XVIII. STANDARDS

A. WTA 125 TOURNAMENT STANDARDS OF PERFORMANCE

All WTA Tournaments must be staged in a first-class professional manner. Standards are required unless otherwise noted or approved. Tournaments must apply to the WTA at least three (3) months in advance for an exemption from any Tournament Standard of Performance.

No experimental procedures or products can be used or offered to the players without prior written approval from the WTA. All procedures and products must be in compliance with the Rules.

Unless otherwise noted, all facilities and standards required hereunder must be ready by 9:00 a.m. on the day of Qualifying Sign-In.

Any Tournament which is combined or back-to-back with an ATP event shall provide a level of Tournament Standards which is equal to or greater than the level of Tournament Standards provided for at its ATP event; however, in no instance shall such Standards fall below the minimum required herein.

1. Accounting

Within fourteen (14) days following the conclusion of the Tournament, the Tournament shall submit to the WTA a full report of all aspects of the Tournament including: a) a copy of the prospectus; b) a completed program; and c) a statement showing all monies disbursed on site for prize money and traveling expenses as allowed under Section IX - Prize Money.

2. Animals

No animals will be allowed in the Player Restaurant, Locker Room, Treatment/Training Room, or WTA Office. Animals on site must be restrained (either by leash or carry case). Facility rules regarding animals on site shall be enforced.

3. Anti-Doping Testing Facilities and On-Site Personnel Assistance

a. On-Site Doping Control Station

Each Tournament, when selected to host testing of players, is obligated to provide, at its own cost, the facilities in Appendix K.

b. Chaperones Provided by the Tournament

Each Tournament, when selected to host testing of players, is obligated to provide, at its own cost, adult female staff members and/or volunteers who can assist the Official Anti-Doping Personnel and Supervisor with the
notification and observation of players selected for testing. The Tournament shall be notified of the chaperone schedule at least seven (7) days prior to the start of the Tournament.

4. Ball Persons

It is recommended that a coordinator be appointed to recruit and assign Ball Persons. There shall be a minimum of three (3) ball persons per match in the Main Draw and Qualifying. Ball persons may not wear any predominantly white, yellow, or other light color clothing that may interfere with the players’ vision, unless otherwise approved by the WTA. Ball persons’ uniforms should not be identical to the Line Umpires’ uniforms.

5. Balls

a. Ball Type and Specifications

i. ITF-approved Type 2 Regular Duty balls from the WTA approved ball list are to be used at all WTA Tournaments unless otherwise approved by the WTA. At least twelve (12) weeks prior to the start of its Main Draw, each Tournament must confirm with the WTA the ball it intends to use. Failure to comply may result in a Tournament Standards Violation and/or other sanctions.

High-altitude balls are not to be used unless conditions require, and such use must be approved by the WTA and must be stated on the Tournament Fact Sheet.

ii. WTA Tournaments which are played the week before a Grand Slam are required to use the same ball (brand and commercial denomination) as that Grand Slam.

iii. Pressurized balls only will be used on the WTA.

iv. WTA reserves the right to determine the tennis ball brand and model to be used and will notify Promoter at least 12 weeks prior to the Main Draw of the Tournament if exercising such right. Any tennis ball manufacturer designated by WTA will not be entitled to any sponsorship or other benefits at the Tournament unless otherwise agreed to by Promoter.

v. If Promoter enters into an agreement with a sponsor company that manufactures tennis balls prior to the 12 week-deadline, the sponsorship agreement must incorporate WTA’s right to provide the tennis balls to be used in practice and competition at the Tournament, which balls, where possible, will be unbranded.

vi. If a Tournament or manufacturer wants approval to use a ball not
currently on the List, the ball must first go through the WTA’s ball testing process. A ball that successfully passes the ball testing process will be approved for use and included on the List immediately.

b. Number and Procedure for Rotation during All Match Play

At all Tournaments for all matches in both Qualifying Singles and Main Draw singles and doubles, six (6) balls shall be used and changed after the first seven (7) games and thereafter every nine (9) games.

c. Availability

Balls of the make to be used in the Tournament are to be available on site at least three (3) days prior to the commencement of the Qualifying for players in both the Main Draw and Qualifying until they are eliminated. Prior to the Qualifying Sign-In, players shall be required to purchase the balls. Beginning on the day of the Qualifying Sign-In, players are entitled to receive the complimentary daily allocation of practice balls in accordance with sub-Section d below.

d. Daily Allotted Number of Practice Balls

Main Draw and Qualifying players are entitled to practice balls as set out in the following chart:

<table>
<thead>
<tr>
<th>Tournament Category</th>
<th>Player Daily Allotment of Practice Balls</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>While Competing in Tournament</td>
</tr>
<tr>
<td>WTA 125</td>
<td>6 new</td>
</tr>
</tbody>
</table>

If the practice courts are located off site, it is recommended that practice balls be provided at the practice site.

6. Chairs/Umbrellas

Chairs must be provided on court for player use during the change of ends. At outdoor Tournaments, umbrellas must be provided to shade the players’ chairs.

7. Court

a. Court Specifications

   i. Court Surface

      (a) Tournaments must be played on a surface that is approved by
the WTA, including, but not limited to, the color of the court surface. Tournaments must submit a written request for approval to the WTA prior to making any changes to the existing surface and pay the cost of any testing deemed necessary by the WTA.

(b) If a new surface is being considered, approval must be given by the WTA. If the Tournament fails to utilize the surface recommended by the WTA, individual players may refuse to participate in the Tournament, in which case the WTA neither is responsible for such action by a player nor subject to any penalties.

(c) The surface must be maintained to the satisfaction of the Supervisor/Referee.

(d) Tournaments must ensure that the same surface is used for Main Draw and Qualifying. If there are circumstances beyond the control of the Tournament Director, Qualifying matches may be held on a different surface, only with approval of the WTA. All practice courts, with a minimum of one (1) on site, must be of the same surface and condition (i.e., indoor/outdoor) as the Main Draw match court(s). (See the chart in sub-Section b below for practice court requirements.)

(e) Unless otherwise approved by the WTA, outdoor courts shall be laid out with the long axis north and south; geographic considerations may modify this orientation in order to minimize the adverse effect of serving into the sun.

ii. Court Measurements

(a) There must be at least 12 feet (or 3.66 meters) at each side of the doubles sideline and 21 feet (or 6.40 meters) behind each baseline. (This does not include the publicity/advertising placed around the line umpires’ chairs). It is recommended that show courts have 15 feet (4.57 meters) at each side of the doubles sideline and 27 feet (8.23 meters) behind each baseline. At indoor Tournaments, the ceiling must be a minimum of 40 feet (or 12.19 meters) in height.

(b) Court Dimensions must comply with those set out under the ITF Rules of Tennis. It is the responsibility of the Tournament Director to ensure, upon final preparation of the tennis courts before the Tournament commences, that all court specifications, including court measurements, comply with the standards set forth in Appendix H – Court and Light Measurements. All court measurements shall be made to the outside of the lines and all
lines of the court shall be white.

b. Minimum Numbers of Match and Practice Courts

i. Combined Tournaments with the ATP

At combined Tournaments with 48 Draws, the minimum number of match courts is seven (7). The minimum numbers of match and practice courts must be approved by the WTA at least six (6) months prior to the Tournament.

ii. Indoor Tournament

<table>
<thead>
<tr>
<th>Tournament Category</th>
<th>Show Courts</th>
<th>Additional Match Courts</th>
<th>Practice Courts (on-site and off-site)</th>
<th>On-Site Practice Courts</th>
</tr>
</thead>
<tbody>
<tr>
<td>WTA 125 (48)</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>WTA 125 (32)</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

iii. Outdoor Tournament

<table>
<thead>
<tr>
<th>Tournament Category</th>
<th>Show Courts</th>
<th>Additional Match Courts</th>
<th>Practice Courts (on-site and off-site)</th>
<th>On-Site Practice Courts</th>
</tr>
</thead>
<tbody>
<tr>
<td>WTA 125 (48)</td>
<td>1</td>
<td>3</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>WTA 125 (32)</td>
<td>1</td>
<td>2 (3 recommended)</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

iv. Availability

For hard and clay court Tournaments, practice courts must be available for use for practice by 8:00 a.m. the day prior to Qualifying Sign-In, and match courts must be available for use for practice by 8:00 a.m. the day of Qualifying Sign-In. For grass court Tournaments, practice courts must be available for use for practice by 10:00 a.m. the day prior to Qualifying Sign-In, and match courts must be available for use for practice by 10:00 a.m. the day of Qualifying Sign-In.

c. Court Signage

i. On the Court Surface

(a) There can be no commercial identification on the surface of the court, except that the name of the court surface and the Tournament’s host locality (as further described below) are
permitted to be placed on the court surface with prior approval from the WTA. A Tournament must request WTA approval for the placement of the WTA Logo and host locality signage and/or court manufacturer identification, and provide full details of all signage (text and placement) to the WTA at least ninety (90) days prior to the event.

