



RULES & REGULATIONS
2019

ASIAN TENNIS TOUR
RULES & REGULATIONS
2019

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References to the Asian Tennis Federation or ATF shall hereafter mean ATF Limited.

ASIAN TENNIS TOUR

RULES AND REGULATIONS 2019

A. PURPOSE AND APPLICABILITY

Asian Tennis federation (ATF) publishes these Tournament Regulations for the purpose of providing fair and reasonable rules for the orderly and uniform conduct of Tennis Tournament across Asia which are sanctioned by ATF and shall be applicable to all the tournaments called as ASIAN TENNIS TOUR (ATT).

Any Applicant awarded a tournaments on the ASIAN TENNIS TOUR shall be bound by and comply with, all of the applicable provisions of the ATT Circuit Regulations and all the ATT Circuit Organizational Requirements which may be amended from time to time.

ATF reserves the right to refuse approval of or cancel any previously sanctioned tournament or series of tournaments for reasons of health, safety, security or another potential threat to any persons attending the tournament(s) or to the successful running of the tournament with no liability to the Applicant, National Association, Tournament Organizer or ATF.

B. GENERAL

1. Open Competition / No Discrimination

Tournaments are open to all Asian male / female tennis players based on merit as specified in the ASIAN TENNIS TOUR regulations and without discrimination subject only to the conditions herein set forth and provided, however, that minors under the age of fourteen (14) shall not be eligible for entry. For purposes of this Rule, the player's age as of the first day of the tournament Main Draw shall be used. Refer eligibility details in Appendix -1.

2. Tournaments

The ATT tournaments are classified into 4(four) categories .

Category 1 with prize money of US\$ 3000 – Closed tournament

Category 2 with prize money of US\$ 3000 – Open tournament

Category 3 with prize money of US\$ 6000 – Open tournament

Category 4 with prize money of US\$ 10000 – Open tournament

Closed tournament will restrict the participation of players only from the nation where the tournament is taking place. Open tournaments will be open to players from any of 44 ATF affiliated countries.

3. Asian Player Identification Number (APIN)

In order to participate in ASIAN TENNIS TOUR Tournaments all players must first register for annual APIN Membership (and pay the appropriate fee) and agree, as a condition of their registration, to accept the related terms and conditions. Failure by a player to register for APIN Membership, failure to pay requisite fees or failure to accept the related terms and conditions will render a player ineligible to enter and/or compete in ASIAN TENNIS TOUR tournaments. APIN fees will be US\$ 20 for each calendar year. Players will be able to obtain APIN through an online registration process and have to make the relevant payment of registration fees also online.

4. Tournament Events
Tournaments in category 1/2/3 will consist of singles main draw and Qualifying events only. Category 4 tournaments with prize money of US\$ 10000 will consist of Singles main draw and Qualifying and Doubles Main draw.
5. Tournament Week and Schedule
All ASIAN TENNIS TOUR tournaments are to follow uniform schedule as per Appendix 2 unless otherwise decided by the referee in exceptional circumstances in consultation with ATF .
6. Tournament Director
The National Association organizing the ASIAN TENNIS TOUR Tournament shall designate a Tournament Director to administer the event, at its sole expense.
7. ATF Supervisor
Each ASIAN TENNIS TOUR Tournament must provide at its sole expense an official certified as a white Badge to be the ATF Supervisor. The ATF Supervisor must be available throughout the tournament week and would be subject to approval by ASIAN TENNIS TOUR committee at least 4 weeks before the tournament starts.
8. Chair Umpire
A chair umpire must be provided for every main draw match. Detailed minimum Officiating Requirements for ASIAN TENNIS TOUR tournaments are listed in Appendix 3. National Associations that wish to supply a higher certification level of official, or more officials, than the minimum requirements are encouraged to do so.
9. Tournament Doctor and Sports Medicine Trainer
All ATT tournament must appoint, at its own expense, an English-speaking Sports Medicine Trainer, to be available **on-site** during play, to provide treatment to players. It is recommended that all reasonable off-court treatment is provided free of charge to players in the tournament. Any other medical expenses will be borne by the players on their own. The tournament must also have a qualified Doctor on call for medical needs of the players.
10. Balls
ITF approved balls are to be used at all ASIAN TENNIS TOUR Tournaments and must conform to the specifications in the Rules of Tennis.

A minimum of four (4) new balls are to be provided for each match and are to be changed at least after thirteen (13) games and fifteen (15) in the Main Draw . There will be no ball change in qualifying matches.

A minimum of three (3) used balls of the same brand and type as the match balls must be available for practice per day, free of charge, to each player accepted into the Main and/or Qualifying Draw, from the day prior to the commencement of the respective draws until he/ she is eliminated from the tournament. Players must return practice balls. Tournaments can take deposit for the practice balls, which should be returned only if the practice ball are given back.
11. Artificial Lighting
Play is allowed with artificial lighting provided there is a minimum of 500lux evenly distributed over the court surface.

12. Entry Fees

The Entry fee shall be of US\$ 20 for Main Draw and US\$ 10 for Qualifying Draw, for category 1/2/3 tournaments. Tournaments of category 4 , with US\$10000 prize money , will have an entry fees of US\$20 for both qualifying and Main draw.

13. Prize Money

Prize money shall be paid in cash on-site in US Dollars unless prior approval of ASIAN TENNIS TOUR Committee to pay in Local currency is obtained in writing four weeks prior to the start of the tournament.

If local currency is selected, then the exchange rate for a given tournament shall be the average buying and selling rate on Monday the week before the week of Main Draw.

14. Amateur Expenses

ASIAN TENNIS TOUR Tournaments may pay expenses to amateurs instead of Prize money who are eligible to and do compete, to help them retain their amateur status. Such expenses are limited to the actual and reasonable expenses of an amateur incurred pursuant to his participation in the tournament. The payment of expenses cannot be conditioned on the success of the amateur in the tournament.

15. Player Representatives

The ATF Supervisor shall appoint one or more players at each tournament to witness the draws and to represent the players during the Tournament as far as possible.

16. Related Regulations

To the extent not covered herein the 2019 ASIAN TENNIS TOUR regulations 2019 ITF Rules of Tennis shall be applied. Such applicability shall not affect the right of ASIAN TENNIS TOUR Tournaments to publish and enforce their own special regulations.

