

## 2009 ITF MEN'S CIRCUIT RULES & CODE OF CONDUCT

### SUMMARY OF CHANGES

Highlighted text = amended from 2008

Underlined text = added for 2009

#### MEN'S CIRCUIT

##### B. GENERAL

##### 12. Entry Fees

There will be no Entry Fee for Main Draw. The Entry Fee for Qualifying will be a maximum of \$40.

##### 13. Prize Money

Prize money shall be paid in US Dollars unless prior approval to pay in any other currency is obtained in writing from the ITF.

A non-US Futures Tournament may elect on or before four (4) months prior to the tournament to pay on-site prize money in US Dollars or in local currency. If local currency is selected, then the exchange rate shall be the average of the six (6) months immediately preceding six (6) months prior to the tournament. If there is a fluctuation of five percent (5%) or more, up or down, immediately prior to the first day of the tournament, then such exchange rate shall be adjusted, up or down as follows:

##### Exchange Rate Fluctuation

Less than 5%  
Between 5-10%  
10% or greater

##### Exchange Rate Adjustment

None  
5%  
One-half the exchange  
rate percentage fluctuation\*

(\*For example, if the currency fluctuates 11% from the authorized exchange rate, the exchange rate will be adjusted by 5.5%).

Each Futures Tournament electing to pay on-site prize money in a specific non-US currency shall obtain from the ITF (Rest of World Events) or Tennis Europe (European events) the official rate for the tournament determined as above provided and shall use the same.

## C. DEFINITIONS

### 6. Special Exempts

Players who are competing in singles on the day that the qualifying competition begins in another “Qualified Tournament” who apply for and receive exemption from qualifying as hereinafter provided.

Special Exempts are only available for entered players on the Qualifying Acceptance List.

A “Qualified Tournament” is defined as follows:

- \$10,000 Tournaments: the singles event of another Futures or Challenger Tournament within the same continent in the preceding week.
- \$15,000 Tournaments: the singles event of another \$15,000 Futures or Challenger Tournament within the same continent in the preceding week.

## D. SINGLES ENTRY AND WITHDRAWAL

### 1. Entry

All players 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 but not more than six Futures Tournaments for a specific tournament week, in which case he must indicate a priority. If no priority is stated, the ITF will assign a priority. A player may not apply for entry into a Futures Tournament if he has entered and is committed to another tournament during that period.

See Appendix D for Entry Procedures.

### 2. Entry and Withdrawal Deadline

All entries and withdrawals must be submitted online or on the Official Entry Form in writing and sent to the ITF. Emails are not accepted.

All entries are subject to the Regulations and Conditions of Entry. Faxed entries must be signed by the player and must contain all the required information.

The Entry Deadline is at 14:00 hrs Greenwich Mean Time (GMT) on the Thursday eighteen (18) days prior to the Monday of the Tournament week.

The Withdrawal Deadline is at 14:00 hrs GMT on the Tuesday thirteen (13) days prior to the Monday of the tournament week.

A player on one or more Alternate list(s) may withdraw anytime until he first moves into a Main Draw or Qualifying acceptance list, at which time he will be automatically withdrawn from all other entry lists by the ITF.

Any player accepted into the Main Draw or Qualifying who fails to appear for the Tournament without notifying the ITF and/or ITF Supervisor of his withdrawal and the reason therefor shall be subject to the penalties provided for non-appearance.

Should a player be injured, to avoid Late Withdrawal penalties he may submit a medical certificate to the ITF (and ITF Supervisor on site if after the Freeze Deadline), to be received no later than the last day of the tournament. Players are permitted to submit two medicals per year, after which players are subject to the Late Withdrawal/Non-Appearance provisions set forth in Article II. B.1 of the Code of Conduct.

### **3. Freeze Deadline**

The Freeze Deadline is on the Thursday preceding the tournament week at 14:00 hrs GMT. A player who is moved into a Main Draw or Qualifying acceptance list by the Freeze Deadline is committed to play the tournament. After the Freeze Deadline players on the Qualifying acceptance list will no longer be moved into the Main Draw, and players on one or more Alternate Lists will no longer be moved into the Qualifying acceptance list. Such Alternates are not committed to play the tournament.

Players on the Qualifying acceptance list can preserve their eligibility for known Main Draw positions following withdrawals after the Freeze Deadline by personally contacting the ITF Supervisor on-site prior to the Qualifying Sign-in Deadline. If there are no such Main Draw positions, these players are not eligible to play the Qualifying and are subject to the Late Withdrawal/Non Appearance provisions set forth in Article II. B.1 of the Code of Conduct.

A player who withdraws from Main Draw or Qualifying after the Freeze Deadline, must notify both the ITF and ITF Supervisor of his withdrawal and the reason therefor or else he will be subject to the penalties provided for non-appearance.

### **4. One Tournament Per Week**

Once a player is committed to a tournament he may not enter or compete in more than one Tournament that same week. A player may apply for entry into one or more Futures Tournaments for the same week, but he must state a priority at the time of entry and he will be withdrawn from all except one event in accordance with the entry and withdrawal procedures outlined in Appendix D.

Once a player has signed-in for the qualifying event at a tournament, or is a Direct Acceptance, Wild Card or Special Exempt into the Main Draw, he is committed to that tournament unless released by the ITF Supervisor.

Players found to have been accepted into or competed in two tournaments in one week should not be allowed in the Tournament or should be immediately defaulted forfeiting all prize money and computer points (where applicable).

5. **Special Exempts**

A player qualified to and who wishes to apply for Special Exempt status must do so by personally notifying either verbally or in writing the ITF Supervisor prior to the Qualifying Sign-in Deadline. If there are not sufficient Special Exempt places in the main draw for all the applicants, the players shall be selected in accordance with their rankings on Monday, seven days before the tournament week. If there is no qualifying competition, or if Special Exempts are not needed prior to the time that the qualifying draw is made, then the places in the Main Draw reserved for Special Exempts shall become places for Direct Acceptances. Players on the Qualifying acceptance list can preserve their eligibility for unused Special Exempt places by personally contacting the ITF Supervisor prior to the Qualifying Sign-in Deadline. If the Special Exempt places are used, these players are not eligible to play the Qualifying and are subject to the Late Withdrawal/Non Appearance provisions set forth in Article II. B.1 of the Code of Conduct. If a Special Exempt place is not so preserved, any unused Special Exempt places(s) shall be filled by entered players who have signed in for Qualifying to be selected in accordance with the rankings on the Acceptance List.

If prior to the Entry Deadline it is established that there will be no Special Exempts into a Futures Tournament because there are no “Qualified Tournaments” in the week preceding the Tournament, then the places reserved in the Main Draw for Special Exempts shall become places for Direct Acceptances and will be indicated as such on the Acceptance List.

7. **Qualifying Sign-In**

The Qualifying sign-in deadline is at 18:00 hrs local time at the site of the Qualifying event on the day before the start of the Qualifying event.

All players must be present and personally sign-in with the ITF Supervisor.

A player may be signed-in for the Qualifying Draw by the ITF Supervisor of an ITF Sanctioned Tournament, Challenger or ATP Tournament in the previous week if such player has competed and lost, on the last two days preceding the Qualifying competition. This player must be able to be on-site and play his first round match by the end of the first round of Qualifying. Players who cannot appear for the Qualifying sign-in because they are competing in the previous week’s related Futures Tournament may be signed in for the Qualifying and may be permitted to compete in both events, subject to the approval of both ITF Supervisors and if it does not unfairly disrupt the Qualifying schedule. Except as otherwise stated herein, players who fail to sign-in shall not be included in the Qualifying Draw.

8. **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 in the case of the Main Draw preserved

their eligibility by contacting the ITF Supervisor (see D 3. and D 5.), 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.

**9. Play-Down (for Singles only)**

Players ranked 1-100 in singles fourteen (14) days prior to the Monday of the tournament week are prohibited from entering, accepting a Wild Card and/or competing in a Futures Tournament.

Players ranked 101-150 in singles fourteen (14) days prior to the Monday of the tournament week are prohibited from entering a Futures Tournament but may receive a Wild Card approved by the ITF Men's Circuit Committee in order to compete in a Futures Tournament.

To be eligible for a Wild Card, such player must petition the ITF Men's Circuit Committee through the ITF at least fourteen (14) days prior to the Monday of the tournament week. Upon receipt of the petition the ITF Men's Circuit Committee shall evaluate the player's eligibility to receive a Wild Card.

