



2014 ITA National Division III Men's Team Indoor Championship

Presented by Dickenson Group, LLC.

Hosted by Case Western Reserve University

Friday, February 21 - Sunday, February 23

(Updated 2.4.14)

Site: Mayfield Village Racquet Club; 6685 Beta Drive; Cleveland, OH 44143; (440) 461-8105

ITA Staff Contacts:

Please contact Mike Anders, Manager of Events and Championships, at 609-851-8454 or manders@itatennis.com for all event-related questions prior to the start of the tournament.

All media-related inquiries should be directed to Tom Loughrey, Web/Media Manager, at 609.638.4962 or tloughrey@itatennis.com.

On-Site Tournament Director: Todd Wojtkowski, CWRU, Cell: 216-905-7463

Head Referee: Steve Strome, Phone: 614-582-6268, Email: stevestrome@aol.com

Teams & Coaches:

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| (1) Washington Univ. in St. Louis (Roger Follmer) | (5) Trinity University (Russell McMIndes) |
| (2) Kenyon College (Scott Thielke) | (6) Johns Hopkins University (Chuck Willenborg) |
| (3) Emory University (John Browning) | (7) Case Western Reserve Univ. (Todd Wojtkowski) |
| (4) Cal Lutheran (Michael Gennette) | (8) University of Redlands (Geoff Roche) |

Travel Information

Travel: Each team will receive a maximum of \$500 airfare travel reimbursement for flights booked through Anthony Travel, the official travel agency of the ITA (877-284-2254). Teams should plan to arrive on Thursday, February 21 and depart after 5:00 PM on Sunday, February 23, 2014. Ground transportation can also be arranged through Anthony Travel at the number listed above.

Ground Directions to Site: Follow signs for I-71/I-480/OH-237 N and merge onto I-480 East towards Youngstown. Stay on I-480 and follow signs for I-271 N/U.S. 422 N. Take the exit for I-271 N toward Harvard/Chagrin. Continue on I-271. Take exit 36 for Wilson Mills Rd. and turn right. Take the first left onto Beta Dr. and the club will be on the left.

Host Hotel: All teams are strongly encouraged to stay at the Fairfield Inn & Suites, located approximately 5 miles from the competition site. Amenities include a pool, sauna, whirlpool, exercise room, complimentary breakfast, and free wireless Internet. Each team that stays at the host hotel will receive a maximum of \$100 lodging reimbursement. All reimbursement will be provided after travel has been completed.

Host Hotel Information (con't):

Fairfield Inn & Suites by Marriott

3750 Orange Place

Beachwood, OH 44122

(216) 450-3009 – Kristi Wersel (Sales Manager)

The tournament rate is \$95 + tax per room (listed under ITA National Indoor). Five non-smoking rooms have been set aside for each team and all teams should stay at the host hotel. Coaches should call to reserve rooms before February 1, 2014. There will also be a block set aside for family members to book rooms (15 total rooms available). We will list this under ITA national Indoor Family.

Event Information

Schedule of Play:

Day	Time	Match	Teams	Courts
Friday	2:30PM	#1	(2) vs. (7)	1-3
	2:30PM	#2	(3) vs. (6)	4-6
	2:30PM	#3	(1) vs. (8)	7-9
	2:30PM	#4	(4) vs. (5)	10-12
Saturday	8:00AM	#5	Loser of Match #1 vs. Loser of Match #2	1-6
	8:00 AM	#6	Loser of Match #3 vs. Loser of Match #4	7-12
	11:00 PM	#7	Winner of Match #1 vs. Winner of Match #2	1-6
	2:00 PM	#8	Winner of Match #3 vs. Winner of Match #4	1-6
	5:00 PM	5 th Place	TBD	1-6
	5:00 PM	7 th Place	TBD	7-12
Sunday	8:00 AM	Finals	TBD	1-6
	8:00 AM	3 rd Place	TBD	7-12

Practice Courts: As of now there are practice courts available on Thursday depending on your arrival time. CWRU is negotiating the rate of practice courts for Thursday that is dependent on the times and number of courts needed. The sooner you email tennis@case.edu your practice time and courts request the more likely CWRU will be able to accommodate your team.

Updated: ITA Coaches Meeting: All coaches must attend a brief ITA Coaches meeting at **9:30AM on Friday, February 21st, 2014 at the Fairfield Inn & Suites by Marriott**. The head referee, as well as representatives of the host school, will also be present.

