

Proposed Revisions to the Rules of Soft Tennis

(1) Background

The current edition of the Rules of Soft Tennis consists of such parts as the overall procedures for playing soft tennis, the rules of the game, umpiring and manuals for the events and formats of competitions, and in addition,

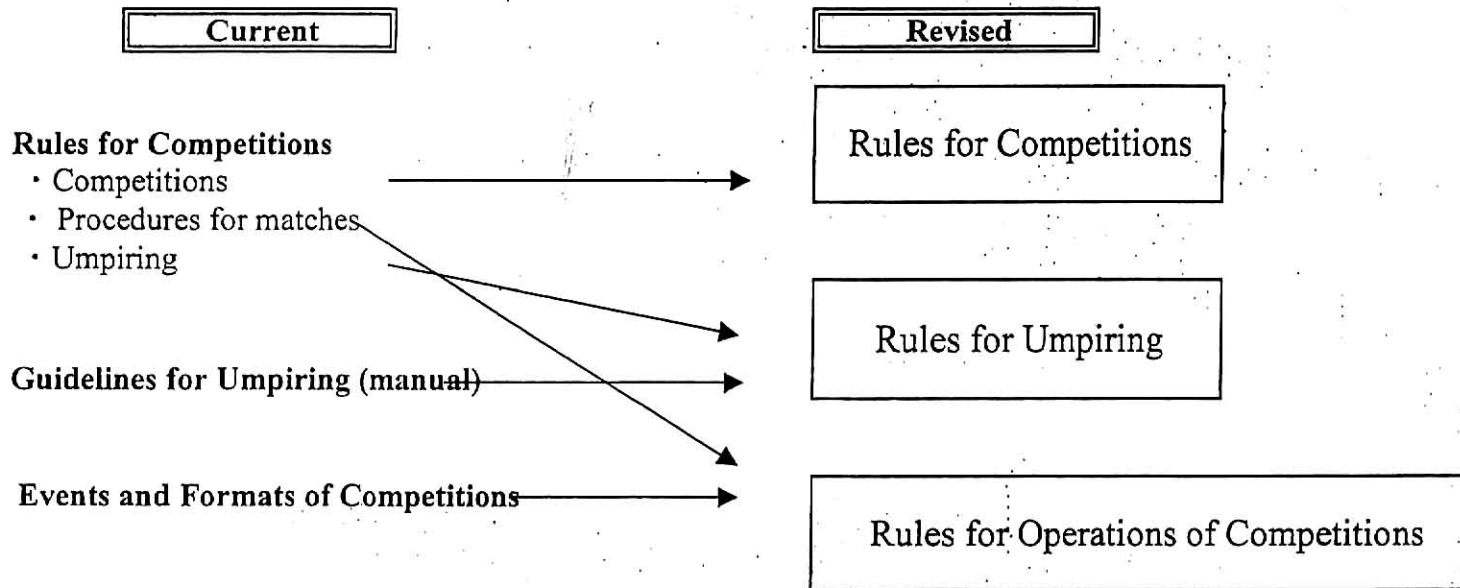
the Guidelines for Umpiring and the Events and Formats of Competitions are included as supplementary manuals (not official rules) .

It has been pointed out by many people in soft tennis that this structure (and expressions) of the rule book is so complicated, thus difficult for people in general to follow. Also, it has been considered that this might work as an obstacle to the international spread of soft tennis.

Accordingly, the revision to the rules to make it simpler and clearer has been taken up for discussion.

We think that the current Rules of Soft Tennis are very well equipped with required rules and information, comparable to those of other major sports both internally and internationally. To reflect this , we have reconstructed the current version into three major rules such as the Rules for Competitions, the Rules for Umpiring and the Rules for Operations of Competitions.

Chart 1



(2) Comparison: Current vs. Revised

Chart 2

Items	Current	Revised
① Court surface	Clay and others	a. Out-door: Clay, artificial grass and all-weather chemical b. In-door: Wood, artificial grass, hard rubber and chemical
② Height of net post	1.06 m	1.07 m; the height of less than 1.07 allowable under the special circumstances, but not less than 1.06m.
③ Positions of players other than server and serve-receiver	Out of base lines	Free (restrictions on positions removed)
④ Protest	Allowed	Not allowed (only inquiries permissible)
⑤ Coaching	Allowed to receive coaching at the time of changing sides and before the start of the final game.	Not allowed
⑥ Time allowable for player	One time for 5 minutes max in principal, if judged required, more 5 minutes available in the same one time.	5 minutes max. per one time and two times max. per player and match.
⑦ Court for singles	Doubles court to be divided into 4 equal portions	Same singles court as for regular tennis

The Rules for Competitions

DOUBLES

Chapter 1 General Rules

Purpose)

- 1 The provisions of the Rules shall be applied to the matters to be required to conduct the soft tennis competitions (doubles), except for the matters to be governed by the separate rules.

Chapter 2 Court for Soft Tennis

Soft Tennis Court)

- 2 The soft tennis court shall consist of Court , Outcourt , Net post and Umpire's Chair.

Court and Out-court)

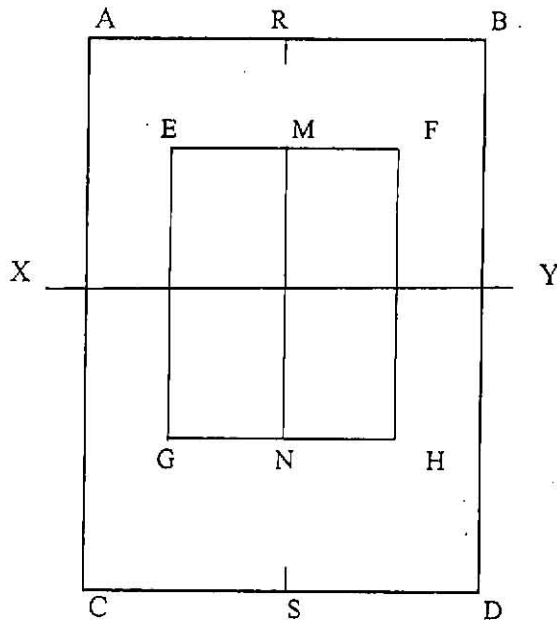
- 3 The court and outcourt shall be the same flat space which shall be maintained so as not to cause any hindrance to the play.
For the out-door court, however, a slight slope for water drainage shall be allowed to be constructed to the extent that no hindrance to the play shall be caused.
- 4 The surface of the court and outcourt shall be clay, artificial grass or all-weather chemical for the outdoor court, and , for the indoor court, the surface shall be wooden, artificial grass , hard rubber and chemical in principal.

Court)

- 5 The court for doubles shall be a rectangular space, which shall be surrounded by the lines (the lines are part of the court), of 23.77m in length and 10.97m in width. The court shall be divided into two equal portions by the net in the middle of the court which is supported by the net posts.

Names of lines and its length)

- 6 The diagram of the court, the names of the lines, and the length of the lines are as shown hereunder.



Name of Lines	Symbol	Length
• Sideline	AC , BD	23.77m
• Base Line	AB , CD	10.97m
• Service Sideline	EG , FH	12.80m
• Service Line	EF , GH	8.23m
• Service Center Line	MN	12.80m
• Center Mark	R, S	0.15m (0.15m from the inner edge of the base line)

(Lines)

- 7 The color of the lines shall be white in principle and not less than 5cm in length and not more than 6cm in width. The base line shall be not less than 5 cm and not more than 10cm in width.

(Outcourt)

- 8 1. The outcourt shall be the space of surrounding the court and its space shall spreads more than 8m from the respective base line to the back yard , and more than 6m from the respective sideline to the side yard.
2. In the case where two or more courts adjoin each other, the space between the sidelines of the adjoining courts shall not be less than 5m in principle.

(Net Post)

- 9 The net post shall be not less than 7.5cm and not more than 15cm in diameter.

(Location of Net Post)

- 10 1. The net posts shall be set up outside of the middle of the sidelines on both sides and shall be fixed vertically at the equal distance from the side lines.
2. The distance between the two posts shall be 12.80m (measured at the outside of the post) and the height of the posts shall be 1.07m from the ground.

(Umpire's Chair)

- 11 The umpire's chair shall be 1.5m in height and be placed 60cm apart (at the nearest part of the chair) from the net post in the outcourt.

Chapter 3 Equipment

(Net)

- 12 The specifications of the net shall be as undermentioned.
- (1) Color : Black
 - (2) Height : 1.07m Under the special circumstances, less than 1.07m shall be allowed but shall not be less than 1.06m.
(The net shall be put up tightly to a level at the height of 1.07m from the ground at the sidelines.)
 - (3) Length : 12.65m
 - (4) Meshes : Not more than 3.5cm in square
 - (5) Metal Cord : 15m in length and 4.5cm in diameter as standard specifications
 - (6) The top of the net and the metal cord shall be covered with a white cloth band of from 5 cm to 6 cm in width.
 - (7) Both ends of the net shall be fixed to the net posts and the lowest part of the net shall be kept touching the ground.

