



PARTICIPANT 2020-21 MANUAL Finals



May 7, 2021

Dear NCAA Tennis Championship Participants:

On behalf of the United States Tennis Association, the University of Central Florida and the Greater Orlando Sports Commission, it is our pleasure to welcome you to the NCAA Division I Men's and Women's Tennis Championships at the USTA National Campus. Our community is excited that you are here, and we trust you will enjoy your time in Orlando.

We are committed to making an enjoyable experience for all student-athletes, coaches, and fans. Please let us know if we can assist in any way.

This manual contains the details you may need as you prepare for the NCAA Championships.

Congratulations on your season and best wishes for a successful championship.

All the best,

Elissa K. Hill

Elissa Hill Senior Director, Collegiate Tennis USTA National Campus

Terry Mohajir Vice President & Director of Athletics University of Central Florida

Jason Siegel Chief Executive Officer Greater Orlando Sports Commission



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Coaches Checklist

- Contact Short's Travel Management, the NCAA travel service, at 866-655-9215 to make air travel arrangements. Teams located within 400 miles of the competition site are required to travel via ground transportation. If extraordinary circumstances warrant an exception to the established travel policies, you must contact the NCAA's travel department at 317-917-6757 or travel@ncaa.org for approval prior to making any travel arrangements. All travel policies, including information on travel party numbers are located on the NCAA website (ncaa.org, Division I, Championships, Travel and Reimbursement Information).
- ____ ADVANCING TEAMS: Complete and submit APPENDIX D CREDENTIAL LIST by **5 p.m. Eastern time** Monday, May **10**.
- INDIVIDUALS: Complete and submit APPENDIX E CREDENTIAL LIST/TRAVEL INFORMATION by 5 p.m. Eastern time Monday, May 10.
- Confirm hotel reservations and submit rooming list to team hotel by 5 p.m. Eastern time Tuesday, May 11.
- Complete nominations for the Elite 90 Award by **10 a.m. Eastern time Friday, May 14.** Please click <u>here</u> to access the nomination form and other pertinent information regarding the award.

COVID-19 Checklist

- Individuals who registered for testing for the first and second rounds do not need to register again. If different individuals are attending the final site who did not register already, please complete the testing registration via the link provided at selection. Find the testing registration user guide <u>here</u>.
- Submit Tested Team Travel Party Form to <u>NCAAChampOps@stratoscope.com</u> and <u>mperry@ncaa.org</u> by **noon Eastern time, Tuesday, May 11**. This document was sent via email and is different from Appendix D. Verify that Team Health Officer has been identified and contact information included in the registration process. The tested travel party for teams is 18 individuals and is two non-athletes for institutions with singles and doubles participants. Note: If there are no changes from the Tested Team Travel Party submitted for first and second rounds, there is no need to resubmit.
- The <u>testing protocols</u> for Tier 1 individuals, which will include all selected student-athletes, coaches and other Tier 1 travel party members, consist of the following requirements:
 - Negative antigen within one day of arrival or negative PCR within two days of arrival at the given site.
 - Testing upon arrival and quarantine until confirmed negative, followed by testing every other day while participating on site.



- The first on-site COVID-19 test for participating teams and individuals will occur prior to the first practice at the site. **Teams will not be allowed to practice prior to their initial on-site test.** Teams will be tested during assigned time blocks. Confirm testing times with tournament manager.
- Selected teams will be required to complete a web-based testing registration. Selected teams will be required to complete a web-based testing registration.

Men's Tennis registration: https://www.impacthealth.com/mtennis/

Women's Tennis registration: https://www.impacthealth.com/wtennis/

All members of a school's travel party will need to register individually. **Please complete registration prior to leaving campus for first competition.** Here are the step-by-step directions.

- Click the Register button.
- Authorize the use of your personal health information (needed for reporting of test results).
- Complete your registration information (e.g., school name, your name and contact info, etc.) and click Register (*please use the email address you can access from your phone while on-site).
- Create a username and password. Please remember this as you may need it to access your testing results later.
- Consent to being tested by clicking Accept.
- You are now on the Home page.
- Complete the Assessment questions (includes demographic data required by health officials).
- Complete the Additional Information section.
 - Affirm you have completed pre-arrival testing requirements (required).
 - Advise if you have tested positive for COVID-19 in the last 90 days (only if applicable).
 - Advise if you have received the full course of COVID-19 vaccination (only if applicable).
- Following registration, you will receive a confirmation email with a QR barcode from NCAA Testing (<u>impacthealth@pdhi.com</u>). Please be sure to have this email available when you arrive at your testing site. If you do not receive the email, be sure to check your spam folder. You can also re-send the email by logging back into the registration site with the username and password you set up.
- Upon arriving to your scheduled testing time have your QR code available to proceed through testing. Results will be sent via email indicating if you are "Clear" or "Not Clear." This email, along with your credential, will be required to gain access into the competition and/or practice venues. A user guide to assist with any questions pertaining to the testing registration process can be found <u>HERE</u>.
- Tier 1 and 2 individuals who are fully vaccinated (14 days from their second dose or their single dose of J&J) **are exempt** from the NCAA testing protocol. However, individuals must still register, create an account, upload a copy of their vaccination card and report to the testing location on the first day of testing to receive their exemption sticker for their credential. <u>Review Vaccination Testing</u> <u>Exemption protocol</u>.



- _____ Review the <u>NCAA Championships COVID-19 Checklist for Participating Schools</u>.
- ____ Review the NCAA COVID-19 Health and Safety Protocols Informational Video.
- _____ Review the <u>Return to Championships Guidelines.</u>
- _____ Review <u>NCAA Championships Participant Code of Conduct</u> and ensure all travel party members are familiar and adhere to the policy.
- ____ Review the <u>NCAA Championship Testing Protocols</u> and clarify any questions with NCAA staff prior to departure for the championship.
- ____ Confirm compliance with pre-arrival testing protocols.
- ____ Plan travel accordingly to arrive in the competition city to complete pre-competition testing requirements.

