



## ITA Division I, II, & III Dual Match Protocol Official Time Management Guidelines *Updated January 1, 2019*

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The ITA DI, DII, & DIII Dual Match Protocol are intended for ITA dual matches and may not apply to team matches played during a Team Tournament (e.g. ITA Kickoff Weekend, ITA National Team Indoor Championships, etc). Coaches should refer to Tournament specific rules and policies since circumstances vary from tournament to tournament.

Additionally, these are guidelines intended to ensure that all matches start at the published match time by providing more structure to the hour and a half prior to the start of the match. Certain portions of this guide may need to be adjusted based on facility, institutional resources and pre-match event management procedures some institutions may already have in place.

This guide begins one and a half hours prior to the start of the team match.

### ➤ **Prior to Start of Doubles**

#### **90 minutes prior to match time:**

- IF there are possible inclement weather issues AND there is indoor backup, coaches and referee shall make a determination (per ITA rules and match contract) where the match will be played (Outdoor/Indoor)

#### **60 minutes prior to match time:**

- Timer starts countdown to match time
- Referee meets with both head coaches
  - Line-up exchange (and any appeals)

#### **5 minutes prior to match time:**

- Courts are cleared
- 5 minute time warning given by Referee
- Players equipment to courts
- Teams line up for National Anthem

#### **4 minutes prior to match time:**

- National Anthem (average anthem length 1:34)

#### **2 minutes prior to match time (or post-anthem):**

- Doubles line-ups announced by public announcer (PA)
- Team huddle/cheer

#### **1 minute prior to match time:**

- Final time warning given by Referee
- Players to courts
  - If matches are chaired, officials conduct coin tosses on each court.
  - If matches are not chaired (roving officials), players spin rackets for serve, side.

#### **When timer reaches 00:00:**

- Play begins
- Lateness penalties will apply consistent with *ITA Regulation I.F. Starting Time and Lateness Penalties. (p. 8 in the 2018-19 ITA Rulebook)*

➤ **At the Completion of Doubles & Prior to Singles (Intermission)**

**Immediately** following clinching of doubles point/completion of doubles play:

- Timer starts 5 minute countdown to the beginning of singles
- PA announces that singles will begin in 5 minutes
- Any match promotions to begin immediately
- Coaches meet to exchange scorebooks for any singles changes per ITA rule I. B. 5 /I. C. 5(p. 1/p. 2 in the 2018-19 ITA Rulebook)

**3 minutes prior to singles match time:**

- Visiting team line-up announced

**2 minutes prior to singles match time:**

- Home team line-up announced and players enter the courts
- Courts cleared and promotions complete

**1 minute prior to singles match time:**

- Final time warning given by Referee
- Players to courts
  - If matches are chaired, officials conduct coin tosses on each court.
  - If matches are not chaired (roving officials), players spin rackets for serve, side.

**When timer reaches 00:00:**

- Play begins
- Lateness penalties will apply consistent with *ITA Regulation I.F. Starting Time and Lateness Penalties. (p. 8 in the 2018-19 ITA Rulebook)*

*Please note* – There is NO warm-up with opponents. For facilities with less than 6 courts - Singles players in the second wave of matches are allowed a 10 minute warm-up with their opponent (with used tennis balls – new balls to be used at the start of the match).