Futures Tournaments offering \$10,000 in on-site prize money may not offer Wild Cards to players ranked 1-150 in singles.

Futures Tournaments offering \$10,000+H, \$15,000 or \$15,000+H in on-site prize money may offer one Wild Card per tournament to players ranked 101-150 in singles.

**G. SYSTEMS OF MERIT FOR SINGLES**

**1. Method A**

Entered players with an approved singles computer ranking shall be selected in accordance with their positions on the approved Computer Ranking list available at the Entry Deadline and dated twenty-one (21) days prior to the Monday of the tournament week.

**2. Method B**

Entered players without an approved Singles Computer Ranking but with a current top 500 National Ranking will be drawn at the ITF office at the Entry Deadline.

These players will be sorted into groups of the same nationalities and ranked within those groups. Ties between players within those groups will be randomly drawn.

Each country represented will be allocated the same number of draw chips as the number of players from that country. Each time a chip is drawn the highest ranked player from the country represented by that chip shall be selected.

Thereafter, all remaining entered players who are unranked and have no National Ranking shall be randomly drawn for a position on the Qualifying/Alternate list.

**2. Method C**

On-Site Alternates with an approved singles computer ranking who have signed in for Qualifying shall be selected in accordance with the computer rankings, on Monday, seven days before the tournament week.

**3. Method D**

On-Site Alternates without a computer ranking who have signed in for Qualifying shall be selected on the basis of their current Top 500 National Rankings.

Players will be sorted into groups of the same nationalities and ranked within those groups. Ties between players within those groups will be randomly drawn.

Each country represented will be allocated the same number of draw chips as the number of players from that country unless there are more players from a particular country than places available in a draw. In that case, the number of chips allocated to that country shall be limited to the number of places available in the draw and any extra players are dropped from consideration. Each time a chip is drawn the highest ranked player from the country represented by that chip shall be selected.

All National Rankings must be submitted to the ITF by the National Association by the Entry Deadline. Players without a National Ranking will be considered as unranked players for that Futures Tournament.

If a National Association produces an updated National Ranking during the year, the National Association may send quarterly updates to the ITF.

Further places will be filled by unranked players drawn by lot.

**4. Ties**

Ties between players for positions on the entry list shall be broken as follows: Ties on computer rankings shall be randomly drawn. On Acceptance Lists produced by the ITF ties have already been randomly drawn and players are listed in priority order.

**M. COMPUTER POINTS AND PRIZE MONEY**

*Please refer to the 2009 ATP Ranking Points document for the new Futures Tournament point allocation.*

## CODE OF CONDUCT

### ARTICLE II: MEN'S PLAYER ENTRY OFFENCES

#### B. ENTRY OFFENCES

##### 1. **Late Withdrawal/Non-Appearance**

No player may withdraw his entry from the Main Draw or Qualifying of a Futures Tournament for any reason after the Withdrawal Deadline, except that players on the Alternate List may withdraw at any time prior to such time as they are moved into the Qualifying as a Direct Acceptance. A player who has entered and been accepted as a Direct Acceptance into the Main Draw or Qualifying and not timely withdrawn therefrom, shall appear for play.

Violation of this Section shall subject a player to a fine up to \$500.

In circumstances that are flagrant and particularly injurious to the success of the ITF Futures Tournament, or are singularly egregious, a single violation of this Section shall also constitute the Major Offence of "Aggravated Behaviour".

##### 2. **Medical Withdrawal**

Players are permitted two (2) withdrawals per year, which shall not count as late withdrawal offences, provided the player:

- a. Withdraws prior to the Qualifying Sign-in Deadline;
- b. Submits to the ITF, to be received no later than the last day of the tournament, an official ITF Medical Certification Form, which must be written in English, French or Spanish and completed by a medically qualified physician, indicating the nature of the injury or illness and verifying that the player is unable to play in the specific tournament(s) from which he was forced to withdraw.

If the injury or illness has occurred during the tournament, the ITF Medical Certification Form must be completed, as above, but the medical withdrawal is not counted towards a player's permitted number of medical excuses.

