acceptance lists. Players should locate details about the Tournaments, including Fact Sheet, Entry and Acceptance Lists on the applicable event page on [www.myutr.com](http://www.myutr.com).

Players are encouraged to read the Fines Guidelines and Offence codes for PTS tournaments, located in the Code of Conduct, for information on the penalties imposed for Late Withdrawals.

## **A. Entries**

A player applying for Entry shall be deemed to apply for Entry into both the singles Main Draw and the singles Qualifying depending on their UTR PTS Entry Ranking, which only consists of fully reliable UTR Rating and the players overall ranking within this band.

A player's status in a Tournament shall not be official until the Entry Deadline and publication of the Tournament Acceptance List on the applicable event page on [www.myutr.com](http://www.myutr.com). A player may apply for Entry into up to two (2) PTS tournaments in a specific region during a Tournament Week and must indicate a priority in email to ([pts@universaltennis.com](mailto:pts@universaltennis.com)). A player may not apply for Entry into a PTS tournament if they are Committed to any other professional tournament during that period.

Notwithstanding any other provision of these Regulations, UTR has the absolute right to refuse to accept or revoke any player's Entry to any PTS tournament(s). UTR may exercise that right as it sees fit, with or without providing reasons.

## **B. Entry and Withdrawal Procedures**

All Entries and Withdrawals must be submitted online through the player's UTR account. Withdrawals must be made via email to [pts@universaltennis.com](mailto:pts@universaltennis.com).

## **C. Entry and Withdrawal Deadline**

The Entry Deadline is at 12:00pm American Eastern Standard Time(EST) on the Monday fourteen (14) days prior to the Monday of the Tournament Week.

The Freeze Deadline is at 12:00pm American Eastern Standard Time(EST) on the Thursday four (4) days prior to the Monday of the Tournament Week.

In exceptional circumstances or during USA office holidays, UTR may modify the deadlines, in which case players will be notified.

It is the player's responsibility to make all entries and withdrawals and to check their position on the Acceptance Lists.

## **D. After the Entry Deadline**

After the Entry Deadline, players will be placed on Acceptance Lists for singles according to UTR Entry Ranking.

### **1. Procedure**

If a player's chosen priorities are unclear, they will be immediately withdrawn from all but one Entry List, according to the following criteria, in order, until they are only on one Acceptance List:

- a) The Acceptance List on which they are highest placed will take priority, or if equal; then
- b) The Tournament which is geographically closest to their country of Nationality will take priority.

### **2. Commitment Rule**

No player may withdraw their entry from the Main Draw or Qualifying of a PTS tournament for any reason, after the Acceptance Lists come out. All withdrawals will be considered a Late Withdrawal and will be subject to the Late Withdrawal/No Show provisions set forth in the Code of Conduct, unless the reasons of on-site medical withdrawal or excused medical apply. Prior to the Freeze Deadline, players

are allowed one free withdrawal and two excused medical withdrawals per calendar year with written email notice to UTR (pts@universaltennis.com) without penalty.

Players are encouraged to read the Fines Guidelines and Entry Offence provisions located in the Code of Conduct for information on the penalties imposed for Late Withdrawals.

After the Freeze Deadline, any player accepted into the singles Main Draw or Qualifying who fails to appear for the Tournament without notifying UTR and the Tournament Organizer, of their withdrawal and without submitting his official withdrawal, shall be subject to the penalties provided for No Show.

If a player is not accepted into any PTS tournament in a given week, they may remain on more than one Acceptance List as an Alternate until the Freeze Deadline.

### **3. Alternates**

A player who appears on one or more Alternate List(s) is not Committed to play in any of these Tournaments and may withdraw at any time, without penalty, until they move into a Qualifying or Main Draw Acceptance List, at which time he will be automatically withdrawn from all other Acceptance Lists by UTR.

They will be reminded by UTR that they are moving up on the Alternate List and will be asked if they are still committed to playing in the PTS event. If they accept, they will stay in the list and be expected to play if the Acceptance List drops to them and be liable for potential penalties. If they do not accept, they will be removed from the Acceptance List without penalty.

### **F. Freeze Deadline**

The Freeze Deadline is at 12:00pm American Eastern Standard Time(EST) on the Thursday four (4) days preceding the Tournament Week. After the Freeze Deadline has been processed, any withdrawals will be subject to larger fines and the top Alternates must commit to one Alternate list, if on multiple, according to their priorities.

A player who wishes to withdraw from the Main Draw or Qualifying after the Freeze Deadline can only do so with a medical release and must submit an official medical form to both the UTR and the Tournament Organizer or they will be subject to the penalties provided for a No Show.

