



GUIDELINES FOR TOURNAMENT ENTRY FORMS

All entry forms should contain the following information:

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1. The name of the tournament
2. The date of the tournament
3. Details of the venue(s) where the tournament will be played including the full address(es)
4. The Wales Squash & Racketball logo
5. Logos of current Wales Squash & Racketball partners
6. The sponsors logo(s) (if applicable)
7. The club/County logo (if applicable)
8. The tournament entry fee
9. Details of any shirts, trophies or prizes that are included in the entry fee (if applicable)
10. Details of any shirts or other items that are NOT included in the entry fee (if applicable)
11. The names and contact numbers of the Tournament Director and the Tournament Organiser
12. Details of the tournament including categories/grades, number of events players are allowed to enter, age restrictions (if applicable), the duration of event that players will be expected to be available for, how many matches a player is guaranteed, where/how entry forms can be obtained, restrictions on the use of cameras, phones and video equipment.
13. Details of where completed entry forms and fees should be sent including the payee for cheque payments
14. The closing deadline for entries
15. Details of when and where first match times and draws will be available.

Entry Form

The following information should be requested on the portion of the entry form that will be sent to the Wales Squash & Racketball office when a player enters a tournament by post:

1. The conditions of entry for adult of junior events as appropriate (see Appendix 1 and Appendix 2)
2. The name of the player
3. The players date of birth (for junior tournaments and Masters events only)
4. The Club the player is a member of
5. The players address
6. The players contact phone numbers (home and mobile)
7. The players email address
8. The players Wales Squash & Racketball membership number
9. Contact name/number during the tournament
10. **Adult entry forms only** – which league and team the player is in
11. Details of the events or grades that will be available so that the player can indicate which event they wish to enter
12. Shirt sizes available so the player can indicate which size they require (if applicable)
13. The standard disclaimer (see Appendix 3)
14. Signature of the player (or parent/guardian if under 18) and date

Appendix 1

Conditions of entry for Adult tournaments

1. The tournament will take place on Friday to Sunday All competitors should be available to play once on Friday and twice on Saturday and Sunday.
2. All competitors should make themselves available to referee at the request of the Tournament Referee/Director.
3. All competitors should make themselves known to the Tournament Desk at least 30 minutes before the scheduled start time of EACH match.
4. It is the players responsibility to check the time of their NEXT match.
5. The wearing of eye protection which complies with the relevant British Standard is advised for all players but is MANDATORY for all players under the age of 19.
6. All entries must be accompanied by the entry fee of £..... for members of Wales Squash & Racketball and £..... for non-members. Please make cheques payable to Wales Squash & Racketball Ltd.
7. Withdrawal from the tournament must be notified to the Tournament Director as soon as possible. Any player who pulls out less than 48 hours before their first scheduled match time or withdraws during the event will receive zero ranking points unless written proof of injury or sickness is provided.
8. All entries must be received by 12 noon on Wednesday and should be sent to (name of tournament), Wales Squash & Racketball Ltd, Sport Wales National Centre, Sophia Gardens, Cardiff, CF11 9SW or e-mail to chris.rees@wsrb.co.uk. Entries received after the closing deadline will be placed on the Reserve list. Telephone entries accepted at the risk of non-inclusion.
9. The use of camera phones, video equipment and cameras is prohibited unless permission is gained from the Tournament Director.
10. (If applicable) Matches will be LIVE streamed online and there will be an official photographer at the event.

Appendix 2

Conditions of entry for Junior tournaments

1. Players must be below the relevant age for the individual category entered on the last day of event.
2. No player may enter more than one category.
3. All entries must be on the official Entry Form and accompanied by the correct entry fee. Telephone entries will not be accepted.
4. All competitors should make themselves available to referee at the request of the Tournament Referee.
5. All competitors should make themselves known to the tournament desk half an hour before the start time of EACH match.
6. It is the player's responsibility to check the time of their next match.
7. The wearing of eye protection which complies with the relevant British Standard is MANDATORY for all players under the age of 19.
8. All entries to be accompanied by the entry fee of £10 for members of Wales Squash & Racketball or £15 for non-members.
9. Withdrawal from the tournament must be notified to the Tournament Director/Wales Squash and Racketball as soon as possible. Any player who pulls out after 5pm on Wednesday or withdraws during the event will receive zero ranking points unless written proof of sickness or injury is provided. Players who withdraw after Thursday will not receive a refund of the entry fee.
10. Players must accept their seeding and play in the draw. Appeals should be made directly to Wales Squash & Racketball after the event.
11. Cameras, video equipment and camera phones can only be used in agreement with the Tournament Director.
12. All players must be available to play from 9am on the first day of the tournament.
13. All entries must be received by 12 noon on Wednesday Entries received after the closing deadline will be placed on the Reserve List.

Appendix 3

Standard Disclaimer

This disclaimer must be included on all entry forms and the player, or their parent/guardian if they are under the age of 19, must sign the form to confirm that they/the player will abide by the conditions of entry.

I undertake that I/my child will abide by the Conditions of Entry above and I understand that neither Wales Squash & Racketball nor (name of the venue) can be held liable for any accident and/or medical expenses incurred as a result of participation in the tournament. I agree that any authorised photographs taken during the event/presentation may be published on the Wales Squash & Racketball website and in the media (including the South Wales Echo, Facebook, Twitter and YouTube). By signing this form I hereby provide formal consent to have myself as the player/my child tested for any prohibited substance in accordance with the UK Anti-Doping Rules (details available at http://www.worldsquash.org/ws/?page_id=47).