2019 ITA DIVISION III NATIONAL MEN’S TEAM INDOOR CHAMPIONSHIP
Hosted by Case Western Reserve University
Friday, February 22 - Sunday, February 24, 2019

SITES
Cleveland Racquet Club
29825 Pepper Pike
Cleveland, OH 44124

Mayfield Village Racquet Club
6685 Beta Dr.
Mayfield Village, OH 44143

TOURNAMENT STAFF
Cory Brooks, ITA Senior Director of Championships
cbrooks@itatennis.com
PH: 602-687-6376

Justin Cerny, ITA Championships Coordinator
jcerny@itatennis.com
PH: 602-687-6367

Dan Johnson, ITA Director of Communications
djohnson@itatennis.com
PH: 602-687-6379

Stormy Nesbit, ITA Digital Media Manager
snesbit@itatennis.com
PH: 602-687-6042

Todd Wojtkowski, Tournament Director
tww25@case.edu
PH: 931-636-4656

Mark Renicker, Head Referee

TEAMS & COACHES
(1) University of Chicago (Jay Tee)
(2) Emory University (John Browning)
(3) Gustavus Adolphus College (Tommy Valentini)
(4) Washington University – St. Louis (Roger Follmer)
(5) Carnegie Mellon University (Mike Belmonte)
(6) Pomona-Pitzer Colleges (Steve Bickham)
(7) Whitman College (Jeff Northam)
(8) Case Western Reserve University (Todd Wojtkowski)

TRAVEL
We encourage you to book your flights through Anthony Travel, the official travel agency of the ITA (877-284-2254). Teams should plan to arrive on Thursday, February 21st before 5:00 PM and depart after 5:00 PM on Sunday, February 24th, 2019. Ground transportation can also be arranged through Anthony Travel at the number listed above. There is no team travel reimbursement available this year.

HOTEL
The residence inn room block is under the name “ITA Tennis or ITA National Indoors” Room Block closes Friday February 1st

Residence Inn Marriott
Phone: 216-831-3030
3628 Park East Drive Beachwood, Ohio 44122
Free Parking on Site
Breakfast: Continental Included
Rate: $104 One Bed, $124 Two Bed
# EVENT INFORMATION

## SCHEDULE OF PLAY

<table>
<thead>
<tr>
<th>DAY</th>
<th>TIME (EASTERN)</th>
<th>MATCH</th>
<th>TEAMS</th>
<th>FACILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday</td>
<td>9:00 AM</td>
<td>#1</td>
<td>(4) Washington University – St. Louis vs. (5) Carnegie Mellon University</td>
<td>CRC</td>
</tr>
<tr>
<td></td>
<td>11:30 AM</td>
<td>#2</td>
<td>(2) Emory University vs. (7) Whitman College</td>
<td>CRC</td>
</tr>
<tr>
<td></td>
<td>2:00 PM</td>
<td>#3</td>
<td>(3) Gustavus Adolphus College vs. (6) Pomona-Pitzer Colleges</td>
<td>CRC</td>
</tr>
<tr>
<td></td>
<td>4:30 PM</td>
<td>#4</td>
<td>(1) Chicago University vs. (8) Case Western Reserve University</td>
<td>CRC</td>
</tr>
<tr>
<td>Saturday</td>
<td>9:00 AM</td>
<td>#5</td>
<td>Loser of Match #2 vs. Loser of Match #3</td>
<td>CRC</td>
</tr>
<tr>
<td></td>
<td>11:30 AM</td>
<td>#6</td>
<td>Winner of Match #2 vs. Winner of Match #3</td>
<td>CRC</td>
</tr>
<tr>
<td></td>
<td>2:00 PM</td>
<td>#7</td>
<td>Loser of Match #1 vs. Loser of Match #4</td>
<td>CRC</td>
</tr>
<tr>
<td></td>
<td>4:30 PM</td>
<td>#8</td>
<td>Winner of Match #1 vs. Winner of Match #4</td>
<td>CRC</td>
</tr>
<tr>
<td>Sunday</td>
<td>8:30 AM</td>
<td>7th Place</td>
<td>Loser of Match #5 vs. Loser of Match #7</td>
<td>MVRC</td>
</tr>
<tr>
<td></td>
<td>8:30 AM</td>
<td>5th Place</td>
<td>Winner of Match #5 vs. Winner of Match #7</td>
<td>MVRC</td>
</tr>
<tr>
<td></td>
<td>9:00 AM</td>
<td>3rd Place</td>
<td>Loser of Match #6 vs. Loser of Match #8</td>
<td>CRC</td>
</tr>
<tr>
<td></td>
<td>12:00 AM</td>
<td>Finals</td>
<td>Winner of Match #6 vs. Winner of Match #8</td>
<td>CRC</td>
</tr>
</tbody>
</table>

### THURSDAY COMMUNITY ENGAGEMENT
Teams are encouraged to partake in the Thursday kid’s clinic before or after practicing.

### TEAM RECOGNITION BANQUET
The mandatory team recognition banquet is Thursday February 21st at 6:30 PM at Cleveland Racquet Club. Business casual attire please. No sport coat required but a tie is encouraged.

### ITA COACHES MEETING
All coaches must attend a brief meeting on Thursday February 21st following the Team Recognition Banquet.