Any withdrawals after the Freeze Deadline will be replaced by the next highest player on the entry list, who will subsequently be replaced by, in order,:

1. A committed top 4 Alternate
2. An Extra Qualifying Wild Card

## **G. Playing Another Event / One Tournament Per Week**

### **1. General**

When a player is accepted into the Qualifying or Main Draw of a Tournament as Direct Acceptance or Wild Card at any time after the Withdrawal Deadline they are Committed to that PTS tournament, without exception.

A player who is committed to and/or has played in the Main Draw or Qualifying of a PTS tournament may not enter or compete in any other tennis event during the period of such tournament, without exception.

Players may not be accepted into any other tournaments during the same week. Players will be withdrawn from all but one Tournament at the Withdrawal Deadline based on the withdrawal procedure described above. If a player is found after the Withdrawal Deadline to have been accepted into two Tournaments in one week, they will be withdrawn from one Tournament at the earliest opportunity, also according to the withdrawal procedure set out above.

## **H. On-Site Medical from Week 1 & Participation in Week 2**

1. A player may not Withdraw onsite or retire from a Tournament in Week 1 and then go on to play in any other Tournament in Week 2 except for valid medical reasons. If a player is forced to withdraw onsite or retire from Week 1 due to medical reasons, and they are entered in a Tournament in Week 2, that player must receive a medical examination from the Tournament Doctor/Sports Physiotherapist from Week 1 and submit their medical examination to the Tournament Doctor/ Sports Physiotherapist for Week 2. To be eligible to compete in Week 2 the player must receive a medical examination and clearance from the Tournament Doctor/Sports Physiotherapist.

A player is not allowed to play in Week 2 if:

- a) they have withdrawn or retired from Week 1 without cause, or
- b) they have withdrawn or retired from Week 1 for valid medical reason, but he fails to receive a medical examination for Week 2 from the Tournament Doctor/Sports Physiotherapist.

Any player who is discovered to have contravened rules be subject to a fine pursuant to the Entry Offences section of the Code of Conduct.

2. A player that has endured a medical condition during the Tournament Week, but who completes their Tournament matches, may obtain a Medical Certificate from the Tournament Doctor/Sports



Physiotherapist that can be used to withdraw from the following week's Tournament without penalty. The player must obtain the Medical Certificate within 24 hours of completing their final match.

If the player wishes to use the Medical Certificate to withdraw from the following week's Tournament then the player must inform UTR and the Tournament Organizer of the next Tournament (if after the Freeze deadline) no more than 24 hours after obtaining the Medical Certificate.

## **I. Wild Cards**

Wild Cards are eligible players included in the Main Draw or Qualifying at the sole discretion of the Tournament Organizer or UTR. Wild Cards may be seeded. Players receiving Wild Cards must have a UTR account.

The split of the Wild Cards will be as follows for Main Draw and Qualifying: 3 to the organizer and 1 to UTR. All Wild Cards must be within 0.5 UTR higher than the highest rated player in the applicable draw or 0.5 UTR lower than the lowest rated player in the applicable draw.

Wild Cards must be named at latest 48 hours prior to the Qualifying or Main Draw is made. Wild Cards who Withdraw cannot be replaced with new Wild Cards after the appropriate draw is made. Any such vacancies shall be filled with Alternates or Lucky Losers as applicable.

Players and Tournaments should retain written confirmation of the offer and acceptance of a Wild Card. Players and Tournaments may not offer and/or receive any compensation for receiving or awarding a wild card. Acceptance of the offer of a Wild Card constitutes a player's Commitment to the Tournament.

No player who has signed-in for and been accepted into the Qualifying of the Tournament may be named as a singles Wild Card after the Qualifying competition has commenced.

## **J. Lucky Losers/Alternates**

**Vacancies shall be filled with substitutes in accordance with the following:**

### **1. On the Day of the Qualifying Competition:**

- a) Extra eligible Wild Cards as decided by the Tournament Organizer up to 1 one prior to play.
- b) All Wild Cards must have a UTR account and meet the rating criteria

### **2. After the Completion of the Qualifying Competition:**

If after the completion of the qualifying competition there are vacancies in the Main Draw, the Tournament Organizer will alert UTR to the withdrawal and UTR will fill the Main Draw with all of the Qualifiers and, if necessary, Lucky Losers in order as detailed above. It shall be assumed all players who lost in the last round of Qualifying will want to take a position in the Main Draw. Therefore, it is the

player's responsibility to inform the Organizer at the end of their match if they do not want to be considered for a Lucky Loser position.