17. Rules of Tennis

The ITF Rules of Tennis shall apply in all ASIAN TENNIS TOUR Tournament matches.

18. Match Format

Each singles main draw match shall be the best of three tie-break sets, unless otherwise approved by the ATF.

All Qualifying matches will consist of 2 sets with a 10 point match tie break in case score reaches one set all but with normal scoring of 2 points after deuce.

All doubles matches will be consist of 2 sets, with a 10 point match tie break being played at one set all. No advantage rule will be followed for scores reaching deuce, where one point will be played to decide the game- giving receiving team choice to choose the receiving player.

19. Publicity and Promotion

Each player grants and assigns to the ATF, the tournament's sanctioning National Association, the tournament and their agents and assignees the right in perpetuity to use or authorize the use of from time to time and at their discretion, his name, voice, photograph, likeness, signature, biographical material and other identification, in any and all media now known or hereafter devised, without compensation for him, his heirs, devisees, executors, administrators or assigns, for the purpose of publicizing, promoting and advertising the sport of tennis, the ATF, the tournament's sanctioning National Association, the tournament and their respective affiliates and events, including, the right to use the same on event posters, photos, programs, merchandise and other materials, and for the televising, broadcasting and filming of the same, and hereby grants and assigns to the ATF, the tournament's sanctioning National Association, the tournament and their agents and assignees the right in perpetuity to make, use, show and reproduce, in any and all media now known or hereafter devised, from time to time and at their discretion, motion pictures, still pictures and live, taped or filmed television and other reproduction of him during the event for commercial and non-commercial purposes without compensation for him, his heirs, devisees, executors, administrators or assigns.

Such activities by ATF, the tournament's sanctioning National Association, the tournament or their agents and assigns shall not be identified as or represented to be an endorsement by the player of any product or company.

20. Public Liability Insurance

The applicant is responsible for taking out a suitable insurance policy which is compliant with local laws and regulations and which insures against claims made for damage to property and for death/injury caused to people at the event for which the applicant is legally liable.

C. DEFINITIONS

1. Direct Acceptances

Entered players accepted directly into the Main Draw or Qualifying Draw by virtue of their rankings under the applicable System of Merit of ATT regulations.

2. Wild Cards

Players included in the draw at the sole discretion of the sanctioning National Association. Wild Cards may be seeded. Main Draw Wild Cards may be given to any player eligible to compete in ATT tournaments by the tournament director. Wild Cards are to be named at the time the qualifying draw is made. There will be no age restriction for Wild Cards except for the minimum age limit to participate in the ATT. Wild Cards who withdraw cannot be replaced with new Wild Cards after the appropriate draw is made. Any such vacancies shall be filled by the next eligible player on the acceptance list, or in the case of Main Draw, by Lucky Losers, drawn and placed at the same time as the qualifiers. The Qualifying Competition commences when the first ball of the first Qualifying match is struck.

Players should retain written confirmation of the offer and acceptance of a Wild Card.

No player who has signed in for and been accepted into the Qualifying of the tournament may be named as a Wild Card after the Qualifying Competition has commenced.

3. Alternates

Players who are ranked lower than the direct acceptances into Main Draw and Qualifying under the applicable System of Merit, at the time of the Entry Deadline.

4. Qualifiers
Players who are included in the Main Draw as a result of their success in the Qualifying competition.
5. Lucky Losers
Players who have lost in any round of the Qualifying competition . First priority will be of the players losing in the final round of qualifying and if further Lucky Losers are required for substitutions, selection will be from those players who have lost in the previous Qualifying round(s).
6. On-Site Alternates
Non-entered players who appear at the tournament site (prior to the Qualifying sign-in deadline) to sign-in for the Qualifying. In order to be eligible as an On-Site Alternate, a player must personally sign-in with the ATF Supervisor at the tournament site before the deadline and present a valid APIN.

D. **ENTRY AND WITHDRAWAL**

1. Entry
A player applying for entry shall be deemed to apply for entry into the Main Draw or the Qualifying depending on his ranking by the applicable System of Merit.

A player may apply for entry into one tournament only in a week. See Appendix 1 for Entry Procedures.

All entries and withdrawals must be submitted online through the APIN Online Services only before the appropriate deadline.

Entries and withdrawals are not accepted by telephone/ emails.

All entries are subject to the Regulations and Conditions of Entry stated in Appendix 1 of Eligibility , Entry and withdrawal Procedures.

2. Entry and Withdrawal Deadline
The Entry Deadline is at 12:00 hours Indian Standard Time (IST) on the Monday fourteen (14) days prior to the Monday of the Tournament week.

The Withdrawal Deadline is at 12:00 hours Indian Standard Time (IST) on the Monday seven (7) days prior to the Monday of the tournament week.

A player who appears on a Main Draw or Qualifying Acceptance List at anytime after the Withdrawal Deadline is deemed to have been accepted into and is committed to play the tournament. Prior to the Withdrawal Deadline a player's status on an Acceptance List is not confirmed.

No player may withdraw his entry from the Main Draw or Qualifying of a ATT tournament for any reason after the Withdrawal Deadline. Any such withdrawal will be considered a late withdrawal and will be subject to the Late Withdrawal/ No Show provisions set forth in Code of Conduct

Any player accepted into the Main Draw or Qualifying who fails to appear for the Tournament shall be subject to the penalties provided for No Show.

3. Freeze Deadline

The Freeze Deadline is on the Thursday preceding the tournament week at 14:00 hours IST. After the Freeze Deadline players on the Qualifying Acceptance List will no longer be moved into the Main Draw. Players on alternate list are not committed to play the tournament.

A player who wishes to withdraw from the Main Draw or Qualifying after the Freeze Deadline must submit an official withdrawal to both the ATF and ATF Supervisor else he will be subject to the penalties provided for No Show. Online withdrawal will not be available after the freeze deadline.

4. One Tournament Per Week

Once a player is committed to an ASIAN TENNIS TOUR tournament he may not enter or compete in any other ATT Tournament that same week unless otherwise approved by ASIAN TENNIS TOUR in writing.

When a player is accepted into the Qualifying or Main Draw of a tournament at, or any time after the Withdrawal Deadline, has signed-in for Qualifying or has applied for and/or accepted a Wild Card, he is committed to that tournament unless released by the ATF.