For all COVID-19 information https://www.ncaa.org/sport-science-institute/covid-19-coronavirus



TOURNAM	MENT PERSONNEL
Elissa Hill	Cell: 843-813-5523
Tournament Director	Email: <u>hill@usta.com</u>
Jenna Kelly	Cell: 407-782-6679
Associate Tournament Director	Email: jenna.kelly@usta.com
Brian Ormiston	Cell: 407-725-8113
Assistant Tournament Director	Email: <u>brian.ormiston@usta.com</u>
Terry Mohajir VP & Director of Athletics, UCF	Email: adoffice@athletics.ucf.edu
Jason Siegel CEO, Greater Orlando Sports Commission	Office: 407-648-4900
Dan Pyser	Cell: 407-462-3184
Media Coordinator	Email: <u>daniel.pyser@usta.com</u>
Ed Ryan (Andrews Institute / USTA)	Cell: 719-433-2902
Athletic Training	Email: <u>Edward.ryan@theandrewsinstitute.com</u>
Sam Visco (UCF)	Email: <u>svisco@athletics.ucf.edu</u>
Athletic Training	
Nick Snow	Cell: 914-645-9005
Practice Courts	Email: <u>nick.snow@usta.com</u>
Sean Prokes	Cell: 347-776-8121
Tournament Stringer	Email: seanp@fromuthtennis.com
Anthony Montero	
Tournament Referee	



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SCHEDULE OF EVENTS - TEAM COMPETITION (Eastern time)

Friday, May 14	Women's Team Practice	LISTA National Comput
8 a.m. – 6 p.m.	women's ream Practice	USTA National Campus
Saturday, May 15		
8 a.m. – 9 p.m.	Men's and Women's Team Practice	USTA National Campus
5 – 6 p.m.	Men's and Women's Administrative Meetings	USTA National Campus
<u>Sunday, May 16</u>	Women's Team Tournament (Round of 16)	
10 a.m.	Matches #1 and #2	USTA National Campus
1 p.m.	Matches #3 and #4	USTA National Campus
4 p.m.	Matches #5 and #6	USTA National Campus
7 p.m.	Matches #7 and #8	USTA National Campus
8 a.m. – 9 p.m.	Men's Team Practice	USTA National Campus
Monday, May 17	Men's Team Tournament (Round of 16)	
10 a.m.	Matches #1 and #2	USTA National Campus
1 p.m.	Matches #3 and #4	USTA National Campus
4 p.m.	Matches #5 and #6	USTA National Campus
7 p.m.	Matches #7 and #8	USTA National Campus
8 a.m. – 9 p.m.	Women's Team Practice	USTA National Campus
Tuesday, May 18		
TBD	Round of 16 Rain Day	USTA National Campus
8 a.m. – 9 p.m.	Men's and Women's Team Practice	USTA National Campus
Wednesday, May 19	Women's Team Tournament (Quarterfinals)	
11 a.m.	Women's Quarterfinal #1	USTA National Campus
2 p.m.	Women's Quarterfinal #2	USTA National Campus
5:30 p.m.	Women's Quarterfinal #3	USTA National Campus
Not before 7:30 p.m.	Women's Quarterfinal #4	USTA National Campus
8 a.m. – 9 p.m.	Men's Team Practice	USTA National Campus
Thursday, May 20	Men's Team Tournament (Quarterfinals)	
11 a.m.	Men's Quarterfinal #1	USTA National Campus
2 p.m.	Men's Quarterfinal #2	USTA National Campus
5:30 p.m.	Men's Quarterfinal #3	USTA National Campus

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Not before 7:30 p.m.	Men's Quarterfinal #4	USTA National Campus
8 a.m. – 8 p.m.	Women's Team Practice	USTA National Campus
<u>Friday, May 21</u>	Team Tournament (Semifinals)	
11 a.m.	Women's Semifinal #1	USTA National Campus
2 p.m.	Men's Semifinal #1	USTA National Campus
5:30 p.m.	Women's Semifinal #2	USTA National Campus
Not before 7:30 p.m.	Men's Semifinal #2	USTA National Campus
8 a.m. – 9 p.m.	Singles and Doubles Practice	USTA National Campus
Saturday, May 22	Team Tournament (Finals)	
8:30 - 9 a.m.	Men's and Women's Singles/Doubles	USTA National Campus
	Virtual Administrative Meeting	
5:30 p.m.	Women's Team Final	USTA National Campus
Not before 7:30 p.m.	Men's Team Final	USTA National Campus
8 a.m. – 9 p.m.	Singles and Doubles Practice	USTA National Campus



SCHEDULE OF EVENTS - INDIVIDUAL COMPETITION (Eastern time)

<u>Sunday, May 23</u>		
10 a.m.	Men's and Women's Singles (First Round)	USTA National Campus
<u>Monday, May 24</u> 10 a.m.	Men's and Women's Singles (Second Round) Men's and Women's Doubles (First Round)	USTA National Campus
Tuesday, May 25		
Noon	Men's and Women's Singles (Round of 16)	USTA National Campus
	Men's and Women's Doubles (Round of 16)	
<u>Wednesday, May 26</u> Noon	Men's and Women's Singles (Quarterfinals) Men's and Women's Doubles (Quarterfinals)	USTA National Campus
<u>Thursday, May 27</u>		
Noon	Men's and Women's Singles (Semifinals) Men's and Women's Doubles (Semifinals)	USTA National Campus
Friday, May 28		
Noon	Men's and Women's Singles & Doubles Finals	USTA National Campus
Noon	Men's and Women's Singles & Doubles Finals	USTA National Campus



HOSPITALITY SCHEDULE

* Lunch and dinner for officials, committee and staff will be provided on these days.

Student-Athlete Snacks & Services – Student-athlete snacks and services will be housed at the Collegiate Center at the National Campus. These services include athletic medicine, warm-up bikes, practice court information, team spaces for use prior to match time, snacks, and stringing drop-off/pick-up. Each station will be located in the covered space between the North and South banks of courts. For specific locations please refer to **Appendix A**.

