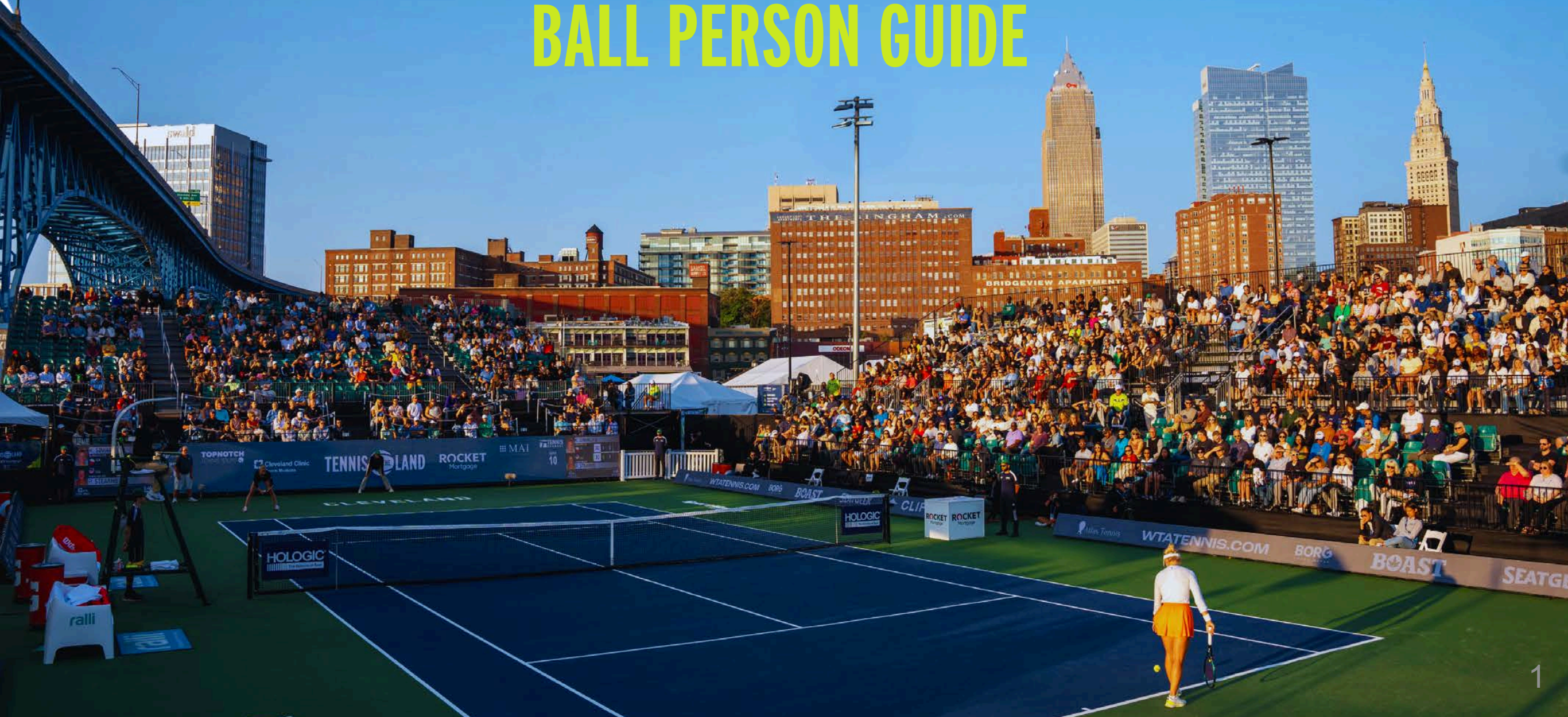


TENNIS  
IN THE  
LAND CLE  
Powered by Rocket

WTA 250

# BALL PERSON GUIDE





# TABLE OF CONTENTS

- Ball Person Responsibilities
- Principles to Success
- Ball Person Fundamentals
  - Positioning
  - Posture
  - Rolling and Supplying
  - Duties Overview
- Warm-Up
- Point, Game, Set, and Match
- Tie-Breaker
- Ball Person Etiquette



# RESPONSIBILITIES

As a ball person you will have three primary responsibilities throughout the tournament, they are as follows:

- Collect balls on or off the court
- Supply the server with balls
- Other various services for the player (umbrella, water, sports drink, etc.)





