Dear Tennis Europe Player,

We are happy to inform you that there are now three ways to sign-in for Qualifying and Main Draw of a Tennis Europe Junior Tour tournament.

The full regulation can be found here: <https://www.tenniseurope.org/file/874074/?dl=1>

**SINGLES**

1. ***Online*** (new, preferred method). For online sign-in you must log in to your Tennis Europe account and follow the instructions on the webpage.
	1. ***For Qualifying:*** For entered players on the Qualifying Acceptance list and Alternate list. On-site Alternates must sign-in by phone or on-site. The online sign-in opens 24 hours before the Sign-in Deadline and closes at the Qualifying Sign-in Deadline at 18.00 on the day before the Qualifying draw starts.
	2. ***For Main Draw:*** For entered players on the Main Draw acceptance list. The online sign-in opens 24 hours before the Sign-in Deadline and closes at the Main Draw Sign-in Deadline at 18.00 on the day before the Main Draw starts.
2. ***Telephone sign-in***. Only voice calls are permitted. Email, text messages are not allowed.
	1. Players on the Qualifying Acceptance list or the Alternates list can sign-in by calling the Referee by phone or sign-in on-site.
	2. Players on the Qualifying Acceptance List who wish to Preserve Eligibility for the Main Draw must always contact the Referee by phone or on-site. Preserving Eligibility is not available from the online system.
	3. Players Applying for Special Exempt must do so by contacting the Referee of their ‘current’ tournament who will get in contact with the Referee. Applying for Special Exempt status is not available from the online system.
	4. The telephone sign-in opens latest at 15.00 and closes at 18.00 local time the day of the Sign-in Deadline.
3. ***On-site.*** Players at the tournament site during the sign-in period may sign-in with the Referee on-site.
	1. The on-site sign-in opens latest at 15.00 and closes at 18.00 local time the day of the Sign-in Deadline.

Players granted a Wild Card don’t have to sign-in but must be in contact with the Referee to confirm they accept the Wild Card ahead of the respective sign-in deadline.

Players must be available to play from the morning of the first day of play in the event unless a later time has been confirmed by the Referee.

Players must approach the Tournament Organiser/Cashier immediately on arrival to pay the Entry fee.

**DOUBLES**

Online sign-in is not available for Doubles.

Players may sign-in by phone or on-site. Both players in a team must sign-in.

The telephone and on-site sign-in usually opens in the afternoon the day before the sign-in deadline and closes at 12.00 local time the first day of the Singles Main Draw.

Doubles matches may be scheduled from 15.00 in the afternoon after the Doubles sign-in closed.

Should you have any questions, please do not hesitate to get in contact with us.

Kind Regards,

Tennis Europe TEAM

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