Any violations will result in default and forfeiting all ranking points earned in the tournaments, without any claims on ASIAN TENNIS TOUR.

5. Main Draw Sign-In

There will be no sign-in requirement for players accepted directly into the Main Draw. Doubles sign in(only for USD10000 tournaments) will close on Monday at 14:00.

6. Qualifying Sign-In

The Qualifying Sign-In Deadline is at 21:00 hours local time at the site of the Qualifying event on the day before the start of the Qualifying event unless specified otherwise on the published Fact Sheet.

All players accepted directly into Qualifying must be present on-site and personally sign-in with the ATF Supervisor. An entered player may be signed-in for the Qualifying Draw by the ATF Supervisor over telephone , in special circumstances. On-site Alternates have to sign-in for the Qualifying Draw personally (no telephone sign-in allowed).

Players who cannot appear for the Qualifying sign-in because they are competing in another tournament in previous week may be signed in for the Qualifying and may be permitted to compete in both events subject to the approval of ATF

Nominated Qualifying event Wild Cards do not have to sign-in with the ATF Supervisor.

7. Vacancies/Substitutions

Vacancies shall be filled with substitutes in accordance with the following:

- a. From the Withdrawal Deadline until the Freeze Deadline:
Vacancies in the Qualifying and Main Draw shall be filled by entered players selected in accordance with the applicable System of Merit.

- b. From the Freeze Deadline until the Qualifying Sign-in Deadline:
Vacancies in the Qualifying or Main Draw shall be filled, at the time of the Qualifying Sign-in Deadline, by entered players who have signed in for the Qualifying event, or, On site alternates, selected in accordance with the applicable System of Merit.
- c. From the Qualifying Sign-in Deadline until the commencement of the Qualifying competition:
Vacancies in the Qualifying or Main Draw shall be filled by entered players who have signed in for the Qualifying event, selected in accordance with the applicable System of Merit. The Qualifying competition commences when the first ball of the first Qualifying match is struck.
- d. After commencement of the Qualifying competition:
 - i. Vacancies in the Main Draw may only be filled by Luck Losers, which shall be selected as follows:
 - The order of the ATP/ ITF world ranked players shall be randomly drawn together and thereafter the order of the unranked players shall be drawn. Protected Rankings, ITF Juniors ranking and national ranking shall not be used and will be treated at par with unranked players for deciding lucky loser priority.
 - ii. Vacancies in the Qualifying shall be filled by players who have signed the Alternate list selected in accordance with the applicable system of merit.

8. Sign-in Requirements for Substitutes

- a. Alternates and Lucky Losers must be present and sign-in with the ATF Supervisor which shall be at least a half hour before the scheduled start of play, which and it may occur over several days, in order to maintain their priority among other Alternates and Lucky Losers of the same round. If the eligible Lucky Loser/ Alternate is not available to play, he shall forfeit his status of Lucky Loser or Alternate for the entire tournament.
- b. Alternates and Lucky Losers must be ready to play in proper tennis attire within a total time of fifteen (15) minutes after the announcement of a vacancy. Matches must commence without delay after the selection of the Alternate or Lucky Loser.

9. Administrative Error on Acceptance Lists

If an administrative error is made on a Tournament Player Acceptance List and a player is not included or too many players are accepted into the tournament, the Acceptance List will be corrected at the earliest opportunity by ATF office in accordance with the System of Merit .

E. SYSTEMS OF MERIT for singles

Method A

Entered players with an approved ATP/ WTA Singles ranking shall be selected in accordance with their positions on the approved computer ranking list available on the Entry Deadline and dated fourteen (14) days prior to the Monday of the tournament week.

Method B

Entered players with an approved ITF world ranking shall be selected in accordance with their positions on the approved computer ranking list available on the Entry Deadline and dated fourteen (14) days prior to the Monday of the tournament week.

Method C

Entered players with ITF juniors rankings.

Method D

Players with national ranking, submitted on time by the national association 4 weeks prior to the tournament. Spots available for each nation will be drawn by lots in ATF office at the time of making the acceptance and the players for that nation will be placed top to bottom on the basis of national ranking.

Method E

Unranked players

Method F

On-Site Alternates with an approved ATP/WTA singles computer ranking , on Monday, seven (7) days before the tournament week.

Method G

On-site alternates with an Approved ITF World ranking on Monday 7 days before the tournament week

Method H

On-Site Alternates without ranking. All on site alternates without ATP/ WTA singles ranking or ITF World ranking will be treated as one group and drawn by lots to decide the priority. ITF Juniors ranking/ national ranking will not be considered for on site alternates.

All ties in system of merit shall be broken by draw of lots.

F. **SYSTEM OF MERIT for doubles**

All doubles acceptance for Men will be based on combined singles ranking of the team. We use only combined ATP/ ITF world ranking.

Doubles acceptance for Women shall be based on combined doubles ranking of the team. We use only combined WTA/ ITF world ranking.

Order will be as follows:

1. 2 players with ATP/WTA ranking
2. 1 player with ATP/WTA rank and 1 player with ITF world ranking
3. 2 players with ITF world ranking.
4. 1 players with ATP/WTA ranking and other player unranked.
5. 1 player with ITF world ranking and other player unranked.

Players with ITF Junior ranking, national ranking and players with no ranking will be treated as unranked player for this section.

G. **DRAWS AND COMPOSITION OF DRAWS**

DRAWS

Singles Main draw will be of 32. Only in case of USD 10000, tournaments, the singles main draw can be either 16 or 32. Qualifying draw size can be 32 or 64.

Doubles main draw for USD10000 tournaments will be 16, with no qualifying.

COMPOSITION OF DRAWS

The singles draws shall be composed as follows:

Draw Size- Singles Main Draw	16	32
Direct Acceptances		
Selected by system of Merit (Method A-Method-H)	6	16
Under 23 reserved spots (based on ITF world ranking for U23 players)	2	4
Junior Reserved spots (based on ITF Junior ranking)	2	4
Qualifiers – Selected by Qualifying Event	4	4
Wild Cards	2	4

Draw Size	32	64
Direct Acceptances		
Selected by system of Merit	26	56
Wild Cards	6	8

Any unused spots in Under 23 reserved or Junior reserved category will be filled by the direct acceptances in accordance to the applicable system of merit.