(Ball)

- 13 The ball shall be rubber-made, air-filled, and its color shall be white in principle. The specifications of the ball shall be as undermentioned.
- (1) The bounce of the ball shall be not less than 75cm and not more than 80cm (measured at the bottom of the ball) from the ground when dropped from a height of 1.5m upon the court where the match is to be played.
 - (2) Weight : not less than 30g and not more than 31g
 - (3) Diameter : 6.6cm

(Racket)

- 14 1 The Racket shall be designed to achieve the same effect at both faces of the racket. Its frame shall be strung with strings practicably under the same compression to arrange the strung faces where balls are struck to be flat to the extent possible.
2 The frame shall be allowed to be of any material and weight, and in any size and shape.
3 The strings shall be fixed to the frame and shall be crossed each other.
4 The strings shall not be of specifications which may provide the ball with excessive variations in flying.

Chapter 4 Competitions

Player's Conduct)

- 15 Players shall observe the codes of conduct as undermentioned.
- (1) Players shall not yell excessively or utter big noises which would give discomfort to the opponent.
 - (2) Players shall continue to play without interruption from the start to the finish of a match and the behaviors as undermentioned are prohibited. However, when players change sides before starting the final game or after having finished 10 points in a short match as stipulated in Article 17.2, they shall get ready to start the next point or game within one minute after the completion of the previous point or game ("Let's Play" clause).
 - ① The server intentionally delays delivering the serve, even when the receiver of the serve is ready to receive, and likewise, the receiver of the serve does not get ready to receive even when the server is about to deliver the serve.
 - ② Players intentionally act to make the match drag on.
 - ③ The pair of players of doubles make lengthy arrangements with each other or take a rest between points or games, thus obstructing the progress of the match.
 - ④ Players do not get ready to start the next game after the game was completed, and the allowed time has elapsed.
 - ⑤ Players take a rest while changing sides in the final game.
 - ⑥ Players repair their racket during a match.

Match)

- 16 1 Players shall abide by this Rules and shall always keep to fair play throughout a match.
- 2 A doubles match is organized by 2 pairs and each pair consists of 2 players. Players shall play by one racket throughout a match.
 - 3 The ball shall be struck alternately by one or the other player of the opposing pairs.
- 17 1 The number of games in a match shall be 7 or 9 in principal.
- 2 Short matches like a 15-point match, a 3-game match or a 5-game match can be played. Long matches like a 3-set or a 5-set match can also be played. One set in a long match consists of 15 points or 3, 5, 7 or 9 games.

Win or Loss of the game)

- 18 1 A pair who has first won four points in a game shall win the game. When both pairs won three points in a game, the score shall be called deuce, and the procedures as undermentioned shall be applied.
- (1) The pair who has won one point after deuce gets advantage, and when the same pair has won the next point in succession, the game shall be scored for the pair.
 - (2) When, after the advantage for one pair, the other pair has won the following point, the score shall be called deuce again. Thus, the score shall
- 2 When both pairs won three games in a 7-game match, the following game shall be called the final game, and the procedures as undermentioned shall be applied. The same procedures shall be applied for 3-, 5- or 9-game matches, i.e. when both pairs won 1 game in a 3-game match, 2 games in a 5-game match or 4 games in a 9-game match.
- (1) The pair who has won 7 points in the final game shall win the game and the match.
 - (2) When both pairs won six points in the final game, the score shall be called deuce, and Article 18.1 above shall be applied for the procedures after the deuce.
- 3 For a 15-point match, the final game shall be played according to Article 32.2, and the pair who has first won 15 points shall win the match. In the case where both pairs won 14 points, the score shall be called deuce, and Article 18.1(1),(2) shall be applied.

(Win or Loss of the match)

- 19 1 In the case of a match of 3 or games, the pair who has first won the majority of the games shall win the match.
- 2 In the case of a match of 3 or more sets, the pair who has first won the majority of each set shall win the set, and who has first won the majority of the sets shall win the match.

(Serve)

- 20 1 The play of serve shall start at the moment when a player who is going to deliver the serve has tossed up a ball into the air by hand and shall complete at the moment when the player has struck the ball with its racket before it drops on the ground.
In case of the server's failing to hit the ball for the serve, the serve shall be regarded as complete at the moment when the server may have hit the ball for serve. The judgment of this shall be made by the chair-umpire of the match.
- 2 A player who is limited to only one arm/hand for the play shall be allowed to utilize its racket for tossing the ball.

(Time to Serve)

- 21 The server shall deliver the serve immediately after the chair umpire's call and having confirmed the receiver's readiness.

(Servers & Receivers)

- 22 Each pair shall stand face to face with the net between them and the pair who delivers the serve shall be called Servers and the other called Receivers

(Position for Serving)

- 23 The serve shall be delivered from behind the middle of base line and within the outcourt area between the imaginary extensions of the center mark and the sideline.

(Player to Serve)

- 24 1 The serve shall be delivered by one of the servers to the diagonally opposite service court, starting from the right side of the center mark facing the net and then from the left, and the same procedures shall be followed after that.
- 2 Each player of the pair whose turn it is to serve shall serve alternately for two consecutive points, and the order of service shall not be changed throughout the game.

(Service Fault)

- 25 1. The cases where the serve is a fault are as undermentioned.
 - (1) The ball served has failed to fall directly into the proper service court, except the cases of a let as provided in Article 26 of this Rules.
 - (2) The server has not struck the ball after having tossed a ball in the air in delivering the serve.
 - (3) Two balls have been tossed at the same time for the delivery of service, or while one of the two balls for the serve is in the air in the toss, the other ball has dropped on the ground from the server.
 - (4) The ball has come into contact with the server's racket more than once in delivering the serve.
 - (5) The cases as undermentioned which have occurred to the ball served after the ball touched the net or the net post.
 - a. The ball has touched the server's racket (including the racket which has flied off from the server's hand), body or attire (including the cap, face towel , glasses etc.) before the ball hits the court, outcourt , umpire's chair and the wire fences, etc.
 - b. The server's racket (including the racket which has flied away from the server's hand), body or attire has passed over the net or touched the net or the net post.
 - (6) The serving player has touched the base-line, sideline or center mark, or gone into inside of the court while delivering the serve (called "Foot Fault"). The case where the server, while delivering the serve, was still in space when the server moved over the base line into the court shall not be applicable in this clause.
2. The server, if the first serve turned fault, shall be allowed to deliver the second serve.

Let in the Serve)

26 1 The serve shall be a let in the cases as undermentioned.

- (1) A breach of Article 21 above, as judged by the chair-umpire.
- (2) The cases which have occurred to the ball after the ball served touched the net or the net post, as undermentioned.
 - a. The ball has fallen into the proper service court.
 - b. The ball has touched the receiver's racket (including the racket which has flied off from the receiver's hand), body or attire before the ball hit the court, outcourt, umpire's chair and wire fences, etc.
 - c. The receiver's racket (including the racket which has flied off from the receiver's hand), body or attire has passed over or touched the net or the net post.
- (3) The cases which the chair umpire judged have occurred to the player who is to receive the serve, before the receive completes, as undermentioned.
 - a. The play has been interrupted by the umpire's erroneous judgments.
 - b. The play has been interrupted by unforeseen incidents or by the ball which had come in from the other matches or its own ball which had been picked up and thrown in by the third party or the acts of the third party.
 - c. Incidents which caused to lose the point have occurred on both pairs at the same time.
- (4) Other cases where the chair umpire has acknowledged a let in the serve.

2 When the serve is a let, that serve shall be tried again.

Loss of Point in the Serve)

27 In the case where both the first and the second serves have turned fault consecutively, the servers shall lose the point as double faults.

Receiving the Serve)

28 In receiving the serve, the player shall return the ball served after it has hit the proper service court and before it hits the ground for the second time.

Order of Receiving the Serve)

29 The receive of the serve shall be made following the procedures as undermentioned.

- (1) Each of the receivers shall receive the ball served at either of the right or left service court, and this receiving positions once initiated shall not be changed throughout the game.
- (2) The receive shall be begun at the right service court and then at the left; thus each of the receivers shall receive the serve alternately.

Loss of Point in the Receive)

30 The receivers shall lose the point in the cases as undermentioned.

- (1) The receiver has failed to make a good return of the ball served.
- (3) The ball legally served has touched the partner's racket, body or attire before it hits the ground for the second time (called "Interfere").
- (4) The partner of the player to receive the serve has touched the receiver's service court before the receiver completes the receive (called "Interfere").