(b) Tournaments may place on court the name of their host locality, which may include one (1) of the following: city, region (i.e., state or county), or country subject to the placement and size restrictions set forth below. The preferred font is Din Condensed, but tournaments may use the official logo or font of the host country, city, or region with the prior approval of the WTA. Signage must be consistent with the texture and feel of the court surface so as not to affect play or pose a safety hazard.

The position, size, and font of the host locality signage shall be in accordance with one (1) of the following two (2) options; and, in either case, the Tournament must include the WTA Logo as specified below:

**HOST LOCALITY NAME OPTION 1: BASE LINE OPTION** (not applicable to clay court tournaments)

- Upper case in white
- Displayed on one (1) line facing the main camera
- Written on one (1) or both ends of the court behind the baseline
- Centered between the singles sidelines
- Nearest distance from the baseline: 3 m/9.85 feet
- Height of lettering: Not greater than 80 cm/31.5 inches (50 cm/19.7 inches at combined events)
- Width: No restriction

**HOST LOCALITY NAME OPTION 2: SIDELINE OPTION**

- Upper case in white
- Displayed on one (1) or two (2) lines, facing the main camera
- Written on the right and/or left side of the court at the service line for hard courts or centered between the net post and the service line for clay courts, outside of the doubles sidelines. If the text is displayed on two (2) lines, they should together be centered on the service line (line spacing should be 20 cm/7.9 inches).
- Height of lettering: Not greater than 50 cm/19.7 inches (40 cm/16 inches at combined events)
• Distance from the doubles sideline: minimum of 40 cm/16 inches (maximum of 40 cm/16 inches at combined events)
• Width: No restriction
• The text should be elongated by 27% for improved television visibility.
• If used on a clay surface, the text must not protrude above the surface of the court.

**WTA LOGO (FOR OPTIONS 1 AND 2)**

• Placement:
  (i) One (1) WTA Logo painted on the court, at least 40 cm / 16 inches outside of the doubles sidelines half way between the net and the service line, on the side of and facing the main camera; or
  (ii) WTA Logos in at least two (2) corners of the backdrops, with a minimum of one (1) on the backdrop facing the main camera and one (1) in side camera view,* or
  (iii) At least two (2) WTA Logos in a position immediately above and behind the backdrops with a minimum of one (1) on the end facing the main camera and one (1) in side camera view,* or
  (iv) Any other position proposed by the Tournament and agreed by the WTA.

• Logo Dimensions if Painted on the Court: At least 72.2 cm (28.4 inches) x 94 cm (37 inches)
• Logo Dimensions if on or Behind Backdrop: At least 29 cm (11.4 inches) x 37.7 cm (14.84 inches)
• Artwork: WTA Logo; same application as for backdrop/sidewall signage with a dark background
• Combined and Back-to-Back Events: WTA Logo must be at least the same visual size as the ATP logo (i.e., cover the same surface area)

*The WTA may substitute the WTA Logo positioned on the back fence with 3-D signage placed on-court as a mat where the Net Umpire chair surrounding is normally placed.

(c) Two (2) identifications of the court manufacturer (maximum 20.13 square feet/1.87 square meters) may be permitted on the side of the court surface parallel to the sidelines. Such logo must be placed at least 1.5 meters (4.92 feet) from the doubles sideline. If used on a clay surface, the text must not protrude above the surface of the court.

(See examples in Appendix G – On-Court Signage.)

ii. Behind the Court
The back fences, back walls, net, net posts, line umpire boxes, and other fixtures on a court shall not be predominantly white, gray, yellow, or any other light color that can interfere with the vision of the players as determined by the Supervisor.

iii. Banners

There can be no banners with predominantly white, gray, yellow, or any other light color backgrounds behind the ends of the court. Background and lettering on rotating/LED banners should be consistent with the color of the back walls. If placed in front of back walls, rotating/LED banners can change only during a change of ends. If placed in front of side walls, rotating banners can change only after completion of any game.

When lighter lettering needs to be used on a darker background, PMS Color “Cool Gray” 4 to 6 (5 to 6 for outdoor tournaments) are the preferred colors. No colors can be used that interfere with the vision of the players as determined by the Supervisor.

d. Court Preparation

Clay and loose surface courts must be swept, watered, and lines cleared before the start of all matches, if the Supervisor or Referee deems it necessary. Clay courts also may need to be watered and/or swept between sets if requested by the Supervisor or Referee.

e. Seating

i. Color of Box Seats and Seats at Ends of the Court

It is recommended that spectator seating not have any white, gray, yellow, or other light colors that can interfere with the vision of the players and that any such light colored seating be covered.

ii. Spectator Movement During Play

Spectators above the lowest tier of seating will be allowed to move freely to and from their seats at any time during play.

The Tournament Director and Supervisor at each Tournament will determine this lowest tier of seating. Where there is no clear break, the Tournament Director and Supervisor will determine the most logical designation for spectator movement during play. (See Appendix B.1 - Supervisor.)

f. Smoking
Except where prohibited by law, smoking shall not be permitted within the lower level of seating around the courts and in all restricted player areas as well as the WTA and Officials’ offices.

8. Credentials/Tickets/Seating

In addition to the ticket allocation requirement as part of the Commercial Benefits granted to the WTA/sponsor (see Section XIII.B.10 - Seats/Tickets) and the WTA Television Broadcast Standards requirements (see Section XVIII.F.4 - Tournament Facilities), each Tournament will provide the following:

a. Players, Coaches, Guest, and WTA Staff

   i. Each Participating Player:

      (a) One (1) credential;

      (b) Two (2) player guest/coaches credentials; and

      (c) Two (2) tickets for each day for which the player remains in the Tournament.

   A designated seating area in the grandstand for players and players’ coaches, relatives, or guests to sit and watch matches also must be provided at all sessions. Best efforts should be made for a minimum of ten (10) seats. This reserved seating area shall be in addition to the match box seats.

   Player credentials shall be valid through the end of the Tournament. Player guest/coach credentials shall be valid as long as the player remains at the Tournament.

   ii. Each WTA staff member, massage therapist, WTA sponsor: One (1) credential.

   iii. Any official guest of the WTA: One (1) credential, at WTA’s request (provided such requests are reasonable and access limited as appropriate for security).

   iv. WTA: Ten (10) tickets per session in a preferred location (need to be box seats or best available after box seats).

   v. WTA player members not in the Tournament: On-site access is allowed, but such players are not permitted to use the site amenities and practice facilities without the Tournament Director’s permission.

   vi. Each WTA Tournament Director: On-site access to all WTA
Tournaments.

vii. At WTA/ATP combined events, WTA alumnae players: One (1) credential each, at the Tournament’s discretion.

b. Match Court Seats

i. A matchbox shall be provided to the guest of each player participating in the scheduled match. The boxes should offer identical views, have a minimum of six (6) seats, and be of equal position and size to each other but located at opposite ends of the court.

ii. Two (2) seats with easy and quick access to the court shall be provided for each player who will receive On-Court Coaching unless the match box provided to the player allows easy access to the court.

iii. To the Referee, Supervisor, PHCP, and Tournament Physician: One (1) seat each close to the entrance of each court during all matches with easy access to the court.

Each person granted a credential to access secure player areas (other than participating players who receive a credential pursuant to Section XVIII.A.8.a.i(a)) must comply with WTA’s credentialing requirements. Tournaments must implement and comply with credentialing requirements established by the WTA.

The following table summarizes the above requirements for credentials, tickets, and seating:

<table>
<thead>
<tr>
<th>Group Designation</th>
<th>Credentials</th>
<th>Tickets/Seats</th>
</tr>
</thead>
<tbody>
<tr>
<td>WTA Players</td>
<td>1 player badge and 2 guest/ coach badges</td>
<td>2 each day while competing</td>
</tr>
<tr>
<td>WTA Staff^</td>
<td>1 per staff member and local massage therapist</td>
<td>3 seats by court entrance with easy access to the court</td>
</tr>
<tr>
<td>WTA</td>
<td>1 credential for any official guest</td>
<td>10 tickets per session in a preferred location</td>
</tr>
<tr>
<td>WTA Sponsor</td>
<td>1 per sponsor</td>
<td>n/a</td>
</tr>
<tr>
<td>WTA Members</td>
<td>On-site access</td>
<td>n/a</td>
</tr>
<tr>
<td>WTA Tournament Directors</td>
<td>On-site access</td>
<td>n/a</td>
</tr>
</tbody>
</table>

^ The seats near the court entrance shall be designated for the Referee, Supervisor, PHCP, and Tournament Physician for all matches.
The Tournament must assist WTA in securing additional tickets if requested by WTA.

9. Fitness Center

Access to a complimentary fitness center is required at all Tournaments for all players and credentialed coaches, located within reasonable proximity to the site or the Tournament hotel. The fitness center should include a variety of cardiovascular equipment (bicycles, treadmills, stair-steppers) and strengthening equipment (free weights, nautilus, resistance bands, rubber medicine balls (weight range 1kg to 4kg), and anti-burst swiss balls), as well as an area for flexibility and relaxation (stretching mats and foam rollers) with a full length mirror. If there is no accessible fitness center on site, there must be a warm-up area that includes cardiovascular equipment (bicycles, treadmills, etc.) and an area for flexibility and relaxation.

10. Food and Beverage Service

Each Tournament must provide complimentary food and drinks beginning one (1) hour before the start of the first scheduled match until one (1) hour after the start of the last match, for WTA staff and for all players (Main Draw and Qualifying) from the first day of Qualifying until the player is eliminated. The Tournament shall assure that food and drinks are available for purchase on-site on the day before the start of Qualifying. If the Tournament hosts a night session, it is acceptable to provide complimentary food only to players scheduled for that night, as well as players involved in delayed day session matches, and to WTA staff. Additional meal tickets for coaches and guests should be available for purchase at a reasonable cost ($10 - $20).

a. Food Storage, Service, and Preparation

i. All food and beverages must be stored properly and maintained at an appropriate temperature which complies with local health regulations.

ii. Non-packaged catered food must be regularly rotated to assure freshness.

iii. Low-fat cooking methods should be used (baked, broiled, roasted, with no added butter or oil).

iv. Seasonings should be light; offer extra salt, pepper, garlic, etc. on the side.

b. Supplements

No nutritional or dietary supplements may be provided to players in any form (e.g. food, drink, tablets, powder), including common products such
as vitamins, minerals, amino acids, medicinal herbs, hemp and poppy seeds or similar substances.

Drinks and bars which present a high risk under the Tennis Anti-Doping Programme must be subject to a suitable quality assurance program (e.g., Informed Sport; NSF Certified for Sport, HASTA).

c. Electrolyte Replacement Drinks

Bottled, non-carbonated water and WTA-approved carbohydrate-electrolyte replacement drinks in individual-use sealed containers must be provided at all times in the player restaurant, Locker Room, private, medical treatment area, Players’ Lounge, and on the practice and match courts.

d. Daily Meal Planning

i. When providing meals, a variety of quality, international cuisine and seasonal food choices are preferred on a daily basis.

ii. In addition to daily meals, snacks (e.g., fruits, breads, pretzels, low-fat snack bars, cheeses, yogurts, crackers, nuts, and dried fruit) should be provided throughout the day and evening in the player restaurant and Players’ Lounge.

iii. Mineral water, a variety of 100% fruit juices, chocolate milk (1%, low fat, or skim) and chocolate soy milk, and a selection of coffees, teas, hot chocolate, and soft drinks (decaffeinated, preferred) should also be available in the player restaurant and Players’ Lounge.

iv. If morning practices and matches are played, breakfast items also should be available (e.g., cold cereals, bagels, breads, yogurt, and fruit).

v. Suggested lunch and dinner menus should include the following selections:

(a) Three (3) carbohydrate selections (one (1) rice option, one (1) potato option, and one (1) pasta option); and

(b) Three (3) protein selections (one (1) red meat option, one (1) white meat option, and one (1) meatless option). (See sub-Sections 10.e.i and ii - Recommended Food Groups – Carbohydrates and Proteins below)

vi. Practice hours and match schedule will determine when meals and/or snacks are served. Allow for one (1) hour before the start of the first
scheduled match and up to one (1) hour after the start of the last match. Limited meal times, outside of this schedule require the pre-approval of the Supervisor, and, in such instances, the Tournament must arrange for alternate on-site player and staff meals until the player restaurant reopens.

e. Recommended Food Groups

The following is a list of recommended food groups:

i. Carbohydrates (60% of total calorie intake)
   (a) Breads and Cereals
      Assorted wheat breads, rolls, and gluten free bread; oatmeal or porridge; bagels; crackers; low-sugar cereals; muesli; pasta and gluten free pasta; baked (white and sweet) potatoes; barley, quinoa, couscous, and rice.

   (b) Fruits and Vegetables
      Assorted fresh fruit salad; dried fruits; whole fresh fruits; and fresh-cut raw vegetables. Salad bar: tomatoes; potatoes; lettuce (variety); cucumbers; sprouts; mushrooms; carrots; peas; beans; etc. with a variety of dressings on the side.

ii. Proteins (15% of total calorie intake)
   (a) Meat and Alternatives
      Chicken (white meat); turkey (white meat); beef and lamb (red meat); fish (assorted variety); eggs; legumes; nuts; and tofu.

   (b) Dairy Products and Alternatives
      Soft and hard cheeses; low-fat cottage cheese; low-fat plain and fruit-flavored yogurt; low-fat milk and soy milk.

iii. Fats and Oils (25% of total calorie intake)
      Limit intake of fats and oils high in saturated and/or trans fatty acids.

iv. Miscellaneous
   (a) A selection of international condiments (e.g., jam, honey, peanut butter, vegemite, salsa, ketchup, curry sauce, soy sauce, and sweet chili sauce).
(b) Low-fat soups (e.g., minestrone, chicken noodle, vegetable).

(c) All sauces and dressings should be served on the side.

(d) Low-fat dessert options, such as fruit breads, muffins, and crumbles.

11. Hotel Rooms/Per Diem – Player

   a. Official Hotel Location and Transport Requirements

      Tournaments will establish an official hotel that meets the standard requirements of the WTA. Hotels must be located in a secure and safe area. Motels or any accommodations that require entrance to rooms from the street or public outdoor walkways are not acceptable. Transport must be provided to and from the official hotel to the Tournament site.

   b. Hotel Rates and Availability

      Each Tournament should use its best effort to arrange for discounted or complimentary accommodations. If the official hotel daily rate for a double room (2 persons in room) excluding taxes and breakfast is higher than US$175 (€150 in Europe) per day at WTA 125 Tournaments, then an alternative player hotel must be provided with a rate of US$175/€150 per day for a double room or less.

      Rates should be available the day before Qualifying commences until the conclusion of the Tournament.

      Tournaments may apply to the WTA for relief from these hotel rate standards, which may be granted by the WTA on a case-by-case basis, depending upon local considerations which make compliance with such standards impractical and unrealistic.

   c. Alternate Hotel Location and Transport Requirements

      The alternate hotel should be no more than 10-15 miles (or 10-15 minutes) from the Tournament site. Tournament transportation must be provided from the alternate hotel.

   d. WTA Notification of Hotel Accommodations and Room Lists

      The Supervisor should be notified by the Tournament of all housing arrangements. In addition, each Tournament shall provide the WTA with an official hotel room list.

   e. Player Hotel Room Entitlement
Under the per diem rule, each player competing in the Main Draw (singles or doubles) and the Qualifying at all WTA Tournaments shall be entitled to a double room (or the cost of a double room), including room taxes, at one of the official hotels selected by the Tournament. Specific hotels for Qualifying and Main Draw may be designated by a Tournament. The player may designate the entirety of the nights in her per diem room to one (1) accompanying family member, coach, trainer, or agent. If multiple players elect to share a room, each player in such room is still entitled to receive full per diem.

The Tournament shall only pay the per diem allowances through the official hotel(s). Payment to the players is prohibited. Tournaments may apply to the WTA for relief from this requirement, which will only be granted by the WTA if the Tournament agrees to make secure arrangements for per diem payments to underage athletes.

c. Reservation Process and Deadlines

If a player does not make her hotel reservation by the deadline stated on the Tournament Fact sheet, she is not guaranteed a room or any discounted rate.

The hotel booking process must be clearly described on the Tournament Fact Sheet. The Tournament must ensure that a contact person is available by telephone and email starting at least six (6) weeks before the event and the contact details must appear on the Tournament Fact Sheet.

d. Required Length and Timing of Hotel Stay

i. Minimum Per Diem Nights

The minimum numbers of nights for which singles and doubles Main Draw players shall receive hotel room/per diem is listed in the table below.

<table>
<thead>
<tr>
<th>Tournament Category</th>
<th>Singles Main Draw</th>
<th>Singles Qualifying</th>
<th>Doubles Main Draw</th>
</tr>
</thead>
<tbody>
<tr>
<td>WTA 125</td>
<td>4</td>
<td>0</td>
<td>2</td>
</tr>
</tbody>
</table>

ii. Exception for Combined Events with ATP

WTA player hotel room/per diem at combined events shall be consistent with the WTA per diem rules, except where per diem provided under the ATP per diem rules is greater, in which case the ATP per diem rule shall apply.
h. Per Diem for Main Draw Players

A player’s Main Draw per diem nights: (i) begin two (2) days* before the start of a Tournament’s Singles Main Draw or one (1) day before the start of a Tournament’s Doubles draw or the day that she registers, whichever is later; and (ii) continue through the night of her final exit from the Tournament (e.g. last match, withdrawal, etc.) or the night that she reaches the minimum per diem nights to which she is entitled under this Rule, whichever is later. In all cases, the last night for which any player will receive per diem is the night of the Tournament’s final match, whether or not she has received her minimum per diem nights.

*If the Main Draw starts Wednesday, then per diem begins Monday; if the Main Draw starts Tuesday, then per diem begins Sunday; if the Main Draw starts Monday, then per diem begins Saturday; if the Main Draw starts Sunday, then per diem begins Friday; if the Main Draw starts Saturday, then per diem begins Thursday; and so on.

i. Per Diem for Qualifying Players

Successful qualifiers receive retroactive Singles Main Draw per diem from two (2) days before the start of Main Draw.

j. Per Diem for Lucky Losers

Each day, the highest ranked among the Lucky Losers (see Section V.A.1.a.vi) who have signed in to preserve their eligibility shall receive hotel/per diem the same as Main Draw players up through the night following the last day a Lucky Loser is eligible to be awarded a spot in the Main Draw. The hotel/per diem will fall to the next highest-ranked Lucky Loser in the event the highest-ranked Lucky Loser moves off the list (e.g., moves into the Main Draw), with the hotel/per diem beginning on the day the highest-ranked Lucky Loser moves off the list.

k. Hotel Upgrade or Per Diem in Lieu of Accommodation Request

If the official hotel designated by the Tournament does not meet the standard requirements, the WTA may request an upgrade in accommodations to a hotel of that standard rating.

If the Tournament is unable or refuses to comply with this rule, then the WTA may choose the per day per diem (US$150/€125 at WTA 125 Tournaments) in lieu of hotel accommodations for a player who is entitled to a complimentary room.

l. Player Responsibility for Personal Expenses
A player is responsible for all hotel charges over and above those for the room rate and tax (double room or double room cost).

12. Hotel Rooms and Per Diem – WTASTaff
   
   a. General

   All rooms below shall be provided from the day before the Qualifying Sign-In through the final day of the Tournament. The Tournament shall be responsible for payment of hotel room taxes and resort or similar fees and the WTA staff and Supervisors shall be responsible for all incidental expenses. In addition, each Tournament should use best efforts to arrange for the player rate at the official hotel to be offered to WTA staff working at the Tournament.

   b. WTA Tournaments

   WTA Tournaments are required to provide two (2)\(^1\) complimentary hotel rooms for the WTA staff, which may be divided among the Supervisor and PHCP staff. The allocation of WTA staff rooms, however, shall be determined by the WTA and communicated to the Tournament by the Supervisor.

   c. WTA/ATP Combined Events

   At WTA/ATP combined events, where ATP Supervisors receive a complimentary hotel room, per diem, and laundry service, the equal number of WTA Supervisors shall also receive similar complimentary accommodations and benefits. In addition to the complimentary hotel rooms and benefits provided to the tour Supervisors, all WTA/ATP combined events must provide the WTA and ATP each one (1) complimentary hotel room, which may be used for a PHCP or Massage Therapist.

13. Internet Communication

   In each instance in the Rules where a high-speed internet connection is required, it shall consist of an always-on, high-speed internet connection. A minimum total 1Mb/sec (megabit per second) of available bandwidth must be available for the WTA offices and staff, including the Player Development and medical offices (e.g., Tournament Physician, PHCP, and Massage Therapist), unless otherwise approved by the WTA. User access via Ethernet or WiFi is recommended.

\(^{1}\) Three (3) hotel rooms at Combined 48 Main Draw events. The Supervisor at combined events must receive no less than the same complimentary accommodations and benefits provided to ATP Supervisor.
Unless reasonably unable to do so, Tournaments shall use web filtering activity to restrict access to internet gambling sites in all areas where internet access is provided by the Tournament.

14. Laptop Computers

The use of laptop computers within the confines of the Tournament match courts is strictly forbidden. The exception to this provision is properly credentialed media, Tournament vendors, and Tournament staff when used in the performance of their duties.

15. Laundry Service

Each Tournament shall provide laundry service to participating players from the first day of Qualifying until the completion of the Tournament. Laundry service may be limited to ‘next-day wash & fold’ service and may be provided on site and handled by the locker room attendants, or directly at the official hotel. Laundry service costs should be reasonable (whether per item or per bag), and must be approved by the WTA at least one (1) month prior to the Tournament.

16. Lighting

a. Specifications and Measurements

Lighting must be distributed evenly on the court, with the minimum and recommended standards as stated in the chart below.

<table>
<thead>
<tr>
<th>Light Measurements</th>
<th>Required</th>
<th>Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lux (averaged over 15 readings)</td>
<td>900</td>
<td>1,076</td>
</tr>
<tr>
<td>Lux Outside Court Lines (averaged over 8 readings)</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>Foot Candles</td>
<td>85</td>
<td>100</td>
</tr>
<tr>
<td>Ratio between highest/lowest reading</td>
<td>1 x 1.5</td>
<td>1 x 1.5</td>
</tr>
<tr>
<td>Light Pole Heights</td>
<td></td>
<td></td>
</tr>
<tr>
<td>All Courts</td>
<td>40 feet*</td>
<td>40 feet*</td>
</tr>
</tbody>
</table>

*Or no lower than other non-show court lights at the facility.

It is the responsibility of the Tournament Director to ensure, upon final preparation of the tennis courts before the Tournament commences, that all court specifications, including lighting measurements, comply with the standards set forth in Appendix H – Light Measurements.
Measurements should be taken from approximately three (3) feet (0.914 meters) above the court.

The Supervisor has the authority to suspend play on any court if the intensity of illumination, in his/her judgment, is insufficient for Professional Tennis.

b. Second Court for Outdoor Night Matches

If an outdoor Tournament holds night sessions, a second match court with lighting that meets Tour standards will be required.

17. Live Scoring

The Tournament shall assist WTA (or its designee) in its efforts to produce and host the live score data generated from each match, WTA will provide the scoring device(s) used by the Chair Umpires.

Tournaments shall not allow or authorize the dissemination, transmission, publication, or release from the grounds of the Tournament of any live match scores or related statistical data, including without limitation the live scored data from the scoring network, by a third party until thirty (30) seconds after the actual occurrence of the incident of match play or action that leads to such live score update (e.g. a point being scored), such delay shall not be applicable to the live audio and/or visual broadcast or streaming by any method or means (i.e. moving pictures and/or sound/audio reporting of actual on-court action) and purposes related to such broadcast of any match. Tournaments may only supply match related data or information to gambling entities through WTA’s approved data reseller. In addition, each Tournament shall notify WTA in advance of any third party to whom the Tournament has granted access to the network used for live scoring for the purpose of accessing the live score data. Persons who are or work for data resellers shall not be issued credentials.

18. Locker Room

a. Facility Requirements

Each Tournament must provide a secure “Players Only” locker room facility (including toilets, showers, and other standard locker room amenities) adjacent to the Tournament site, suitable for women’s use, to which only players and WTA staff will be admitted.

The locker room should have good ventilation and temperature control and must include changing and bathing rooms and afford privacy to the players. Lockers or other similar storage units must be provided in order for the players to lock up and secure their belongings.
Showers must have hot/cold water with appropriate reserves for players’ use. It is recommended that locker rooms have individual showers with privacy stalls/curtains to allow for player privacy. Towels must be provided near the showers in the locker room.

The locker room must be kept clean, and sanitary and towel bins must be provided.

Additionally, it is requested that a submersion bath be located in the shower area for recovery purposes and emergency cooling of players at Tournaments where Extreme Weather Conditions exist. (See Section XVIII.B.6.a.) At WTA/ATP combined events, if a submersion bath is provided to ATP players, no fewer than the equal number of submersion baths also must be provided to WTA players.

b. Amenities to be Provided

Toiletries should be provided, including dispensed soap and paper towels for sanitary purposes for players’ use. Additionally, it is requested that shampoo, hair conditioner, shower gel, tampons, and sanitary pads be provided for the players’ use.

See beverage requirements in Section XVIII.A.10 – Food and Beverage Service.

c. Security and Oversight

A female attendant must be in charge, and there must be sufficient security to i) prevent unauthorized entry and ii) protect the players’ personal belongings from the start of play until the completion of play.

d. Additional Facility for Coaches

Tournaments should make best efforts to provide locker room facilities for both women and men coaches.

19. Media Facilities

All Tournaments, including the WTA Finals and WTA Elite Trophy, must comply with the WTA Television Broadcast Standards requirement (see Section XVIII.F.4 - Tournament Facilities) and also must provide a full service media center, including:

a. Media working area;

b. Separate interview room;
c. Separate media lounge, where appropriate;

d. High-speed internet access; and

e. Multiple shared television monitors, telephones, and printers.

All media facilities must be ready by 9:00 a.m. tournament local time, on the day of Qualifying Sign-In.

In addition to the above, all Tournaments, including the WTA Finals and WTA Elite Trophy, must provide the following for the use of the WTA Communications staff if on site: i) a telephone line; ii) a high-speed internet access line for each Communications staff member; and iii) a printer. The Tournament shall be responsible for the cost of installing the telephone lines and internet access lines.

All media areas shall be gambling-free zones and any persons credentialed for such areas, if found to be gambling on tennis or passing insider information to third parties for use in connection with gambling, shall have their credentials revoked. Media credentials must contain a provision whereby the media member acknowledges and agrees that he/she will not disseminate, transmit, publish, or release from the grounds of the Tournament any live match score or related live statistical data until thirty (30) seconds after the actual occurrence of the incident of match play or action that leads to such live score update (e.g., a point being scored), and that such use shall be solely for news reporting and editorial use.

Any media known to be working for gambling companies shall not be issued credentials. If found to be working for a gambling company after issuance of the credential, the credential shall be revoked.

20. Net

a. Specifications

The net, posts, cord, cable, strap, singles sticks, and band all must be to the requirements of the ITF Rules of Tennis. The net band shall be cloth or canvas (not plastic or vinyl), and the net shall extend to the ground.

b. Advertising and Signage Restrictions

WTA/sponsor net post signage must be erected consistent with the specifications provided by the WTA. There shall be no advertisement on the strap, band, singles sticks, or net posts.

Advertisement is permitted on the net as long as it is placed on the part of the net that is within three (3) feet (0.914 meters) from the center of the
net posts and is produced in such a way that it does not interfere with the vision of the players or the playing conditions (per the ITF Rules of Tennis). This advertising may not contain white or yellow. (See also Section XIII.B.4 - Net Post Signs.)

21. Officials and Officiating

All WTA Tournaments are required to appoint, in consultation with the WTA, an internationally certified Referee and Chief of Umpires to work in conjunction with the Supervisor.

All Chair Umpires appointed as designates for WTA Tournaments are internationally certified Chair Umpires. All appointed officials are required to be fully conversant with WTA Rules and procedures, the ITF Rules of Tennis, and the Code for Officials, and together with the Supervisor, ensure they are observed. All appointed officials must also be fluent in English.

At WTA/ATP joint events: (a) the selection of additional certified Chair Umpires must be coordinated and approved by the Officiating Departments of both the WTA and ATP; and (b) the Supervisors of the WTA and ATP will be responsible for the daily assignments, using the designates from both the WTA and ATP and the additional officials recruited by the Chief of Umpires.

a. Referee

The Referee shall:

i. Be readily available to resolve any on-court dispute without delay, supervise Medical Time Outs, and enforce the Code of Conduct.

ii. Decide, in consultation with the Supervisor, if a court is fit for play.

iii. Assign and replace, when necessary, Chair Umpires, Line Umpires, and Net Umpires. The assigning of these officials (but not their replacements) may be delegated to the Chief of Umpires, but the Supervisor has final say on all assignments.

iv. Liaise with the Chief of Umpires and decide on the competence of officials.

v. If necessary, conduct a clinic for local Chair Umpires and Line Umpires.

vi. In the absence of the Supervisor, be responsible for all matters of tennis law. His/her decision is final. (See Appendix B.1 - Supervisor.)

vii. Measure the courts, net posts/singles sticks, and lights and check the quality of the nets and the availability of spare nets/straps prior to the
start of Qualifying.

viii. Be responsible for conducting evaluations of Chair Umpires and Chief of Umpires.

ix. Arrive on-site at the Tournament either by 12:00 noon on the Qualifying Sign-In day or on time for the Main Draw ceremony, whichever is earlier.

x. Arrive each day at least one (1) hour before the first scheduled match, remain on-site at all times during matches, and leave no earlier than thirty (30) minutes after the end of play.

xi. Confirm that all updated draws and the order of play have been distributed at the end of play each day.

xii. Be responsible for calling matches, including designating a visible timepiece at a fixed location as the “official clock,” designating a specific area from which matches shall be called, determining a meeting point for players once the match is called, and coordinating security escorts to/from match courts.

xiii. When possible, assist the Supervisor in coordinating pre-match interviews with the players and host broadcasters.

xiv. When possible, assist the Supervisor and liaise with the host broadcaster’s technicians for the equipment of coaches with microphones for On-Court Coaching.

xv. Not act as a Chair Umpire or Chief of Umpires for the Tournament.

xvi. Be familiar with all WTA electronic forms and Officiating Arena content.

b. Chief of Umpires

The Chief of Umpires shall:

i. Be conversant in the local language.

ii. Have hired prior to the Tournament, in consultation with the Tournament Director and with the approval of the Officiating Department, sufficiently certified, additional Chair Umpires, and competent Line Umpires and Net Umpires (when no electronic net device is available) and provide the list of additional Chair Umpires to the WTA Supervisor and the Officiating Department at least twenty-eight (28) days prior to the Tournament.
iii. Conduct meetings with the Line Umpires to specify assignments and specific procedures.

iv. Schedule the on-court assignments for all Chair Umpires in consultation with the Referee and approval by the Supervisor, except at combined events where the WTA and ATP Supervisors are responsible for the daily assignments.

v. Coordinate the evaluations of all officials (Chair Umpires and Line Umpires) with the Supervisor and Referee.

vi. Not act as a Chair Umpire or a Line Umpire for the Tournament.

vii. Be able to assist the Referee and the Supervisor wherever needed and be present on site at all times during play.

viii. If necessary, conduct a clinic for the local Chair Umpires and Line Umpires.

ix. Arrive on-site at the Tournament by 12:00 noon on the Qualifying Sign-In day.

x. Arrive at least one (1) hour before the first scheduled match, remain on-site at all times during matches, and leave after the end of play.

xi. Coordinate the uniforms for Lines Umpires and Chair Umpires and collect sizes from all in advance. Inform the officials at least two (2) weeks prior to the event about the dress code and/or uniform provided by the Tournament, if any, using the specific “On-Site Conditions” Form.

xii. Send all arrival/departure details of designated officials to the WTA at least twenty-one (21) days prior to the Tournament.

xiii. Send information about on-site conditions such as transportation, hotel, and meals to the designated officials at least seven (7) days prior to the Tournament.

xiv. Be familiar with all WTA electronic forms and Officiating Arena content.

c. Chair Umpire

The Chair Umpire shall:

i. Ensure that the on-court rules are observed by the players, Line Umpires, and Ball Persons. He/She must control the match in all respects. He/She can be overruled by the Referee/Supervisor only in
matters of interpretation of law, not in matters of fact.

ii. Promptly and accurately score matches using the handheld or other method provided by the WTA. Be competent in using the scoring system. Track and record when balls are to be changed.

iii. Take charge of all Line Umpires and Ball Persons when on court.

iv. Be responsible for, in the absence of a Net Umpire or net device, the calling of net cord service lets.

v. Ensure that play is continuous within the Rules by:

(a) Maintaining the 90- and/or 120-second changeover, while having the authority to delay the resumption of play until the completion of the 90- and/or 120-second changeover during televised matches;

(b) Maintaining a maximum of 25 seconds from when the ball goes out of play at the end of the point until the time the ball is struck for the first serve of the next point. If such a serve is a fault, then the second service must be struck by the server without delay; and

(c) Observing an approved warm-up period not to exceed five (5) minutes.

vi. Determine if a court continues to be fit for play. If a change in condition occurs during a match that the Chair Umpire considers sufficient to make the court unfit for play or if weather conditions require stoppage of play, the Chair Umpire should stop play and immediately notify the Supervisor.

vii. Give the result of the match to the Referee and Supervisor immediately upon completion of the match and any action taken under the Code of Conduct during the match.

viii. If necessary, overrule a Line Umpire. He/She must do so when a clear mistake has been made and must give a decision when a Line Umpire is unsighted.

ix. Provide a detailed report on any Code of Conduct penalty issued in connection with the relevant match(es).

x. Wear and use the officiating clothing, tablet, tablet holder, and microphone provided by the WTA. Except for the WTA Logo, no other commercial branding may be applied to the Chair Umpire clothing, scoring tablet, scoring tablet holder, or microphone without the
WTA’s and the applicable Tournament’s prior approval. If no uniform is provided, the Chair Umpires must wear white polo shirts with the WTA magnet, khaki pants, and tennis shoes.

d. Line Umpires

i. Responsibilities

The responsibilities for Line Umpires shall be as follows:

(a) Base, Side, Center Service, and Service Line Umpires call “Out” and “Fault” for their respective lines.