Wild Cards are awarded at the discretion of the sanctioning National Association. Unused Wild Card places shall become Direct Acceptances and filled as per system of merit.

For doubles draw of 16, 13 teams will be direct acceptances based on system of merit and 3 teams will be wild cards at the discretion of the organizing committee.

H. **SEEDS**

In singles, seeds shall be based on the ATP/ WTA singles computer ranking on Monday, seven (7) days before the tournament week. If there are not enough players with ATP/WTA ranking , further seeds will be allocated based on ITF world ranking. Ties shall be randomly drawn. ITF Junior ranking, protected ranking and national rankings will not be considered for seeding.

For doubles seeding would be based on combined ATP/WTA doubles ranking of the team. If there are not enough teams with combined ATP/WTA, further seeds will be determined on basis of combined ITF world ranking.

I. **MAKING THE DRAW**

1. Time

1. Singles Qualifying Draw - Immediately after player sign-in, which should take place at 9:00 pm (21:00 hours) local time on the day before the start of play of the Qualifying.

Singles Main Draw - No later than 7:00pm (19:00 hours) local time on the day before the Main Draw starts.

2. Public Drawing

All draws shall be made publicly, i.e., shall be open to be witnessed by interested parties or the players representative/ tournament director.

3. Seeds

All tournaments will have a seeded draw with seeds determined as hereinbefore provided.

a. Seeding List

There is to be only one seeding list, and seeding will not be official until the final draw is made.

b. Withdrawal and Replacement of Seeds

Any vacancy created by the withdrawal of a seed shall be filled by the next highest ranked player eligible to be seeded. The position vacated by that next highest ranked player shall then be filled by the next player on the original acceptance list if prior to the commencement of

Qualifying or by the eligible Lucky Loser if after the commencement of Qualifying. Any vacancy created by the withdrawal of a seed which occurs after the release of the Order of Play for the first day of Main Draw shall be filled by eligible Lucky Losers.

c. Number of Seeds for Main Draws

The number of players to be seeded will be as follows:

16 players - 4 seeds

32 players- 8 seeds

d. Procedures for Placing Seeds for Main Draw

For draw of 16- Place seed 1 on Line 1 and Seed 2 on line 16. Draw lots between seed 3 and 4 and first draw goes to line 5 and 2nd drawn to line 12.

For draw of 32- Place seed 1 on line 1 , seed 2 on line 32. Seed 3/ 4 are draw by lots and first drawn goes to line 9, and second drawn goes to line 24. Seeds 5/6/7/8 are drawn by lots and placed on line 9/16/17/25 in order of lots.

All remaining players are drawn by lots and placed from top to bottom.

4. Byes
If there are not enough players to fill the Main Draw, then after the seeds are placed in the draw, the required number of byes shall be awarded to seeded players starting from the highest seeds as a first priority till all byes are filled any remaining byes there after shall be randomly drawn in a manner so as to distribute them as evenly as possible through out the sections of the draw.

5. Qualifiers/Lucky Losers
At the conclusion of the Qualifying competition, the successful qualifiers will be randomly drawn for their places in the Main Draw. There shall be no prior designation of which Qualifying section applies to which Qualifying place in the Main Draw. Likewise, when more than one eligible Lucky Loser is to be inserted into the Main Draw, their positions shall be drawn. If the Qualifying event is not completed at the time of the draw, then the places for the qualifiers shall be designated as “Qualifier” with their identity to be determined by draw at the conclusion of the Qualifying event. The Lucky Losers shall be drawn together with the Qualifiers.

6. Remaining Players
After the seeds and the byes are placed in the draw as above provided, then the remaining players shall be randomly drawn to determine in which places they are to be entered into the draw.

7. Special Rules for the Qualifying Draw :
 - a. Sections
The Qualifying Draw shall be made in sections, with one section for each place allotted in the Main Draw. Each section shall have no more than two (2) seeded players/teams.

 - b. Placing the Seeds/Method of Draw
The first seed shall be placed at the top of the first section, the second seed shall be placed at the top of the second section and so on until all sections have one (1) seed on the top line.
The remaining seeds shall be drawn as one group. The first drawn shall be placed on the bottom line of the first section, the second drawn shall be placed on the bottom line of the second section and soon until all sections have one (1) seed on the bottom line.
If there are not a sufficient number of seeded players to fill all the positions for seeds in the draw, the section(s) with the highest seeds shall not have a second seeded player. If no players are seeded, all players are drawn randomly.

 - c. Byes
If there are not enough players to fill the Qualifying Draw, then after the seeds are placed in the draw, the required number of byes shall be awarded to the seeded players with highest seeds as a first priority till all byes are consumed. Any remaining byes shall be randomly drawn in a manner so as to distribute them as evenly as possible throughout the sections of the draw.

 - d. Remaining players
The remaining unseeded players shall be randomly drawn and placed in the vacant places in the draw beginning at the top of the draw.

 - e. Withdrawal and Replacement of Seeds
Any vacancy created by the withdrawal of a seed shall be filled by the next highest ranked player eligible to be seeded. The position vacated by that next highest ranked player shall then be filled by the eligible Alternate. Any vacancy created by the withdrawal of a seed which occurs after the release of the Order of Play for the first day of Qualifying shall be filled by eligible Alternates.

J. PLAYER’S REST

Between Matches

Except when weather or other unavoidable circumstances causes schedule disruption and whenever it is required to schedule more than one match in the same day such player shall be given following minimum rest periods:

- If he has played less than 1 hour - ½ hour rest
- If he has played between 1 hour and 1½ hours - 1 hour rest
- If he has played more than 1½ hours - 1½ hours rest

K. COMPUTER POINTS AND PRIZE MONEY

1. Computer Points will be awarded in Singles Main Draw as follows:

	\$3000(closed)	\$3000 (Open)	\$ 6000	\$10000
WINNER	40	50	75	100
RUNNER UP	25	35	45	60
SEMI FINALIST	15	18	25	35
QUARTER FINALIST	7	9	14	20
ROUND OF 16	4	5	7	0/9*
ROUND OF 32	2	2	2	4
FINAL QUALIFYING ROUND LOSERS	1	1	1	3

Qualifiers will get 2 points extra at all categories of tournaments.

