

DATE: 28-08-2024

**CBSE WEST ZONE TENNIS (BOYS & GIRLS) 2024-25**

(Date: 18 SEPTEMBER TO 21 SEPTEMBER, 2024)

**INVITATION LETTER**

To  
The Principal  
CBSE Affiliated School  
West Zone

Dear Sir/Madam

It is a matter of immense pleasure and pride for us to inform you that our school has been entrusted with the responsibility of organising the **CBSE West Zone Tennis Championship (Girls and Boys) 2024-25** under **14, 17 & 19 years age group**.

We extend a very warm invitation to you and your team on behalf of CBSE and the Management, Staff and students of **Neil World School, Guna** to this Championship.

The details of the program and important instructions with regard to the arrival and departure are attached herewith for your kind information.

Kindly note that teams (Students) must be escorted only by school teachers. No team will be accompanied by any parent.

Your early response will be greatly acknowledged.

Thanking You

Regards

Mrs Poonam Kumar  
Principal

## **CBSE WEST ZONE TENNIS (BOYS & GIRLS) 2024-25**

(Date: 18 SEPTEMBER TO 21 SEPTEMBER, 2024)

### **IMPORTANT INFORMATIONS AT AGLANCE**

1	Name of the Tournament	CBSE West Zone Tennis (Girls & Boys) 2024-25
2	Name of the Host School	Neil World School, Guna (M.P.)
3	Address	Gram Piprodakhurd, Indore Bypass Road, Guna
4	Location:	<a href="https://maps.app.goo.gl/zbdeU1jNxq9yxo9E6">https://maps.app.goo.gl/zbdeU1jNxq9yxo9E6</a>
5	Principal	Mrs Poonam Kumar
6	Organizing Secretary	Mr Amit Goyal, Mobile: 9754655666
7	E-mail. Id	<a href="mailto:principalguna@neilworldschool.com">principalguna@neilworldschool.com</a>
8	Website	<a href="http://www.neilworldschool.com">www.neilworldschool.com</a>
9	Contact Person and Number	Mr Amit Goyal, Mob. No.: 9754655666
10	Nearest Railway Station	Guna
11	Transport In-charge	Mr Danish Khan - Mob No. 9893675786
<b>IMPORTANT DATES</b>		
12	Last Date of Entry	11 September, 2024, Wednesday
(a)	Championship Dates	18 to 21 September, 2024
(b)	Managers/Coach Meeting	17 September, 2024 Time: 06:00 PM
(c)	Verification of Documents	17 September, 2024 Time: 02:00 PM
(d)	Opening Ceremony	18 September, 2024 Time: 9:00 AM
(e)	Valedictory Ceremony	21 September, 2024 Time: 03:00 PM approx.
(f)	Date of Reporting	17 September, 2024 Time: Before 2:00 PM

## **CBSE WEST ZONE TENNIS (BOYS & GIRLS) 2024-25**

(Date: 18 SEPTEMBER TO 21 SEPTEMBER, 2024)

1. CBSE Tennis Tournament will be played according to the rules and regulations of AITA unless otherwise modified in these Rules.
2. Each school can send one team, comprising of maximum four players, in both the age groups i.e. under 14, 17 and 19 yrs, separately in 'Boys & Girls' category.
3. The tournament at Zone level shall be played on **Knock-out basis**. In case the number of teams at Zone level is less, the tournament may be organized on league cum knock out basis.
4. All the matches shall be played as best of 13 (thirteen) games with six all as tie breaker. Semi-final will be played on "short set" basis and finals will be played on the best of three sets with tie-breaker rule, if necessary.
5. The tournament shall consist of two singles and one doubles event in both the sections i.e. boys and girls. Two singles matches shall be held first and in the tie case (one all) double will follow.
6. Merit Certificates and Medals shall be awarded to the first three positions winning teams in both the sections.
7. All the other participants shall be awarded with the Participation Certificates who actually come to play.
8. The decision of the referee shall be final.
9. Players must report 15 minutes in advance in proper kit for the match.
10. Players must be prepared to play more than one match in a day.
11. The code of conduct for the player shall be strictly observed on and off the field.
12. The school Organizing Zone level competition shall take a Group Photo of the teams that have qualified to participate at National level competition. The photo shall be signed by the host school Principal and forwarded to the school organizing next level of competition along with the original entry Proforma.
13. Protest, if any, has to be submitted in writing by the Team Coach/Manager with the Chief Referee, within 15 minutes of the announcement of result. The decision of the Jury of Appeal shall be final.
14. The team players reporting on 17 September, 2024 will only be allowed to participate in the Championship. Please send your team(s) accordingly.