Choice of Serve, Receive or Side)

31 Players shall choose the service or receive or side before the beginning of a match.

(Change of Serve, Receive and Sides)

- 32 1 The servers and receivers shall alternate at the completion of each game, except for the final game, and they shall change sides at each time the odd games have completed.
- 2 In the final game, the pairs shall alternate the serving for every two points and shall change sides after the first two points and then after every four points after that. The changes of serve, receive and sides in the final game shall be conducted as undermentioned.
- (1) Each player of both pairs shall serve in rotation for two consecutive points throughout the game.
 - (2) The player who serves for the first two points shall be either of the pair who has the right to be servers in accordance with the rules.
 - (3) Either of the pair who received the serve shall serve for the third and fourth points, and either of the pair who served for the first two points shall receive the serve for the third point.
 - (4) The other player of the pair who served for the first two points shall serve for the fifth and sixth points.
 - (5) The other player of the pair who served for the third and fourth points shall serve for the seventh and eighth points.
 - (6) Thereafter, the orders of serve and receive shall revert to the order as provided in Clause (2) to (5) above of this article.
 - (7) The order of serve and receive shall not be changed throughout of the game.

(Errors in the Order of Serve , Receive and Side)

- 33 1 In the cases where errors in changes of servers/receivers or sides in the orders of serve and receive between the partners, or in the order of changes of the courts for serve and receive have been found, the errors shall be corrected as at the point of their finding, if it is before the match proceeds into the next point or game, or as at the following point, if the errors were found during the point in play.
- In these cases, the points already played before the errors were found shall be effective, and the play during which the errors were found shall be continued until the completion of the point, wherein the point shall be effective.
- 2 In the case where such errors have been found after a fault in the first serve, the errors shall be corrected at that instant, and the match shall be resumed with the first serve.

(Judgment of In or Out)

- 34 1 The judgment of in or out of the ball shall be made at the landing spot of the ball.
- 2 It shall be judged in if the ball has touched the court lines.

(Loss of Point In Play)

- 35 1 The cases of loss of points in play shall be as undermentioned. However, the cases where the serve is a let or the first serve is a fault shall not be applicable in this clause.
- (1) The ball which was hit by the player has failed to directly fly over the net (no call of this judgment). Such cases as those where the ball has gone through a break of the net or a space between the net and the net post, or under the net (called "Through") shall be applicable in this clause, The cases as undermentioned, however , shall not be applicable.
 - a. The ball touched the net or the net post, but has flied properly over into the opposite court.
 - b. The ball flied outside of the net post or touched the outside of the net post, but has landed properly on the opposite court.
 - (2) The ball returned has directly hit the outcourt, or touched the umpire for the match, the umpire's chair, or other fixtures and facilities. (called "Out").
 - (3) The player has failed to hit the ball for a return before the ball bounces twice (called "Two Bounces"). The cases where the ball has touched, before bouncing twice, the umpire for the match, the umpire's chair, or other fixtures and facilities shall be applicable in this clause. The cases, however, where the ball returned from the opponent went to the net or the net post after it had bounced once on the court and then ball has been struck for a return to the opponent before the ball hits the ground again shall be regarded as a good return.

- (4) The ball has touched a player's body or attire (e.g. a hat or cap, a face towel or the like, glasses, etc.) (called "Body Touch")
- (5) Such cases as undermentioned have occurred to the player's racket, body, or attire. However, the cases where the racket crossed over the net or touched the opponent's outcourt, but the incident was judged not interfered the opponent's play (called "Interfere", if judged interfered) are not applicable.
 - a. The player's racket has crossed over the net, including the imaginary extension of the netline or the net post, when the player swung its racket in trying to hit the ball but failed (called "Over Net").
 - c. The player's racket, body or attire has touched the umpire's chair or the umpire (called "Touch").
 - d. The player's racket, body or attire has touched the opponent's court, racket, body or attire.(called "Interfere")
- (6) The player's racket has touched the ball more than once in striking the ball (called "Dribble") or the ball has rested on the racket face (called "Can")
- (7) The ball touched the frame of the racket and has turned unsuccessful to be a good return (called "Tip")
- (8) The player has returned the ball by the racket which had left off from its hand (called "Interfere")
- (9) The ball in play hit another ball on the court. This includes a case where that ball for the match, which had been on one side of the court when the point started, moved in the other side of the court by the force of wind or some other factors. In the case where such movement of the ball was judged by the chair umpire as an intentional act, this constitutes an interfere. The case where the ball hit the player's things like a hat or cap or a face towel, etc. on the court, thus the player has failed to make a good return of the ball shall also be applicable.
- (10) The player's racket, a cap or hat, a face towel, etc. left off from the player and has directly touched the net or the net post (called "Net Touch"), the umpire or the umpire's chair (called "Touch"), the opponent's racket, body or attire or flied over into the opponent's court (called "Interfere"). Such cases as those where the player's racket has caused the incidents as above after they dropped on the court, and where the player pushed away the things like a hat or cap or a face towel, except for a ball, by its hand, racket or foot, thus they have directly touched the umpire for the match, the umpire's chair, or the net, etc. shall also be applicable.
- (11) The player has done acts of interference in the opponent's play. (called "Interfere")

No Count)

- 36 The play shall be suspended with a "No Count " call on the ball in play for the cases as undermentioned and the play for the point shall be resumed by starting with the first serve. The cases of a let in the serve shall not be applicable.
 - (1) The play has been interrupted by an umpire's erroneous judgment.
 - (2) The play has been interrupted by unforeseen incidents, balls for the other matches which rolled into the court, a ball for this match which left away, was picked up and thrown in by the third party, or by the acts of the third party. All shall depend on the judgment of the chair umpire.
 - (3) An incident where the both pairs lost the point at the same time has occurred.
 - (4) Other cases where the chair umpire has recognized as those for no count.

Time)

- 37 Time shall be allowed for players during a match in the cases as undermentioned.
 - (1) The player has turned unable to continue the play because of an accidental loss of physical ability and the chair umpire has acknowledged this. In this case, the time allowable for the player shall be not more than 5 minutes per one occasion and two occasions during the same one match for the same one player.
 - (2) Any special occasions which the chair umpire has acknowledged as necessary.

(Prohibitions)

- 38 1. The players shall be prohibited from receiving any advice and physical treatment during the match from any people except their partner, except for the cases approved by the chair umpire as necessary after discussing it with the referee.
2. Any people other than the players for the match, the umpire and those who are allowed for the specific reasons shall be prohibited from entering the soft tennis court during the match.

(Withdraw)

- 39 A player or a pair shall be considered to have withdrawal from the match or competition in the cases as undermentioned.
In the case of Item (2) below in this clause, the number of points & games so far won by the player or pair who withdrew shall be effective.
- (1) The player or pair made an entry into the competition, but has not appeared at the scheduled match.
 - (2) An application of withdrawal from the competition by a player or pair for some special reasons has been accepted by the referee.
 - (3) A player has failed to recover from a physical accident during the match within the allowable time limits.
 - (4) An application for withdrawal was made by a player for its physical problem, and the chair umpire has accepted the situation as justifiable.
 - (5) The cases which fall into Article 11 of the Rules for Operations of Competitions.
 - (5) The case which is applicable to the article 11, in Rules of Operations.

(Prohibition of Protests)

- 40 1. The players shall be prohibited from protesting against umpire's proceeding of and judgments in the match, or discontinuing the play on purpose on the ground that such judgments are just dissatisfactory.
2. The provision as above, however, shall not prevent the players from inquiring of the umpire about its judgments and others, but any protests against the umpire's statement in responding to the inquiries shall be prohibited as provided in the preceding article above.

(Warning)

- 41 The chair umpire shall give a warning to the player whose apparent violation of Articles 15, 38 and 40 was recognized (called "Yellow Card").

(Disqualification)

- 42 1. The referee may declare the disqualification of the player (or the team in a team competition) after consulting with the general manager when the violation of the conditions for participation provided in the guidelines for competitions has been detected.
2. The chair umpire shall disqualify the player (the team in a team competition) after consulting with the referee in the cases as undermentioned and declare the victory of the opponent.
- (1) The player was called to the court for a match, but has not appeared.
 - (2) The order of a match in the team competition has not been followed as the order submitted in advance indicated.
 - (3) Warning issued has come to the third time for the same one player during the match. (called "Red Card")

(Appeal)

- 43 1. The player shall be allowed to appeal it to the referee if a misinterpretation or misapplication of the Rules for Competitions was recognized in the judgment of the umpire.
2. The player shall not be allowed to appeal for the second time against the ruling made by the referee.
3. The player shall not be allowed to make any appeal after the greetings have been exchanged for the completion of the match.