*0/9 points are for draw of 16/32 respectively.

There will be no points awarded for doubles event as there is no doubles ranking

2. Payments

The sanctioning National Association and/or where applicable the Tournament Organiser (jointly the “Applicant”) shall be liable for and pay the prize money to all players participating in the Tournament in accordance with the breakdowns stated in section O of on-site Prize Money Distribution Formulas in cash onsite.

3. Defaults / Withdrawals

A match won by default or walkover will count as a match won for computer ranking points and prize money.

No points or prize money will be awarded to a player who withdraws or is a “No Show” without playing their first match.

Any player who is defaulted shall lose all prize money and points earned for that event at that tournament, unless:

- i) The player was defaulted for a Violation of the Punctuality or Dress and Equipment sections of the Code of Conduct
- ii) The player was defaulted as a result of a medical condition

L. SCHEDULING AND ORDER OF PLAY

1. Release of the order of play

Once the Supervisor determines the following day’s order of play, it shall be released by the Supervisor, both on-site and at official hotel. Also updates are to be sent to ATF office to be uploaded on website

Amendments to the order of play

Once officially released, the order of play shall not be amended unless the Supervisor deems it necessary and/or appropriate.

Failure to complete tournament

If a tournament cannot be completed within the Tournament Week because of bad weather, at the option of the tournament one extra day shall be allowed. The ATF Supervisor shall approve the commencement times for matches on the extra day, which shall then be scheduled during the morning or early afternoon. No further extension of the tournament shall be permitted without the approval of the ATF and players shall be obliged to finish the tournament.

M. **DATA RIGHTS**

1. Scoring

The ATF will have the exclusive right to provide a scoring service at any ASIAN TENNIS TOUR tournament as selected by the ATF. Each tournament will assist the ATF in its efforts to produce the service.

2. Data Protection

Any ATT Tournament shall not allow or authorize the dissemination, transmission, publication or release of any match score or related statistical data from the grounds of the Tournament.

The continual use of laptop computers or other handheld electronic devices within the confines of the tournament match courts (spectator areas) shall be prohibited and each tournament shall take reasonable steps to enforce such prohibition. The exception to this provision is tournament credentialed personnel when used in the performance of their duties.

N. **AMENDMENTS**

These ASIAN TENNIS TOUR Futures Tournaments Rules and Regulations may only be amended, repealed or otherwise modified, in whole or in part, by the ATT Committee. Since the tour rules are new, mid year review and amendments might be required in addition to the annual review and amendments.

O. **ON-SITE PRIZE MONEY DISTRIBUTION FORMULAS**

Singles Prize Money	Prize Money	Prize Money	Prize Money	Prize Money
	US\$3,000 (Singles only)	US\$ 6,000 (Singles only)	US\$10,000 (Singles- 32 Draw)	US\$ 10,000 (Singles -16 Draw)
32 DRAW	US3000	US6000	US8000	US\$8000
WINNER	450	900	1500	1700
FINALIST	300	600	900	1000
SEMI – FINALIST	175	350	550	600
QUARTER – FINALIST	125	250	325	400
ROUND OF 16	75	150	175	275
ROUND OF 32	50	100	100	0
FINAL QUALIFYING ROUND			50	75

Doubles Prize money	Prize Money
	US\$10000 (Doubles only)
16DRAW	US\$2000
WINNER	550
FINALIST	350
SEMI – FINALIST	250
QUARTER – FINALIST	150
ROUND OF 16	100

APPENDIX I

ELIGIBILITY, ENTRY AND WITHDRAWAL PROCEDURES

Entry Deadline:-Monday fourteen (14) days prior to the Monday of the tournament week at
12:00 hours (IST)

Withdrawal Deadline:- Monday seven (7) days prior to the Monday of the tournament week at
12:00 hours (IST)

Freeze Deadline:-Thursday preceding the tournament week at 14:00 (IST)

Individual players are responsible themselves to make all entries and withdrawal as per the deadlines and to check their status on the entry lists.

ALL players with ATP/ WTA ranking, ITF World Ranking , ITF Junior ranking and unraked player can enter ATT tournaments and will be placed on the Acceptance list based on applicable system on Merit.

All entries and withdrawals are to be submitted on line Via APIN online services or by email to ATF office on official Entry or official Withdrawal form. No telephonic/ entry by email will be accepted.

Eligibility to Enter:-

- a. ATT tournaments are open to all Asian male/ female tennis players. To be eligible in this section a Player should be passport holder of any of 44 ATF affiliated Asian Countries.
- b. Player should have a valid APIN(and paid appropriate fees), and agreed to terms and conditions To compete in ATT tournaments.
- c. Should have attained age of 14 years . For the purpose of this section age of the player as on First day of the main draw of the tournament would be considered.

Entry and Withdrawal forms are available on ATF website or through APIN log in

APPENDIX 2

TOURNAMENT SCHEDULE

All ATT tournaments will be run uniformly during the week.

The singles Qualifying sign in will take place on Sunday before 21:00 local time.

The qualifying matches will be held from Monday to Tuesday.

The Singles Main draw matches will be held from Tuesday to Sunday (for main draw of 32) or till Saturday (for main draw of 16)

Doubles (at USD10000 category tournament) will be held from Tuesday to Saturday

The above schedule is however tentative and subject to weather conditions.

In the event of extreme weather conditions the ATF referee shall have the powers to alter the schedule as required.

The exact schedule for the week will be decided by the ATF Supervisor on site.

APPENDIX 3

Minimum officiating requirements

1. At least ITF certified White official to be deputed as Referee.
2. Chair umpire to be provided for each main draw match. The Chair umpire should be experienced enough to handle professional Matches.
3. No line umpires/ Ball kids required .

All officials to be approved by ATF pro Circuit department 4 weeks prior to the tournament starts.

Recommended fees	US\$
Referee (US\$ 3000/ US6000 tournaments):-	300
Referee (US\$ 10000 tournaments):-	550
National chair Umpires:-	Local rates as by organizers

The above are minimum standards for the ATT tournaments, however nations are Encouraged to provide better conditions than above wherever possible.