##### 3. **Consecutive Medical Withdrawals**

A player's withdrawal from consecutive tournaments due to injury or illness or following an on-site medical withdrawal, will be considered as one (1) withdrawal, and the player will only be required to pay one (1) late withdrawal fine or use one (1) medical withdrawal for consecutive subsequent withdrawals, should they occur prior to the Qualifying Sign-in Deadline. Following recovery, should a player participate in a tournament and have to withdraw through injury or illness, a new medical certificate will be required, even if the injury is a recurrence.

**4. Playing Another Event / One Tournament Per Week**

No player who has played in the Main Draw or Qualifying of an ITF Futures Tournament shall play in any other tennis event during the period of such tournament unless released by the ITF Supervisor.

No player who has entered and been accepted into the Qualifying or Main Draw of an ITF Futures Tournament shall play in any other tennis event during the period of such tournament unless a written request is submitted to and authorised by the ITF, by 14:00hrs GMT on the Friday prior to the tournament week or before that tournament's Qualifying Sign-in Deadline, whichever occurs first.

Authorisation will be granted to a player:

- nominated to represent his country in an official team competition;
- qualifying for a Grand Slam tournament
- nominated to receive a wild card offering higher event status (i.e. Qualifying to Main draw)
- nominated to receive a wild card into a tournament in a higher prize money category, unless already accepted into a Main Draw

Violation of this Section shall result in a fine up to \$1,000 in addition to any other fines provided in the Code.

In circumstances that are flagrant and particularly injurious to the success of the tournament, or are singularly egregious, a single violation of this Section shall also constitute the Major Offence of "Aggravated Behaviour".

**F. REMISSION OF FINES**

Under extraordinary circumstances a player has the right to appeal a Late Withdrawal or Non-Appearance fine to the ITF provided such appeal is filed within ten (10) days of the last day of the tournament. Such extraordinary circumstances must be substantiated by documentation.

**C. DRESS AND EQUIPMENT**

**1. Unacceptable Attire**

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

a. Shoes

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. Damage to a court may be considered as physical or visible, which may include a shoe that leaves mark beyond what is considered acceptable. The ITF

Supervisor has the authority to determine that a shoe does not meet these criteria and may order the player to change.

**i. Grass Court Shoes**

At grass court tournaments no grass court shoes other than those with rubber soles, without heels, ribs, studs or coverings, shall be worn by players.

Shoes with pimples or studs around the outside of the toes shall not be permitted. The foxing around the toes must be smooth.

The ITF Supervisor has the authority to determine that a tennis shoe's sole does not conform to such customs and standards and can prohibit its use at grass court tournaments.

**ii. Clay Court Shoes**

Players are required to wear tennis shoes generally accepted for play on clay courts or granular surfaces. The ITF Supervisor has the authority to determine that a tennis shoe's sole does not conform to such customs and standards and can prohibit its use at clay court tournaments.

Grass court shoes shall not be worn during a match on clay courts.

**3. 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 (1) commercial (non-manufacturer's) identification for each sleeve, neither of which exceeds three (3) square inches (19.5 sq.cm), plus one (1) manufacturer's identification on each sleeve, neither of which exceeds eight (8) square inches (52 sq.cm) shall be permitted. If written identification is used within this eight (8) square inches (52 sq.cm) area on either or both sleeves, such written identification may not exceed four (4) square inches (26 sq.cm) per sleeve.

*For Women's Circuit Tournaments a third patch may be worn on the sleeve if it is a "WTA Tour" patch. This patch shall not exceed three (3) square inches (19.5 sq.cm)*

**ii. Sleeveless (Women's Circuit Tournaments).** *The two (2) commercial (non-manufacturer's) identifications permitted on the sleeves above, neither of which shall exceed three (3) square inches (19.5 sq.cm), may be placed on the front of the garment. A third patch may be worn on the front of the garment if it is a "WTA Tour" patch. This patch shall not exceed three (3) square inches (19.5 sq.cm).*

**Sleeveless (Men's Circuit Tournaments):** The two (2) commercial (non-manufacturer's) identifications permitted on

the sleeves above, neither of which shall exceed three (3) square inches (19.5 sq.cm), 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 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.

## **ARTICLE V: UNIFORM TENNIS ANTI-CORRUPTION PROGRAM**

*See separate document.*