(Suspension and Resumption of Match)

- 44 1. In the case where the match was suspended or postponed because of the weather condition or others, the match shall be resumed as from the next point to the point so far completed.

2. In the case where the match is resumed at other tennis court than the current one or on a later day, the side of the court shall be selected by the pair who had the right to select it in the current match. In the case, however, where the match is resumed at a later time on the same day on the same tennis court as for the current match, the same side selection of the court made for the current match shall be maintained.

(Problems Outside of This Rules)

- 45 In the case where problems which are not governed by this Rules have occurred in connection with the competitions, the chair umpire shall rule them after consulting with the referee. In the case, however, such problems can be foreseen, the counter measures shall be prepared in advance.

SINGLES

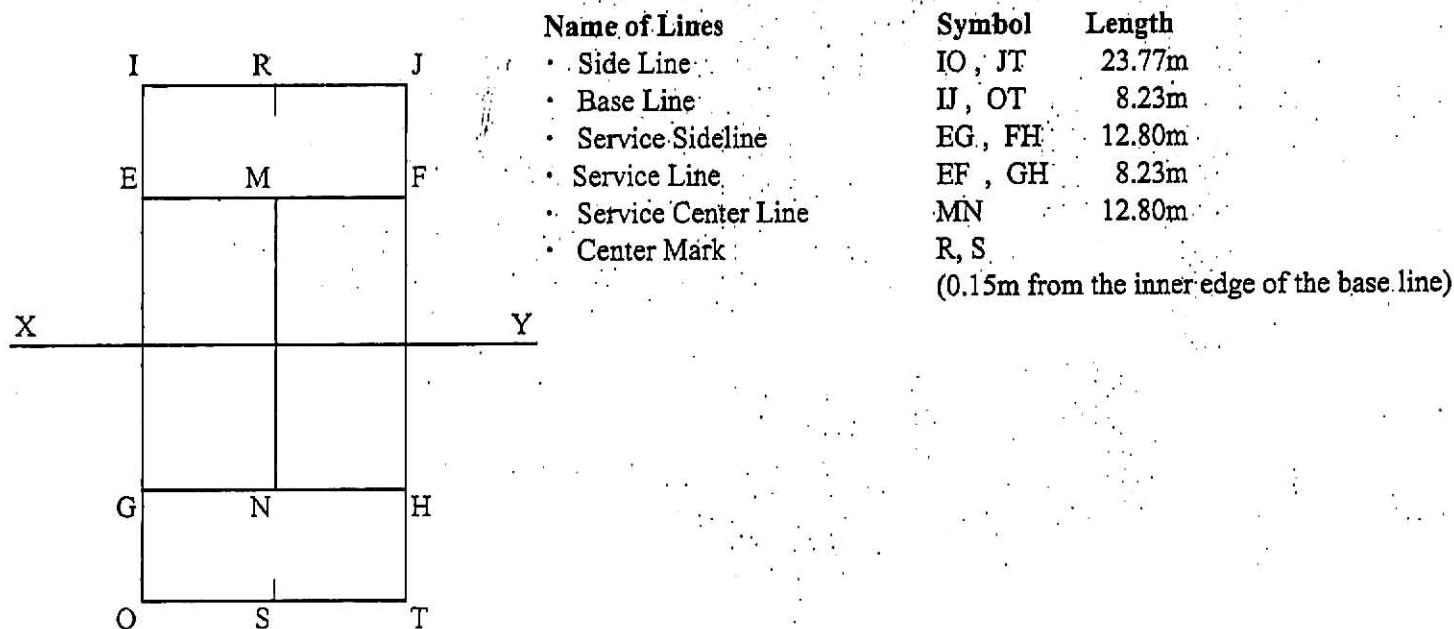
The rules for the doubles shall be applied to the singles, except for the items provided as undermentioned.

(Court)

1. The court for singles shall be a rectangular space, surrounded by the service sidelines with their extensions to the base lines and the base lines, of 23.77m in length and 8.23m in width.

(Names of lines and its length)

2. The diagram of the court, the names of the lines, and the length of the lines are as shown hereunder.



(Serving and Receiving)

3. 1. The opposing players shall deliver the serve alternately for each of the games through the match , except for the final game. Each player shall start delivering the serve in a game to the right, diagonally opposite service court and then to the left, and the other player receiving the serve.
2. In the final game, each of the players shall deliver the serve alternately for two consecutive points. The delivery of the serve shall start with the player who has the right to be a server in accordance with the rules, and the other player shall receive the serves.

(Match)

4. The number of games in a match shall be seven (7) in principle.

(Application of Rules)

5. The provisions of Chapter 4 of this Rules shall be applied for the singles matches except for the provisions provided Articles 1, 2, 3 and 4 above.

The Rules for Umpiring

Chapter 1 Guidelines for Umpiring

Purpose)

1. This rules shall be applied to all of required matters concerning umpiring in soft tennis competitions, except for the matters governed by the separate rules.

Chapter 2 Jury

The Jury)

2. 1 The jury shall consist of referees and umpires in competitions.
- 2 The numer of referees shall be more than 1 people less than 5 pepole and one referee shall be in charge of team of referees called chief referee in principal.
- 3 The number of umpires shall be more than 4 umpires at the one court in competition in principal , but the number of umpires can be redacted by Host organization(H.O.) & Managing Organization(M.O.) in case of the competition that the player who participated the competition can do umpireing instead of umpires.
- 4 H.O & M.O can set the chief staff at each court if required.

Referee)

3. The referee shall support and advise to the umpires and shall make the final decision to the judgment if the player protests to the judgment on misunderstanding and wrong usage for rules for competitions or rules for umpiring made by umpire.

Chief staff for the court)

4. The chief staff at each court shall conduct the match handled by him(her) and shall support and advise to the umpire if required.

Umpire)

5. Umpires shall consist of one chair umpire and one vice umpire in principal and it is available to cut down vice umpire & lines umpire in some cases. The two lines umpires can be set besides the chair umpire and the vice umpire.

Duties of umpire)

6. 1 The umpire shall make the judgement fairly , speedy and accurately as well as conducting the match smoothly along the rules for competitions.
- 2 made by other umpires on the areas of which the other umpires are in charge as well as the judgment for the areas covered by chair umpire, and shall fill out the final judgment on the score sheet.
- 3 Vice umpire and lines umpires shall support the chair umpire as well as judging their areas as in charge at the position designated by the article 9 , (2) ,(3) .
- 4 Vice umpire and lines umpire makes notices to the chair umpire by the signs at the judging areas devided lines and by calls at the other judging area

Chapter 3 Umpiring

(Obligations of Umpire)

7. Umpires should be well informed the followings in order to conduct the progress of match fairly and smoothly.
- (1) Umpires should be well versed in the Rules for Competitions and Umpiring and should maintain appropriate applications of them.
 - (2) Umpires should wear suitable attires for soft tennis, except the case of that the competition organizers enforce apecial conditions on their attires.
 - (3) When umpiring , everyone should observe the following items:
 - ① Umpires should prepare themselves for the match in advance and should lead the players to the Court.
 - ② Umpires should be careful in speech and behavior.
 - ③ Umpires should conduct the progress of match smoothly and clearly.
 - ④ Umpires should pass a judgment impartially and timely.
 - ⑤ Umpires should make calls loudly along the article 10.
 - ⑥ Umpires should give signs with conspicuous gesture along the article 11.
 - ⑦ Umpires should keep in contact closely with other members.
 - ⑧ Umpires should not pass a judgment on the areas of which the other umpires area in charge.

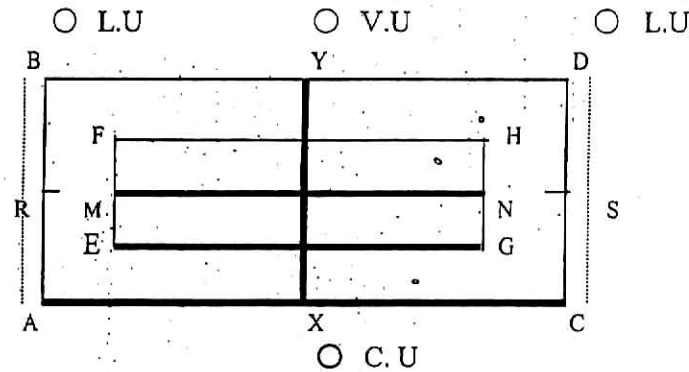
(The division for judgment of each Umpires)

8. The division for the judgment of each umpires is as follows:

- (1) The division for judgment devided by each lines :

Chair umpire	AC , EG , MN , XY
Vice umpire	BD , FH , EF , GH , XY
Lines umpire	AB , CD

—————	C. U (chair umpire)
—————	V.U (vice umpire)
.....	L.U (lines umpire)



- (2) The other division for judgment

Chair umpire :	two bounds , dribble , carry , direct , interfere , body touch , touch , tipp , net over , net touch , through , let , no count , foot fault
Vice umpire :	two bounds , dribble , carry , direct , interfere , body touch , touch , tipp , net over , net touch , through , let , no count , foot fault
Lines umpire :	foot fault , direct , body touch , tipp

- (3) In case of omission for vice umpire or lines umpire , division for judgment of them shall be handled by chair umpire.