15. The Host School will not be responsible for any mishappening during Championship or during journey.
16. All the competitors will bring their personal kit.
17. Accommodation will not be provided to the parents accompanying the participants.
18. The boarding charges shall be Rs. 500/- per head per day including bedding charges. It is advised that from the health and safety point of view, all participating teams dine in the mess arranged by the Organizing school.
19. The participating schools will deposit payments against meals on full day basis and no part payment will be accepted and the participating schools will not insist for refund of part.

## **CBSE WEST ZONE TENNIS (BOYS & GIRLS) 2024-25**

(Date: 18 SEPTEMBER TO 21 SEPTEMBER, 2024)

### **IMPORTANT INSTRUCTIONS:**

1. **Opening and Valedictory Ceremony:** Opening Ceremony will be held at 09.00 AM on 18<sup>th</sup> September, 2024 and Valedictory ceremony approximately at 03:00 PM on 21<sup>st</sup> September, 2024.
2. **Participation in March past is compulsory.** Schools are requested to carry their school flag and students must be in proper sports uniform of their school. Participation in march Past is compulsory, failing which their right to participate can be forfeited.
3. Participation criteria is as per the CBSE Rules of Sports & Games 2024-25
4. **AGE CRITERIA:** No player shall be below 10 years so as to participate in the championship.
5. **Age calculation will be as:**
  - (i) Under 14 years - Born on or after 01-01-2011
  - (i) Under 17 years - Born on or after 01-01-2008
  - (ii) Under 19 years - Born on or after 01-01-2006
6. Meeting of Coaches and Managers will be held at 6:00 PM on 17 September, 2024.
7. The team members must be instructed to observe discipline, code of conduct and to use the school property with utmost care. In case of any damage, deduction will be made from security deposit.
8. Participating schools are requested to bring attested and duly signed CBSE entry Proforma of the participants and coach/manager.
9. Girls' team should be compulsory accompanied by female coach or manager.
10. The participants need to bring their complete Tennis kit (Racket, shoes, dress).
11. Kindly do not touch the materials which are costly and sensitive like- Smart Boards, CCTV Camera, Window glass, Fans, Lights, ACs, almirahs etc.
12. Team Coach/Manager will be held responsible for any damage/breakage of any item inside the school premises.
13. Team should report in the court, half an hour before the start of match.

14. It is a No Tobacco/No Smoke /No Liquor/No Drugs Zone, if any illegal material is found, it will have legal consequence.
15. Avail the lunch/dinner etc. as per the timings without making delay by producing the Coupons.
16. All information regarding Tennis Championship is available in the Control Room.
17. The host School will provide separate accommodations for boys and girls.
18. The team Managers and Coaches are supposed to stay with their teams.
19. The payment for food & staying will be borne by the teams and the payment for that per head per day @ Rs. 500/- shall be deposited in advance at the Account Section. **It will be compulsory for all the participating teams to avail the lodging and meals facility provided by the host school. Only vegetarian food will be served.**
20. Security deposit of Rs. 2000/ is to be deposited at the time of reporting which is Refundable.
21. The team shall be responsible for their belongings and are advised not to carry costly items with them. The contingent must not put damage to the school property. In case of any damage, the participating team will have to bear the cost.
22. The team officials are requested to complete all the formalities and clear all the payments before their departure.
23. The departing teams are requested to inform four hours prior from their departure to the Accounts Department for clearance of their accounts and for arranging the transport.

#### **TIMING FOR MEALS:**

❖ Breakfast	:	8:00 AM
❖ Lunch	:	12.30 PM to 2:00 PM
❖ Evening Tea	:	5:00 PM
❖ Dinner	:	7.30 PM to 9:00 PM

**CBSE WEST ZONE TENNIS (BOYS & GIRLS) 2024-25**

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**THE FOLLOWING DOCUMENTS ARE COMPULSORY/MANDATORY ALONG WITH THE ENTRY FORM:**

**The following should be produced at the time of registration duly attested by the Principal. The documents for verification in original should also be brought & shown if asked for.**

- (a) For Classes IX - XII students copy of CBSE online registration with photo.
- (b) Team photo with Principal. (Annexure No. D)
- (c) Attested Identity card (UID) as specified by the CBSE.
- (d) Online print out of School team participation.
- (e) All the participating schools must attach the proof of payment of Annual Sports Fee to CBSE (Rs. 10,000/-) session 2024-25

**Note: Only online registration of participants with proper UID number & online entry proforma as submitted on CBSE Website will be accepted.**

**CBSE WEST ZONE TENNIS (BOYS & GIRLS) 2024-25**

(Date: 18 SEPTEMBER TO 21 SEPTEMBER, 2024)

**ANNEXURE – A**

**‘Letter of confirmation of participation’ to be sent by mail to  
principalguna@neilworldschool.com before 11<sup>th</sup> September, 2024.**

The Principal,

Neil World School

Guna (M.P.)