TENNIS  
IN THE  
LAND CLE  
Powered by Rocket

WTA 250

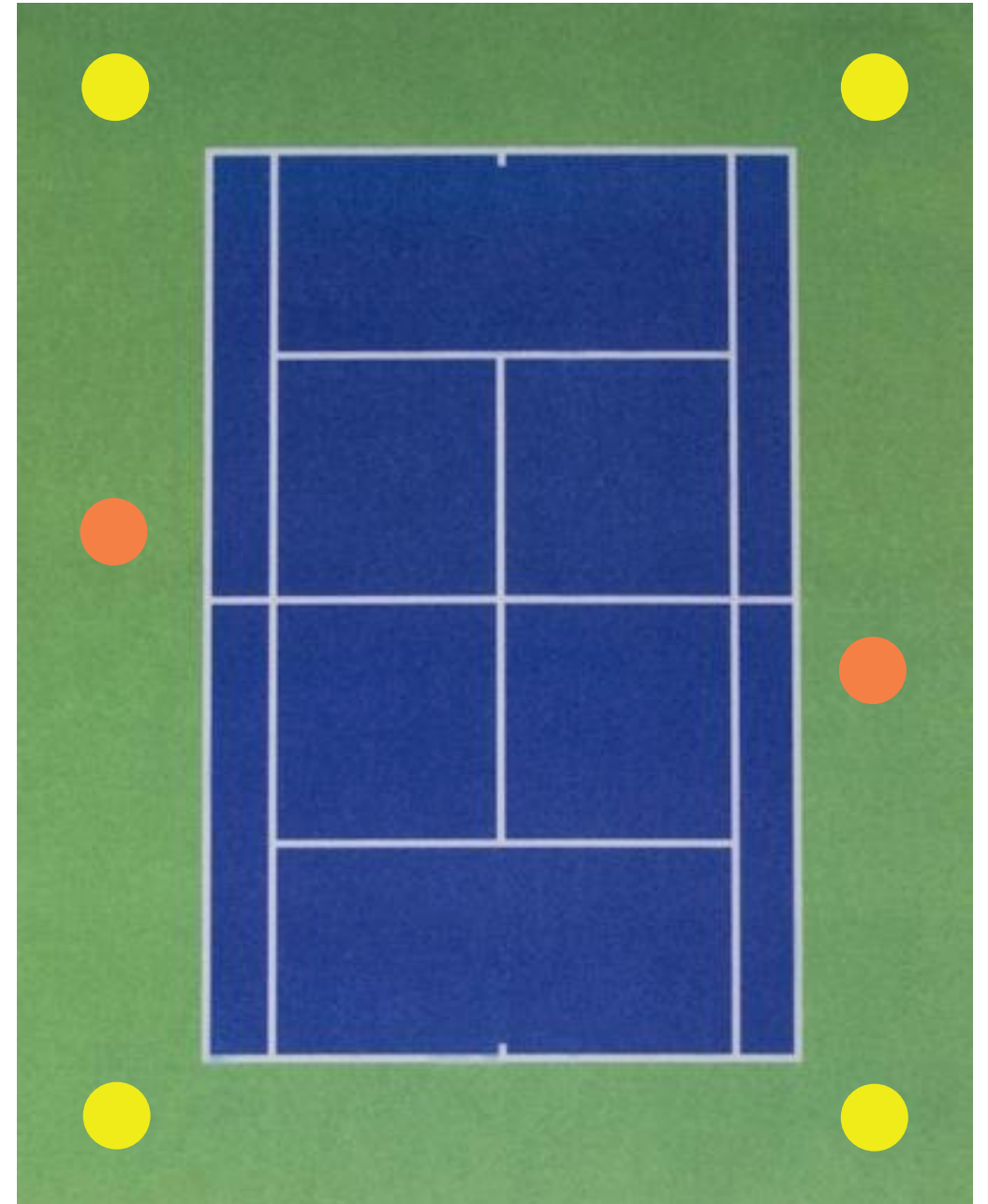
# BALL PERSON FUNDAMENTALS





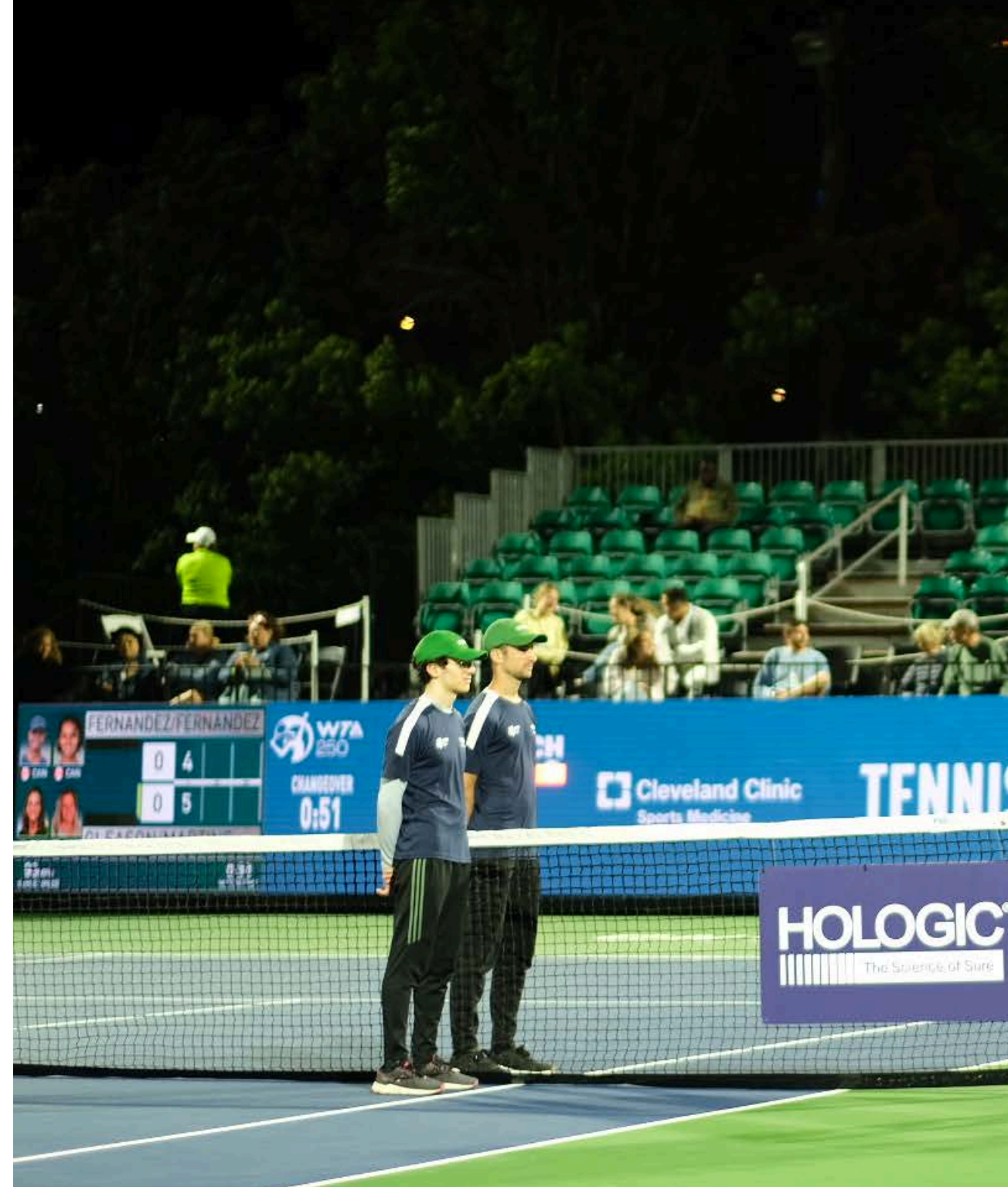
# POSITIONING

- 6 ball persons on the court at all times
- 4 baseline ball persons (yellow dots)
- 2 net ball persons (orange dots)
- You will not be limited to strictly baseline or net so it is important you know both positions



# POSITIONING RULES

- Baseline ball persons must avoid blocking any signage on backwall
- The net ball persons may choose to stay on the same side as the umpire chair or on the opposite side of the chair kneeling on the knee pad provided
- Net ball persons should work together to ensure there is a person on each side of the net and not next to each other
- If a serve is deemed a "fault" or "let" the ball person who retrieves the ball can go to any of the six spots, baseline or net
