



Court Setup Checklist

Balls	☐ Make sure you have correct number of balls, including extras for ball changes ☐ Odd and even numbered balls for alternate courts (necessary when courts are close together) ☐ Shake and squeeze each ball to make sure none are soft or broken
Singles Sticks	☐ Place singles sticks properly by measuring 3 feet outside the singles court on each side
Net	☐ Measure height at the center of the net after singles sticks have been placed properly
Scoring Devices	☐ If possible, make sure all courts being used for play have a scoring device
Court Supplies	☐ Water and cups (if available for players on court) ☐ Towels (if available) ☐ Sawdust (if available)
Court Conditions	☐ Take a walk around site and make sure all courts are ready for play ○ Look for any holes on court surface or in nets (use your judgement and apply zip ties to nets if needed) ○ Remove any fixtures that may hinder or interrupt play ○ Make sure lights are ready to be turned on if tournament is outdoors
Cleanup	☐ Make sure the courts are in good shape, especially on clay courts.
<u>Additional Tips</u>	• Arrive early to the site to meet with Roving Officials, Tournament Director, and Trainer • Know where the bathrooms are for bathroom breaks • Know the trainer's name and how to reach him or her (if available to players)