



USATT STATE SERIES

EVENT MANUAL



USATT STATE SERIES

USATT STATE
CLOSED
CHAMPIONSHIPS

USATT STATE
OPEN
CHAMPIONSHIPS







USATT STATE CLOSED

ONLY RESIDENTS OF STATE CAN'T PARTICIPATE

HOST CLUB IS RESPONSIBLE
TO STRICTLY CHECK
ELIGIBILITY

PARTICIPANTS CAN'T
PARTICIPATE IN MORE THAN
ONE STATE

USATT STATE OPEN

NO RESIDENCY REQUIREMENT

PARTICIPANTS CAN PLAY IN AS MANY STATES AS THEY WANT



HOSTING REQUIREMENTS

ALL USATT MEMBER CLUBS ARE ELIGIBLE TO APPLY

CLUB ADMIN AND TOURNAMENT STAFF MUST BE SAFESPORT COMPLIANT

SELECTED DATE MUST BE APPROVED BY USATT EVENT STAFF

HOUST CLUB MUST
WORK WITH USATT
EVENT STAFF TO
FOLLOW THE FORMAT
AND BRANDING
REQUIREMENTS

A \$5/ PLAYER FEE WILL
BE COLLECTED from
Local Organizing Club by
USATT AFTER THE
CONCLUSION OF THE
EVENT

ALL EVENTS MUST GO
THROUGH THE
TOURNAMENT
SANCTIONING PROCESS

EVENTS ARE HIGHLY ENCOURAGED TO HAVE JUNIOR AND SENIORS EVENTS

ALL STATE EVENTS
MUST OFFER SEPARATE
EVENTS FOR MEN'S AND
WOMEN'S SINGLES

HOST CLUB MUST
SUBMIT QUOTES: Men's
Singles and Women's
Singles Champions as
well as a Tournament
Director Quote

HOST CLUB MUST WORK WITH USATT TO PROMOTE THE EVENT

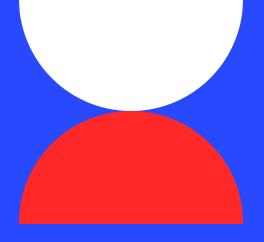
HOST CLUB IS
RESPONSIBLE OF
COLLECTING THE
ENTRY FEE AND PAYING
ANY PRIZE MONEY



HOSTING REQUIREMNETS

- All USATT Member Clubs are eligible to apply
- Club Admin and Tournament Staff must be SafeSport Compliant
- Selected Date must be approved by USATT Event Staff
- Host Club must work with USATT Staff to follow the format and branding of USATT State Series
- All Tournaments must offer Men's and Women's Event seperately
- Closed Events are highly encouraged to have Youth Events
- All Events must go through the Sanctioning Process

HOSTING REQUIREMNETS



- A \$5/ player fee will be collected from Local Organizing Club by USATT after the conclusion of the event
- Host Club must submit quotes from: Men's Singles and Women's Singles Champions as well as a Tournament Director Quote
- Host Club must work with USATT to promote the event.
- Host Club is responsible to collecting entry fees and paying any prize money

EVENT SCHEDULING

Host clubs are responsible for ensuring a wellorganized tournament schedule that provides participants with a positive experience.

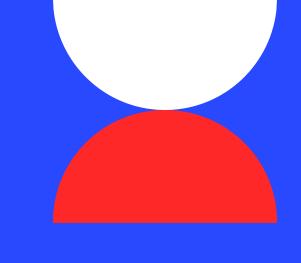
The Tournament Director is required to provide a detailed time schedule for all rounds, and the USATT Event Team is available to assist in creating the schedule

The events must be scheduled in a way to minimize conflicts for those players that compete in multiple events.



EVENT BRANDING

- All promotional materials must be approved by USATT Media Team
- USATT Media Team can provide design for different promo materials such as – tournament poster, step-and-repeat banner, table skirt etc.
- All requests for design assist must go through the USATT Event Team





SANCTIONING PROCESS

Work with USATT Event
Team on finding a date and
creating the entry form

Fill out and submit the Sanctioning Request – LINK

Begin Promoting the Event

Find a date that does not conflict with any major event such as (US Nationals, US Open, US Regionals)



USATT Event Team will provide the USATT State Series Entry Form Template that must be used



Men's and Women's Singles
Events are mandatory part of the
event

Sanctioning Fee must be submitted to USATT HQ



Follow the Sanctioning Coordinator directions to get the event approved

List the tournament on www.omnipong.com



Work with USATT Event and Media Team for event promotion including articles or any promo designs



TO APPLY YOU MUST FILL OUT THE FOLLOWING APPLICATION BY DECEMBER 1st, 2024

APPLICATION LINK