### PRACTICE COURTS
Upon receipt of this letter, contact Todd Wojtkowski at 216-905-7463 or tww25@case.edu for reservation requests. Teams with early matches on Friday will be given priority for Thursday’s practice times.

### STRINGING
Stringing services will be available. Cost is TBD.

### TRAINERS
Certified athletic trainers will be available throughout the weekend at each match facility. Trainers will be on-site one hour prior to matches beginning and through the end of competition.

### HOSPITALITY
Light refreshments will be available to players at each match facility throughout the event.

### OUTSIDE FOOD
The club does not permit outside food so a subway style station will be set up on Friday and Saturday for lunch and dinner if any team is interested in meals. Details and pricing are provided on the enclosed travel information form. Advanced orders are not needed.

### AWARDS
Trophies will be presented to the champion and finalist teams. The ITA will also award the ITA Team Sportsmanship Award to the team that displays exceptional sportsmanship, character and ethical conduct during this national championship event.

### LIVE SCORING
Live Scoring will be available at Cleveland Racquet Club for the duration of the event.
**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 emailed to the ITA office (jcerny@itatennis.com) no later than Friday, February 15th at 12:00 PM Eastern.

**TOURNAMENT RULES & PROCEDURES**

**SCHEDULE** All teams guaranteed 3 matches and all teams will play one match a day, as the 5th and 7th place matches will now be played on Sunday morning. An additional site will be utilized in order to make sure the event stays on schedule and is completed on Sunday with teams having ample time to travel home. All matches will be played on 6 courts.

**FORMAT** Friday and Saturday matches will be played to completion with Sunday matches playing to clinch. Doubles will be an 8-game pro set, tie break at 7 games all using regular scoring. After a 5-minute intermission, singles matches will be best of three sets using regular scoring. Once a dual match has been clinched, any singles matches that extend to a third set will play a 10-point super tie-breaker in place of a full third set. There will be no warm-up with opponents prior to doubles and singles play. Singles players not in the doubles line-up may warm-up on open courts during the doubles point.

**LINEUP SUBMISSION & PROTEST PROCEDURES** Master line-ups must be submitted through the ITA website no later than Monday, February 18th at 3:00 PM EST. The direct link to submit your master line-up will be provided on the ITA Coaches Workspace Tournament Page. 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 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.

**LINEUP RULES** ITA line-up rules apply (Rule I.E.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, a coach may make a direct-line substitution(s) 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.

**Direct Line Substitution Rule Clarification (1/26/17):** A direct line substitution is the removal of ONE of the two players on a doubles team. That player is replaced by a player NOT in the top three positions of the doubles line-up. Once the new player has been inserted, per above, the teams MAY be reordered to reflect strength. Removal of two players from a doubles team in a doubles line-up (regardless of timing) DOES NOT allow for a direct line substitution. Instead, that team would be removed and the teams listed below it would move up (much like when a singles player is removed). If there is no #4 team listed, that team would forfeit the #3 position.

**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.

**OFFICIAL BALL & BALL EXCHANGE** Wilson Extra Duty balls will be used. A minimum of three new yellow tennis balls will be provided for each match. The balls shall be changed after the second set. In doubles, four balls per pro-set will be used. Teams are responsible for their own practice balls.

**OFFICIALS** Quarterfinal matches will have chaired umpires for doubles and will have a minimum of two roving umpires for singles. Semifinal and Finals matches will be chaired for singles and doubles. Consolation matches will have two roving umpires.
2019 ITA Division III National Men’s Team Indoor Championship
Friday, February 22-Sunday, February 24, 2019

INSTITUTION _____________________________________

Coach __________________________       Cell Phone ______________________

Preferred Travel Contact (i.e. Assistant Coach): ________________________________

Cell Phone: (_________) _______________________

Athletic Trainer       Will    /     Will NOT be traveling with team
SID                    Will    /     Will NOT be traveling with team

TRAVEL INFORMATION

Arrival Time and Date _____________________       Departure Time and Date_______________

HOTEL _________________________________________

TRANSPORTATION

# VANS _________ or      BUS _________

Special Requests: _____________________________

PRACTICE REQUEST

Thursday, February 22:       Time: ______________

We will be able to provide a minimum of 2 courts for 2 hours for each team. Additional courts will be provided if available

FRIDAY & SATURDAY MEAL REQUEST

A Subway Style Sandwich Station will be available to teams on Friday from 11am – 3pm and 5-7pm and Saturday from 11am-3pm and 5-7pm. Advanced orders are not required and teams will be provided a meal ticket each day (2 on Friday and 2 on Saturday) to use at the times previously listed.

Teams can pay at the conclusion of the tournament or an invoice can be sent following the tournament to each head coach. Cost is $8 per person. A tax exemption certificate will be needed.

Meals will be available at the times noted above in a banquet room at the club.

THURSDAY BANQUET

Our banquet will be held at the Cleveland Racquet Club at 6:30pm. Featured speaker is Mary Joe Fernandez. The buffet menu will include a salad, chicken, pasta, vegetable, potatoes, dessert and beverage.

How many people will be attending the banquet?:

Coaches: _______________

Student athletes: _______________

Return by Friday, February 8, 2019
to Rebecca Copeland via email at rxc93@case.edu