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| **2024 UNIQLO WHEELCHAIR TENNIS TOUR**  **REFEREE’S REPORT**  (To be completed by the Tournament Representative or Referee)    The Regulations require that **within THREE weeks** after completion of the tournament, the organiser shall airmail this report with the following:   1. **TOURNAMENT PROGRAMME, POSTER** **ANY OTHER RELEVANT MATERIALS ON WHICH NEC IS MENTIONED**, such as photos, T-shirts, programmes etc. 2. **MEDICAL FORM.**   **IMPORTANT: Please refer to the Organisational Requirements section of the 2024 Wheelchair Tennis Handbook when completing this report.**  **PLEASE COMPLETE AND RETURN TO:**  Email: [wheelchair@itftennis.com](mailto:wheelchair@itftennis.com) |

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| **2024 UNIQLO WHEELCHAIR TENNIS TOUR**  **REFEREE’S REPORT**     |  |  | | --- | --- | | Tournament name: |  | | Tournament classification: |  | | Draws offered: |  | | Date: |  | | Venue: |  | | Tournament Director: |  | | Tournament Referee: |  |      Key: 1= Poor  2= Good (According to regulations – see 2018 Wheelchair Tennis Handbook)  3= Very good |

| Please tick the boxes next to each question, depending on your assessment. For comments, please use larger box on the right. | **Poor** | | | | **Good (according to regulations)** | | | | | **Very Good** | | |
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| ORGANISATION | | | | | | | | | | | | |
| 1. Entry fee |  | | | |  | | | | |  | | |
| COMMENTS(What did entry fee include?) |  | | | | | | | | | | | |
| **2. Complimentary meals** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **3. Drinks** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **4. First Aid/Doctor/Massage** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **5. Tournament desk/Information on site including Schedule** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **6. Tournament personnel** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **7. Tournament Visitor Accreditation** |  | | |  | | | | |  | | | |
| COMMENTS |  | | | | | | | | | | | |
| **8. Number of days/players/courts** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| QUESTIONS 9-13 TO BE COMPLETED BY ITF. PLEASE CONTINUE WITH QUESTION 14. | | | | | | | | | | | | |
| **9. Entry deadline adhered to** | Yes: 3 pt | | | | | | | No: 0 pt | | | | |
| COMMENTS |  | | | | | | | | | | | |
| **10. Co-operation with ITF** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **11. Insurance** | Yes: | | | | | | | No: | | | | |
| COMMENTS  Tournament has Public Liability Insurance, which includes the ITF. |  | | | | | | | | | | | |
| DRAWS (to be completed by ITF) | | | | | | | | | | | | |
| **12. Total number of players entered** | 1. 20 – 60 | | | | 2. 60 –120 | | | | | 3. 120+ | | |
| COMMENTS |  | | | | | | | | | | | |
| **13. Quality of draws** | Men:  Women:  Quad: | | | | Men:  Women:  Quad: | | | | | Men:  Women:  Quad: | | |
| COMMENTS |  | | | | | | | | | | | |
| VENUE | | | | | | | | | | | | |
| PLEASE ENSURE COURT RELATED DIMENSION DATA IS CAPTURED AND RECORDED IN THE SECTION PROVIDED AT THE END OF THIS FORM | | | | | | | | | | | | |
| **14. Facilities on site** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **15. Sun protection (where applicable)** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **16. Wheelchair storage** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **17. Stringer** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **18. Repair Station** |  | | | | |  | | | | | |  |
| COMMENTS |  | | | | | | | | | | | |
| **19. Scoreboards** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **20. Catering** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **21. Player Lounge** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **22. ITF Tournament Representative Desk/Office (If Applicable)** |  | | | | | |  | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **23. Practice courts** |  | |  | | | | | | | |  | |
| COMMENTS |  | | | | | | | | | | | |
| **24. Court preparation/lay-out** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **25.** **Make of tennis balls (ITF approved)** | Yes: | | | | | | | No: | | | | |