APPENDIX 4

MEDICAL CONDITIONS AND TOILET BREAK

1. Medical

a. Medical Condition

A medical condition is a medical illness or a musculoskeletal injury that warrants medical evaluation and/or medical treatment by the Sports Medicine Trainer during the warm-up or the match.

Treatable Medical Conditions

- i. Acute medical condition: the sudden development of a medical illness or musculoskeletal injury during the warm-up or the match that requires immediate medical attention.
- ii. Non-acute medical condition: a medical illness or musculoskeletal injury that develops or is aggravated during the warm-up or the match and requires medical attention at the changeover or set break.

Non-Treatable Medical Conditions

- > Any medical condition that cannot be treated appropriately, or that will not be improved by available medical treatment within the time allowed.
- > Any medical condition (inclusive of symptoms) that has not developed or has not been aggravated during the warm-up or the match.
- > General player fatigue.
- > Any medical condition requiring injections, intravenous infusions or oxygen, except for diabetes, for which prior medical certification has been obtained, and for which subcutaneous injections of insulin may be administered(only off court)

b. Medical Evaluation

During the warm-up or the match, the player may request through the Chair Umpire for the Sports Medicine Trainer to evaluate him during the next change over or set break. Only in the case that a player develops an acute medical condition that necessitates an immediate stop in play may the player request through the Chair Umpire for the Sports Medicine Trainer/PHCP to evaluate him immediately.

If the Sports Medicine Trainer/PHCP determines that the player has a non-treatable medical condition, then the player will be advised that no medical treatment will be allowed.

c. Medical Time-Out

A Medical Time-Out is allowed by the ITF Supervisor or Chair Umpire when the Sports Medicine Trainer has evaluated the player and has determined that additional time for medical treatment is required. The Medical Time-Out takes place during a changeover or set break, unless the Sports Medicine Trainer determines that the player has developed an acute medical condition that requires immediate medical treatment.

The Medical Time-Out begins when the Sports Medicine Trainer is ready to start treatment. At the discretion of the Sports Medicine Trainer, treatment during a Medical Time-Out may take place off-court, and may proceed in conjunction with the Tournament Doctor.

The Medical Time-Out is limited to three (3) minutes of treatment. However, ATF Supervisor may extend the time allowed for treatment if necessary to a maximum of 5 minutes

A player is allowed one (1) Medical Time-Out for each distinct treatable medical condition.

Muscle Cramping: A player may receive treatment for muscle cramping only during the time allotted for change of ends and/or set breaks. Players may not receive a Medical Time-Out for muscle cramping.

If the player cannot continue playing due to severe muscle cramping, as determined by the Sports Medicine Trainer and/or Tournament Doctor, he may forfeit the point(s)/game(s) needed to get to a change of ends or set-break in order to receive treatment. There may be a total of two (2) full change of ends or set-break treatments for muscle cramping in a match, not necessarily consecutive.

If it is determined by the Chair Umpire or ITF Supervisor that gamesmanship was involved, then a Code Violation for Unsportsmanlike Conduct could be issued.

d. Medical Treatment

A player may receive on-court medical treatment and/or supplies from the Sports Medicine Trainer and/or Tournament Doctor during any changeover or set break. As a guideline, such medical treatment should be limited to two (2) changeovers/set breaks for each treatable medical condition, before or after a Medical Time-Out, and need not be consecutive. Players may not receive medical treatment for non-treatable medical conditions.

e. Penalty

After completion of a Medical Time-Out or medical treatment, any delay in resumption of play shall be penalized by Code Violations for Delay of Game.

Any player abuse of this Medical Rule will be subject to penalty in accordance with the Unsportsmanlike Conduct section of the Code of Conduct.

f. Bleeding

If a player is bleeding, the Chair Umpire must stop play as soon as possible and Call the sports medicine trainer and evaluate and treat the player. This treatments can be extended up to 5 minutes at the request of the Sports medicine trainer and/ or doctor

If required.

g. Vomiting

If a player is vomiting, the Chair Umpire must stop play if vomiting has spilled onto the court, or if the player requests medical evaluation. If the player requests medical evaluation, then the Sports Medicine Trainer must determine if the player has a treatable medical condition, and if so, whether the medical condition is acute or non-acute.

If vomiting has spilled onto the court, play must not resume until the vomit spill has been cleaned appropriately.

h. Physical Incapacity

During a match, if there is an emergency medical condition and the player(s) involved is/are unable to make a request for a Sports Medicine Trainer, the Chair Umpire shall immediately call for the Sports Medicine Trainer and Tournament Doctor to assist the player.

Either before or during a match, if a player is considered by the Tournament Doctor and/or Sports Medicine Trainer to be unable physically to compete, or poses a sufficiently serious health risk to other players, officials or Tournament staff, the Tournament Doctor and/or Sports Medicine Trainer will inform the ITF Supervisor and recommend that the player is ruled unable to compete in the match to be played, or retired from the match in progress.

The ITF Supervisor shall exercise discretion before taking any action under this rule and should base the decision on the best interests of the player and the sport, as well as taking all medical advice and any other information into consideration.

i. Toilet Break

A player is allowed to request permission to leave the court for a reasonable time for a toilet break. Toilet breaks should be taken on a set break and can be used for no other purpose. A player (for both Men and Women matches) is entitled to one (1) toilet break during a best of three (3) set match. Any time a player leaves the court for a toilet break, it is considered one (1) of the authorised breaks regardless of whether or not his opponent has left the court.

In doubles event each player is entitled to 1 toilet break/ change of attire break (in case of women's matches). It can be together or separately by each player of the team.

Any toilet break taken after a warm-up has started is considered one (1) of the authorized breaks. Additional toilet breaks will be authorized but will be penalised in accordance with the Point Penalty Schedule if the player is not ready to play within the allowed time. Any player abuse of this rule will be subject to penalty in accordance with the Unsportsmanlike Conduct section of the Code of Conduct.

APPENDIX 5

CODE OF CONDUCT

Section -1 **GENERAL**

A. **PURPOSE**

The Asian Tennis Federation publish this Code of Conduct (“Code”) in order to maintain fair and reasonable standards of conduct by players and the organisers of ATT Tournaments and to protect their respective rights, the rights of the public and the integrity of the Sport of Tennis.

B. **EXCLUSIVE APPLICABILITY**

This 2019 ATT Pro Circuit Code of Conduct shall be the basis for disciplinary action against any player or tournament in ATF sanctioned ATT Tournaments.