Dear Ma’am,

This is to confirm that our school would be participating in **the CBSE WEST ZONE TENNIS (BOYS & GIRLS) 2024-25** from 18 September to 21 September, 2024. The details are as follows.

Name of the School: \_\_\_\_\_

Address: \_\_\_\_\_

Name of the PET/Coach: \_\_\_\_\_

Email – id: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

We would be forwarding the details as per the annexure B, C, D, E and F before 11<sup>th</sup> September, 2024.

Yours Faithfully



## **ANNEXURE - B**

Kindly enclose;

CBSE Online Participation list

(Downloaded from [www.cbse.nic.in](http://www.cbse.nic.in)),

To be attested by the School Principal.

**ANNEXURE – C**

**DETAILS OF COACH / MANAGER ACCOMPANYING THE TEAM**

(Maximum two)

S. No.	Name of the Coach/Manager	Contact No.	Photograph
			<p align="center">Photograph attested by the Principal</p>
			<p align="center">Photograph attested by the Principal</p>

Certified that the details mentioned above is true.

School Seal (Round)

Signature of the Principal

Name of the Principal: .....

.....

Mobile No. of the principal: .....

**ANNEXURE – D**  
**CBSE WEST ZONE TENNIS (BOYS & GIRLS) 2024-25**

(Date: 18 SEPTEMBER TO 21 SEPTEMBER, 2024)

(Please note: - to be filled in capital letters and sent on or before 11 September, 2024)

1. Name of the Principal: .....
2. School Address: .....  
.....
3. Contact Number: .....
4. E- Mail: .....
5. Website: .....
6. Group photograph of the team with the school principal and Coach/PET

Group Photo

School Seal (Round)

Signature of the Principal

**ANNEXURE - E**

**CBSE WEST ZONE TENNIS (BOYS & GIRLS) 2024-25**

(Date: 18 SEPTEMBER TO 21 SEPTEMBER, 2024)

Age Category: ..... Boys/ Girls: .....

Name of the School: .....

Address: .....

Phone No.: .....

**(To be filled for all the students included in the team)**

S. No.	Name of the Student	Class	Admission No.	Date of Birth	CBSE Registration No. only for IX, X, XI, XII/ UID	Photograph attested by the Principal
1						
2						
3						
4						

(Use Separate sheet for different age group and gender.)

**ANNEXURE – F**

**CBSE WEST ZONE TENNIS (BOYS & GIRLS) 2024-25**

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**DETAILS OF JOURNEY**

Name of the School: \_\_\_\_\_

Name of the Coach/Manager: \_\_\_\_\_

Mobile No: \_\_\_\_\_

S.No.	Arrival Particulars	
1	Mode of Transport	
2	Name of the Train/ Bus	
3	Arrival Date	
4	Arrival Time	
5	Number of Boys/Girls	Male: _____ Female: _____
6	Departure Date	
7	Total Members of team including Coach /Manager	

School Seal

Principal Signature

### **DISQUALIFICATION**

**A player/team may be disqualified/scratched for the following reasons.**

1. If the ineligibility of any member of the team is detected.
2. Inclusion of non-bonafide student in the team.
3. Misbehavior on ground by participants or accompanying official.
4. Use of abusive language by participants or accompanying official.
5. Misbehavior with Officials/Opponents by participants or accompanying official.
6. Indiscipline at the place of stay by participants or accompanying official.
7. Damaging the school property.
8. Indiscipline during the Opening and Closing ceremonies by participants or accompanying official.

### **PROTEST**

Protest of any nature in connection with the tournament shall be in writing and must reach the Organizing Secretary and CBSE Observer within one hour of the declaration of the result, duly accompanied by a fee of Rs.1000/- (Rupees One Thousand).

Such a protest will be considered by Jury of Appeal, consisting of following:

1. Principal, Organizing School
2. Organizing Secretary
3. CBSE Observer
4. One or two technically qualified People present at the venue

The parties under dispute may be heard before deciding the issue. In case the protest is upheld, the protest fee shall be refunded to the protesting school otherwise the fee shall be forfeited.

The decision taken by the Jury of Appeal will be final and binding.

The decision, together with full facts of the protest may immediately be reported to the Deputy Director (Sports) CBSE.

### **MEDALS AND CERTIFICATES**

No Participation Certificate shall be given to a player/team that does not play after reporting.

### **UMPIRES/REFEREES/GAME OFFICIAL**

Decision of the game officials is final.

**Payment for your boarding, food for all 04 days & security deposit will be accepted ONLY IN CASH on the day of registration.**

**Note: No other mode of payment will be accepted.**

**Cost of food and stay per head per day Rs. 500/- Security Deposit Rs. 2000/- Per School (Refundable).**