  - This person must stay until the conclusion of the point to ensure a fast pace is kept between serves





# POSTURE

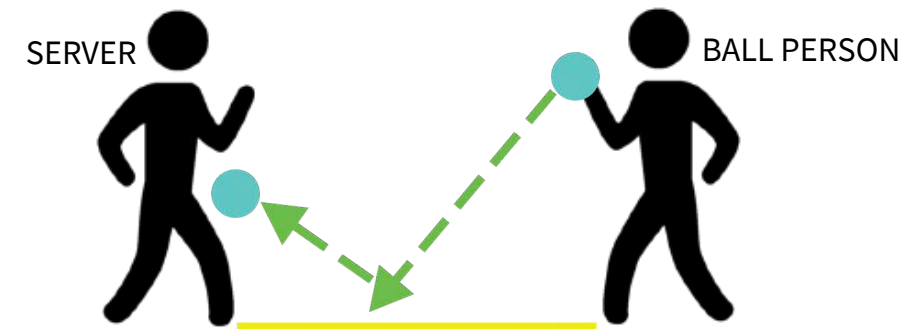
- Baseline ball persons and the net ball person next to the chair umpire should always be standing during the point standing straight and motionless with feet slightly apart facing forward
- Keep hands behind your body, holding balls not in use during the point
- Moving during the point, dropping the ball, or holding the ball in front of you could cause replaying of the point
- Net ball person on the opposite of the umpire chair should kneel on the knee pad provided, similar to being in starting blocks
- This individual should hold the tennis balls in hand but not put pressure on them
- DO NOT TOUCH THE NET