| COMMENTS |  | | | | | | | | | | | |
| TRANSPORT | | | | | | | | | | | | |
| **26. To/from airport** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **27. To/from hotel and tennis venue** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| ACCOMMODATION | | | | | | | | | | | | |
| **28. Costs** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **29. Size of doors/Number of lifts** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **30. Tournament information at hotel** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| OFFICIATING | | | | | | | | | | | | |
| **31. Level of officiating in general** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **32. Tournament referee** |  | | | |  | | | | |  | | |
| REFEREE QUALIFICATION |  | | | | | | | | | | | |
| **33. Nr. of qualified officials (umpires)** | ITF Gold Badge:  ITF Silver Badge:  ITF Bronze Badge: | | | | | | | ITF White Badge:  National certification: | | | | |
| COMMENTS |  | | | | | | | | | | | |
| **34. Ball children** | Yes:  How many: | | | | | | | No: | | | | |
| COMMENTS |  | | | | | | | | | | | |
| PRIZE MONEY | | | | | | | | | | | | |
| **35. Prize money** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| PROMOTION | | | | | | | | | | | | |
| **36. Tournament fact sheet** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **37. Promotional items produced** | Zero: | | | | One:  Two: | | | | | Three:  Four: | | |
| COMMENTS |  | | | | | | | | | | | |
| **38. Media coverage**  ***Please Send Separate Media Report To the ITF Within 3 Weeks of Tournament*** |  | | | |  | | | | |  | | |
| Please tick where appropriate: | Local TV:  Local radio:  Local press: | | | | National TV:  National radio:  National press: | | | | | Int’l TV:  Int’l radio:  Int’l press: | | |
| SPONSOR REQUIREMENTS | | | | | | | | | | | | |
| **39. UNIQLO/NEC/ITF banners on court**  **UNIQLO/NEC adverts** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| **40. UNIQLO Wheelchair Tennis Tour mentioned:** | No use: | | | | One item:  Two items: | | | | | Three items:  More: | | |
| COMMENTS |  | | | | | | | | | | | |
| SPONSORSHIP | | | | | | | | | | | | |
| 41. Please List any Local Sponsors for the Tournament |  |  | | | | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| PLAYERS’ COMMENTS | | | | | | | | | | | | |
| **42. Players’ evaluation of event** |  | | | |  | | | | |  | | |
| COMMENTS (Please summarize players’ comments) |  | | | | | | | | | | | |
| OVERALL EVALUATION | | | | | | | | | | | | |
| **43. Overall quality of tournament** |  | | | |  | | | | |  | | |
| COMMENTS |  | | | | | | | | | | | |
| POSITIVE ASPECTS: | | | | | | | | | | | | |
| CONDITIONS REQUIRING IMPROVEMENT: | | | | | | | | | | | | |
| ANY OTHER COMMENTS | | | | | | | | | | | | |
| Please use the space below for any comments/questions for the ITF. Thank you. | | | | | | | | | | | | |
| **REFEREES MUST COMPLETE THE BELOW SECTION:** | | | | | | | | | | | | |
| **COURT MEASUREMENTS** | | | | | | | | | | | | |
| |  | | --- | | All match courts must have the minimum distances between the outside lines of the court and any backstops, sidestops, and sidelines of any adjacent courts, as stated in Appendix IX of the Rules of Tennis. | | | Please state below the distance between the relevant line and backstop/sidestop/adjacent court **for each match court**. Please give all measurements in metres (e.g. 6.4m, 4.66m). If the distance is not the same on both sides of the court, please state the smaller distance. | | | | | | | | | | | | | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  | | Court | Distance from: | Sideline to sideline on next court | | Sideline to sidestop | | Baseline and backstop | | | | 1 |  |  | |  | |  | | | 2 |  |  | |  | |  | | | 3 |  |  | |  | |  | | | 4 |  |  | |  | |  | | | 5 |  |  | |  | |  | | | 6 |  |  | |  | |  | | | 7 |  |  | |  | |  | | | 8 |  |  | |  | |  | | | 9 |  |  | |  | |  | | | 10 |  |  | |  | |  | | | 11 |  |  | |  | |  | | | 12 |  |  | |  | |  | | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | | | | | | | | | | | | | | |