

IMPORTANT STUFF!

Guidelines for Coaches and Players

1. The phone number of PTR Headquarters is 843-785-7244. For Julie Jilly, text 843-816-4573.
2. All coaches need to check in at PTR Headquarters upon arrival to Spring TennisFest. PTR is located at 4 Office Way, Suite 200, in the PNC Bank building at Sea Pines Circle. PTR Headquarters is open Sunday 2-5pm for registration, but if you can't make that time, the office is also open Monday-Friday from 8am-6pm.

You will need to fill out the Coaches Information Sheet and sign your Liability Waiver, which can be found on the Registration page at www.springtennisfest.com
3. The official match schedule is available by clicking Match Schedule at www.springtennisfest.com

It is the match schedule that all coaches should use. All times posted indicate when your match is to begin. Arrive 30 minutes prior to match time for warm up. Please complete your warm up, line ups and restroom visits and start all matches at your scheduled start time as indicated on the website.
4. Please do not go to any sites under the name of PTR Spring TennisFest, unless you are scheduled to play or practice there.
5. Balls. Each team is responsible to bring five (5) cans of balls to each match. You may purchase Pro Penn balls by the case at PTR Headquarters.
6. Keep all sites clean and neat, especially when you leave. Make sure all trash is picked up and chairs or furniture are put back in place. Thank you.
7. Use only the courts that have been assigned to you.
8. Coaches are responsible for proper attire and proper behavior at all sites. Shirts must be worn at all times. Make sure all your players bring the following to the court: racquets, shoes, change of clothes, sun screen, bug spray, ice bags, water or sports drinks in an insulated container, spending money, towel, medical needs and sunglasses.
9. Stay strictly to your schedule and arrive at all match and practice sites at least one half hour in advance of your scheduled time. There is no playing over your time unless both of the other coaches have given permission for you to use their match time.
10. Please report your scores each day. Scores reported before 6pm, may appear in the local newspaper. All reported scores will appear on Spring TennisFest's website. Please text 843-338-1610 or email amanda@ptrtennis.org with your team scores, not the individual matches.
11. Racquet Stringing - Player's World of Sports is your official stringing headquarters with a full range of racquet services. Overnight and Same Day Stringing is available. Only \$13. String brands include: Ashaway, Babolat, Luxilon, Shelter Cove Town Center (next to Kroeger). 843-842-5100
12. If you are not going to use the practice time that has been booked for your team, call or text Julie at 843-816-4573.
13. The times your matches are booked for are the maximum amount of time you have to complete your match. Please exit the courts when you are done so other matches can get underway.
14. If your team is traveling in a large bus or with a large contingent of spectators, please contact PTR in advance, as some sites can't accommodate buses.
15. Arrivals at any site before 7:45am are strictly prohibited. In addition, lights at all sites go off automatically at 10pm.
16. Be respectful of the courts, community, and your opponents. Have a great time!

www.springtennisfest.com



Spring TennisFest
HILTON HEAD ISLAND, SC

presented by **PTR**