



2012 ITA National Women's Team Indoor Championship

Hosted by the Boar's Head Sports Club

February 10-13, 2012

Site: The 2012 ITA National Women's Team Indoor Championship will be held entirely at the Boar's Head Sports Club in Charlottesville, Virginia.

Boar's Head Sports Club
200 Wellington Drive
Charlottesville, VA 22903

ITA Staff Contacts: Please contact **Troy Venechanos**, Manager of Events and Championships, for all questions prior to the start of the tournament.

E-mail: tvenechanos@itatennis.com
Phone: 609-851-8454
Fax: 609-497-9586

All media-related inquiries should be directed to **Nick Snow**, Communications Manager:

E-mail: nsnow@itatennis.com
Phone: 609-497-6921
Fax: 609-497-9586

Boar's Head Personnel Contact Information:

Ron Manilla	On-Site Tournament Director	434-972-6005	ron_manilla@boarsheadinn.com
Bret Garrison	Operations Director, Practice Courts	434-972-6067	bret_garrison@boarsheadinn.com
James Neiderer	Club Manager	434-972-2238	james_neiderer@boarsheadinn.com
Jacek Wolicki	Tennis Director	434-972-2251	jacek_wolicki@boarsheadinn.com
Main Club Line		434-972-2235	

Important Dates:

Monday, February 6th

12:00 PM EST: Line-up submissions due.
See 'Line-Ups > Submission,' page 5.

9:00 PM EST: Line-up protests due.
See 'Line-Ups > Protests,' page 5.

Tuesday, February 7th

9:00 AM EST: Line-up defenses due.
See 'Line-Ups > Protests,' page 5.

Thursday, February 9th

9:00 AM EST: Practice begins.
See 'Practice Court Information,' page 4.

6:00 PM EST: Welcoming Banquet, followed by ITA Coaches Meeting
See 'Banquet Information,' page 4.

Friday, February 10th

9:00 AM EST: Play begins.
See Schedule of Play, page 3.

Travel Information

Airline Information: It is recommended that teams book their airfare through **Anthony Travel (877-284-2254)**, the official travel management service of the ITA. Local airports are as follows:

- Charlottesville-Albemarle Regional (20-minute drive to Boar's Head) – US Airways; United Express & Delta Connection
- Richmond International (One-hour drive to Boar's Head)
- Dulles International (Two-hour drive to Boar's Head)

Ground Transportation: All teams are responsible for coordinating their own transportation. If a team brings a bus they can be dropped off and picked up at the Sports Club; however, buses will need to be parked at their own hotel. Teams staying at the Boar's Head should notify Bret Garrison in advance to make the proper arrangements.

Directions to the Boar's Head can be found on the following page.

Official Tournament Hotel: The Boar's Head Inn will serve as the host hotel for the 2012 ITA National Women's Team Indoor Championship.

The Boar's Head Inn	Phone: 434-972-2225
200 Ednam Drive	Rate: \$150/night + tax
Charlottesville, VA 22903	Contact: Wendy Baldwin (wendy_baldwin@boarsheadinn.com)
	www.boarsheadinn.com

Each institution is responsible for contacting the hotel directly for room reservations as well as for meeting rooms, meals, and other functions. Please ask for **Wendy Baldwin at 434.972.2225** when making your room reservation and specify **Team Block for the 2012 ITA Championships**. In order to facilitate the handling of these reservations, the rooming lists from each team's coach must be received no later than Tuesday, February 7th, 2012.

The Boar's Head offers three dining outlets on our grounds including the acclaimed Old Mill Room for fine dining; The Bistro for more casual dining; and the Sports Club Café at BHSC. In addition to award winning tennis facilities, The Boar's Head Sports Club also features; three outdoor swimming pools, a hot-tub (seasonal), squash courts, steam room, sauna, recreation center, and fitness center. The Boar's Head also features a championship golf course, the Birdwood Golf Course, rated with 4.5-stars by Golf Digest; and a full-service, luxury spa.

