

Tournament Sanction Request

Instructions:

1. Complete the Tournament Sanction Request Form (T-101) and mail with the appropriate sanction fee and a draft of the entry form to the Regional Tournament Coordinator for your region. Please note that tournaments will not be sanctioned without all of the required documentation as listed above.
2. Tournament Directors will be notified by the Regional Coordinator as to the status of their request.
3. Complete and return this form **at least 2 months** prior to the tournament for a 2-Star and below or **at least 4 months** prior to the tournament for 3- and 4-Star tournaments.

Official Use Only.

Regional Approval: _____
 Date: _____
 USATT Approval: _____
 Date: _____
 Ratings Sent: _____

Tournament Information

Name of Event: _____

Starts: _____ Ends: _____ Level: _____ Star

Alternate Date Choice: _____

Venue Address: _____ City: _____ State: _____

Club: _____

Tournament Contact: _____ Phone: _____ E-mail: _____

Address (Street/City/State/Zip): _____

Referee: _____ Tournament Director: _____

Tournament Star Level

Star Level	Prize Money	Sanction Fee	Rating Fee Per Person
0 Star ¹	\$0	Waived	\$3 ²
0 Star	\$0-\$299	\$25	\$3
1 Star	\$300-\$499	\$50	\$3
2 Star	\$500-\$2,499	\$100	\$3
3 Star ³	\$2,500-\$4,999	\$150	\$3
4 Star ³	\$5,000+	\$200	\$3
U. S. Open Team Championships (4 Star)			\$5
Other ⁴			TBD

By signing below, I agree to submit the required Tournament Report postmarked no later than 14 days after the last day of the tournament. I understand that the appropriate fee penalties will be implemented for delinquent submission of the Tournament Report (see USATT Tournament Report Form).

Tournament Director

Date

Amount Enclosed: _____

¹To be used only for State Games

²Rated events optional for sanctioned events only ³See reverse side for 3- and 4-star tournaments ⁴Special classification determined by USATT Tournament Committee

USATT reserves the right to withhold sanctioning from any club that has any outstanding bills owed to USATT or whose club affiliation is not current. USATT encourages local promoters to obtain television coverage. USATT owns all TV, video, motion picture, and any other reproductive rights for all USATT-sanctioned tournaments and events. USATT will normally transfer such rights to individuals organizations receiving sanction. However, USATT reserves the right to withhold such transfer. The participants of any tournament or event conducted, sponsored, organized, or sanctioned by USATT agree to waive and release all rights to receive compensation for use of their names and pictures of their participation.

Sanctioned tournaments at which merchandise and/or exhibitor booths are offered for rent and booth space is available MUST provide booth space for manufacturers and distributors of USATT-approved equipment, with equal booth fees for like-sized booths. Exemptions will be granted when the primary tournament sponsor (a sponsor who provides 100% of the prize pool) is a table tennis manufacturer or distributor.

USATT's insurance carrier requires that participating USATT members sign a waiver of liability form to be kept on club record. Individual forms may be signed or members may sign a roster at tournament registration.

Submitted By _____

 Date

 Title

3-Star and 4-Star Tournaments Only

If you have outside sponsors, please list them below, including how much money they are donating and/or the value of the goods or services they are contributing:

Sponsor Name	Contact Name	Phone No.	Value

Has a contract been signed with the tournament sponsor? Yes No

Request for Forms

Please indicate the number of copies needed of the following forms. Tournament forms are provided at no cost unless special mailing is requested.

- | | |
|---|---|
| <input type="checkbox"/> Sanction Request (T-101)
<input type="checkbox"/> Tournament Report (T-109)
<input type="checkbox"/> Single Elimination Draw (1-Part T-111)
<input type="checkbox"/> Single Elimination Draw (3-Part T-111)
<input type="checkbox"/> Tournament Sanction Checklist | <input type="checkbox"/> Round Robin Draw (4 x 5 Players) (1-Part T-121)
<input type="checkbox"/> Round Robin Draw (4 x 5 Players)(3-Part T-121)
<input type="checkbox"/> Round Robin (8 Players) (T-123)
<input type="checkbox"/> USATT Membership Applications
<input type="checkbox"/> Waiver of Liability Roster

<input type="checkbox"/> Request for Certificate of Insurance |
|---|---|

Request for Ratings List

Ratings lists are sent from USATT Headquarters approximately two weeks before the tournament. Please indicate below the *states* for which you are requesting ratings. **Format for Ratings List:** Paper 3.5" Disk Both

(Disk Format: _____)

Request for Labels

Please indicate below the *states and/or regions* for which you are requesting labels. The cost is \$0.03 per label, and the cost of shipping will be included on the invoice for the labels.

States _____

If you would like the labels to arrive by a specific date, please indicate the date required: _____

Shipping Instructions

All materials will be mailed by the most reasonable method unless a specific request is indicated below:

Next day delivery
 First class delivery
 Third class delivery

If late application necessitates next day air freight (i.e., Federal Express), you will be billed accordingly.

Ship forms and/or labels to:
