

2015 ITF WOMEN'S CIRCUIT FACT SHEET TEMPLATE



Not for publication by the National Association/Organiser. Approved Fact Sheets will be published by ITF Pro Circuit.

ALL FIELDS MUST BE COMPLETED PROVIDING AS DETAILED INFORMATION AS POSSIBLE

Please note that fields coloured must be selected from the drop down menu that appears to the right of the cell

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TOURNAMENT							
Tournament Name in ITF Calendar (e.g London) Melbourne Park				Tournament Prize Money, USD \$15,000		Plus Hospitality (+H) NO	
City Melbourne Park		Country Australia		Tournament Week (Monday e.g. 09/01/13) Mon 30 Mar 2015			
TOURNAMENT INFORMATION							
SINGLES QUALIFYING DRAW	Draw size 64	FROM Sat 28 Mar	TO Mon 31 Mar	No of Days 3	Sign-in Fri 27 Mar	Time Before 18.00	
	Draw size 32	FROM Tue 31 Mar	TO Sun 5 Apr		Sign-in None		
DOUBLES MAIN DRAW	Draw size 16	FROM Tue 31 Mar	TO Fri 3 Apr	*Friday final recommended	Sign-in 12.00 noon day before Singles Main Draw starts		
	No. Match Courts Min 5 courts required 6	No. Practice Courts Min 1 court required 2	Indoor / Outdoor Outdoor	Surface Category Clay	Surface Type Clay - Clay		
PLAYING CONDITIONS	Official Ball (Type, Brand Name) Wilson AO		Floodlights? YES	If no floodlights, approx number of playing (daylight) hours? 13			
	Prize Money paid in (Currency code) AUD; Australian Dollar		Method of Payment Cheque	Tax deductions % (Resident/Non-Res.) None		Entry Fee (max \$40) AUD\$40	
HOSPITALITY (For non +H event)	MAIN DRAW: If any, Details No hospitality			QUALIFYING: If any, Details No hospitality			
HOUSING	No housing			No housing			
SOCIAL EVENTS	None			Will live streaming (live video online) be provided?		NO	
CONTACT IN NATIONAL ASSOCIATION							
Tournament Administrator (name) Jason Simmons							
Address Private Bag 606							
Zip / Post Code 3121		City Richmond		Country Australia			
Telephone (Included Country Code +) +61 3 9914 4140				Fax (Included Country Code +) +61 3 8612 3600			
Email address jsimmons@tennis.com.au				National TA Website address www.tennis.com.au/protour			
SITE INFORMATION							
Promotional Tournament Title Melbourne Park Women's International				Name of the Club / Venue National Tennis Centre, Melbourne Park			
Address Batman Avenue							
Zip / Post Code 3121		City Melbourne, Victoria		Country Australia			
Telephone (Included Country Code +) +61 3 9914 4140				Fax (Included Country Code +) +61 3 8612 3600			
Email address jsimmons@tennis.com.au				Tournament Website address (if any) www.tennis.com.au/protour			
TOURNAMENT OFFICIALS							
TOURNAMENT DIRECTOR	Tournament Director (name) Jason Simmons						
	Before Event Telephone (Include Country Code +) +61 3 9914 4140			Before Event Fax (Include Country Code +) +61 3 8612 3600			
	During Event On-site Telephone (Include Country Code +) +61 3 9914 4140			During Event On-site Fax (Include Country Code +) +61 3 8612 3600			
	Email address jsimmons@tennis.com.au			Mobile phone (Include Country Code +)			
ITF SUPERVISOR	ITF Supervisor, name						
	During Event On-site Telephone (Include Country Code +) +61 3 9914 4140			During Event On-site Fax (Include Country Code +) +61 3 8612 3600			
OTHER KEY CONTACTS	Player's desk (Name & Telephone number)			Transport (Name & Telephone number)			
	SPORTS MEDICINE TRAINER TBA						

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VISA (Organisers are kindly requested to assist entered players with Visa invitation letters as appropriate)

Visa requirements to enter your country Temporary Work – Short-stay Activity (Subclass 400)	Cost of Visa Application (if any) 165 AUD: Australian Dollar	Deadline for Submitting Visa Application (if any) ASAP dd/mm/yy
Name and contact details of person to contact regarding Visa (e.g. email, telephone & fax number) tournaments@tennis.com.au		
Additional information (e.g. Visa requirements for players from different countries, website with Visa information etc) All players who do not hold an Australian or New Zealand passport require a visa for entry into Australia. www.immi.gov.au for applications and more information.		