Alternative Hotel Options:

Please be sure to reference the ITA National Team Indoors when booking.

The Cavalier Inn	Phone: 434-296-8111
105 North Emmet Street	Fax: 434-296-3523
Charlottesville, VA 22903	Rate: \$79/night + tax
(approximately five minutes from host site)	Contact: Amber Kemper
	www.cavalierinn.com

Hampton Inn	Phone: 434-978-7888
2035 India Road	Fax: 434-923-8601
Charlottesville, VA 22901	Rate: \$99/night + tax
(approximately ten minutes from host site)	Contact: Cathy Cooper
	www.hamptoninn1.hilton.com

Travel Information (continued)

Directions to Boar’s Head Inn: The inn is located at 200 Ednam Drive, just west of Charlottesville directly off of Route 250.

From the North: Travel Route 29 South into Charlottesville. Exit onto the Route 250 West bypass (Lynchburg, Staunton, Richmond.) Travel the Route 250 bypass to the third exit, Route 250 West. At the traffic light, turn left onto Route 250 West and drive for one mile. Turn left onto Ednam Drive at the third stoplight. The entrance to the Inn will be on your left.

From the South: Travel Route 29 North to Charlottesville. Pass under the I-64 junction, continue for 1.5 miles and take the exit for Route 250 West. Turn left onto Route 250 West and drive for one mile. Turn left onto Ednam Drive at the fourth stoplight. The entrance to the Inn will be on your left.

From the East or West: Travel I-64 to Exit 118-B (Charlottesville, Culpeper.) Continue for 1.5 miles and take the exit for Route 250 West. Turn left onto Route 250 West and drive for one mile. Turn left onto Ednam Drive at the fourth stoplight. The entrance to the Inn will be on your left.

Event Information

Schedule of Play:

All matches are played on **6 courts** with four teams play during each time period. Doubles will be played first, followed by singles. Match times shown below are match start times rather than warm-up times.

Friday, February 10	Saturday, February 11	Sunday, February 12	Monday, February 13
9:00 AM: Match Play	9:00 AM: Match Play	9:00 AM: Match Play	11:00 AM Championship Match
12:00 PM: Match Play	12:00 PM: Match Play	12:00 PM: Match Play	
3:30 PM: Match Play	3:30 PM: Match Play	3:30 PM: Match Play	
6:30 PM: Match Play	6:30 PM: Match Play	6:30 PM: Match Play	

Practice Court Information: Practice times for your one (1) official practice time on Thursday, February 9th will be assigned based on the order of matches teams play in Friday’s first round. The first official practice times will be for 9:00 AM EST. You will be informed of your official practice time as soon as the bracket is released. For additional practice times please contact Bret Garrison (434-972-2238). There will be a charge for additional practice times.

Warm-up: Each team will have a chance to warm up on 1 ½ courts during doubles in the match prior to theirs. As court space frees up in the match prior, teams will be able to hit on open courts so long as there is one (1) court separating the warm-up from the match in progress. Teams will be expected to share courts when necessary. In the case a match goes past the next match start time, the match will still be expected to start immediately. In the case of extenuating circumstances, where multiple contests are still on court reducing warm up opportunities, then the head referee will meet with the two coaches involved to discuss the possibility of a new start time.

Welcoming Banquet: Hosted at The Boar's Head Pavilion from 6:00 – 8:00 PM. on Thursday, February 9th. **The dress code for the Welcoming Banquet is jacket and tie for men; dress, skirt or dress pants for women.** Please remind your players to pack accordingly. This dress code is mandatory and all players/coaches who violate the dress code will be subject to penalties (adopted Dec. 2008, Operating Committee).

ITA Coaches Meeting: Immediately to follow the Welcome Reception in The Boar's Head Pavilion in the Executive Boardroom (same building).

Locker Rooms: The UVA locker room is available to all teams and is located on the court level in the Stadium end of the Club.

Racquet Stringing: Racquet stringing is available at BHSC. Cost is \$20 per racquet + cost of the string (unless provided).