(b) Base, Side, and Center Service Line Umpires call “Foot Fault” on their respective lines.

(c) The Net Umpire calls all net cord services and assists with measuring the net and with ball changes.

(d) To give the recognized safe signal to acknowledge that a ball is good.

(e) To give the recognized unsighted hand signal when their view of the ball landing is obstructed.

(f) To correct their call immediately upon realizing they have made a mistake.

(g) To report immediately to the Chair Umpire any breach of the Code of Conduct.

(h) To defer questions from players to the Chair Umpire. A Line Umpire shall not enter into any discussions with players.

ii. Numbers of Line Umpires per Match

The Tournament is required to provide the minimum numbers of Line Umpires per match as listed in the table below. Where possible, it is recommended the minimum number of Line Umpires per match should be seven (7).

<table>
<thead>
<tr>
<th>Qualifying</th>
<th>Main Draw through QF</th>
<th>Main Draw SF and Finals</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>5</td>
<td>7</td>
</tr>
</tbody>
</table>

iii. Clothing of Line Umpires
Line Umpires may not wear any predominantly white, yellow or other light color clothing that may interfere with the players’ vision, unless otherwise approved by the WTA. Line Umpires’ uniforms should not be identical to the ball persons’ uniforms.

e. Standards of Officiating

All officials must be certified and approved by the WTA. The WTA will hire and designate the internationally certified Chair Umpires and Review Officials for all Tournaments. Each Tournament is required to provide additional Chair Umpires (approved by the WTA) for Qualifying and for some Main Draw matches not covered by the designated Chair Umpires hired by the WTA. The Tournament Directors, in agreement with the Officiating Department, will hire a Referee and Chief of Umpires. Following are the minimum required Standards of Officiating:

<table>
<thead>
<tr>
<th>Tournament Category (Singles Draw Size)</th>
<th>Referee</th>
<th>Chief of Umpires</th>
<th>Designated Chair Umpires</th>
</tr>
</thead>
<tbody>
<tr>
<td>WTA 125 (32 draw)</td>
<td>1 Silver</td>
<td>1 Silver</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(2 paid by WTA)</td>
</tr>
<tr>
<td>WTA 250125 (48 draw)</td>
<td>1 Silver</td>
<td>1 Silver</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(3 paid by WTA)</td>
</tr>
<tr>
<td>WTA 125 (48 draw combined Tournament)</td>
<td>1 Silver</td>
<td>1 Silver</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(2 paid by WTA, 2 paid by ATP)</td>
</tr>
</tbody>
</table>

(1) A minimum of one (1) experienced and certified Review Official (minimum Bronze Badge) will be designated by the WTA Officiating Department at Tournaments implementing an Electronic Line Calling System. The number of review officials needed for each event will be based on the number of courts (with a minimum of one (1) per court with ELC) and the match schedule plan, especially when night sessions are held.

(2) In addition to the designates, the Chief of Umpires will recruit a sufficient quantity of additional Chair Umpires; for Qualifying and some Main Draw matches not covered by Designated Chair Umpires at WTA 125 Tournaments (Gold, Silver, Bronze, or White Badge), Green Badge, National, and uncertified Chair Umpires are not approved to work at WTA Tournaments.

f. Chairs – Chair Umpire

The Chair Umpire’s Chair is recommended to be a minimum of six (6) feet (1.82 meters) and a maximum of eight (8) feet (2.44 meters) in height. The chair shall be centered along an extension of the net approximately three (3) feet (0.9 meters) from the net post. The chair must be stable and safe.
The Chair Umpire’s microphone must have an on/off switch and must be easily adjustable and not hand held. If the Chair Umpire’s microphone has a flag, the WTA Logo is the only permitted branding. The on-court announcer’s microphone, if any, also must have an on/off switch.

For outdoor Tournaments, the Umpire’s Chair on all courts shall be positioned on the west side of the court, unless otherwise agreed by the WTA, and there should be a sunshade available. Each Chair Umpire’s chair must have an electrical outlet to power and recharge handheld PDAs and other similar electronics to be used by the Chair Umpire.

The Chair Umpire’s chair must have a writing table attached on all match courts to provide a platform for the Chair Umpires to place their hardware, such as their PDA for live scoring, walkie-talkie, and/or net device.

g. Conditions for Officials

Each WTA designated official should be provided with the following, from the day prior to the first day of matches (at the earliest) to the morning after their last match (at the latest), free of charge:

i. Airport pick-up (or taxi reimbursement);

ii. Single hotel room at the official hotel or another hotel approved by the Supervisor and Officiating Department;

iii. Breakfast, lunch, and dinner (at the hotel, on-site, or by pre-agreed per diem procedure) from the night prior to the start of the assignment until the morning after the last day of the assignment;

iv. Complimentary laundry service for their tennis uniforms;

v. Transportation between the hotel and Tournament site;

vi. Airport drop-off (or taxi reimbursement); and

vii. Access to high speed internet on site.

h. Protection of Match Data and Information

Officials agree not to, and shall not authorize or assist any third party to, disseminate, transmit, publish, or release any match related data or information to or for any third party without the express written consent of WTA. Further, each official agrees that any and all work or data he/she collects or creates in connection with any match shall constitute a “work made for hire” and any and all rights attributable to such work shall be retained by, or if necessary automatically assigned to, WTA and its
22. On-Court Supplies

At all times throughout play, each court must have one (1) cooler on each side supplied with bottled, non-carbonated water, WTA-approved carbohydrate-electrolyte replacement drinks in sealed containers and plastic bags filled with ice for players’ medical needs. Those items must be routinely checked after each match, and any unsealed bottles and drinks or other products not supplied by the Tournament must be removed from the court/coolers.

Each Tournament must provide spill kits, which are maintained by court services, for the proper clean up and disposal of biohazardous material on each court and hand sanitizer which is available for use by ball persons following handling of used towels. Court services personnel must be trained in the proper handling of biohazardous waste. In Extreme Heat Conditions, fans and ice towels are required to reduce players’ body temperature and implement safety precautions.

23. On-Site Tennis Gambling and Gambling Company Credentials

Allowing gambling companies, directly or through a third party, to accept any tennis wagers on the Tournament digital platforms or at the Tournament site or any Tournament-related event is prohibited.

Persons working for gambling companies that accept any tennis wagers (electronically or otherwise) shall not be issued credentials except as set forth in the WTA Betting Sponsorship Rules. If found to be working for a gambling company after issuance of the credential, the credential shall be revoked.

24. Parking

Each Tournament should provide, conveniently located to the locker room, a reserved parking area for the players.

25. Personnel

The Tournament shall provide the personnel necessary for the proper conduct of a tennis tournament. In countries where English is not the local language, tournament personnel interacting with players, Player Support Team members, WTA staff, WTA broadcasters, or WTA vendors are expected to be conversant in English at a level sufficient to comfortably perform their duties.

26. Physician

The Tournament Director must appoint a Chief Tournament Physician in accordance with Section XVIII.B.4 – Physician.
27. Player Entry

Tournaments must provide reasonable assistance to players, player support personnel, and the WTA in obtaining any necessary visas or work permits required for such individuals to attend and participate in the Tournament. Visa or work permit information should be communicated to players and the WTA at least two (2) months prior to the Tournament. If an official invitation letter must be provided by the Tournament, the Tournament shall be responsible for the cost of providing that letter. All other visa or work permit-related costs as well as completing the visa or work permit process shall be the responsibility of the player. It is recommended that Tournaments provide an English speaking person to assist with the visa or work permit process inquiries.

28. Players’ Lounge

a. Required and Recommended Furniture and Amenities

Each Tournament must provide a furnished Players’ Lounge (i.e., sofas, tables).

See snack and beverage requirements in Section XVIII.A.10 - Food and Beverage Service.