*Friday, May 14 - Wednesday, May 26

7:30 a.m.	Collegiate Center Opens
8 a.m. – 7 p.m.	Student-Athlete Snacks
8 a.m. – 8 p.m.	Stringing Hours (see stringing section for further details)
Noon	Officials, Committee, Staff Lunch - Delivered to specified location for each group
5 p.m.	Officials, Committee, Staff Dinner - Delivered to specified location for each group
9 p.m.	Collegiate Center Closes

*Thursday, May 27

8 a.m.	Collegiate Center Opens
8 a.m. – 7 p.m.	Student-Athlete Snacks
8 a.m. – 8 p.m.	Stringing Hours (see stringing section for further details)
Noon	Officials, Committee, Staff Lunch - Delivered to specified location for each group
5 p.m.	Officials, Committee, Staff Dinner - Delivered to specified location for each group
9 p.m.	Collegiate Center Closes

*Friday, May 28

8 a.m.	Collegiate Center Opens
8 a.m. – 7 p.m.	Student-Athlete Snacks
8 a.m. – 8 p.m.	Stringing Hours (see stringing section for further details)
Noon	Officials, Committee, Staff Lunch - Delivered to specified location for each group
5 p.m.	Officials, Committee, Staff Dinner - Delivered to specified location for each group
7 p.m.	Collegiate Center Closes



HOTEL INFORMATION

EACH PARTICIPATING TEAM WILL BE ASSIGNED TO ONE OF THE TEAM HOTELS. Blocks of rooms (seven doubles and two kings per team) have been reserved for each of the 16 men's and 16 women's teams advancing to the finals site at the hotels listed below. **Teams are obligated to stay at their assigned hotels.**

After the first and second rounds, advancing teams will receive information that will include their hotel assignment for the finals site. Advancing institutions are responsible for contacting their assigned hotels by **5 p.m. Eastern time Tuesday, May 11**, to confirm reservations, submit a rooming list and handle any other arrangements they may need (meeting rooms, meals, video equipment, etc.).

Singles and doubles participants are responsible for their own reservations. Rooms are available at the hotels listed below. Reservations for singles and doubles participants can be made any time after tournament selections have been announced May 4.

TEAM HOTELS	
Renaissance Orlando Airport Hotel	DoubleTree Hotel Orlando Airport
5445 Forbes Place	5555 Hazeltine Drive
Orlando, Florida 32812	Orlando, Florida 32812
Laurel Dumez	Rachel Ostrander
407-513-7207	407-235-1912
INDIVIDUALS HOTELS	
Courtyard Orlando Lake Nona	Holiday Inn Express & Suites – Lake Nona
6955 Lake Nona Boulevard	10115 William Carey Drive
Orlando, Florida 32827	Orlando, Florida 32832
Connie Steinwart	Dianibel Arguelles
407-313-7302	407-207-7001

Tournament officials have a block of rooms reserved at the headquarters hotel. Any questions regarding arrangements at the headquarters hotel should be directed to the tournament director, Elissa Hill, at 843-813-5523 or <u>hill@usta.com</u>. **Participants are not permitted to reserve rooms at the NCAA headquarters hotel.**

NCAA HEADQUARTERS HOTEL

Hyatt Regency Orlando International Airport 9300 Jeff Fuqua Boulevard Orlando, Florida 32827



ADDRESSES AND DIRECTIONS

Orlando International Airport (MCO)	USTA National Campus
One Jeff Fuqua Boulevard	10000 USTA Boulevard
Orlando, Florida 32827	Orlando, Florida 32827

NOTE: State Road 417 and Portions of State Road 528 require tolls.

Orlando International Airport (MCO) to USTA National Campus Google Map

Orlando International Airport (MCO) to Renaissance Orlando Airport Hotel Google Map

Renaissance Orlando Airport Hotel to USTA National Campus Google Map

Orlando International Airport (MCO) to DoubleTree by Hilton Hotel Orlando Airport Google Map

DoubleTree by Hilton Hotel Orlando Airport to USTA National Campus Google Map

Orlando International Airport (MCO) to Courtyard Orlando Lake Nona Google Map

Courtyard Orlando Lake Nona to USTA National Campus Google Map

Orlando International Airport (MCO) to Holiday Inn Express & Suites – Lake Nona Google Map

Holiday Inn Express & Suites – Lake Nona to USTA National Campus Google Map

PARKING

Public parking will be available on-site at the USTA National Campus (10000 USTA Blvd. Orlando, Florida 32827). Participants will have a reserved parking section in the front of the parking lot (please follow signage), adjacent to the Welcome Center.



ATHLETIC MEDICINE SERVICES at the USTA NATIONAL CAMPUS

The host athletic medicine staff comprises athletic trainers, physical therapists and physicians from the USTA National Campus (Andrews Institute/Nemours Children's Health System) and the University of Central Florida.

There is an athletic training room adjacent to each locker room at the Collegiate Center. It will be open at least 90 minutes prior to the first match of the day. A hydrocollator for moist hot packs, ice machine and variety of first-aid supplies will be available. Visiting athletic trainers are welcome to use this space to prepare athletes for competition. Due to COVID-19 mitigation measures, this space is limited to one athlete at a time. Table surfaces must be sanitized using Sani-Cloth purple top wipes following use.

In the event of a heat illness emergency, the TACO method (Tarp Assisted Cooling Oscillation) will be used for pre-EMS transport cooling. TACO kits are available in each athletic training room at the Collegiate Center. Instructions for use are posted in each athletic training room and will be shared with team athletic trainers. **Due to COVID-19 mitigation measures, cold tubs will not be available at the championships.**

Close to the Team USA courts (practice courts), there is an athletic training room in the Tournament Administration building. Routine treatment, etc., for players not immediately competing may be performed there. A variety of treatment modalities and first aid supplies will be available there. Players requiring examination by a tournament physician will be escorted to the Player Development building. A physician examination room is located in the PD athletic training room

The host staff will be available to assist with any injuries or illnesses that may occur. Should there be special requests or questions regarding the facility, please contact the athletic medicine team in advance.

Athletic Medicine Team:

USTA National Campus/Andrews Institute/Nemours Children's Hospital/University of Central Florida

		T	
Tessa McEvoy, ATC	Host Medical Team Lead (W)	206-854-2750	tmcevoy@athletics.ucf.edu
Ed Ryan, ATC	Host Medical Team Lead	719-433-2902	edward.ryan@theandrewsinstitute.com
Samantha Visco, ATC	Host Medical Team Lead (M)	404-217-6572	svisco@athletics.ucf.edu
Brian Daniels, MD	Medical Director – USTA NC	219-617-7072	brian.daniels@nemours.org
Cassidy Foley Davelaar, DO	Sports Medicine Physician		
Sarah Gibson, MD	Sports Medicine Physician		
Douglas Meuser, MD	Team Physician – UCF	407-823-1614	douglas.meuser@ucf.edu
Raymond Chiu, ATC	Athletic Trainer		rchiu@athletics.ucf.edu
Diarmuid Christie, ATC	Athletic Trainer - Intern		dchristie@athletics.ucf.edu
Phillip Corak, ATC	Athletic Trainer		pcorak@athletics.ucf.edu
Nicole Lopez, ATC	Athletic Trainer		nicole.lopez@theandrewsinstitute.com
Kenny Palmer, PT, DPT	Physical Therapist		kenny.palmer@theandrewsinstitute.com
Antonio Munoz, ATC	Athletic Trainer		tmunoz@athletics.ucf.edu
Bill Sanders, ATC	Athletic Trainer		bsanders@athletics.ucf.edu
Mary Vander Heiden ATC	Athletic Trainer		mvheiden@athletics.ucf.edu



Emergency Facilities:

Ambulance will be on-site for all competitions.