# SUPPLYING

- A ball person's first priority is supplying the player with tennis balls, then rolling and receiving other balls.
- Players usually ask for tennis balls on the serving-side baseline ball person, but sometimes server may ask for the balls directly from the net ball person based on their habits
- After each point, the baseline ball person on the server's side should hold only one ball in the throwing hand and keep other balls in the other hand to show how many you have to the server. If you don't have any balls just show the empty hands. You can put the balls on the ground if there are too many to hold

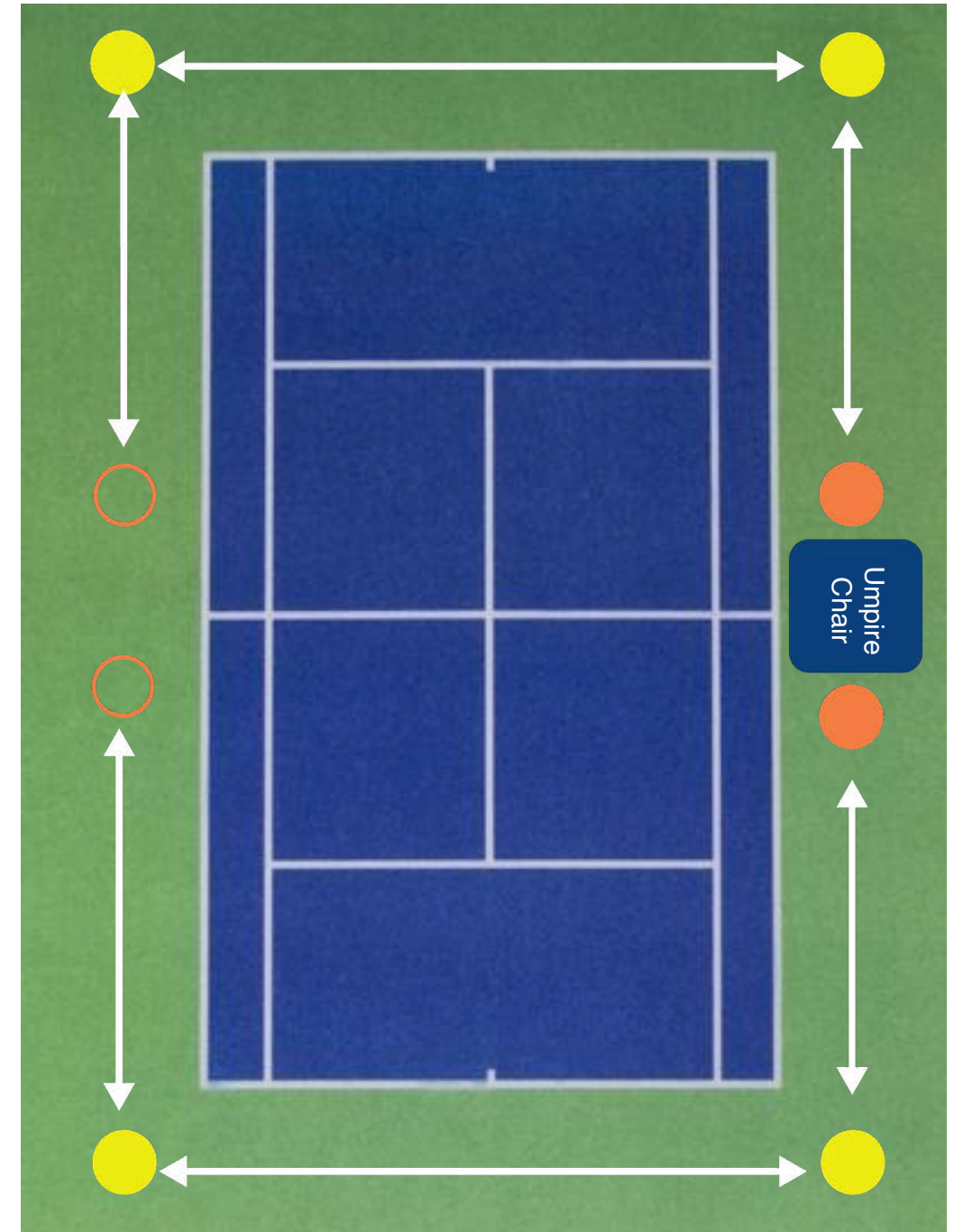
- Watch carefully for the signal from the server. It can be saying the word "ball", or just simply keeping her eyes on you.
- Do not consistently supply the same ball after the server sends it back. Alternate between the tennis balls that you have.
- Aim the ball at the  $\frac{2}{3}$  distance between you and the server, so it bounces off to the waist level of the server in one bounce