It is recommended that magazines, newspapers, and a television be provided in the Players’ Lounge and that there be a telephone somewhere on site (other than the WTA telephone lines) which players can use to charge calls. At least two (2) computers with print capabilities and highspeed access to the internet for players’ use must be provided at all Tournaments and must include WTA’s online learning site as a trusted site. It is also strongly recommended to have a secured wireless internet set up in the Players’ Lounge for players to use their own laptops to access the internet.

b. Media Access

Recommended members of the International Tennis Writers’ Association (“ITWA”) will be permitted access to the players’ lounges at all Tournaments. Exceptions to this rule may be made at Tournaments where limited space or security concerns (general or specific to an individual) exist, and those exceptions will be determined by the WTA staff and the Tournament Director. In some cases, access may be limited on a time basis or on a number basis (i.e., a limited number of ITWA members in the Players’ Lounge at a given time).

29. Player Services/Welcome Desk

A Player Services/Welcome Desk should be provided where players can seek
assistance with practice court bookings and other general Tournament information (e.g., pick up meal tickets, tennis balls, match and guest tickets). All necessary Tournament telephone numbers and Tournament information should be provided for players prior to the start of Qualifying, it is recommended to have the key telephone numbers, such as the WTA office, transportation services and practice booking services printed on the back of players’ credentials. When not in an English-speaking country, the Tournament should provide an English-speaking representative to distribute the information and to host this area.

30. Player Treatment Area

See Section XVIII.B.2 for the requirements of the Player Treatment Area/Training Room.

31. Practice Facilities

a. Each Tournament must provide practice facilities for players during the stated hours to be arranged with the Supervisor. Practice courts must be the same surface and condition (i.e., indoor/outdoor) as used for matches and preferably should be on site. (See Section XVIII.A.7.a - Court Specifications.)

b. Tournaments are strongly recommended to provide Tournament personnel to allocate and supervise practice bookings, working in liaison with the Supervisor.

c. Practice courts should have nets in good condition equipped with net straps and singles sticks, as well as adequate running room surrounding the court and ceiling height.

d. All practice courts at indoor events should be heated and ventilated.

e. Practice balls are to be provided to players in the numbers specified (see Section XVIII.A.5 - Balls) and preferably at the practice facility, if located off site.

f. All new off-site practice courts must be located within a reasonable travelling distance from the Tournament site.

32. Scoreboards/Video Screens

Scoreboards must be provided on all match courts. The scoreboard will be placed at the corner or side of the court and must not obscure the playing visibility. The scoreboard must be a dark color. The scoreboard on all broadcast courts must be electronic. It is recommended that electronic scoreboards are controlled directly by the Chair Umpire’s scoring device.
Scoreboards and video screens may be placed a minimum of forty (40) feet (12.19 meters) above the court surface, as long as they do not interfere with play and/or present a distraction to the players.

33. Shot Clocks

It is optional for WTA 125 Tournaments to provide shot clocks. If a WTA 125 Tournament provides shot clocks, they must be provided on each match court from the first day of Qualifying through the Main Draw finals.

a. Size

Each shot clock panel should be a minimum of two (2) feet by two (2) feet (0.6 meters by 0.6 meters) and a maximum of three (3) feet by two (2) feet (0.91 meters by 0.6 meters).

b. Number and Placement

Each court is required to have a minimum of two (2) shot clocks clearly visible to the players and the Chair Umpire. The shot clock panels must be placed on the back wall or corner of the court on the left far and right far side from the Chair Umpire.

c. Additional Positions

In addition to the two (2) shot clock placements specified above, each Tournament may show the shot clock timing in other locations on or around the court and spectator areas.

34. Scoring System

a. All Singles (Main Draw and Qualifying) matches in all WTA Tournaments are the best of three (3) tie-break sets. All Main Draw Doubles matches in all WTA Tournaments are the best of three (3) sets with No-Ad scoring in the first two (2) sets and a 10-point match tie-break as the third set. The WTA has the right to authorize the use of alternative scoring systems at WTA Tournaments and to award appropriate ranking points.

b. The organizing committee of each Grand Slam Tournament will decide which scoring system will be used at each Grand Slam.

c. There will be no rest period before the final set except when the Extreme Weather Condition Rule is in effect. (See Section XVIII.B.6 - Extreme Weather Conditions and Lightning.)

d. The ITF Rules of Tennis will apply in their entirety except where noted in these Rules.
35. Seating – Minimum

The minimum center court seating capacity is 1,000.

36. Security and Credentialing Systems

The WTA has considered Tournament security issues and has determined that the Tournaments and players are the appropriate parties to bear the responsibility for Tournament security. Each Tournament shall be responsible for providing on-site security for players, Tournament staff, officials, and spectators and shall, if requested, promptly provide the WTA with detailed information about security plans.

As part of each Tournament’s security plan, a photo credentialing system must be established. Tournaments must include and take reasonable steps to enforce the following policy on all non-media persons issued credentials: No credentialed person may continually collect, disseminate, transmit, publish, or release from the grounds of the Tournament any match scores or related statistical data during match play (from the commencement of a match through its conclusion) for any commercial or gambling purposes. Such policy shall be printed on all Tournament credentials or otherwise notified to credentialed persons.

Players shall cooperate with Tournament security measures.

37. Stringing

Each Tournament must provide quality racquet stringing services on-site from the day before the start of Qualifying until the completion of the Tournament. The stringer must be available on site each day matches are scheduled until thirty (30) minutes after the end of the last match. The stringing costs per racquet and the stringer’s hours of availability must be approved by the WTA at least one (1) month prior to the Tournament.

At WTA/ATP combined events, the stringer must be available on site each day two (2) hours prior to the starting time of the first scheduled match. The recommended maximum fee per racquet is US$20 (or €20) at combined events. If play has been scheduled at an approved alternate site during a combined event, then access to the stringing service must be provided at such alternate site from the start of play until play has been completed at that site.

38. Television and Digital Media

Tournaments must comply with the Television and Digital Media requirements set forth in Sections XVIII.E and F.

39. Ticketing
Tournaments must include and take reasonable steps to enforce the following policy on all ticket holders: No ticket holder may continually collect, disseminate, transmit, publish, or release from the grounds of the Tournament any match scores or related statistical data during match play (from the commencement of a match through its conclusion) for any commercial or gambling purposes. Such policy shall be printed on all Tournament tickets or otherwise notified to ticket holders prior to purchase. Tournaments should also have notices posted in the local language and in English at all tournament entrances, VIP hospitality areas, player areas, and throughout the Tournament grounds.

40. Tournament Director

The Tournament Director shall be approved in advance by the WTA and shall be responsible for the overall conduct and organization of the Tournament and other such personnel as necessary for the proper conduct of a tennis tournament including, but not limited to, the Tournament Physician, Referee, Chief of Umpires, Chair Umpires, Line Umpires, and Ball Persons. New Tournament Directors that have not previously been approved by the WTA must attend a one (1) day orientation session at a WTA designated office or WTA Tournament. Each Tournament Director must complete the Tennis Integrity Protection Programme module prior to the start of the Tournament.

41. Towels and Sheets

Each Tournament must provide an adequate supply of already washed (with antimicrobial soap and hot water), absorbent, bath-sized towels that will accommodate i) all locker room (shower) needs, ii) SS&M staff (PHCP, Tournament Physician, and Massage Therapist) and iii) on-court needs. Each Massage Therapist will require a minimum of thirty (30) sheets and thirty (30) towels per day.

42. Transport

Transportation drivers must be highly experienced, preferably over 25 years old, have knowledge of the host city roads, conversant in English, and uniformly and appropriately dressed. Transportation drivers should work no more than 8 hours per day. Transportation drivers must not smoke or use mobile devices while transporting players and must follow traffic regulations and advise players to wear seatbelts.

Transportation desks must be set up at the Venue.

a. Airport Transportation

Unless otherwise agreed upon by the WTA, airport transportation must be provided to Qualifying and Main Draw players, as well as Player Support Team members when traveling with a player, beginning the day before
the Qualifying Sign-In deadline (as long as 24-hour notice is given to the Tournament) until the morning following the final day of the Tournament.

Airport transportation must be provided to WTA staff, associates, and contractors working at the Tournament.

b. Transportation between Hotels and Tournament Site

Tournaments are required to provide transportation for players, credentialed guests, coaches, and WTA staff between the official hotel (and alternative hotel, if provided) and the Tournament site and practice facility on a regularly scheduled shuttle, beginning the day before the Qualifying Sign-In deadline. Transportation must be available up to one (1) hour after the last match is completed.

If private housing is provided, the Tournament has the responsibility to advise players of the transportation available, if any. The Supervisor also should be advised of any other available local transportation. It is recommended that all Tournaments arrange for a player discount with a local car rental agency.