Other emergencies	
Ambulance – Orlando Fire Department	911
Orlando Police Department	911

Tournament Players' Hospital & Emergency Department Nemours Children Hospital *Pediatric only 13535 Nemours Pkwy, Orlando, FL 32827 (407) 567-4000; Open 24/7 Travel from USTANC – 4 minutes

Additional Local Hospital & Emergency Departments

AdventHealth Lake Nona ER 10080 Lake Nona Blvd, Orlando, FL 32827 (321) 340-4100; Open 24/7 <u>Travel from USTANC – 7 minutes</u>

UCF Lake Nona Medical Center/ ER

6700 Lake Nona Blvd Orlando, FL 32827 (689) 216-8000; Open 24/7 <u>Travel from USTANC – 10 minutes</u>

ADMINISTRATIVE MEETING

A **mandatory** administrative meeting will be held at **5 p.m. Eastern time, Saturday, May 15** for all coaches. This meeting will be conducted **virtually** and the link and meeting agenda will be sent to all coaches prior to the meeting. All head coaches or their institutional designee are required to participate. Failure to participate will result in a fine.

A mandatory administrative meeting for singles and doubles competition (men and women) will be held at 8:30 a.m. Eastern time, Saturday, May 22. This meeting will be conducted virtually and the link and meeting agenda will be sent to all coaches prior to the meeting. This meeting is mandatory for head coaches whose institutions compete in only the individual singles and doubles tournament and did not participate in team competition. The singles and doubles championships brackets will be distributed at this meeting.

ALL-TOURNAMENT TEAM

At the team championships only, an all-tournament team will be selected. It will consist of six singles players and three doubles teams for each gender. Selection will be based on the student-athlete's lineup position and record during competition at the championships finals site. Based on singles and doubles play in the team tournament, one male and one female student-athlete will be named the Most Outstanding Player.



<u>AWARDS</u>

For each gender, the team champions and runners-up will be presented their individual awards and team trophies immediately following the championship match. To ensure all health and safety guidelines are followed, the awards ceremony will be contactless. Semifinalist teams will also receive a team trophy after their final match. The head coaches from teams participating in the championship matches may be asked to provide brief remarks after the completion of the national championship match.

Individuals in the singles and doubles portion of the championships who reach the quarterfinal round will receive an award. Student-athletes who reach the quarterfinal and semifinal rounds will be given their awards at the end of their last match. For each gender, the champion and runner-up of the singles competition will be presented their awards after the singles finals. The doubles champion and runner-up will be presented their awards after the completion of the doubles finals. To ensure all health and safety guidelines are followed, the awards ceremony will be contactless.

Additional awards may be ordered after the championships. An institution may only order the award(s) that their team/individual received at the championships. The additional award(s) order can be submitted at the following link: <u>https://services.mtmrecognition.com/ncaa/</u>.

BANNERS/TEAM SIGNS

No banners or team signs other than those approved by the NCAA may be posted on any structure at the championships site. No flags/banners on poles will be permitted into the facility. Appropriate handheld signs are acceptable and will be checked by event staff at the entry gates and monitored inside the facility. Coaches, please alert your fans of this policy.

CHECK-IN

Team and individual tournament check-in will be held at the USTA National Campus. The team-only entrance will be located at the side gate to the East of the Welcome Center (see Appendix B). Team packets will be given to the coach upon check-in.

For the individual championship, players are required to check in for their matches underneath the Collegiate Center at the National Campus. Please see the tent designated as "Tournament Desk" to check in for your match.

COVID-19 TESTING

Every member of the tested travel party is required to have a negative antigen within one day of arrival, or negative PCR within two days of arrival. Each member of the tested travel party will be tested upon their initial arrival to Orlando and every other day following the initial on-site test. **EVERYONE MUST BE TESTED PRIOR TO BEING ALLOWED ON THE USTA CAMPUS FOR PRACTICES.**

Teams will be assigned a pre-determined testing time based on practice times and/or match times. **Please** ensure your travel schedule takes into consideration the on-site testing requirement prior to participating in practices.



NOTE: Tier 1 and 2 individuals who are fully vaccinated (14 days from their second dose or their single dose of J&J) <u>are exempt</u> from the NCAA testing protocol. However, individuals must still register, create an account, upload a copy of their vaccination card and report to the testing location on the first day of testing to receive their exemption sticker for their credential. <u>Review Vaccination Testing Exemption protocol</u>.

COVID-19 testing will take place in the Vienna Ballroom located in the Renaissance Orlando Airport Hotel, 5445 Forbes Place, Orlando, Florida 32812.

CREDENTIALS

Each coach must verify who will receive credentials by completing the appropriate credential list for both the team and individual championships located at the back of this manual.

For the team portion of the championships, credentials will be provided for up to nine student-athletes included as part of the official travel party. Up to three coaches will receive credentials/wristbands. Each team is also allowed one athletic trainer credential/wristband, one team administrator credential, three non-athlete credentials and one sports information director/team content personnel credential. The tested travel party for teams is limited to 18 individuals.

Those institutions with student-athletes selected to **only** the individual singles and doubles championships will receive two non-athlete credentials and credentials for the student-athlete(s) that have been selected to the tournament. Due to COVID-19 protocols, there are no additional credentials available.

If a member of the travel party loses their credential in the first week, there will be a \$100 fine to replace it. If the credential is lost in week two, there will be a \$50 fine.

Team administrators or other team personnel that are part of the Tier 1 tested travel party **cannot** sit in Tier 3 spectator seating area during matches.

NOTE: There will be no additional credentials available outside of those individuals on the official travel party.

DRUG TESTING

The NCAA is dedicated to fair and equitable competition throughout each round of NCAA championships and strongly supports the drug-testing program established by its membership, to safeguard the health and safety of the participating student-athletes.

