



ALL FIELDS IN GREEN MUST BE COMPLETED PROVIDING AS DETAILED INFORMATION AS POSSIBLE

### TOURNAMENT NAME AND DATES

Tournament	Promotional name of Tournament			City	Nation code	Grade	Entry Fee
	J5 San Jose			San Jose	CRC	5	50\$
Dates (dd/mm/yyyy)	Entry Deadline	Monday of Tourn. Week	First day of Qualifying	First day of Main Draw	Last day of Tournament		
	10/11/2022	28/11/2022	26/11/2022	28/11/2022	3/12/2022		

### ORGANISER DETAILS

Organiser	Name of Organiser		Contact Person	
	Federación Costarricense de Tenis		Patricia Castro	
	Street/PO Box address		City, Country	Post/ZIP code
	P.O. Box 575-1000		San José, Costa Rica	575-1000
Phone number (please include international dialling code e.g. +44)			Email address	
+506 2248-0296 o al +506 7016-5984			<a href="mailto:patricia.castro@fctenis.com">patricia.castro@fctenis.com</a>	

### VENUE

Venue	Name of Club/Venue		
	Centro Nacional de Tenis La Sabana		
Address	Street address		City, Country
	Parque Metropolitano La Sabana, Canchas de Tenis		San José, Costa Rica
Courts	Indoors/Outdoors	Type of surface	No. of tournament courts
	Outdoors	Hard courts	Six
Contact	Phone number (please include international code e.g. +44)		Email address
	+506 2248-0296 o al +506 7016-5984		<a href="mailto:patricia.castro@fctenis.com">patricia.castro@fctenis.com</a>
	Website		
Additional Information	<a href="http://www.fctenis.com">www.fctenis.com</a>		
	Please give any extra information which you would like us to publish regarding the venue below		

### TOURNAMENT DIRECTOR & SUPERVISOR

Tournament Director	Name of Tournament Director	Phone number (with international code)	Email address
	Patricia Castro	+506 7016-5984	<a href="mailto:patricia.castro@fctenis.com">patricia.castro@fctenis.com</a>
ITF Supervisor	Name of Supervisor	Nation code	ITF Certification
	Rodolfo Chacon	CRC	ITF White Badge
	Phone number (with international code e.g. +44)		
			(+506) 71320288 rodochacon@hotmail.com

### COVID 19 PROTOCOLS

	Link to main government Covid-19 website in ENGLISH and local language if different. This should contain details of travel restrictions and any requirements to enter the country.	Link:	<a href="https://www.ministeriodesalud.go.cr/index.php/cent">https://www.ministeriodesalud.go.cr/index.php/cent</a>
COVID19 Officer (Please see Covid Officer Job description)	The Covid-19 Officer must be on-site throughout the tournament (including, as a minimum, from the first day players are allowed to practice) and will be responsible for the overall preparation, implementation and monitoring of the tournament's risk assessment.		
	Name of Covid-19 Officer	Phone number (with international code)	Email address
	Patricia Castro	+506 7016-5984	<a href="mailto:patricia.castro@fctenis.com">patricia.castro@fctenis.com</a>
	First Day/ Time a player can arrive on site for practice:	Day	Time
		25/11/2022	7:00 am local time
	Does the tournament plan on having spectators?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Spectators at ITF events must be approved by the ITF</b>
	If you answered Yes to spectators above - Please provide the procedures to be implemented for spectators. (Example - All spectators to wear masks)	No restrictions	

Local Testing Centre (i.e. hospital, testing centre etc.) that provides Covid-19 testing services (PCR/antigen testing).		
Name of Testing centre	Address of Testing centre	Phone number (with international code) of Testing centre
Hospital Clinica Biblica	Av. 14, Laberinto, San José	+506 2522-1000
Name of Testing centre 2	Address of Testing centre	Phone number (with international code) of Testing centre
Hospital Cima Escazú	Autopista Próspero Fernández	+506 2208-1000
Any local government restrictions (Example - Must wear masks in stores, etc.)		Must wear mask only in healthy center.

DRAWS AND SIGN-IN DETAILS					
Under 18	Event	Draw size	Sign-in deadline	First day (dd/mm/yyyy)	Last day (dd/mm/yyyy)
Boys	Singles Qualifying	32	25/11/2022	26/11/2022	27/11/2022
	Singles Main Draw	32	27/11/2022	28/11/2022	3/12/2022
	Doubles Main Draw	16	28/11/2022	29/11/2022	3/12/2022
Girls	Singles Qualifying	32	25/11/2022	26/11/2022	27/11/2022
	Singles Main Draw	32	27/11/2022	28/11/2022	3/12/2022
	Doubles Main Draw	16	28/11/2022	29/11/2022	3/12/2022