### **K. Sign-In Requirements for Substitutes**

1. Lucky Losers have the option of signing in each day before the start of play for an opportunity to compete in any eligible open position in the draw. Players wishing to Sign-In for an opportunity must be present and Sign-In 1 hour prior to the scheduled start of play with the Tournament Organizer. Eligible players must sign and re-sign the appropriate list each day before the start of play.

When the last round of Qualifying and the first round of Main Draw are played on the same day, Lucky Losers must Sign-In no later than 30 minutes after the completion of the last Qualifying match. It is the player's responsibility to contact the Tournament Organizer with any questions about the time and location of the Sign-In Deadline.

2. Lucky Losers must be ready to play in proper tennis attire within a total time of five (5) minutes after the announcement of a vacancy. Matches must commence without delay after the selection of the Lucky Loser.

3. If the eligible Lucky Loser is not available according to paragraph 2 above, they shall be placed at the bottom of the Lucky Loser priority list for that day. If a player does not sign up for Lucky Loser status one day, they may still sign up on the next day.

### **N. Administrative Error on Acceptance Lists**

If an administrative error is made on an Acceptance List, resulting either in a player not being included or too many players being accepted into the Tournament, the Acceptance List will be corrected at the earliest opportunity.

If due to an administrative error too many players arrive on-site to play the Tournament, the following procedures will be followed: the last two (2) players accepted into the Tournament based upon the most current updated Acceptance List (excluding Wild Cards and Qualifiers) will play a preliminary match for one (1) position in the draw. The loser of the preliminary match will be first on the Lucky Loser list and, if not accepted into the main draw, receive first round prize money payment paid by UTR.

### **O. Late Cancellations**

In the event that a Tournament is cancelled late, players accepted into that Tournament may, at the UTR's discretion, be placed as "next in" on the Main Draw or Qualifying Acceptance List, as appropriate, of another Tournament taking place in the same region in the same week.

## **VIII. Pro Tennis Series World Cup Draws**

All PTS singles Main Draw shall consist of 32 players. The singles Qualifying draw shall consist of 8 players.

## **A. Composition of Draws**

The draws shall be composed as detailed below. All Direct Acceptances will be based upon fully reliable UTR Rating.

### **1. Singles**

#### **a) Qualifying**

The singles Qualifying draw size will be 8 players composed of 4 Direct Acceptances as committed on the Acceptance List and 4 Wild Cards within 0.5 UTR (fully reliable or not) higher or lower than the highest or lowest rated player directly accepted into the draw.

#### ***Pre-Qualifying***

The Tournament Organiser with the approval of UTR may hold a Pre-Qualifying/Wild Card event to determine the selection of one Wild Card. Pre- Qualifying/Wild Card events for PTS tournament must take place prior to the Tournament Week and must be run on the UTR platform.

Tournament Organisers may not require players to stay in the tournament hotel, be a member of a club or similar type condition in order to compete in a Pre-Qualifying/Wild Card tournament.

Tournament Organizers must submit Pre/Qualifying/Wild Card tournament conditions to UTR for approval 4 weeks prior to the start of the event and UTR has the right to reject any tournament conditions created by the Tournament Organizer.

#### **b) Main Draw**

The singles Main Draws shall consist of 32 players and shall be composed of 24 Direct Acceptances as committed on the Acceptance List, 4 Wild Cards within 0.5 UTR (fully reliable or not) higher or lower than the highest or lowest rated player directly accepted into the draw, and 4 Qualifiers.

## **B. Seeds**

Each Tournament will have a seeded draw with seeds determined as follows:

### **1. Seeding List**

Tournament seedings will not be official until the draw is made.

In Singles, seeding shall be based on fully reliable UTR ratings at the time of making the draw.

## **C. Making the Draw**

All draws shall be made by UTR and available to be publicly viewed over Zoom. Interested parties wishing to view the making of the draw should contact UTR or the Tournament Organizer.

### **1. Time of Release**

- a) Qualifying - No later than 19:00 hours (7:00pm) local time on the day before the start of play
- b) Main Draw - No later than 19:00 hours (7:00pm) on the day before the Main Draw starts and the Order of Play must be posted no later than one hour after the draw has been made.

### **2. Method of Draw**

**The draw shall be made as follows:**

#### **a) Qualifying draw**

i) Sections- The Qualifying Draw shall be made in sections, with one section for each place allotted in the Main Draw. The top 4 players based on fully reliable UTR will be placed in the draw and the other 4 players drawn at random.