At individual/team championships, student-athletes who are selected for drug testing must fulfill all media obligations before reporting to the drug-testing area.

Participant notification – Announcing in advance whether drug testing will be conducted at a championship is strictly prohibited. All coaches and student-athletes should presume that post-event NCAA drug testing will occur at the championship event. Couriers will notify student-athletes of selection for drug testing.



ELITE 90 AWARD

The Elite 90 award is presented to the student-athlete with the highest cumulative grade-point average competing at the final site for each of the 90 NCAA championships. Each institution that has at least one student-athlete qualify for the final round/site is eligible to nominate a student-athlete for the award. All ties are broken by number of credits completed.

For more information regarding this program, please contact Mark Bedics, Andrew Louthain, or Quintin Wright (317-917-6222; <u>elite90@ncaa.org</u>). All documents, including deadlines and nomination forms, can be obtained at <u>Elite 90 forms</u>.

The submission deadline for nominations for the 2021 NCAA Division I Men's and Women's Tennis Championships is **10 a.m. Eastern time, Friday, May 14**.

FORMAT - TEAM CHAMPIONSHIPS

All team matches shall be regulation dual matches. Three doubles matches consisting of six-game sets will be played for one team point, followed by six singles matches, each valued at one team point, played the best of three sets. No-ad scoring will be used and a seven-point tiebreaker [first to seven points, must win by two points] will be played at six games all. The team winning four or more team points advances in the championship bracket.

During the championships, all matches will be stopped after the doubles point is decided. All remaining individual matches will be stopped once a team winner (four points won) has been determined. The score will only reflect completed matches.

FORMAT - INDIVIDUAL SINGLES AND DOUBLES CHAMPIONSHIPS

No-ad scoring will be used and all matches shall be the best of three sets with a seven-point tiebreaker played at six games all. In doubles, a 10-point match tiebreaker will be played in lieu of the third set.

GAME BALLS

Tennis balls will be provided by the NCAA. The Wilson U.S. Open extra duty ball will be used for the men's and women's championships. During championships competition, balls shall be changed at the start of each set. **Practice balls must be provided by the participating teams and individuals.**

INCLEMENT WEATHER

In the event of inclement weather, the NCAA Tennis Committee will decide on the continuation of play, to postpone the current match(es), or play indoors. It is the priority of the committee to administer championship matches outdoors as weather permits throughout the championships. The committee will base its decision on moving competition indoors on the primacy of the student-athlete experience.

Indoor courts are located at the USTA National Campus. **Due to COVID-19 mitigation, no spectators will be permitted if matches move indoors.**



LOCKER ROOMS

Locker rooms will be available for student-athletes however, there will be **no showering** allowed.

LOCKER ROOM PROGRAM

The national championship team will receive champion T-shirts and hats as part of the NCAA locker room program. These items will be presented at the team awards ceremony following the final match.

LOVE BUGS

Love bugs have a tendency to peak twice a year, including around the month of May. If they are present, they do not bite and do not carry any infectious diseases (according to Massey Services). Love bugs are attracted to light colors, so during daytime matches, it is recommended to wear darker uniforms.

MEDIA INFORMATION

The sports information director of each competing institution or individual qualifier will be contacted in early May regarding requested materials, including an updated roster, camera-ready logo, etc. These materials should be forwarded to:

Dan Pyser Email: <u>daniel.psyer@usta.com</u> Cell: 407-462-3184

***NOTE**: No hard-copy materials should be mailed as all necessary sports information materials will be provided digitally this year.

Participating institutions are limited to **one** sports information director/team content personnel. This individual must be part of the Tier 1 tested travel party and be included in the individuals submitted on **Appendix D**. Credentials will be issued to the individuals included on this list ONLY. No other credentials will be issued.

Live scoring and daily results will be available via the tournament website <u>USTANationalCampus.com/ncaa</u> and through the NCAA website <u>www.ncaa.com</u>

Webcasting to Courts: https://www.ustanationalcampus.com/en/home/watch.html

Player Interviews – Participant interview requests will be made to the USTA's corporate communications department and relayed to each team through the institution's sports information representative or a member of the host staff.

Interviews will take place courtside after a match or in the media workroom located on the first floor of the Welcome Center. If a student-athlete is playing two matches in a single day, he/she has the opportunity to wait until after the completion of the second match to fulfill any interview requests. **Masks must be worn during all interviews.**



Coaches and players should be prepared to accommodate interview requests from the Tennis Channel or host prior to competition beginning and before and after matches, if requested. Additional information regarding coach and student-athlete interview requests will be communicated once the team finalists are determined.

Team Photos – Upon arrival and before warm-ups for the round of 16 matches, each institution will have their team photo taken at the Collegiate Center.

Television and Live Streaming – Please visit <u>www.ncaa.com/media</u> for a full list of policies. Tennis Channel will be providing live coverage of the team championship from May 19-22 (matches at 5:30 p.m. and followed by matches). The remainder of the championships will be streamed.

Videotapes, Films and Still Photographs – Please see Dan Pyser for the designated locations for photography and videography.

Institutions are permitted to videotape championships competition by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use **one** camera and may videotape only the portion of the competition in which it participates. The videotapes may not be used for any commercial purposes.

MERCHANDISE

Official tournament merchandise will be available to your teams and fans throughout the championships. Merchandise will be available at the Pro Shop located inside the Welcome Center.

Participants may also order merchandise at the following link: <u>https://www.event1teamstore.com</u>.

NATIONAL ANTHEM

Prior to the first match of each day, the national anthem will be played.

PARTICIPANT MEDALLIONS

Participant medallions will be provided to all student-athletes selected to the championships. These medallions will be given to the institutional representative at registration. Institutions interested in purchasing medallions can do so at the following website: <u>https://services.mtmrecognition.com/ncaa/</u>. Additional medallions will **NOT** be provided at registration.

PRACTICE

The competition tennis courts (12 outdoor, 6 indoor) and an additional practice are available to each team for practice two days before competition.

Women:	Friday, May 14	8 a.m. – 6 p.m.
	Saturday, May 15	8 a.m. – 9 p.m.
	Monday, May 17	8 a.m. – 9 p.m.
	Tuesday, May 18	8 a.m. – 9 p.m.