(The position of umpire)

9. The position of umpire during the match shall be as follows :

- (1) The chair umpire sits on the umpire's chair.

- (2) The vice-umpire takes position out of sideline and 60 cm behind the net post which is on the opposite side of the chair umpire but when a service is delivered, umpire stands on the imaginary continuation of the service-line of the receivers' court for judging service but shall not to step onto the receivers' side. After judgment of service, he/she shall move to original position and keeps to watch a ball in rally.
- (3) The lines umpires shall sit on the chair in principle more than 5 m out of sideline on the opposite side of the chair umpire placed on the imaginary continuation of base lines respectively.

(Call)

- 10 (1) Chair umpire shall call the count of points and game from the service side firstly.

(Sign)

11. The signs given by umpires during the match shall be as follows :

- (1) Umpires should not give any signs when a ball is " in " in principle but when players do not make sure whether a ball is " in " or " out " , umpire may give the sign of " in " , he holds out one arm forward with the palm facing downward.
- (2) The chair umpire should not give any signs in principle but if required he (she) can give the sign along the sign of vice umpire.
- (3) Signs given by the vice umpire.

① When judging a service, vice-umpire shall take ready position, bending knees, with one foot forward, and in case of fault, shall raise one arm with all the fingers stretched (in one's judgment area except the case in which a ball served hits to the net).

When it is necessary to give the sign of " in " , vice-umpire shall hold out one arm forward with the palm facing downward.

When giving the sign of " let " , vice-umpire shall stand upright and raise one arm vertically with shot two fingers (the first service) or one finger (second service) and shall call " let " at the same time.

② When a ball in rally is " out " vice-umpire pays close attention at the point on which the ball fell down and raises one arm vertically with all the fingers stretched out.

③ In case of lost points at the other judgement area, , vice umpire points with one arm to the player who has lost a point and notifies the player of it with a call

④ When giving the sign of " no count " , vice umpire crosses his/her arms a few times in front of the face.

⑤ When giving the sign of " time " , vice umpire raises his (her) arms vertically with the palms shown toward the chair umpire.

(4) Signs of lines umpire shall be followed by vice umpire.

The signs given by the lines umpire shall be the same as the way of vice umpire.

(Acknowledgement of judge)

12. In case of any one of Umpires does not make sure whether a ball is "in " or " out " in their areas of judgment , umpire may pass judgment after checking the marks the ball left on the ground. In this case the vice umpire to check the mark. (If the vice umpire does not make sure of his (her) own judgment , the chair umpire may get off the chair to check the mark before he passes the judgment.)
13. In case any one of umpires finds himself (herself) at a loss for judgment , he (-she) may ask for the opinions of the other umpiring members .

(Rejudgment)

14. When an umpire is asked the question of judgment or others from the player during the match , the final judgment shall be given by the chair umpire again after checking the items of question. Herein any question against the final judgment shall be considered a protest , and it shall also be judged by the article 41 and 42 in Rules of Competition.

(Mistake of judgment)

15. In case of that the chair umpire acknowledge apparently the mistake or error of judgment made by the other umpire , the chair umpire can correct the judgment of that point.

(Suspension in play)

16. In case of that one of umpire gives the call or makes the sign of suspended a ball in play erroneously , the chair umpire shall declare suspended in play. And the chair umpire shall make the call of " no count " (or " let " before finishing receive) if this judgment was mistake , or shall correct the judgment.

(Mistake of score)

17. When the umpire acknowledges the mistake of the count apparently , the umpire must correct the count at the time of fault of first service or at the time of calling next point. If the umpire acknowledges the mistake during in play , the umpire should not stop the play and the result of that point shall be efficient.

(Withdraw)

In the case of (2) , the number of points & games obtained by defeated player or pair shall be effective.

- (1) In the case that the player or the pair who applied their participation to the competition does not participate that competition actually.
- (2) An application of withdrawal from the competition by a player or a pair with special reasons could be approved by referee.
- (3) A player fails to recover from a physical accident during the match within the allowable limited time.
- (4) During the match , the player applies its withdrawal from the match because of its physical problem and only the case which situation shall be approved by the chair umpire.
- (5) The case which is applicable to the article 11, in Rules of Operations.

(Call Attention)

19. The chair umpire can call his (her) attention against the play or behavior which is assumed to be hindrance to the match.

(Warning)

20. The chair umpire shall give the warning (yellow card) to the player along with the article 41 in rules of competitions if the chair umpire acknowledges a breach of rule by the concerned people (player , head coach etc.) apparently. The warning shall be made by yellow card.

(Disqualification)

21. 1. The referee may declare to disqualify the player (the team in team competition) in discussing with general manager when the violation of conditions for participation in the guidelines of competition has been detected.
2. The chair umpire shall disqualify the player (the team in team competition) in discussing with referee in the cases as undermentioned and declare the victory of the opponent.

- (11) From the call of " Play Ball " till the completion of a match , the chair umpire should direct the management of the match accurately and smoothly along with the Rules as provided.
- (12) When the match finished , the chair umpire shall call " game set " and get off the umpire's chair and come up to near the net with together players and other umpires. After the chair umpire declares the result of the match , the players shall exchange greetings with each other and with umpires and go out from the court.
The declaration of victory or defeat by the chair umpire is " The match won by Mr.(Miss) ---- and Mr.(Miss) ---- on the score is X to X .
X stands for the number of games won by each pair.
- (13) In team competitions , all the players of the each team shall stand in one line just behind the baselines as they did before the start of the match and they come up to near the net. After the declaration of victory or defeat by the chair umpire , they shall exchange greetings with each other as a team and greeting with umpires and they go out from the court. The declaration of victory or defeat for team match is " The competition won by (team name) on the score is X to X . X stands for the number of matches won by each team.

(The score sheet)

- 24 The score sheet shall be regular fixed form in principal, and the chair umpire fills the score in this sheet during the match along the point of filling way. In case of when the timing of finishing the match , it is little time to fill in between the call of game set and greeting with the players , it is normal to fill in after the greetings. (The score sheet & the entry regular way of filling in are shown in appended.)

Appendix

How to Use This Score Card

- (1) The chair umpire shall fill in a score card accurately.
(Columns of Event, Court Number, Round and Names of Players shall be, in principle, entered in advance by staff in charge and the chair umpire shall verify it.)
- (2) When the server/receiver were decided, the chair umpire shall circle S(server)/R(receiver) in the applicable game columns.
- (3) The point results shall be entered in the small point columns with "O" for the point won and "X" for the point lost.
- (4) When a game was finished, the total number of points won for the game shall be entered in the columns "SCORE",
and then the chair umpire shall circle the number of points won for the team which has won the game.
- (5) When the match completed, the chair umpire shall enter the total number of games won in the columns at the the bottom of the SCORE column
and also circle the total number of games won by the team which has won the match.
- (6) The chair umpire shall circle the warning initial Y (Yellow Card) or R (Red Card) in the Column "Warning" as required.
- (7) The chair umpire shall submit the filled-out score card to reporting staff after confirming the data.

- (1) The player who was called to the court for a match has not appeared.
- (2) The order of match in team competition has been mistaken even though the right order had been proposed in advance.
- (3) The warning has been issued to the same player for three times per a match. (called "Red Card")

Prohibition of change)

22. The umpire can not change by him(her)self during the match except the following two cases.
 - (1) In case of impossibility by physical problem
 - (2) In case of that a player is umpireing , and it is assumed be hindrance to the progress of match.

