

## United States Tennis Association Incorporated (USTA) - Grievance Report Form

Please utilize this Grievance Report Form in the filing of any Grievance.  
While this Grievance Report Form is not mandatory, its use is encouraged. Please print legibly.

### **Complaint Against (Respondent)**

Name/Entity \_\_\_\_\_ Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_ Age Division \_\_\_\_\_  
Position (Player, Parent, Coach, Trainer, Official, Administrator, Entity) \_\_\_\_\_  
*Must provide the full name, and at a minimum, City & State for the individual for who this grievance is against in order for the filing to be reviewed & processed.*

*You must have an active, current USTA Membership to file a Grievance. The USTA has jurisdiction over active, USTA Members; we are unable to accept Grievance matters filed against non-USTA Members.*

### **Filed By (Grievant)**

Name \_\_\_\_\_ Street Address\* \_\_\_\_\_  
City\* \_\_\_\_\_ State\* \_\_\_\_\_ Zip Code\* \_\_\_\_\_  
Phone\* \_\_\_\_\_ Email\* \_\_\_\_\_ Age Division \_\_\_\_\_  
Position (Player, Parent, Coach, Trainer, Official, Administrator, Entity) \_\_\_\_\_

*If you are filing on behalf of your minor child, you must state the same and are advised that the minor's USTA Membership must be active and current.*

Grievance Report Forms, witness information, and supplemental information submitted will not be held as confidential, and are provided to ALL parties to ensure administrative due process.

\*Should you request that your contract information (as Grievant), identified in the asterisked\* fields above, to remain confidential you must provide the information on a separate attachment marked CONFIDENTIAL. Do Not include any confidential contact information on your additional attachment(s) you submit, as it will be provided to all parties as submitted.

### **Grievance Details:**

Name of Tournament \_\_\_\_\_ Date of Occurrence \_\_\_\_\_  
Location of Tournament (City, State, Venue) \_\_\_\_\_  
ServeTennis ID \_\_\_\_\_ Doubles Partner Name/Phone (if applicable) \_\_\_\_\_  
Tournament Director Name \_\_\_\_\_ Phone \_\_\_\_\_  
Tournament Referee Name \_\_\_\_\_ Phone \_\_\_\_\_

Other Grievance (Please Specify): \_\_\_\_\_

**Details of Grievance** – Please provide sufficient, specific information for the USTA Grievance Committee to use to investigate and make a decision related to your grievance. Should you identify a Tournament Director, Referee, or other individual(s) such as witnesses with information related to your grievance, please provide the contact information. Witness contact information will not be held as confidential. If you have any supporting documents, or need additional pages, please submit with this Grievance Report Form\*. Be advised that the USTA will transmit information electronically and is not responsible for the privacy of personal information submitted by any party.

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The USTA Bylaws, Rules, and Regulations govern the grievance process. Please see USTA Bylaw 43, USTA Bylaw 62, and the USTA Rules and Regulations as identified in *Friend at Court*, for additional information as to jurisdiction, timing, filing, notice, etc. of Grievances. These publications are available on [www.usta.com](http://www.usta.com), along with this Grievance Report Form and other resource materials and information. Should this matter fall under the jurisdiction of a USTA Sectional Association, this Grievance Report Form will be forwarded to the Section's Executive Director. Should this matter be governed by the USOPC, ITF, ATP, or WTA, please contact the appropriate entity.

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USTA Legal Department Only

Date Received \_\_\_\_\_  
Date of Initial Decision / Hearing \_\_\_\_\_  
Date of Appeal \_\_\_\_\_  
Date Closed \_\_\_\_\_

Date of Appeal \_\_\_\_\_  
Date Closed \_\_\_\_\_  
Date of Appeal Decision \_\_\_\_\_  
Reassigned to Section \_\_\_\_\_