<u>Men</u> :	Saturday, May 15	8 a.m. – 9 p.m.
	Sunday, May 16	8 a.m. – 9 p.m.
	Tuesday, May 18	8 a.m. – 9 p.m.
	Wednesday, May 19	8 a.m. – 9 p.m.

Practice times for each team are pre-determined based on match times. The tournament director will send the practice grid to each participating team via email. Practice times may be adjusted on a case-by-case basis due to travel arrangements.

Questions regarding assigned times should be directed to Nick Snow at 914-645-9005 or <u>nick.snow@usta.com</u> beginning at 9 a.m. Eastern time, Monday, May 10. Singles and doubles participants may not practice at the competition courts or practice courts until Friday, May 21, unless they competed on-site in the team tournament. Reservations for singles and doubles participants can be made beginning Monday, May 10, with Nick Snow, 914-645-9005 or <u>nick.snow@usta.com</u>.

STRINGER

Stringers will be available at the USTA National Campus beginning at 8 a.m. Friday, May 14. Stringing services will be offered until 8 p.m. each day, and hours will be extended for teams that are playing beyond 8 p.m. as needed.

There will be a racquet pick-up/drop-off station at the Collegiate Center from 8 a.m. - 8 p.m. each day. The station will close 30 minutes following the conclusion of match play if before 8 p.m.

Cost will be \$20 per racquet.

For all stringing services please contact Sean Prokes at 347-776-8121 or <u>seanp@fromuthtennis.com</u>. We accept cash, credit cards and Apple/Google/Samsung Pay.

Please drop off racquets as soon as possible in order to help us accommodate your stringing needs. This years' event will require more work on our part in order to provide our services in a safe and timely manner. Thank you!

Alternative contacts:		
Leonard Lopez	352-208-8653	LeonardL@fromuthtennis.com
Payton Newcomb	650-649-8827	paytonn@fromuthtennis.com

STUDENT-ATHLETE PARTICIPATION AWARDS

An online gift-suite will serve as the participation awards provided to members of the official NCAA travel party of institutions that advance to the championship finals site. See Appendix I for more details.

TEAM HEALTH OFFICER

Each participating institution shall identify a Team Health Officer to serve as the primary COVID-19 testing representative. The THO shall be responsible for the following:



- Ensure that every member of the tested travel party has taken the COVID daily health screening and has no symptoms.
- Ensure that every participant gets to their assigned testing time at the scheduled time.
- Tier 1 individuals will be on a cadence of every other day (within 48 hours). If it's not your day to test you simply complete the daily health screening for clearance.
- Don't be late to your testing time as it's critical that we stay on schedule.
- THO's will have access to all participant results. You should have access to all results and should confirm those results at the venue entrance each day.
- Please reinforce that masks MUST be worn at all times. The only time masks can be removed is when the student-athlete is on the court practicing or competing.
- Masks must be put back on immediately upon leaving the court.
- Masks must be worn for all awards and interviews.

TICKETS

Due to a 50% capacity restriction and ensuring all COVID guidelines are followed, a limited number of tickets will be available for purchase throughout the championships.

If an institution permits, each student-athlete may designate four people to receive complimentary admission for the pertinent session(s) of the tournament. These individuals can change from day to day. Please note that the team championships will be divided into sessions each day. Pass list tickets will be issued based on the match time of the respective team and passes may only be requested on the day(s) the institution is competing. The collegiate center will be cleared between Sessions 1 and 2.

After the tournament, each institution will be billed for the total number of tickets redeemed at **\$10/ticket.** Payment is due within 45 days of the end of the championship. If payment is not received in that time frame, the tennis committee may issue an additional fine.

Each head coach, or designee, must turn in their Player-Guest list before any tickets can be distributed to individuals whose names are included on the sheet. The list can be used throughout the tournament, or a new list can be turned in each day. These lists can be turned in at the Team Only check-in (side gate East of the Welcome Center) or via email to Jenna Kelly (jenna.kelly@usta.com) by 9 p.m. Eastern time the night before the applicable date of competition. Individuals who are on the Pass List should proceed through the Welcome Center upon arrival and collect their wrist bands at the Pass List/Will Call table that will be located under the covered awning outside of the NetPost Grill. Please use the form in Appendix F for copies and use as often as necessary.

Each ticket will be general admission and will be valid for the session in which that team is playing. **Picture** identification will be required by each individual upon receipt of a player-guest ticket.

A limited number of tickets are available to the general public. Tickets can be purchased at https://am.ticketmaster.com/ucf/tennis#/



TOWELS

Towels will be available for participants. They may be picked up from and returned to the bins located in the locker rooms.

TRANSPORTATION

Transportation to and from Orlando shall be arranged by each institution. Participating institutions located within 400 miles of the site of championships competition will be reimbursed for ground transportation only (please review <u>NCAA travel policies</u>). For those institutions located more than 400 miles from the championships site, arrangements to transport teams or individuals via commercial or charter aircraft must be made through the NCAA travel service, Short's Travel Management (866-655-9215). Short's can also assist with your car/van rental needs. Ground transportation and/or local transportation must be arranged and paid for by each competing institution.

Any exceptions must be pre-approved by the NCAA travel staff before traveling. Contact the NCAA travel department with any questions at 317-917-6757 or <u>travel@ncaa.org</u>.

RULES

Play will be governed by U.S. Tennis Association rules and regulations except as modified by the NCAA Division I Men's and Women's Tennis Committee and the Intercollegiate Tennis Association.

COACHING AND PLAYING-COURT RESTRICTIONS

Coaching will be permitted at the championships, provided it does not interfere with play. Each team will be permitted to designate two assistant coaches, including student-athletes. These individuals must be designated on the lineup sheet before each match. Head coaches must be able to verify that the designated assistant coach is recognized by the institution.

DEFAULTS

All matches will be scheduled at definite times. Any player not ready to play after the match is called is subject to the USTA penalty for delay of match. Also, any player who acts in any way that is not in the best interest of the game may be defaulted. Additionally, per ITA rules, misconduct by a coach will result in a point penalty against the court where the behavior occurred, and further misconduct will warrant removal from the facility. The decision will be made by the head referee and/or games committee.

LINEUPS

The lineup for championship play is submitted to the referee during the mandatory administrative meeting before the start of competition. The lineup must consist of:

- Student-athletes listed on the official NCAA lineup form submitted no later than Sunday, May 2.
- A minimum of six players present and physically capable of competing.
- A maximum of nine players, including any doubles specialists.