Hospitality: A hospitality area will be available to all coaches, athletes, staff and umpires during competition – located in the UVA Locker facilities. This area will consist of fruit and granola bars. It is an NCAA violation for parents/friends/fans to make use of the championship hospitality area. There will be a separate hospitality area for officials and event staff.

ITA All-Tournament Team and Most Outstanding Player:

The ITA All-Tournament Team will consist only of players from teams that advance to the quarterfinals or further. Players will be selected based on their W-L record during the course of the tournament and their team's success during the event will also be factored in. In the event that a specific position does not have any players with enough completed matches, then selections may be based on players whose teams have won at least 2 matches in the "back draw." The most outstanding player will also be selected from the All-Tournament Team.

A ballot will be emailed by the ITA office after the Championship match is played. The ballot will be sent to the 16 participating coaches to vote on. The ITA All-Star Team will be determined and announced after the Championship.

Tournament Rules and Procedures

Line-Ups:

- **Submission:** Master line-ups are submitted on the ITA website on **Monday, February 6th no later than Noon (Eastern)**. A maximum of 10 players can be listed on the master line-up and only 8 players may participate in the tournament. The final 8 players will be announced at the coaches meeting. Once all line-ups are received, they are compiled and emailed to the participating coaches for review (at approximately 1:00 PM ET).
- **Protests:** All line-up protests must be emailed to tvenechanos@itatennis.com no later than **9:00 PM (Eastern) on Monday, February 6th**. Please include a detailed reasoning for your protest. Coaches who have their line-ups protested will be contacted and asked to defend their line-up in writing by **9:00 AM (Eastern) on Tuesday, February 7th**.

A conference call will be held with the National Tournament Committee to review and make final ruling on all protests on Tuesday, February 7th. There is NO appeal process to decisions made by the National Tournament Committee. The approved line-ups will be emailed to all participating coaches at the conclusion of the call.

- **Rules:**
 1. A singles player and/or doubles team may move one position up or down, but not both, from the master line-up.
Example: Your #3 player can also play #2 or #4, but not both.
 2. **All teams must play their master line-up two out of the first three matches of the Championship.**
 3. Once the match begins, if the line-up is changed due to injury, default or if the doubles is changed because the match has been decided, the master line-up will still be considered played.
 4. A submitted line-up will not be considered the master line-up if it was not originally the master line-up but became that in the course of the match.
 5. A submitted line-up qualifies as the master line-up as long as the players remain in rank order relative to the original master line-up. For example, if the #3 singles player is held out of play, and everyone moves up, the line-up would be considered the master line-up.
 6. In doubles, you may direct line substitute for a sick/injured player as long as the teams are still playing in order of ability. The opposing coach may protest a doubles line-up if he/she feels they are not in order prior to the start of the match.
 7. The on-site ITA Games Committee will have final ruling on all on-site protests.
 8. Although rotating players is allowed, normal ITA line-up rules still apply: ITA Rule H.2."In singles, players must compete in order of ability, the best player on the team playing at the No.1 position, the second best at No. 2 and so on through all positions. This rule shall also apply to doubles play with the strongest doubles team at No. 1, etc."

Draws: The draw will be emailed to coaches and posted on the ITA website on Tuesday, February 7th. The latest rankings will be used for seeding purposes.

The back draw will be a compass draw. Teams that play a late match will play a late consolation match the following day. Teams may play another team from their region/conference or a team already on their schedule.

Format: Doubles first, followed by singles. Once the doubles point and team match has been clinched, all remaining matches are stopped. Singles: 2 out of 3 sets; Doubles: 8 game pro-set.

Ball & Ball Change: Wilson Extra Duty balls will be used. The ball change is one can (3 balls) per set in singles and four (4) balls for doubles. Teams are responsible for their own practice balls.

NEW Withdrawal Policy: If a team leaves before the completion of its final match, it will receive an unranked loss for ITA ranking purposes (as decided by the Division I Operating Committee, May 2011).