#### **b) Qualifiers/Lucky Losers**

At the conclusion of the Qualifying competition, the successful Qualifiers will be randomly drawn for their places in the Main Draw. There shall be no prior designation of which Qualifying section applies to which Qualifying place in the Main Draw.

Likewise, when more than one eligible Lucky Loser is to be inserted into the Main Draw, their positions shall be drawn.

If the Qualifying event is not completed at the time of the draw, then the places for the Qualifiers and Lucky Losers (if any) shall be designated as "Qualifier" or "Qualifier/Lucky Loser" with their identity to be determined by draw at the conclusion of the Qualifying event. The Lucky Losers shall be drawn together with the Qualifiers.

#### **C) Main Draw**

The PTS World Cup Main Draw will be composed of 8 groups of 4 players playing three group stage matches with the top 3 finishers in each group playing in a corresponding 8 person knockout draw depending on their finish in the group stages. The player finishing in the last place in the group stage will be eliminated after 3 matches.

Each group will consist of one player randomly selected from the following acceptance ranking bands:

- Player A- Players 1 through 8 based on fully reliable UTR at the time of draw creation
- Player B- Players 9 through 16 based on fully reliable UTR at the time of draw creation
- Player C- Players 17 through 24 based on fully reliable UTR at the time of draw creation
- Player D- Players 25 through 32 based on fully reliable UTR at the time of draw creation. This group will include all qualifiers.

#### **D. Withdrawal and Replacement of Seeds**

Any vacancy created by the withdrawal of a seed prior to play shall be filled by the next highest ranked player in the draw. That spot will be filled by the next highest ranked player in the subsequent band and so on until the last replacement will be filled by an eligible Lucky Loser.

Any vacancy created by withdrawal after the start of the Main Draw will be replaced by an eligible Lucky Loser.

#### **E. PTS World Cup Draw Format and Tiebreaker Advancement**

The group/round robin stages will run from Monday to Wednesday with the possibility to move matches into Thursday based on inclement weather. All matches will be best 2 out of 3 sets, regular scoring. In the case of ties, tiebreakers will be automatically sorted in the UTR system based on:

1. Greatest Number of Wins
2. Head to Head result if only two players are tied
3. % of sets won
4. % of games won
5. Overall UTR at the beginning of tournament play

The UTR standings, updated after every match, will have final authority on advancement.

The Playoff Rounds will consist of three draws of 8 players depending on the player's group finishing (1st, 2nd, or 3rd) and will run from Thursday to Sunday with the possibility to start matches on Friday based on inclement weather. All matches will be best 2 out of 3 sets, regular scoring.

#### **F. Lucky Loser Replacement and Advancement Scenarios**

An eligible Lucky Loser may replace an injured player in the group stages, even after play has started. The record of the Lucky Loser would start from scratch and the above advancement tiebreakers would apply.

### **IX. PLAYERS' REST**

## **A. Between Tournaments**

It is the players responsibility to contact the Tournament Organizer for all scheduling information and requests based on the previous week's tournament. The Tournament Organizer and Chief of Officials shall give full consideration to all requests, while adhering to the overall schedule of matches.

## **B. Between Qualifying and Main Draw**

Other than in exceptional circumstances, no player shall be required to play his first-round match in the singles Main Draw until at least four (4) hours after the completion of his final Qualifying match.

## **C. Between Matches**

In the Main Draw, except when weather or other unavoidable circumstances causes schedule disruption, players shall be scheduled for a maximum of one (1) singles match per day, which shall not be scheduled less than two (2) hours after the completion of the last match of such player on the preceding day or round.

# **X. ORDER OF PLAY AND SUBMISSION OF RESULTS**

## **A. Scheduling and Order of Play**

### **1. Release of the Order of Play**

Once the Tournament Organizer determines the following day's Order of Play, it shall be released both on-site and via the PTS tournament page no later than one hour after the end of play, and earlier if possible. Players are expected to check the official Order of Play. Players should be aware that the last match on any court may be moved to a different court or re-scheduled.

### **2. Failure to complete Tournament**

If a PTS tournament cannot be completed within the Tournament Week because of bad weather, at the option of the Tournament Organizer one extra day shall be allowed. The Tournament Organizer shall seek approval from UTR for match times on the extra day, which shall then be scheduled during the morning or early afternoon. No further extension of the Tournament shall be permitted without the approval of UTR.