In singles competition, position Nos. 1-5 shall remain the same for the duration of the championship. Position No. 6 may be filled with any of the four remaining players on the lineup and may change from match to match.

The student-athletes listed on a team's lineup for the first round will remain the same for the second-round. Teams advancing to the championship finals site may change the nine athletes on their lineup for the round of 16. The student-athletes listed on a team's lineup for the round of 16 will remain the same for the quarterfinals, semifinals and finals. Any student-athlete listed on a lineup must have been listed on the team's original lineup form.

Lineups for the 64 teams selected to the championship will be posted on the NCAA's website (<u>www.ncaa.org</u>) immediately after the completion of the selection show, Monday, May 3.

REPLACEMENT/SUBSTITUTION

Head coaches are required to inform the referee of any changes in the lineups. In the case of injury, illness or extenuating circumstances (as determined by the coach, to be approved by the games committee), a replacement can be made in the lineup. In such cases, the lineup must remain consistent with ITA rules in order of strength, with student-athletes moving up one place in singles and the new player placed in the No. 6 singles position. For doubles competition, any replacement is a direct-line replacement. The three doubles teams must remain in order of strength consistent with ITA rules as determined by their respective competition records. The games committee has the right to review and, if necessary, overrule a coach's decision regarding a lineup change, based on the ability of the players and matches during the season.

In team competition, if a player is injured during the pro-set doubles and that player is in the singles lineup, substitutions may be made for singles play but the lineup must remain consistent with ITA rules and follow the order of strength submitted on the lineup.

FOR 2021 ONLY: In accordance with Competition Oversight Committee policies for 2020-21 championships, if an individual must withdraw from the individual championship, the Division I Men's and Women's Tennis Committee shall follow its standard procedure for individual replacements from the alternate list as long as it is **WITHIN FIVE DAYS** after the public selection announcement **(6 p.m. Eastern time Sunday, May 9).** There will be **NO REPLACEMENTS FROM THE ALTERNATE LIST** for any withdrawals after that point and individuals may not travel to the championship site. **There are no replacements from the alternate list even if already onsite.**

A match is considered underway once the individual players begin their warmup on the court.

<u>LOGOS</u>

A student-athlete may use athletics equipment or wear athletics apparel that bears the trademark or logo of an athletics equipment or apparel manufacturer or distributor in athletics competition and pre- and postgame activities (e.g., celebrations on the court, pre- or postgame press conferences), provided the following criteria are met:



- 1. Athletics equipment (e.g., shoes and racquets) shall bear only the manufacturer's normal label or trademark, as it is used on all such items for sale to the general public; and
- 2. The student-athlete's institution's official uniform (including warm-ups) and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) shall bear only a single manufacturer's or distributor's normal label or trademark (regardless of the visibility of the label or trademark), not to exceed 2¼ square inches in area (rectangle, square, parallelogram) including any additional material (e.g., patch) surrounding the normal trademark or logo. The student-athlete's institution's official uniform and all other items of apparel shall not bear a design element similar to the manufacturer's trademark/logo that is in addition to another trademark/logo.

MISCONDUCT

The Division I Tennis Committee has set guidelines for post-match code assessments.

Team Championship

The committee confirmed that if a post-match code cannot be applied during the team match:

- 1. Any post-match code is carried over to the offending student-athletes next opportunity during that championship.
- 2. If the offending student-athlete has completed play in the championship, any post-match code will be assessed at the first opportunity to the offending student-athletes teammate(s) playing/continuing in the championships.
- 3. The assessment will be applied at the start of the next game or, if in a tiebreaker, then immediately (per USTA Friend at Court).

Individual Championships

The committee confirmed that during the singles or doubles championships:

- 1. Any post-match code is carried over to the offending student-athletes next opportunity during that championship.
- 2. If the offending student-athlete has completed play in the championship, any post-match code will be assessed at the first opportunity to the offending student-athletes teammate(s) who is also in the singles/doubles draw.
- 3. If the offending student-athlete has more than one teammate playing/continuing at the time of the assessing the post-match code, then the code will be assessed at the first opportunity to the higher seeded/ranked teammate.
- 4. The assessment will be applied at the start of the next game or, if in a tiebreaker, then immediately (per USTA Friend at Court).

OFFICIALS

Anthony Montero will be the head referee for the tournament. The following officials will be used at the NCAA Division I Tennis Championships:

1. Team competition: Solo chairs will be used for each match, beginning with the first round.



2. Individual competition: Chairs will be used for all matches. A full complement of officials shall work the semifinals and finals.

REST PERIODS

When changing sides, a maximum rest period of 90 seconds may be taken by the players. After a two-set match, players will be provided a rest period of at least 45 minutes prior to their next match. After a three-set match, players will be provided a one-hour rest period before resuming play. Team championship singles play will begin five minutes after the doubles point has been decided.

SQUAD SIZE

The official squad size for the NCAA Division I Tennis Championships shall be limited to nine players.

UNIFORMS

All competitors in the NCAA Division I Tennis Championships should wear exclusively the official uniform of their institution in competition, warm-up for competition, interviews and during the awards ceremonies. All players on each team are expected to wear the same team uniform at the start of the match. Apparel bearing professional sports team logos cannot be worn.

WARMUP

<u>Team Championships (including singles/doubles of team portion)</u>. Players during the team match portion of the championships will not have a warmup against opponents. However, if the teams have not been able to take their 30-minute warmup before the start of the team match, a 10-minute warmup is permitted. The umpire is the timekeeper.

<u>Individual Singles/Doubles Championships</u>. Players will have a maximum of five minutes for warmup prior to the start of a match.







Appendix A Legend:

- 1) Team Space #1
- 2) Team Space #2
- 3) Tournament Desk
- 4) SID Workspace # 1
- 5) SID Workspace #2
- 6) PA Announcer Area
- 7) Player Hospitality Area (Snacks)
- 8) Stringer Drop off location
- 9) Athlete Warmup Area

- 10) Team Space #4
- 11) Team Space #3
- 12) Athletic training table area
- 13) Athletic training table area
- 14) Athlete Viewing area 1
- 15) Officials seating area 1
- 16) Athlete Viewing Area (secondary space)
- 17) Officials seating Area (secondary space)
- 18) Storage area of collegiate

2021 NCAA Division I Tennis Championships May 16-28 – USTA National Campus Orlando, Florida









Appendix C – Local Map



Appendix D – 2021 NCAA Division I Men's Tennis Championship CREDENTIAL LIST

Please email to Elissa Hill (<u>hill@usta.com</u>), Michelle Perry (<u>mperry@ncaa.org</u>) and John Bugner (<u>jbugner@ncaa.org</u>) by **5 p.m. Eastern time, Monday, May 10**. Institutions will be provided a credential or wristband good for admission for one athletic trainer and one team administrator, in addition to the official travel party.

