



San Diego County Tennis Umpires Association



Solo Chair Umpire Procedures

Know the Rules: 2, 4, (5/6), 9, 18, (20/21), 22/23, 24, 26, 27, 29, 30, Appendix V

Some Basics

1. Prepare for the match
 - A. Check the sun position
 - B. Check the net and singles sticks
 - C. Courtside supplies: chairs, water and towels.
 - D. Used balls
2. Meet the players:
 - A. Either walk to court with them.
 - B. Be on court when players arrive.
 - C. Check name pronunciations.
3. Pre-match conference (sets the tone of the match)
 - A. Meet at the net. Usually at the singles sideline.
 - B. Be brief but informative:
 - i. Number of balls, and ball change
 - ii. Players will call all the lines
 - iii. Overrule any clear mistakes
 - iv. If overruled, player loses the point
 - v. Chair will call everything else: not ups, touches, footfaults, etc.
 - vi. Any questions?
 - C. Flip the coin
4. Time warm-up and introduce the match
 - A. Keep warm-up flowing with "two minutes", "one minute", "time".
 - B. "Ladies and gentlemen, this _____ round match will be the best of three tie-break sets. To the right of the chair from [place], [player name]. To the left of the chair from [place], [player name]. [Player name] won the toss, and chose to _____.
 - OR
 - "Ladies and gentlemen, this _____ round match will be two tie-break sets, followed by a deciding match tie-break if necessary. To the right of the chair from [place], [player name]. To the left of the chair from [place], [player name]. [Player name] won the toss, and chose to _____.

During The Match

1. Must follow the ball, tracking the serve
2. Before each serve, check the receiver at least once
3. At the end of each point, do three things simultaneously:
 - Announce the score
 - Look to the loser
 - Start stop watch

During The Match (*cont.*)

4. Overrules
 - Let the players play by The Code (Reg 0)
 - Overrule clear mistakes
 - Let players play slightly long balls as good
5. Timekeeping
 - 20 seconds between points
 - 90 second change-of-ends
 - 120 second set breaks
6. Scorecard marking
 - Marking is done only after announcing score and looking to loser of point
 - Marking: /, ., D, A, Code markings: T, C
7. Application of the PPS (Point Penalty System)
 - A. In match used to:
 - i. Maintain continuously play
 - ii. Control unsportsmanlike behavior
 - iii. Insure fair play
 - iv. Use "cautions" as needed
 - B. Verbiage
 - i. C-O-R-N
 - ii. Code
 - iii. Offense
 - iv. Result
 - v. Name

Communication

1. Always refer to players as Mr. or Ms.
2. Listen and answer any question. Any player has the right to be hear and answered
3. If there is no obvious question, try to find it. A player's look will often let you know what he/she wants
4. Be calm in any communication with a player. Don't be emotional. The player usually already is emotional.
5. Be courteous, not sarcastic. Don't talk down to player.
6. Do not start conversations. Don't borrow the trouble.
7. Confirm close calls (in or out) with unobtrusive hand signals. This stops many unnecessary questions. "Yea, he saw it. Why question him?"
8. Look like you are listening. Lean forward.

End of Match

1. Leave the court and finish scorecard
2. No conversations with the players, especially about any decisions.