# ROLLING

- Rolling is the standard way to pass the ball to another ballperson (unless when ball persons are very close to each other they can pass the ball hand to hand)
- The white arrow lines in the diagram to the right indicate the paths that a ball person can roll the balls. (baseline -> any net -> baseline, serving-side baseline ball persons can roll the ball to each other to equalize)
- Receive the balls with palms facing out and fingers down to the ground, like catching a baseball
- Do not roll the ball if the serve was called "fault" or "let"
- Do not roll the ball across the playing court
- Do not roll the ball if a player is on, or walking, towards the rolling paths
- Do not roll if the receiving ball person is not aware of your rolling
- Do not roll if the server is about to step on the baseline and serve

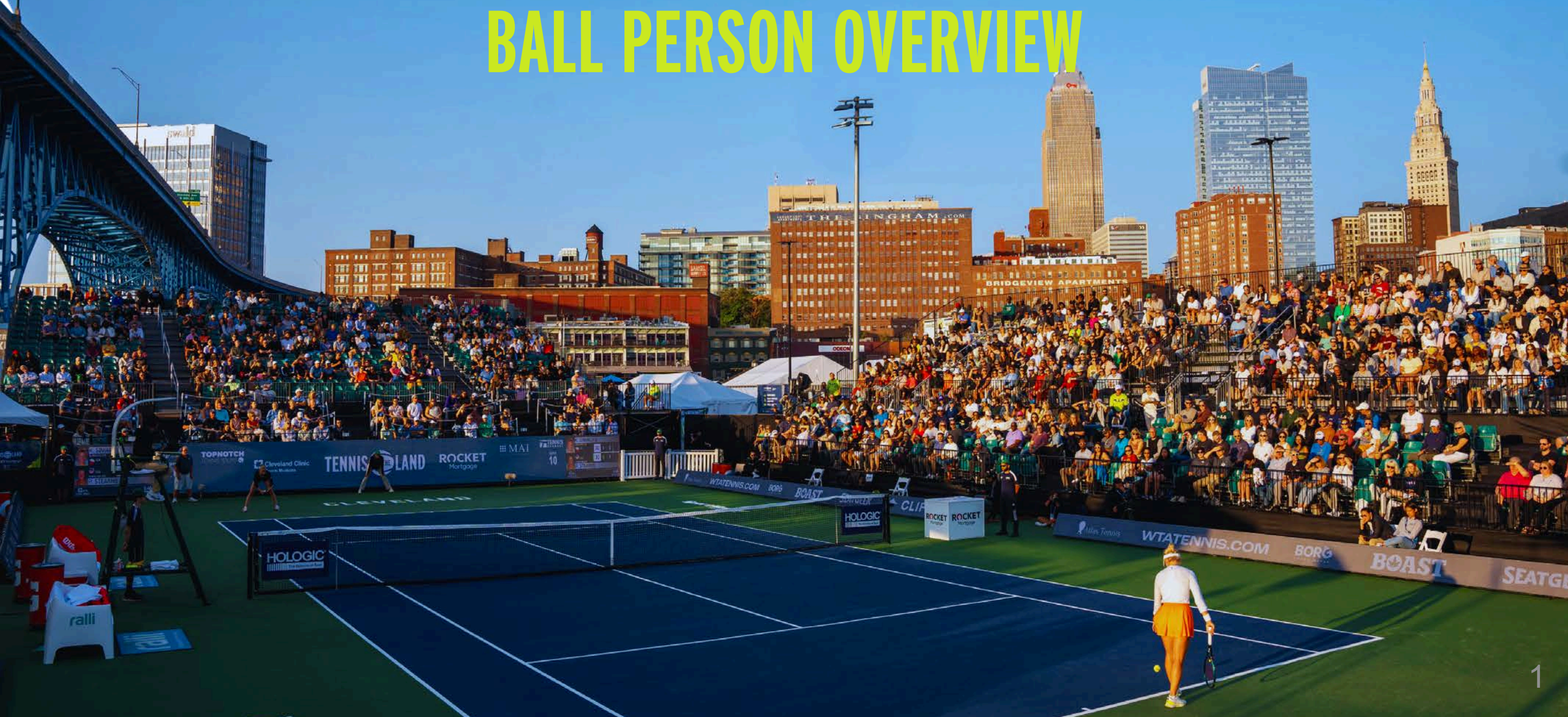




TENNIS  
IN THE  
LAND CLE  
Powered by Rocket

WTA 250

# BALL PERSON OVERVIEW





# SERVER'S SIDE

- Supply the server with balls, specifically at the conclusion of a point and before the next point begins, you should show both hands to the server by holding one ball up in your throwing hand and holding other balls in the other hand, ready to toss it to the server when they request it.
- If you do not have any balls, hold your arms up showing they are empty
- Do not consistently supply the same ball after the server sends it back, change to another ball if there are any in your hand