Institution:			
Head Coach:	Cell Phone:		
Team Health Officer:	Cell Phone:		
S	UDENT-ATHLETE PARTICIPANTS		
1	6.		
2	7		
3.	8.		
4.	9.		
5			
	COACHES		
10	11		
12			
	OTHER STAFF		
13	Title: Athletic Trainer		
14	Title: Team Administrator		
15	Title: Sports Information/Team Content		
16	Title:		
17	Title:		
18	Title:		
TRAVEL INFORMATION			
Arrival Date: Tim	: Airline: Flight #:		
Number of cars/vans:			
Name of Hotel:	Phone Number:		

Appendix D – 2021 NCAA Division I Women's Tennis Championship CREDENTIAL LIST

Please email to Elissa Hill (<u>hill@usta.com</u>), Michelle Perry (<u>mperry@ncaa.org</u>) and John Bugner (<u>jbugner@ncaa.org</u>) by **5 p.m. Eastern time, Monday, May 10**. Institutions will be provided a credential or wristband good for admission for one athletic trainer and one team administrator, in addition to the official travel party.

Institution:	
Head Coach:	Cell Phone:
Team Health Officer:	Cell Phone:
STUDENT-ATHL	ETE PARTICIPANTS
1	6
2	7.
3.	8
4	9
5	<u>.</u>
CO	ACHES
10	11
12	
отне	R STAFF
13	Title: Athletic Trainer
14	Title: Team Administrator
15	Title: Sports Information/Team Content
16	Title:
17	Title:
18	Title:
TRAVEL IN	FORMATION
Arrival Date: Time:	Airline: Flight #:
Number of cars/vans:	
Name of Hotel:	Phone Number:

Appendix E

2021 NCAA DIVISION I TENNIS CHAMPIONSHIPS SINGLES/DOUBLES PARTICIPANTS CREDENTIAL LIST/TRAVEL INFORMATION

S	WOMEN'S
Cell Phone #:	
Cell Phone #:	

CREDENTIAL LIST

Each institution with individuals competing only in the singles/doubles portions of the championship will be allowed a MAXIMUM of two credentials for non-student-athletes.

PLEASE TYPE OR CLEARLY PRINT NAMES.

STUDENT-ATHLETE Credentials

1		5		
2		6		
3		7		
4		8		
NON STUDENT-ATHLETE (Credentials/Wristband	S		
1		Head Coach		
2		Athletic Trainer/TH	10	
TRAVEL INFORMATION				
Arrival Date:	Time:	Airline:	Flight#:	
Number of cars:				
Name of Hotel:		Phone Number:		
** =1				

** Please email to Elissa Hill (<u>hill@usta.com</u>), Michelle Perry (<u>mperry@ncaa.org</u>) and John Bugner (jbugner@ncaa.org) by 5 p.m., Eastern time Monday, May 10**

Appendix F

2021 NCAA Division I Men's and Women's Tennis Championships Player-Guest List

INSTITUTION:	HEAD COACH:		
1	1		
	1 2		
	3 4		
	1 2		
	3		
	4		
3	1		
	2 3		
	4		
	1 2		
	34		
5	1		
	2 3		
	4		
6	1		
	2		
	3 4		
7	1		
	1 2		
	3 4		
	1 2		
	3 4		
	1 2		
	3 4		
	••		

10	1 2
	3 4
11	1
	23
	4
12	1
	2 3 4
13	1 2
	3 4

Coach's Signature

(Please Underline): This sheet (SHOULD / SHOULD NOT) be used for the entire tournament

NOTE: Institution will be billed for total number of tickets redeemed. Photo ID required to pick up tickets.

Appendix G

USTA National Campus Collegiate Center Emergency Action Plan

EMERGENCY ACTION PLAN AND EVACUATION PLAN

Emergency information relative to any events held at the National Campus Collegiate Center.

Communications

Staff assigned to the event location will be equipped with portable radios for efficient communications.

All portable radio communications are monitored by Front Desk staff, which serves as the facility's Command Center during events as well as any emergencies.

Note: The Front Desk is located in the Main Lobby of the National Campus Welcome Center.

Main Telephone Number: 407-675-2500

Emergency Telephone Number: 407-675-2798

Evacuation

There are multiple locations where individuals may be evacuated to depending on the emergency or the severity of the weather event.

The area on the Ground Level under the Bleachers for the Collegiate Center can be used to Shelter-in-Place depending on the number of individuals present and the type of emergency.

Note: The Bleachers are grounded so they are suitable for use if a lightning event approaches rapidly.

Listed below are the additional locations to be used to evacuate individuals to or Shelter-in-Place:

- Welcome Center Main Lobby
- Welcome Center Net Post Grill
- Player Development Building Indoor Courts

Note: There is an AED located on the Ground Level at the west end of the Collegiate Center.

Appendix H



For 2020-2021, an online gift-suite will serve as the participation awards provided to members of the official travel party of institutions that advance to the championship final sites.



After the championship, MainGate will send the head coach an email providing ordering process details, along with a unique Certificate Code (valid for one participation award per member of your official travel party) that can be redeemed only at www.NCAA-Awards.com. In order to ensure that each participant receives an award, a member of your administration must place your team's order, including size information, at NCAA-Awards.com using your Certificate Code.

Your institution may select different items per participant; men's and women's sizes are available for apparel items. If you would like to purchase additional awards, you will have the opportunity to do so online via personal credit card at the end of the checkout process.

Participation award items will be sent to your institution for distribution to your student-athletes within four to six weeks after your order is placed. If you do not receive information for ordering awards within two weeks of the conclusion of the championship please contact Erin Hannoy ehannoy@legends.net, Legends Global Merchandise (formally known as MainGate Inc.) (866-945-7267) or the NCAA championship manager.

Please add ehannoy@legends.net to your address book to allow us to send you emails.



Place your order at NCAA-Awards.com