Chapter 4 Progress of match

23. The umpire shall conduct the progress of match as follows ;
 - (1) Both pairs shall stand in a line just behind each baselines facing the net with the middle of the line-up at the imaginary continuation of the service center lines.
 - (2) when all of them have lined up , they come up to the net at the signal of the chair umpire and facing one another across the net , then they exchange greetings with one another and next with umpires.
 - (3) When exchanging greetings , the chair umpire and the vice umpire stand on oppsite sides of the net and on the out side of the sidelines. Each linesman stands separately by each baselines. When the players come up to the net , time umpires also come up to the place near the net.
 - (4) After the greetings , the chair umpire identifies each players.
 - (5) In team competition , all the players shall stand in one line just behind each baselines facing the net , after by the signal of chair umpire , they come up to the net and exchange greetings. In case of with manager of team , manager has to stand at the nearest place of umpire position.
After the greeting of team competition , each opposing pairs exchange greetings before their bout begins as the same as individual matches.
 - (6) After the greetings , the vice umpire shows both of the pairs the A-side , B-side of a coin and tosses it up in the air. In case of dropping on the court with its A-side , the pair directed with A-side by umpire obtains the primary right of choosing service or receive or court side , opponent obtains the right of the choice which is not chosen primarily. In the view of progress of competition , the right of choice(server , reciever , court side) may be decided in advance at a waiting place before match begins.
(cf : In national competitions of Japan , the way of tossing shall be the same as the way we have been using for these passing years.)
 - (7) In case of that the the coice of balls is concerned , the pair who obtains the right of choice firstly obtains the right of choice for the balls.
In case of Team Competition , the balls decided to be used by representatives of both team shall be used in all matches.
 - (8) When the server side(receiver side) and court side have been decided , the players make practice rallies before the start of the match. During this time umpires shall take their own positions. The time of warm-up should be finished usually in one minute. This time may be reduced or the warm-up itself may be cancelled in view of the progress of the competition. The referee can make this decision upon discussing with in charge of competition and then shall tell it to the umpire.
 - (9) When the time allowed for a warm-up has passed , the chair umpire makes a call of " Ready " and urges the player to be ready for the start of the match.
 - (10) When the players are in ready positions for the start of their match , the chair umpire shall call like as followings and shall declare the start of match.
Service side , Mr.(Miss) ----- and Mr.(miss) -----of --- (nationality) , Receive side , Mr.(Miss) ----- and Mr.(Miss) -----of ---(nationality) .
() games match , Play ball !

Score Card for Doubles/Singles (SAMPLE)

Score Card for Doubles/Singles

Event		Men Women	No.	Court	Chair Umpire				Vice Umpire								
Round		Time Started:			Time Finished:			Linesman(1)				Linesman(2)					
No.		Team						S C O R E	No.		Team						
P L A Y E R									P L A Y E R								
1	S R								—	S R							
2	S R							—	S R								
3	S R							—	S R								
4	S R							—	S R								
5	S R							—	S R								
6	S R							—	S R								
7	S R							—	S R								
8	S R							—	S R								
F I N A L S · G R	S							—	S								
	R								R								
	S								S								
	R								R								
WARN Y·Y·R								No. of Games Won							WARN Y·Y·R		
No. of Win. Pair		No.		Progress				Checked by:				Reported by					

The Rules for Operations for Soft Tennis Competitions

Chapter 1 General Rules

Purposes)

1. This Rules shall be applied to the operations of Soft Tennis Competitions (hereinafter "Competitions") besides the other regulations where applicable.
2. The host organization and the managing organization which is entrusted with the operations for the Competitions by the host organization ("the host/managing organizations") shall conduct the operations based on this Rules in principle.

The Guidelines for Competitions)

2. The host/managing organizations shall prepare Guidelilnes for Competitions and inform them to all the participants in advance.

The contents of the Guidelines for Competitions shall be as follows in principle:

- (1) Name of Competition
- (2) Name of Host Organization
- (3) Name of Managing Organization
- (4) Name of Cooperative/Supporting Organizations
- (5) Period of Competitions
- (6) Venue
- (7) Place of Competition
- (8) Items of Events
- (9) Schedule of Competitions
- (10) Qualification of Participants
- (11) Method of Entry (including Changes of Players after Entry)
- (12) Rules for Competitions & Supplementary Regulations
- (13) Method of Competitions and Determination of Ranking
- (14) Preparation of Draw
- (15) Conditions for Participation
- (16) Balls and Other Equipment/Facilities
- (17) Doping
- (18) Medical Control
- (19) Security
- (20) Commendations
- (21) Expenses of Participants
- (22) Managers' Meeting

Chapter 2 Competition Facilities

(Competition Facilities/Equipment)

3 The competition facilities shall be as follows in principle:

(1) The competition facilities shall consist of the following tennis court facilities and its equipment.

a. Court facilities

Soft tennis courts ("courts"), fences, seats for spectators/officials/distinguished guests/reporters, lavatories, locker rooms with shower; waiting rooms, and flag towers

b. Equipment

Netposts, umpire chairs, benches, score boards, rollers, court brushes, and drinking water tank

(2) One of the courts shall be the main court. The main court shall preferably be independent from the other courts and have spectators' seats.

(3) The surface of court and out-court shall be clay, artificial turf (grass) or all-weather chemical for outdoor courts, and it shall be wooden, hard rubber or chemical, for the indoor courts. It shall be so written in the Guidelines for the Competitions.

(4) The number of courts shall be enough to complete the competitions depending on the scale of Competitions or expected schedule.

(5) The place of benches in the courts shall be set in the outcourts to the extent that no hindrance to the play shall be caused.

Chapter 3 Competition

4 The events of the Competitions shall be decided by the host/managing organizations out of the events provided below and shall be written clearly in the Guidelines for Competitions:

(1) Individual doubles for men and women

(2) Individual singles for men and women

(3) Individual mix doubles

(4) Team competitions for men and women

(Schedule of Competitions)

5 The schedule of the Competitions shall be decided by the host/managing organizations and shall be written clearly in the Guidelines for Competitions.

(Qualification of Participants)

6 The qualification of participants shall be decided by the host/managing organizations and shall be written clearly in the Guidelines for Competitions.

(Entry)

7 1. The method of entry shall be decided by the host/managing organizations and shall be written clearly in the Guidelines for Competitions.

2. Change of player(s) after entry shall not be allowed in principle except for the case where approval is given by the host/managing organizations. In this case, the host/managing organizations shall clarify this in the Guidelines for Competitions.

(Special Cases for the Rules for Competitions)

8 The competitions shall be operated by the Rules for Competitions for Soft Tennis ("Rules for Competitions") and the Rules for Umpiring for Soft Tennis ("Rules for Umpiring") in principle but the host/managing organizations may set up special cases as provided below: In this case, the host/managing organizations shall write so clearly in the Guidelines for Competitions:

- (1) Concerning the Rules for Competitions and the Rules for Umpiring, in the case where the domestic rules (so called as 'local rules') stipulated by the national association are available, such domestic rules may be applicable to the international competitions, etc.
- (2) In the team competitions, one manager or coach may be included in a team, in this case the manager or the coach may be regarded as one player.
- (3) In the team competitions, members of the team may enter into the permitted place in the court and may give advices or certain treatments for the physical accident under the conditions provided in the Rules for Competitions.

(Method of Competitions)

9 1. The competitions shall be performed by one of the methods provided below, and it shall be decided by the host/managing organizations and be written clearly in the Guidelines for Competitions.

- (1) Tournament System (The final winner in the knockout system shall be regarded as the first place winner and the second and others following shall be decided in the same method.)
- (2) Round Robin System (All players, pairs or teams shall match each other and the ranking shall be decided by the method stipulated separately.)
- (3) Combination of both systems of the tournament and the round robin (Combination of the two systems, (1) and (2), above, depending on the scale of participation)

2. The method of team competitions shall be as provided below:

- (1) In either case of tournament or round robin, the matches shall be played in the order submitted in advance and the team which has won more wins than others shall be the winner. In this case, a tie shall consist of singles and doubles matches and all the matches of the tie shall be played in principle. However, by the decision of the host/managing organizations, there may be the case where the team which has won more than one half of the matches shall be decided as the winner and the remaining match(es) shall not be played.
- (2) In case of causing shortage of member of team members, if the team can constitute more than one half of the tie, the team can take part in the competition with approval by the referee and the chief competition manager. In this case, however, the matches shall be played from the first match in the order of regular tie and the match(es) with shortage shall be dealt with as withdraw.
- (3) The number of games in a match shall be decided by the host/managing organizations and it shall be informed clearly to the participants in the Guidelines for Competitions, etc.

(Ranking in Round Robin Competitions)

10 The decision of ranking in the round robin shall be made by the methods as follows:

- (1) Where two teams have same win ratio, the winner of the competition between the two shall be ranked higher..
- (2) Where three or more teams have same win ratio, their rankings shall be determined by a comparison of the win ratios in the competitions between the three or more teams, and the team which has gained a higher win ratio shall be ranked higher
- (3) Where the method in (2), above, cannot be implemented, rankings shall be determined by a comparison, within the competitions between the teams with the same win ratio, firstly of the number of matches won minus the number of matches lost, secondly of the number of games won minus the number of games lost, and thirdly of the number of points won minus the number of points lost, and the team which has gained a larger positive differential shall be ranked higher.

(4) Where the method (3), above, is not applicable, the host/managing organizations shall be able to determine the rankings by draw or other appropriate method.