## **B. Results**

At the end of each day's play at PTS tournaments, including the completion of the tournament, the Tournament Organizer or Chief of Officials shall submit, using the UTR platform, updated tournament results for Main Draw and Qualifying. Only results occurring on that day shall be submitted.

## **XI. DATA RIGHTS**

### **A. Scoring**

UTR will have the exclusive right to provide a scoring service at any PTS event. Each Tournament Organizer will assist UTR in its efforts to produce the service.

### **B. Protection of Tournament Data**

Each Tournament shall not allow or authorise the dissemination, transmission, publication or release of any match score or related statistical data from the grounds of the Tournament.

The use of laptop computers, mobile phones or other handheld electronic devices to collate, collect, use, store, reproduce, onward supply or make available any Official Data (as defined in Appendix F) for purposes relating to gambling or betting within the confines of the Tournament match courts (spectator areas) shall be prohibited and each Tournament shall take reasonable steps to enforce such prohibition (including without limitation by means of venue and spectator regulations, ticket conditions and accreditation terms). The exception to this provision is Tournament credentialed personnel when used in the performance of their duties.

## **XII. PRIZE MONEY**

### **A. Prize Money Distribution**

**The prize money distribution for the UTR Pro Tennis Series will be as follows.**

	<b>PTS 25</b>	
Winner	4000	
2	2200	
3	1200	
4	1200	
5	725	
6	725	
7	725	
8	725	
9	600	
10	550	
11	500	

12	500	
13	450	
14	450	
15	450	
16	450	
17	425	
18	375	
19	325	
20	325	
21	275	
22	275	
23	275	
24	275	
25	250	
26	250	
27	250	
28	250	
29	250	
30	250	
31	250	
32	250	
Total \$	<b>20,000</b>	

**B. Uncompleted Matches**

If a PTS tournament is cancelled e.g. due to poor weather, and there has been no play, first round prize money will be paid out to the players. If play has commenced and been terminated before the tournament is concluded players will be paid loser’s prize money for the individual round reached.

Prize Money shall be paid only for matches played. For purposes of this section a match is played when it is won as a result of a Retirement, Default, Walkover or No Show.



If a PTS tournament is officially cancelled and the final(s) have not been completed, the finalists will each receive finalists' prize money. Any remaining difference between the winner and finalist prize money will revert back to UTR.

## **C. Defaults, Byes, Withdrawals and Retirements**

**Prize money awarded will be awarded as follows:**

### **1. General**

- a) No prize money will be awarded to a player who withdraws or is a "No Show" without playing their first match.
- b) A match won by retirement, default or walkover will count as a match won in standings and will thus count for subsequent prize money.

### **2. Defaults**

- a) Any player or team who is defaulted shall lose all prize money earned for that event at that Tournament, unless:
  - i) The player was defaulted for a violation of punctuality or dress and equipment.
  - ii) The player was defaulted as a result of a medical condition.

### **3. Withdrawals and Retirements**

A player withdrawing after the first round or who retires in any round, will receive a split of prize money corresponding to how many matches they played. If the Lucky Loser replacing the withdrawing player advances to the playoff rounds, the withdrawing player will earn a percentage of the lowest prize money of that playoff corresponding to the amount of matches they played.

Example A: If in a PTS 25, a player plays one match and withdraws and the Lucky Loser plays the other two matches and does not advance to the playoff rounds, they would split the minimum of \$200  $\frac{1}{3}$  to the withdrawing player and  $\frac{2}{3}$  to the Lucky Loser.

Example B: If in a PTS 25, a player plays two matches and withdraws and the Lucky Loser plays the other one match and does not advance to the playoff rounds, they would split the minimum of \$200  $\frac{2}{3}$  to the withdrawing player and  $\frac{1}{3}$  to the Lucky Loser.

Example C: If in a PTS 25, a player plays one match and withdraws and the Lucky Loser plays the other two matches and advances to Playoff C rounds, the withdrawing player would be entitled to \$83 ( $\frac{1}{3}$  of the \$250 minimum) with the Lucky Loser eligible for any further money based on wins minus the \$83.

In all prize money payout scenarios with a withdrawal, the Tournament Organizer should notify and confirm with UTR on prize money splits and UTR will have the final authority on payout amounts.

**Appendix A: Mandatory Staffing Roles**

1. Tournament Director
2. Referee/Chief of Officials
3. 6 Chair Umpires
4. Physiotherapist
5. Tournament Doctor
6. Staff/Volunteer for Credentials
7. Staff/Volunteer at Entry for Temperature Checks, Screening and Security
8. Cleaning Personnel