C. **ATF SUPERVISOR**

ATF Supervisor for each ATT tournament shall be the final authority for the interpretation of these ATT Tournament Regulations, Code of Conduct and the Rules of Tennis as to all matters arising that require immediate resolution at the tournament site.

Section-2 **PLAYER ENTRY OFFENCES**

A. **ENTRY OFFENCES**

1. **Late Withdrawal / No Show**

Any withdrawal from a player accepted into the Main Draw or Qualifying that occurs after the Withdrawal Deadline shall be considered a late withdrawal.

First 3 late withdrawal will be excused without any penalties provided the withdrawal is received before the qualifying starts, in which case the player will be treated as no show and would be subject to no show fines .Any further violations will be subject to fines of US\$ 50 for the player.

2. **On-Site Medical Withdrawal**

a. If a player is forced to retire or withdraw during a tournament for medical reasons, Medical Certification form must be completed by the medically qualified physician on-site verifying that the player is unfit to continue playing in the current tournament.

b. A player who withdraws late from a tournament will be excused a late withdrawal penalty provided he is competing in a tennis tournament and produces a medical form from the sports trainer/ doctor of that tournament. A player may be excused for late withdrawal also, if the player is on site for participating In the tournament, but could not participate due to medical condition, provided a medical certificate is produced from the tournament sports trainer or doctor.

C. WILD CARDS

No player shall directly or indirectly offer money or gifts for receiving a wild card into the tournament. Violations can be fined up to US\$ 500.

D. PAYMENT OF FINES

All fines levied on player, should be paid within 30 days of levy of fines.

Upon receipt of such an Appeal, the ITF Executive Director shall conduct a reasonable investigation of the facts and circumstances surrounding such incident, and shall affirm or reverse in whole or in part the determination of the Offence. In the event of a whole or partial reversal the ITF shall remit to the player all or part of the fines collected in accordance with the disposition of the appeal.

E. REMISSION OF FINES

Players can appeal against the fines to ATF office within 10 days of scheduled finish of the applicable tournament.

Section-3 PLAYER ON-SITE OFFENCES

A. GENERAL

All players, their coaches and parents shall, during all matches and at all times while within the precincts of the site of an ATT Tournament, conduct himself in a professional manner. The provisions hereinafter set forth shall apply to each player's conduct while within the precincts of each such site.

B. PUNCTUALITY

Matches shall follow each other without delay in accordance with the announced order of play. Any player not ready to play within 15 minutes of the match being announced, shall be defaulted immediately, unless ATF supervisor approves extension of time of reporting for the player. Any player defaulted for punctuality shall be fined up to US\$ 50.

C. DRESS AND EQUIPMENT

All players shall dress in professional manner and as per the dress code specified under during the matches and all the media conferences.

1. Unacceptable Attire and shoes

Sweatshirts, gym shorts, dress shirts, T-shirts or any other inappropriate attires shall not be worn during a match (including the warm-up).

Players are required to wear tennis shoes generally accepted as proper tennis attire. Shoes shall not cause damage to the court other than what is expected during the normal course of a match or practice.

2. Identification

No identification shall be permitted on a player's clothing, products or equipment on court during a match or at any press conference or tournament ceremony, except as follows:

a. Shirt, Sweater or Jacket

- i. Sleeves:- One commercial logo on each sleeve neither of which should be exceeding eight (8) square inches .Plus one manufacturer's identification on each sleeve, neither of which exceeds eight (8)square inches (52 sq.cm) shall be permitted

- ii. Sleeveless. If the shirt is sleeveless the two commercial identifications permitted on the sleeves as above, neither of which shall exceed 4 (4) square inches, may be placed on the front of the garment.
- iii. Front, Back and Collar. Total of two (2) manufacturer's identifications, neither of which exceeds four (4) square inches or one (1) manufacturer's identification, which does not exceed six (6) square inches shall be permitted.
- b. Shorts/ Skirts
Two (2) manufacturer's identifications, neither of which exceeds two(2) square inches (13 sq.cm), or one (1) manufacturer's identification which does not exceed four (4) square inches (26 sq.cm) shall be permitted.
On compression shorts, one (1) manufacturer's identification not to exceed two (2) square inches (13 sq.cm) and which shall be in addition to the manufacturer's identifications on shorts shall be permitted.
- c. Socks/Shoes
Standard Manufacturer's identifications on each sock and on each shoe shall be permitted.
- d. Racquet
Standard Manufacturer's identifications on racquet and strings shall be permitted.
- e. Hat, Headband or Wristband
One (1) manufacturer's identification not to exceed four (4) square inches shall be permitted.
- f. Bags, Other Equipment or Paraphernalia
Standard Tennis equipment manufacturer's identifications on each item plus one separate commercial identifications on one (1) bag, neither of which exceeds four (4) square inches (26 sq.cm) shall be permitted.
- g. Another Tennis, Sport or Entertainment Event
Notwithstanding anything to the contrary hereinabove set forth the identification by use of the name, emblem, logo, trademark, symbol or other description of any tennis circuit, tennis tournament, any other sport or entertainment event is totally prohibited
- h. Warm-up Clothing
· Players may wear warm-up clothing during the warm-up and during a match provided it complies with the foregoing provisions and allowed by the ATF supervisor.
- 3. Taping
No taping over of logos/patches shall be allowed.
- 4. Fines
Any player who violates this Section and is not defaulted shall be subject to Fines up to US\$ 100.
- D. TIME VIOLATION / DELAY OF GAME
Following the expiration of the warm-up period play shall be continuous and a player shall not unreasonably delay a match for any cause.

A maximum of twenty (20) seconds shall elapse from the moment the ball goes out of play at the end of the previous point until the time the ball is struck for the first serve of the next point. If such serve is a fault then the second serve must be struck by the server without delay.

When changing ends a maximum of ninety (90) seconds shall elapse from the moment the ball goes out of play at the end of the game until the time the first serve is struck for the next game. However, after the first game of each set and during a tie-break, play shall be continuous and the players shall change ends without a reasonable rest period.

At the conclusion of each set, regardless of the score, there shall be a set break of one hundred and twenty (120) seconds from the moment the ball goes out of play at the end of the set until the time the first serve is struck for the next set. If a set ends after an even number of games, there shall be no change of ends until after the first game of the next set.