Stringing: Stringing machines will be available that you may use yourself or you may pay the stringer to do it for \$10 with your own string.

Hospitality: Fruit, granola bars, and Gatorade are provided for coaches, players, umpires, and tournament officials. The hospitality area will be on the first squash court behind court 4.

Meals: Lunch will be provided for all players and coaches on site at the Mayfield Village Racquet Club Friday, February 21 at approximately noon (exact time to be confirmed). Each team will be given a meal card to Subway at the Coaches Meeting worth approximately \$130 (\$200 minus Friday lunch cost) to help offset some meal costs.

Athletic Training: Certified athletic trainers will be available upon request for practice on Thursday, February 20. One athletic trainer will be stationed at the courts starting on Friday, at 9:00 AM. He or she will be located in the lobby of the racquet club for the entire tournament. All athletic training will be held by CWRU Athletic Trainers or contracted athletic trainers. Teams should bring their own towels, tape, and travel medical kit just in case.

Coaches should also bring their player medical insurance information in the case of an emergency. If a trip to the hospital is necessary you would need this. The nearest hospital is a few miles away and is the University Hospital Ahuja Medical Center.

Publicity: The ITA will make its best effort, in conjunction with the CWRU Sports Information Department, to publicize the event. Please submit the following materials to Tom Loughrey (tloughrey@itatennis.com), ITA Web/Media Manager, no later than February 1:

- A hundred-word summary of your team's recent accomplishments
- A team picture
- A team roster of your top twelve players showing their hometown and year in school

This information will be used in the Tournament Program. CWRU Sports Information and the ITA will also be updating the ITA Tournament page with recent scores and information.

Locker Rooms: There are 2 men's locker rooms on-site. Teams will be assigned to a locker room each day with opponents being placed in separate locker rooms. Towels will be provided in the locker rooms and should be left in the locker rooms after they are used.

Trophies: Trophies will be presented to at least the top two teams.

Additional Programming: The USTA Midwest Section is offering a *College Tennis Information Session*, for high school student-athletes and their families, in conjunction with the event. The head coaches are encouraged to participate in the panel and to mail or bring their school information to the event. The time for the information session is still TBD but likely to take place at 4pm on Saturday.

Tournament Rules and Procedures

Line-up Submission and Protest Procedures: Master line-ups must be submitted through the ITA website no later than **Monday, February 17th at 3:00 PM EST**. Once all line-ups are submitted, they will be compiled and emailed to the participating coaches. Master line-ups will be discussed at the on-site ITA Coaches Meeting and protests will be filed at that time. For a line-up to be changed, the majority of coaches must agree to it. All coaches must have their scorebooks present at the meeting. The direct link to submit your master line-up will be provided on the ITA Tournament Page after January 30th, 2014.

Line-Up Rules: ITA line-up rules apply (Rule II.K.3.) "In singles, players must compete in order of ability, the best player on the team playing at the No.1 position, the second best at No. 2 and so on through all positions. This rule shall also apply to doubles play with the strongest doubles team at No. 1, etc."

The master line-up must be played throughout the tournament. If a player is removed from the line-up, all players below that player will move up one (1) position, still playing in order of ability. In doubles, if a player is sick or injured you may do a direct-line substitution and all teams must still play in order of ability. Only the players listed on the master line-up are eligible to participate in the tournament.

Format: Four teams play three dual matches on three days and the other four on two days. Each dual is played to completion on three courts on the first day and six courts the rest of the way, starting with doubles, followed by singles. Singles are two out of three sets, except when the dual match has been decided. Then a third-set super-breaker is used.

Team Waivers: Each team must submit to the ITA office an ITA Waiver completed and signed by each player and coach prior to participating in the event. Completed waivers must be faxed to the ITA office (609-497-9586) **no later than Friday, February 14th** at noon eastern.

Officials: Two ITA/USTA-certified Northeastern Ohio Section officials will be on court at all times (one for each dual match).

Team Warm-up: Teams will receive an hour warm-up on their assigned courts if it is the first match of the day. All other matches will have a 30-minute team-warm up before play begins. Additional practice courts will not be available after the tournament has begun.

Ball & Ball Exchange: Wilson Extra Duty balls will be used. In singles, a minimum of three new tennis balls will be provided for each match, with new balls being provided after the second set. In doubles, four balls per pro-set will be used. Teams are responsible for their own practice balls.