11 In the case where player(s) or pair(s) has(have) retired before completion of the round robin, the treatment shall be as follows: In the case, however, where some other method has been decided by the host/managing organizations in advance, the decision by this shall be applied firstly.

(1) In the case where more than one half of the players have retired, the team shall not be able to continue the competition, in this case all the preceding results shall be disregarded to be beaten by zero score retroactively to the beginning of the competition. But in the case of retirement judged under the Article 18 of the Rules for Umpiring, the results so far shall be kept effective.

(2) In the case where less than one half of the players have retired in the team competitions, the team shall be able to continue the competitions based on the approval by referee and the competition manager. In this case the match(s) lost by the retirement shall be regarded as having been beaten by zero score.

(3) In the case where a player or a pair is not able to continue the match by some reason before completion of all the matches in individual competitions, the result of all the preceding matches shall be regarded as having been beaten by zero score. But in the case of retirement judged under the Article 18 of the Rules for Umpiring, the results before the retirement shall be kept effective.

(4) In the case of coming back to the competition again after the retirement in the individual competitions, the player or pair shall be able to continue the competition based on the approval by referee and the competition manager. In this case, the result of match(es) retired shall be regarded as having been beaten by zero score.

(Withdraw)

12 In the case applicable to the Article 18 of Rules for Umpiring, the opponent shall be regarded as having won the match. In this case the points and the games obtained by the defeated player or pair shall be kept effective.

(Disqualification)

13 1. In the case applicable to Article 21 of the Rules for Umpiring, the disqualification shall be applied from the moment of finding the behavior applicable to the Article 21 in tournament system, while it shall be applied retroactively from the beginning of the first match in round robin system.

2. In team competitions, in the case applicable to the Article 13-1, above, the team applied shall be disqualified for the competitions.

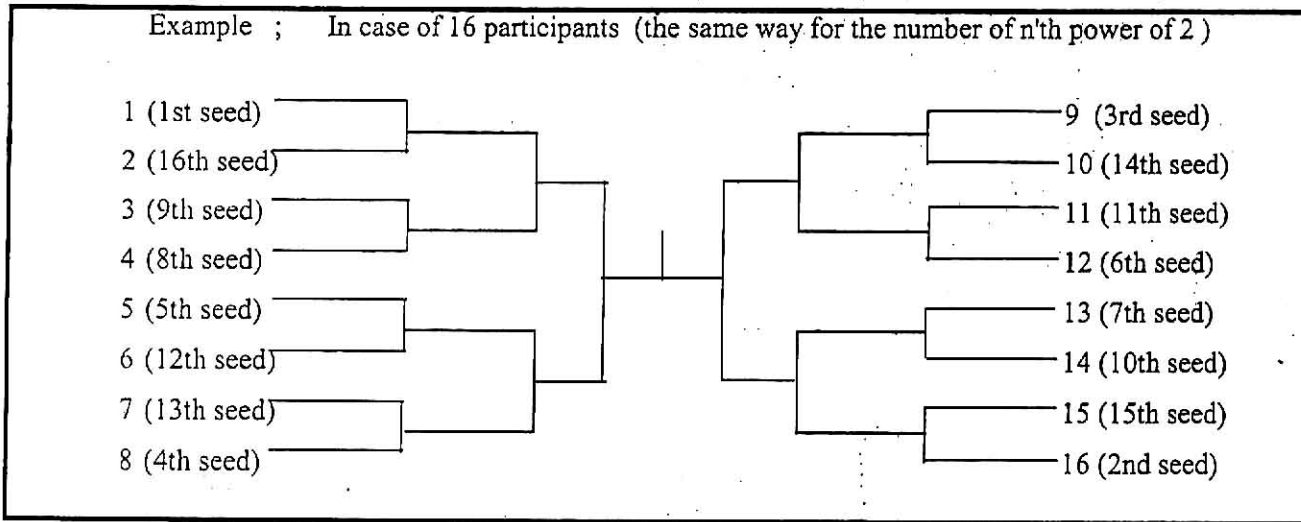
3. In tournament system, the player, pair or team beaten by the player, pair or team disqualified shall not be able to come back.

(Draw)

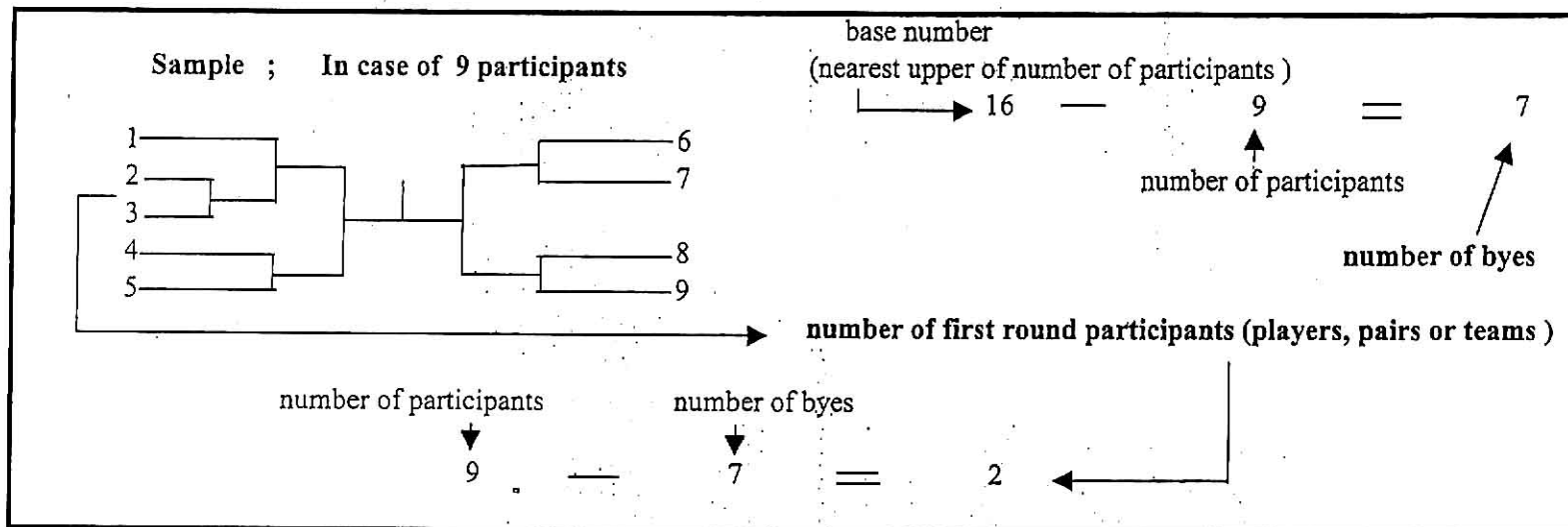
14 Draw shall be decided fairly by the host/managing organizations in accordance with the following standard in principle.

(1) Tournament System

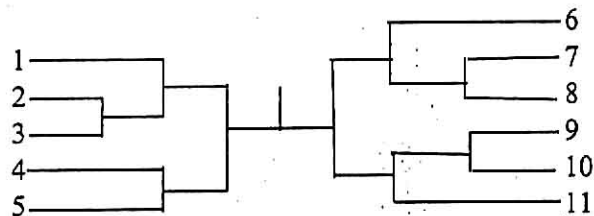
a. In the case where the number of participants (players, pairs or teams = "participants" in this article) equals to the n'th power of 2 like 4, 8, 16, 32, 64, 128 ... the draw and the seeds shall be made as follows:



b. In the case where the number of participants does not equal to the number of n'th power of 2 (base number), the base number nearest upper of the number of the participants minus the number of participants shall be the number of byes. The number of participants minus the number of byes shall be the number of participants for the first round. In the draw chart, the number of participants shall be divided by two, four or eight, and in case of odd number, the odd number of participants shall be allocated to the block for higher seed, and in case of the unit of draw is three, higher seed number shall be the bye.



Sample ; In case of 11 participants



* In case of odd number of participants, odd number of participants to be allocated to the block for higher seed
 * For a unit of 3 participants, the participant of higher

(2) Round Robin System

- a. Participants shall be divided into one or plural blocks depending on the number of participants.
- b. All blocks shall be arranged by the order of draw number, and the draw and the seeds shall be decided by the same way as in tournament system.