The receiver shall play to the reasonable pace of the server and shall be ready to receive within a reasonable time of the server being ready. A Time Violation may be issued prior to the expiration of twenty (20) seconds if the receiver's actions are delaying the reasonable pace of the server.

The first violation of this Section, as either server or receiver, shall be penalised by a Time Violation - Warning and each subsequent violation, as either server or receiver, shall be penalised as follows:

- Server The Time Violation shall result in a "fault"
- Receiver The Time Violation shall result in a "point penalty"

E. AUDIBLE OBSCENITY (AOB)

Players shall not use an audible obscenity within the precinct of the tournament site. Violation of this Section shall subject a player to a fine up to \$100 for each Violation in addition to the penalty in accordance with the Point Penalty Schedule hereinafter set forth.

F. VISIBLE OBSCENITY (VOB)

Players shall not make obscene gestures of any kind within the precincts of the tournament site. Violation of this Section shall subject a player to a fine up to \$100 for each violation in addition, to penalty in accordance with the Point Penalty Schedule hereinafter set forth

G. VERBAL ABUSE (VA)

Players shall not at any time directly or indirectly verbally abuse any official, opponent, sponsor, spectator or other person within the precincts of the tournament site. Violation of this Section shall subject a player to a fine up to \$150 for each violation in addition to penalties in accordance with the Point Penalty Schedule hereinafter set forth.

H. PHYSICAL ABUSE (PhA)

Players shall not at any time physically abuse any official, opponent, spectator or other person within the precincts of the tournament site. Violation of this Section shall subject a player to a fine up to \$150 for each violation in addition to penalties in accordance with the Point Penalty Schedule.

I. ABUSE OF BALLS (BA)

Players shall not violently, dangerously or with anger hit, kick or throw a tennis ball within the precincts of the tournament site except in the reasonable pursuit of a point during a match (including the warm-up). Violation of this Section shall subject a player to a fine up to \$50 for each violation in addition to penalties in accordance with the Point Penalty Schedule hereinafter set forth.

J. ABUSE OF RACQUETS OR EQUIPMENT (RA)

Players shall not violently or with anger hit, kick or throw a racquet or other equipment within the precincts of the tournament site. Violation of this Section shall subject a player to a fine up to \$50 for each violation in addition to penalties in accordance with the Point Penalty Schedule hereinafter set forth.

K. COACHING AND COACHES (CC)

Players shall not receive coaching during a match. Communications of any kind, audible or visible, between a player and a coach may be construed as coaching. Players shall also prohibit their coaches from any of the above violations towards any fellow player, officials, tournament staff, spectators and any other person with in the tournament premises or tournament hotel.

Violation of this Section shall subject a player to a fine up to \$150 for each Violation in addition, if such violation occurs during a match (including the warm-up), the player shall be penalised in accordance with the Point Penalty Schedule hereinafter set forth.

For the purposes of this Rule, a “coach” shall also include any representative and/or relative of a player.

L. UNSPORTSMANLIKE CONDUCT (UnC)

Players shall at all times conduct themselves in a sportsmanlike manner and give due regard to the authority of officials and the rights of opponents, spectators and others. Violation of this Section shall subject a player to a fine up to \$150 for each violation in addition to penalties in accordance with the Point Penalty Schedule hereinafter set forth.

M. BEST EFFORTS (BE)

A player shall use his best efforts to win a match when competing in an ATT Tournament. Violation of this section shall subject a player to a fine up to \$100 for each violation. The chair umpire or ATF supervisor can also impose penalties in accordance with the Point Penalty Schedule.

N. LEAVING THE COURT (LC)

A player shall not leave the court area during a match (including the warm-up) without the permission of the Chair Umpire. Violation of this Section shall subject a player to a fine up to \$100 for each violation. In addition the player may be defaulted and subjected to the additional penalties for Failure to Complete Match as hereinafter set forth.

O. FAILURE TO COMPLETE MATCH (FCM)

A player must complete a match in progress unless he is reasonably unable to do so. Violation of this Section shall subject a player to a fine up to \$100 and in addition a violation of this Section shall subject a player to immediate default

P. CEREMONIES (Cer)

A player participating in the finals of an ATT Tournament must attend and participate in the final ceremonies after the match unless released by ATF supervisor. Violation of this Section shall subject a player to a fine up to \$250.

Q. MEDIA CONFERENCE (MC)

Unless injured and physically unable to appear or released by ATF supervisor a player must attend the post-match media conference organised immediately or within thirty (30) minutes after the conclusion of each match .Violation of this Section shall subject a player to a fine up to \$250.

R. POINT PENALTY SCHEDULE

The Point Penalty Schedule to be used for violations set forth above is as follows:

FIRST offence	WARNING
SECOND offence	POINT PENALTY
THIRD and each subsequent offence	GAME PENALTY

However, after the third Code Violation, the ATF Supervisor shall determine whether each subsequent offence shall constitute a default or a game penalty. Chair umpire cannot impose penalties after 3rd offence without consultation of ATF supervisor.

S. DEFAULTS

The ATF Supervisor may declare a default for either a single violation of this Code(Immediate Default) or pursuant to the Point Penalty Schedule set out above. In all cases of default, the decision of the ATF Supervisor shall be final and un appealable.

Any player who is defaulted as herein provided shall lose all prize money, And points earned for that tournament and may be fined up to \$250 in addition to any or all other fines levied with respect to the offending incident, unless the player is defaulted for violation of Sections of Punctuality, Dress and Equipment's or default being on medical conditions.

U. DETERMINATION AND PENALTY

The ATF Supervisor shall make such investigation as is reasonable to determine the facts regarding all Player On-Site Offences and assess the monetary fines upon player. A written notice is to be given to player of the monetary fines levied .

V. PAYMENT OF FINES

Any fines levied on player have to paid within 30 days of the scheduled last day of the tournament.

W. APPEALS

Player can appeal against the fines within 10 days of the last scheduled day of the tournament in writing to ATF office.

NOTICE

All written communications to be addressed to ATF office

AMENDMENTS

This ATT Code of Conduct may only be amended, repealed or otherwise modified, in whole or in part, by the ATF.

ADDRESS

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