43. Walkie-Talkies

Each Tournament must provide one (1) walkie-talkie for each Supervisor, PHCP, Communications Manager (if on site), WTA IT Staff, Live Scoring vendor, Referee, Chief of Umpires, Tournament Physician, and match court. Each Tournament also must provide one (1) walkie-talkie to the Massage Therapists for their shared use. In addition, each Tournament must provide walkie-talkies, in accordance with the WTA Television Broadcast Standards requirements (see Section XVIII.F.4 - Tournament Facilities). It is requested that a private medical channel is provided for use by the PHCPs, Massage Therapists, and Tournament Physicians. Separate channels are required for:

a. The collective use of the Supervisor(s), officiating staff, PHCPs, and Massage Therapists to ensure direct and private communication for on-court matters among them; and

b. The use of the Electronic Review Official and the Chair Umpire to ensure a direct and private communication for on-court matters between them (each court with Electronic Review must have a different channel).

44. WTA Office

a. Location and Security Requirement

The Supervisor shall be provided with a private and secure office with a desk from which the Supervisor can base him/herself in order to carry out
his/her duties. Players and associated people conveniently should be able to access the Supervisor and WTA information in the WTA office. It is also a place for Officials and Tournament staff to meet, when necessary.

b. Office Equipment/Communication and Installation Timing

Each Tournament must provide the Supervisor with a printer and a minimum of one (1) international telephone line in the WTA office and high speed internet connections operational by 9:00 a.m. tournament local time the day of Qualifying Sign-In. The Supervisor shall notify the Tournament at least eight (8) weeks prior to the start of Qualifying of the exact number of telephone lines and internet connections needed. At a minimum, each Tournament must provide one (1) high speed internet connection for each staff permanently located in the WTA Office during the Tournament (Supervisors and Player Relations staff), wireless access is acceptable. The Tournament shall be responsible for the cost of installing the telephone lines and internet connections.

It is recommended that telephone number(s) be available at the time the Tournament Fact Sheet is published seven (7) weeks prior to each Tournament (one (1) week prior to the official entry deadline). Telephone numbers, however, must be available one (1) week prior to the Qualifying Sign-In day. A photocopy machine also should be available in the WTA office or in a nearby convenient location.

c. Office Furniture and Setup

The appropriate number of working positions must be prepared for each Supervisor and/or Player Relations representative working on site. The office should have adequate wall/table space or bulletin boards available for Tour information and must have a live score monitor. A locking drawer or a cabinet must also be provided for the Supervisor’s use.

45. WTA Coach Program

Each Tournament must comply with and provide all Tournament-related benefits under the WTA Coach Program Rules available on PlayerZone, TournamentZone, and www.wtatennis.com/wta-rules. For questions about the WTA Coach Program, please contact the WTA Coach Program Manager at coach@wtatennis.com.

46. Breach of Tournament Standards of Performance

a. General

The provisions of the Tournament Standards of Performance shall be strictly applied by the WTA. Each WTA Tournament must follow, abide by,
and conform to all requirements set forth in the Tournament Standards of Performance unless otherwise approved in writing by the WTA.

Tournaments seeking an exemption from any of the Tournament Standards of Performance must request the exemption from the WTA at least three (3) months in advance of the Tournament. Exemption requests must be sent in writing.

Breaches of the Tournament Standards of Performance and/or an apparent lack of ability to solve documented problems affecting the quality of the presentation of the Tournament shall result in a disciplinary penalty and/or loss or change in a Tournament’s status as provided herein.

b. Violations/Procedures

i. Investigation of Alleged Violations

The WTA shall investigate any alleged violation of the Tournament Standards of Performance requirements.

ii. WTA Determination

The imposition of a warning, fine, or other penalty shall be determined by the WTA. Upon the completion of its investigation, the WTA shall determine the potential wrongfulness of the conduct of the Tournament involved and shall notify the Tournament of any violations and penalties. A copy of the WTA’s decision shall be delivered to the Tournament.

Where a violation is capable of being cured in a timely manner, with timeliness being based on the circumstances, the WTA will provide the Tournament with the opportunity to cure a violation prior to issuing a determination.

iii. Possible Penalties

Violations of the Tournament Standards of Performance shall subject a Tournament to one (1) or more of the following: (a) a warning; (b) a fine; (c) being placed on “Probationary” status; (d) loss or change in membership status; (e) forfeiture of all sums, if any, paid to the WTA; and/or (f) any other reasonable penalties. In addition to the foregoing, when a Tournament or Tournament partner uses a Player Likeness in violation of Section VII.B.7.a, then the affected Player may request that such Tournament shall be precluded from using her likeness in any and all advertising the following year of the Tournament provided that such request is made at least six (6) months prior to the start of such Tournament.
Violations of the Tournament Standards of Performance shall be classified by the WTA by Tournament category and by Violation Level. Please see Appendix F for a chart detailing Violation Levels and corresponding fines. If a Tournament receives a warning in a Supervisor Report for a violation and that violation is not remedied the following year, then the Tournament will be fined according to the chart in Appendix F.

iv. Payment of Fines

All fines for violations of the Tournament Standards of Performance shall be paid by the Tournament to the WTA, to the attention of the Chief Operating Officer, within twenty-one (21) days after receipt of written notice thereof. Fines not paid within twenty-one (21) days may be deducted from Commercial Benefits or other payments due from the WTA to the Tournament.

All Tournament Standards of Performance fines shall be retained by the WTA, with the exception of those fines assessed against a Tournament due to a violation which directly affects the players (i.e., violations due to insufficient courts, hotel facilities, or medical staff), which shall be split 50/50 between the WTA and the WTBA. In addition to the foregoing, for fines assessed against a Tournament because the Tournament used a Player Likeness in violation of Section VII.B.7.a, then the entirety of such fine shall go to the WTBA.

v. Board of Directors Decision on Recommended Loss of Membership

In the event that the WTA recommends that the penalty imposed on the Tournament should be the loss of the Tournament’s membership, such recommendation shall be reviewed by the Board of Directors, prior to the imposition of the penalty and the Board of Directors may affirm, modify or reverse the WTA’s recommendation.

vi. Subsequent Violations

Subsequent violations of the Tournament Standards of Performance by a Tournament previously placed on probation may result in a revocation of its WTA membership in accordance with the procedures setforth in sub-Section immediately above. In addition, fines double for violations of the same Issue (see Appendix F) in consecutive Tour Years.

c. Review and Appeal Process

i. Tournament Request for Appeal
After paying all fines as provided above, any Tournament sanctioned for a breach of the Tournament Standards of Performance may request a hearing before the Code of Conduct and Standards of Performance Committee, with the exception of appeals involving monetary penalties of $50,000 or more or a loss or change in membership status, in which case the matter will be referred to the Board of Directors for a decision.

This petition shall be in writing and must be filed with the CEO within twenty-one (21) days after notice of the penalty is received by the Tournament from the WTA. Such petition shall state in detail the basis for such appeal.

ii. Hearing Procedures

The Tournament shall be advised of the date, time and place for the hearing of such appeal; however, attendance is not mandatory. In addition to submitting a written submission of the basis for its appeal, a Tournament may also request in writing to send a representative to the hearing to orally present its appeal.

On appeal, the Code of Conduct and Standards of Performance Committee or the Board of Directors may affirm, reverse, or modify the decisions of the WTA. The decision of the Code of Conduct and Standards of Performance Committee or the Board of Directors shall be final and non-appealable.

iii. Request for New Hearing

Notwithstanding Section XVIII.A.46.c.ii above, after the Code of Conduct and Standards of Performance Committee or Board of Directors renders a decision on a Tournament’s breach of the Tournament Standards of Performance, the WTA or any applicable Tournament Support Personnel may submit a request to the WTA for the Code of Conduct and Standards of Performance Committee or Board of Directors, as applicable, to grant a new hearing (“New Hearing”) of such breach because of the discovery of new information that: (i) was not known to the Tournament at the time of the Code of Conduct and Standards of Performance Committee’s or Board of Directors’ original hearing on the breach; and (ii) is capable of causing the Code of Conduct and Standards of Performance Committee or Board of Directors, as applicable, to render a different decision on the breach (“New Information”). Such request must be submitted to the WTA no later than ninety (90) days after notice of the Committee’s or Board of Directors’ original decision unless the Committee or Board of Directors otherwise agrees.
The Code of Conduct and Standards of Performance Committee or Board of Directors, as applicable, has no obligation to grant a New Hearing and has sole, absolute discretion in determining whether a New Hearing request contains any New Information and whether to grant a New Hearing on a breach. The decision regarding a New Hearing by the Committee or Board of Directors, as applicable, is final and non-appealable. If the Code of Conduct and Standards of Performance Committee or Board of Directors, as applicable, grants a New Hearing, the provisions of this Section XVIII.A.46.c will apply to that hearing.