- Retrieve balls landing in the baseline area
  - Receive balls from net persons at the end of each point
- If there is enough time, each baseliner on the server's side should be aware of how many balls the other has and equalize them, but do not roll near the player or when the player steps up to serve



# RECEIVER'S SIDE

- Retrieve all balls landing in the baseline area
- If the first serve is called "fault" or "let," retrieve the ball ASAP, returning to your original position and holding the ball until the end of the point
- Upon completion of a point, make eye contact or show the balls in hands or empty hands to let the net ball person know if you have any balls



- If you have a ball, after the point is over and a the net person notices you, roll the ball to the net person
- If the net ball person on your side is distracted, try to make eye contact with the other net ball person to gain their attention and then roll the ball to them instead







# NET BALL PERSON

- While kneeling, remain motionless, ready to react
- instantly to retrieve balls quickly and quietly that fall into the net
- After each point, make sure that one net person is on each side of the net, opposite each other
- After each point, make eye contact with baseline ball persons, be aware of where all six balls are, roll balls to the server's side and retrieve ball from the receiver's side if any
- After picking up the ball from a server that was called "fault" or "let", find the closest spot to stay
- After picking up the ball after a point, go to the best spot so that there are two net ball persons on the opposite sides of the court



- The balls that hit the net and roll toward the baseline are the responsibility of the net person. If the ball is from a bad serve, you could retrieve it and run to a baseline position.
- Be aware of the location of all balls at all times and the need to get them to the server's end as quickly as possible.
- During changeovers, net ball persons put up and hold the umbrella for the player