TRAVEL GUIDELINES

Nominated Airport - Melbourne Airport (MEL)		Distance to Hotel 23 kms	Distance to Site 23 kms								
Other Airport (s)		Distance to Hotel	Distance to Site								
Transport from other Airport(s) to Tournament Hotel/Site Skybus to Southern Cross railway station and then tram or taxi		If not provided free of charge, please indicate approx cost by: <table border="1"> <tr> <td>Tourn. Transfer</td> <td>Taxi</td> <td>Public Transport</td> <td>(currency)</td> </tr> <tr> <td></td> <td>70</td> <td>18</td> <td>AUD: Australian Dollar</td> </tr> </table>		Tourn. Transfer	Taxi	Public Transport	(currency)		70	18	AUD: Australian Dollar
Tourn. Transfer	Taxi	Public Transport	(currency)								
	70	18	AUD: Australian Dollar								
Nearest Train Station Richmond		Distance to Hotel 500 metres	Distance to Site 500 metres								
Transport from Train Station to Tournament Hotel/Site (If not provided free of charge, please indicate approx cost) AUD \$10											
Road Directions to Site (directions, website, etc)											
Alternative Travel Options (e.g. bus, ferry etc)		Local Tourist Information (e.g. website)									
Additional Travel Information (e.g. tourist information websites, town/city information etc)											

HOTEL INFORMATION

HOTEL 1 (Mandatory)	Name of Hotel Mantra on Jolimont		Level of Hotel (Star rating, etc) 4 star																					
	Address 133 Jolimont Road																							
	Zip / Post Code 3002	City East Melbourne	Country Australia																					
	Telephone (Included Country Code +) +61 3 9940 2100		Fax (Included Country Code +) +61 3 9650 1833																					
	Email Address Jolimont.res@mantra.com.au		Hotel Website Address (if any) www.mantra.com.au/victoria/melbourne-and-surrounds/melbourne/a																					
	<table border="1"> <tr> <th colspan="2">Single Room</th> <th colspan="2">Double Room</th> <th colspan="2">Triple Room</th> <th rowspan="2">Currency</th> </tr> <tr> <th>Rate</th> <th>Per</th> <th>Rate</th> <th>Per</th> <th>Rate</th> <th>Per</th> </tr> <tr> <td>199</td> <td>room</td> <td>415</td> <td>room</td> <td>N/A</td> <td></td> <td>AUD: Australian Dollar</td> </tr> </table>		Single Room		Double Room		Triple Room		Currency	Rate	Per	Rate	Per	Rate	Per	199	room	415	room	N/A		AUD: Australian Dollar		
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	Rate	Per	Rate	Per	Rate	Per																		
	199	room	415	room	N/A		AUD: Australian Dollar																	
	Breakfast included NO		Approx Cost 30		Hotel Tax included YES																			
Reservation Deadline (Date e.g.01/01/11) ASAP																								
Distance to Site (metres, kilometres) 500 metres		Transport Hotel to Site (<i>must be provided free of charge if not walking distance</i>) NO walking distance																						
Additional information Standard rack room rates are quoted with lower prices available on some dates. Prices may alter. Reservations are required.																								
HOTEL 2 (Optional)	Name of Hotel		Level of Hotel (Star rating, etc)																					
	Address																							
	Zip / Post Code	City	Country																					
	Telephone (Included Country Code +)		Fax (Included Country Code +)																					
	Email Address		Hotel Website Address (if any)																					
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Distance to Site (metres, kilometres)		Transport Hotel to Site																						
Additional information																								

ADDITIONAL INFORMATION (e.g. Alternative accommodation - websites, etc.)

Practice balls will be available on-site from the day before qualifying. Prior to this day they will be available for purchase at the host venue. Players are advised that they may be called upon to attend event functions and media interviews. Prizemoney will be paid in AUD Bank Cheque. Draws, order of play and other circuit tournament information and local guide and visitor information available on www.tennis.com.au/protour.