Phone number for telephone sign-in (including international country code E.g.+44)	+506 7016-5984
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Online sign-in details, if applicable	Signature form is on page <a href="http://www.fctennis.com">www.fctennis.com</a> or requested by whatsapp +506 70165984.
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HOSPITALITY	
Player hospitality	Please select level of hospitality from drop down menu. We recommend that no more than 2 players share a room
	Tier 4 No Hospitality
	If Private Housing or Other, please give details below
	No
Coach hospitality	No. of coaches to receive hospitality in official hotel until elimination of last player
	No

OFFICIAL HOTEL(S)					
Official Hotel 1	Name of hotel			Street address	
	Costa Rica Tennis Club			San José, Sabana Sur	
Contact	Phone number (please include international code e.g. +44)			Email address	
	+506 2232-1266			rcortes@crtennis.com	
	Contact person for reservations			Contact person phone number (if different from hotel)	
	Randall Cortes				
Rates (per room)*	Currency	Single Room	Double Room	Triple Room	Room Rates include:
	USD	55	65	80	<input checked="" type="checkbox"/> Breakfast <input checked="" type="checkbox"/> Tax
Official Hotel 2	Name of hotel			Street address	
	Hotel Parque del Lago			50 mts este Parque Metropolitano de La Sabana	
Contact	Phone number (please include international code e.g. +44)			Email address	
	+506 8990-4848/+506 2547-2000			<a href="mailto:reservas@parquedellago.com">reservas@parquedellago.com</a>	
	Contact person for reservations			Contact person phone number (if different from hotel)	
	Andrés Ordóñez/José Pablo Vallejos			+506 8990-4848, gerencia@parquedellago.com	
Rates (per room)*	Currency	Single Room	Double Room	Triple Room	Room Rates include:
	USD	84,75	84,75	100	<input checked="" type="checkbox"/> Breakfast <input checked="" type="checkbox"/> Tax
Transport	Transport from hotels to venue?			* Rates should be given <u>per room</u> Rates are for persons <u>not</u> getting free hospitality in official hotel	
	No				

## TRAVEL AND VISA INFORMATION

<b>International Airport</b>	Name of airport/ train station	Distance to hotel (km)	Transportation from airport/station to hotel*
	Aeropuerto Juan Santamaría	1,6 Km	No
<b>Domestic Airport</b>			
<b>Rail</b>			
<b>Visa requirements</b>	Please provide details of any information regarding visas or travel arrangements that players should be aware of		
	Check with airline travel agency and embassy		
<b>Contact for visa invitation letter</b>	Name	Phone number (with international code e.g. +44)	Email address
	Patricia Castro	+506 7016-5984	<a href="mailto:patricia.castro@fctenis.com">patricia.castro@fctenis.com</a>
* Please state whether transportation will be provided by the tournament from the Airport/Station to the official hotel(s). If it will not be provided, please state the best method of transport and an approximate cost			

## PLAYER WELFARE

<b>Statutory authority for Safeguarding issues*</b>	Name of statutory authority	Street address (including city and country)
	Delegación de La Fuerza Pública	Calle 10, Barrio México
	Phone number (with international code e.g. +44)	Email address
	+506 2258-0629	N/A
* Each country handles these matters differently, but typically the statutory authority would be the police or other local law enforcement agency; a child protection or social services agency; national association or other similar type of organisation.		

## TOURNAMENT SERVICES

<b>Stringing Fee</b>	Please include currency (e.g. \$12)	<b>Massage Fee</b>	Please include currency (e.g. \$25)
	\$12		N/A
<b>Live Scoring</b>	Yes/No	If yes, please provide details/link	
	No		

## OTHER INFORMATION

Please provide any further information you would like to be published below

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## NOTES FOR ORGANISERS

<b>IPIN requirement</b>	All players must have an IPIN and pay the annual IPIN Membership Fee to enter an ITF World Tennis Tour Juniors tournament. If players do not have an IPIN they must go to <a href="http://www.itftennis.com/IPIN">www.itftennis.com/IPIN</a> to register.
<b>Eligibility</b>	Only boys and girls who are under the jurisdiction of a national tennis association affiliated to the ITF and who are born between 1st January 2004 and 31st December 2009 may compete in any of the tournaments that comprise the 2022 ITF World Tennis Tour Juniors. Players are eligible to compete on the Tour in the year they turn 13 years of age, if they have reached their 13th birthday on or before the start of the Singles Main Draw of the tournament they are competing in
<b>Hospitality information</b>	Player Support Team: All Player Support Team members must register for an ITF Player Support ID number in order to be eligible for hospitality (V. ON-SITE REQUIREMENTS, 54. Hospitality, ITF World Tennis Tour Juniors Regulations). If Player Support Team Members do not have an ITF Player Support ID number, they must register at <a href="http://playersupport.itftennis.com/home.aspx">http://playersupport.itftennis.com/home.aspx</a> .