TENNIS  
IN THE  
LAND   
Powered by  Rocket

WTA 250

WARM-UP





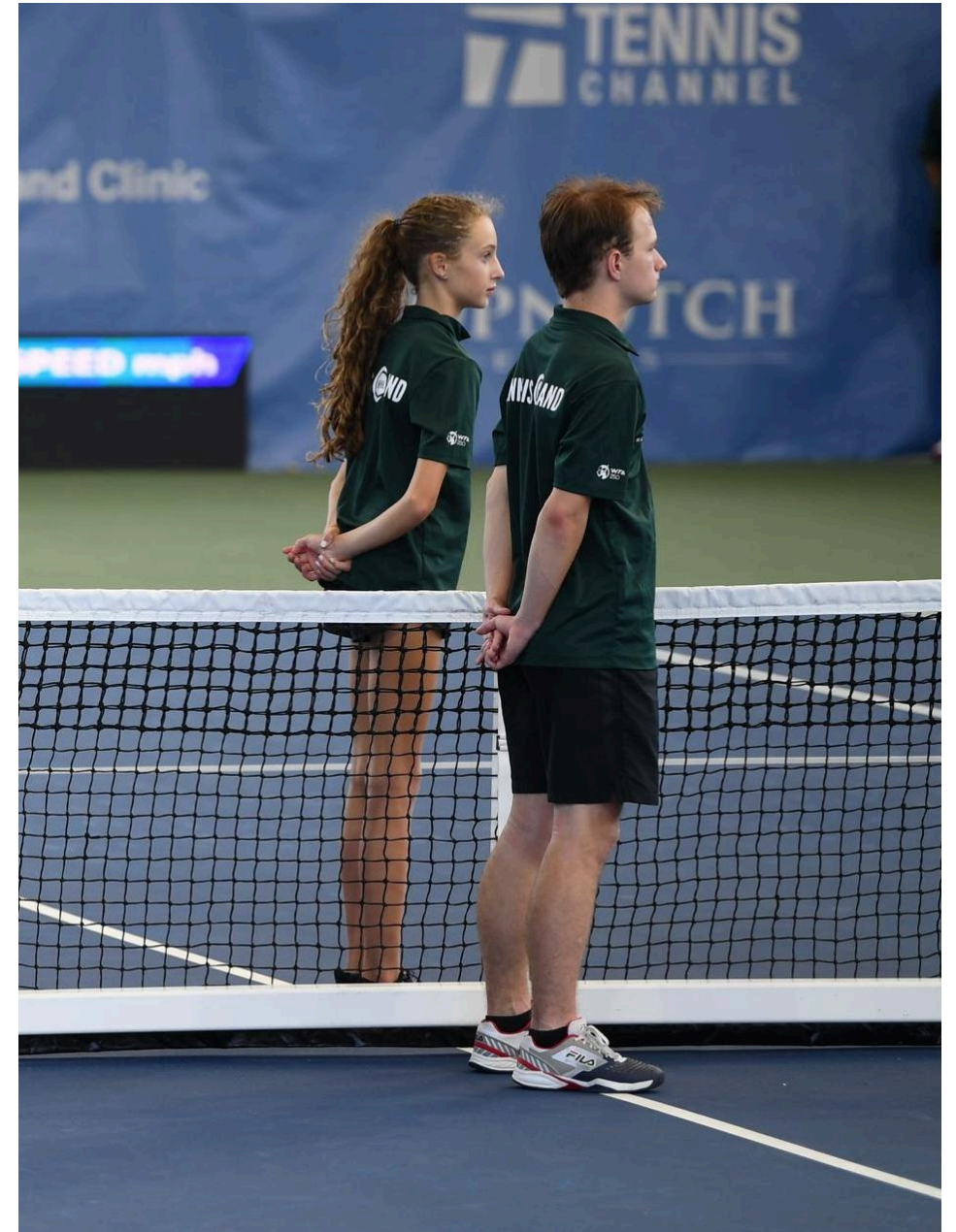
# RULES OF TENNIS

- Once the players arrive on the court, each of them will spend a few minutes at the player bench to prepare before they meet the chair umpire at the center
- After meeting the chair umpire and the coin toss, they will ask for some balls and start their warm-ups with rally, net volley, high balls, and serves
- After the warm-up, players will go back to their bench to prepare before the actual match starts. Usually the player who serves first practices a few more serves than the other player before returning to the bench
- The chair umpire will say "ready, play" to start off the game