In case of 16 participants, for example, they shall be divided into four blocks, the order of seeds shall be as follows:

The first block	1	16	9	8
The second block	4	13	12	5
The third block	3	14	11	6
The fourth block	2	15	10	7

c. The order of matches in round robin system

- 3 players, pairs or teams 1 - 2, 2 - 3, 1 - 3
- 4 players, pairs or teams 1 - 2, 3 - 4, 1 - 3, 2 - 4, 2 - 3, 1 - 4
- 5 players, pairs or teams 1 - 2, 3 - 4, 2 - 5, 1 - 3, 4 - 5, 2 - 3, 1 - 4, 3 - 5, 2 - 4, 1 - 5
- 6 players, pairs or teams 1 - 2, 3 - 4, 5 - 6, 1 - 3, 2 - 5, 4 - 6, 3 - 5, 2 - 6, 1 - 4, 3 - 6, 2 - 4, 1 - 5, 2 - 3, 4 - 5, 1 - 6

The order of matches shall be decided by the host/managing organizations of the competition.

(Note) In case where the participants belonging to the same association are allocated to a same block, the match between the same association shall be proceeded in the prioritized order to the other matches.

(Record of Matches in the Program etc.)

- 15 The host/managing organizations shall describe the record of matches in the program as the following:
- a. Game scores shall be described for the individual competitions.
 - b. Match scores shall be described for in team competitions.
 - c. In case of retirement, a mark of 'R' shall be noted to the retired player(s), pair(s) or team(s) in the program etc. with effective scores.
 - d. In case of disqualification, a mark of 'D' shall be noted to the disqualified player(s), pair(s) or team (s) in the program with the time of disqualification in the tournament and with 'R' marks to all the matches with the retired player(s), pair(s) or team (s) in the round robin.
 - e. In the case where any player(s), pair(s) or team(s) has(have) changed since completion of the program, correction shall be made accordingly.

(Conditions for Participation)

- 16 All of the participants shall observe the conditions for participation in the Guidelines for Competitions decided by the host/managing organizations.

(Balls)

- 17 The host/managing organizations shall inform in the Guidelines for Competitions regarding the balls to be used in the competitions.

(Doping)

- 18 Doping test shall be informed in the Guidelines for Competitions in case it is implemented in the competitions, all of the participants shall receive the doping test in accordance with the guidelines.

(Medical Control)

- 19 The host/managing organizations shall give enough consideration of medical control for players and the related staff, and shall make preparation for making emergency treatments in case of need.

(Commendations)

- 20 The host/managing organizations shall inform the contents of commendation in the Guidelines for Competitions.

(Participation Expenses etc.)

- 21 In case of charging participation fee on participants, the host/managing organizations shall inform the details in the Guidelines for Competitions.

(Managers' Meeting)

- 22 In the case where the managers' meeting is to be held before the competitions in order to operate the competition smoothly, the host/managing organizations shall inform the date/time, purposes and attendees of the meeting in the Guidelines for Competitions.

(Officials of Competition)

- 23 The officials of competition shall be organized by the host/managing organizations in order to operate the competition smoothly with reference to the 'Manual for Organizing Officials for Competitions' which is provided separately.

(Jury Members)

- 24 1. The Jury Members consists of referee(s) and umpires and shall be organized by the host/managing organizations.
2. The referee(s) shall make appropriate interpretation and exercise of the Rules for Competitions and the Rules for Umpiring as well as shall lead fair judgement.
 3. In the case where there are plural number of referees, one of them shall be appointed as the chief referee.
 4. Umpires shall consist of one chair umpire and one vice umpire in principle and shall be organized with more than 4 umpires for one match/court in principle. The total number of umpires may be cut down in the case where the host/managing organizations have decided not to have the vice umpire or to have the participating players function for umpiring.

Chapter 4 Others

(Security)

25 The host/managing organizations shall try to keep smooth operations and security in the competitions by issuing ID-cards to the players, the officials and the other related staff in principle.

(Admission Fee)

26 The host/managing organizations shall be able to charge the admission fee for the competition.

(Sponsors)

27 The host/managing organizations shall be able to have sponsors. In this case, all the matters concerning sponsors shall be controlled by the host/managing organizations.

The Manual of Organizing Officials for Competitions

A managing organization of competitions which is entrusted with operations of soft tennis competitions by a host or managing organization (herein called the "host/managing organization") shall refer this manual for organizing the officials for the competitions to achieve smooth operations of the entrusted competitions, taking into consideration the safety of the participants in the competitions.

Since the requirements, however, may differ depending on the nature of the events, such as international or national, scale or level, when deciding the proper number of officials and its organization, the host/managing organization shall taking into the estimated situation of the competitions.

The basic mission of the host/managing organization covers a wide range of comprehensive and administrative duties like planning, various preparations, financing, etc. and the main task of the competition officials is to conduct smooth operations of the competitions during their period; thus, the two organizations, a host/managing and officials' organizations, are required to work closely together. To make it easier and effective to achieve these goals, in the local national events, the two organizations are usually consolidated into one organization.

Competition Officials' Basic Work Allocation and Description

Chairman	1 person	Represents the competition.
Vice Chairman	a few	Support the chairman and act for the chairman its absence.
General Manager	1 person	Conducts comprehensive management of the competition, with required authorities and responsibilities for carrying out the duties.

- General Affairs Department (1 director and a few staff members, plus a duty director if required)
 - Covers clerical work, coordination with other functions, accounting, etc for the competition.

1. General Affairs

- 1 - 1 Organizing of an organizing committee
- 1 - 2 Commissioning competition officials and assistants
- 1 - 3 Scheduling the competitions
- 1 - 4 Negotiating with related organizations, and filing applications
- 1 - 5 Preparing the program
- 1 - 6 Negotiating and fixing competition facilities, etc.
- 1 - 7 Promoting mobilization of spectators
- 1 - 8 Handling collection of admission fee and tickets
- 1 - 9 Handling uniforms for officials and staff

2. Accounting

- 2 - 1 Budgeting and book closing
- 2 - 2 Accounting
- 2 - 3 Reporting of accounting results

3. Financial Affairs

- 3 - 1 Planning financings
- 3 - 2 Securing funds

4. Ceremonies

- 4 - 1 Planning and operation of opening and closing ceremonies
- 4 - 2 Planning and operation of a reception, etc.

5. Accommodations and Transportation

- 5 - 1 Accommodations
- 5 - 2 Transportation
- 5 - 3 Lunch arrangements
- 5 - 4 Receiving and attending on of the guests
- 5 - 5 Issuing of ID cards

6. Medical Control

- 6 - 1 Relieving of the sick and injured,
- 6 - 2 Conducting of a doping test

- Competitions Department (1 director and a few staff members, plus a duty director if required)
- Covers operations of matches and related duties.

1. Matches

- 1 - 1 Preparing and delivering of the guidelines for competitions
- 1 - 2 Receiving entries
- 1 - 3 Preparing of draw
- 1 - 4 Scheduling of competitions and their management
- 1 - 5 Assigning of tennis courts for respective competitions
- 1 - 6 Receiving and registration of participants
- 1 - 7 Verifying of qualifications and conditions for participation of participants
- 1 - 8 Confirming for scratch of player (withdrawing player)
- 1 - 9 Deciding of balls to be used for competitions and securing of the required quantity of balls
- 1 - 10 Coordination and arrangements with jury
- 1 - 11 Securing of the required numbers of assistants and managing of their assignments
- 1 - 12 Preparing and management of number cloth for players

2. Facilities

- 2 - 1 Arranging construction of the competition facilities.
- 2 - 2 Installation of signboards and decorations for competition facilities
- 2 - 3 Maintenance of tennis courts
- 2 - 4 Installation of scoreboards

3. Match Proceeding

- 3 - 1 Calling for appearance of players
- 3 - 2 Receiving the orders for team competitions
- 3 - 3 Preparation of score cards
- 3 - 4 Recording and administering of match results
- 3 - 5 Distributing of information on matches
- 3 - 6 Checking and controlling of the progress of competition

○ Public Relations Department (1 director and a few staff members, plus a duty director if required)

1. General Publicity

- 1 - 1 Pre-publication to the mass media, related organizations and general public
- 1 - 2 Planning and realization of TV programs
- 1 - 3 Making publicity posters, etc.

2. Competition Publicity

- 2 - 1 Distributing of competition results to the mass media, etc.
- 2 - 2 Attendance on the press people
- 2 - 3 Inside reporting

○ Jury (1 chief referee, referees of max. 5, umpires as required)

- Jury shall be organized based on the Rules for Competitions in order to conduct fair judgments.

1. Preparations

- 1 - 1 Assigning of umpires
- 1 - 2 Controlling of the condition of balls
- 1 - 3 Care-taking of score displays and boards

2. Umpiring

- 2 - 1 Guiding of the players to the tennis court
- 2 - 2 Conduct umpiring of matches
- 2 - 3 Entering in score cards
- 2 - 4 Submitting the score cards
- 2 - 5 Coping with umpiring troubles

○ Others

- A few advisers, councilors, committee members shall be allowed to be assigned among from cooperators and supporters.