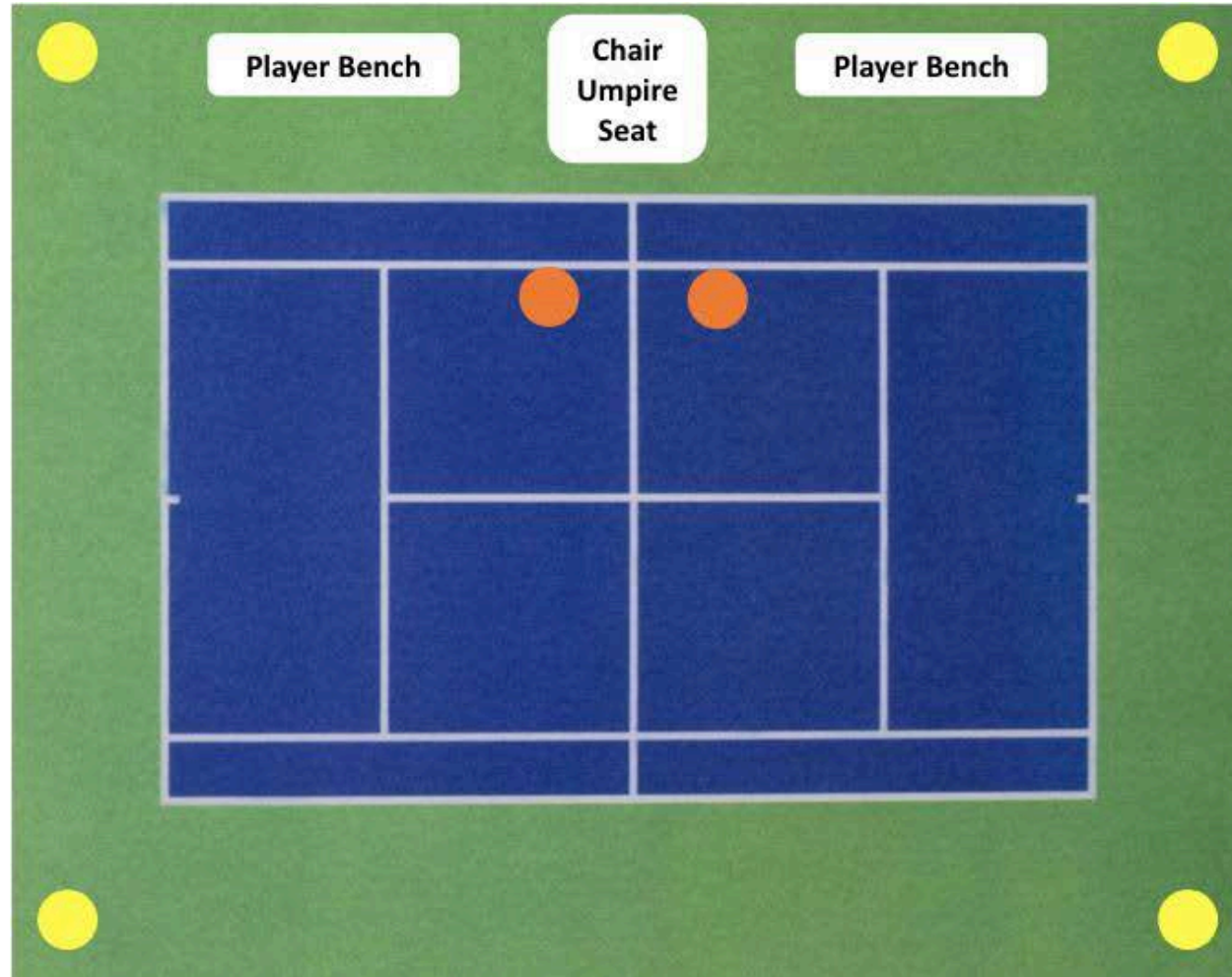
# GENERAL BALL PERSON RULES

- Baseline ball persons should always stay at their corner position throughout the warm-up. At the very beginning, the chair umpire will hand out 6 balls to the net ball person, all 6 balls should be distributed to the four baseline ball persons, so 1 or 2 balls for each baseline ball person and 3 balls in total for each side.
- Before the players enter the court and during their preparation at the player benches, net ball persons should stand on the singles sideline, one yard apart from the net, facing the players in case they need anything.
- Once the last player finishes preparation and starts walking toward the chair umpire, net ball persons go to the opposite side of the court.
- The net ball persons should be standing (instead of kneeling) during the warm-up.

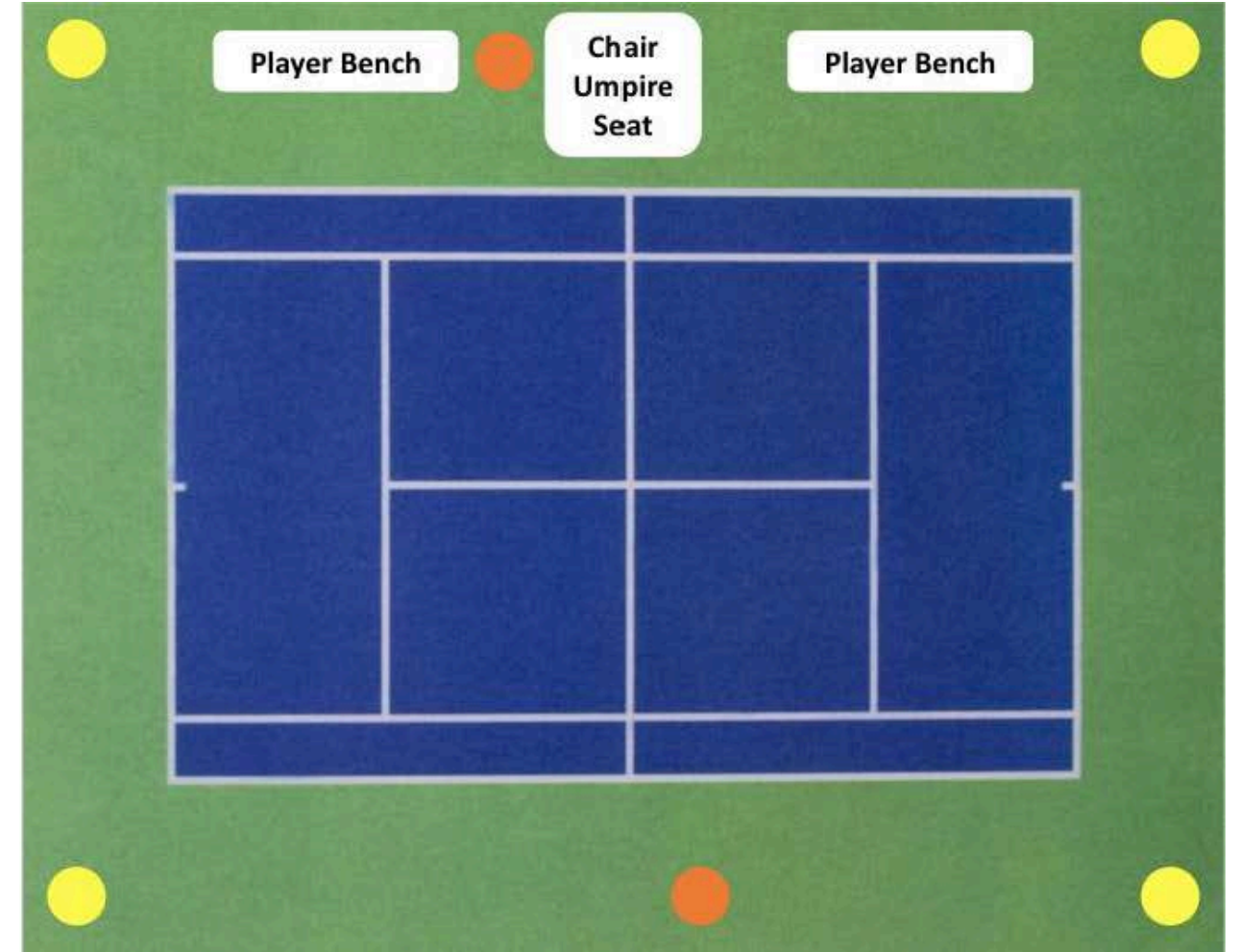




# WARM-UP POSITION VISUALS



Positioning: When players are at their bench



Positioning: Once last player walks toward umpire chair

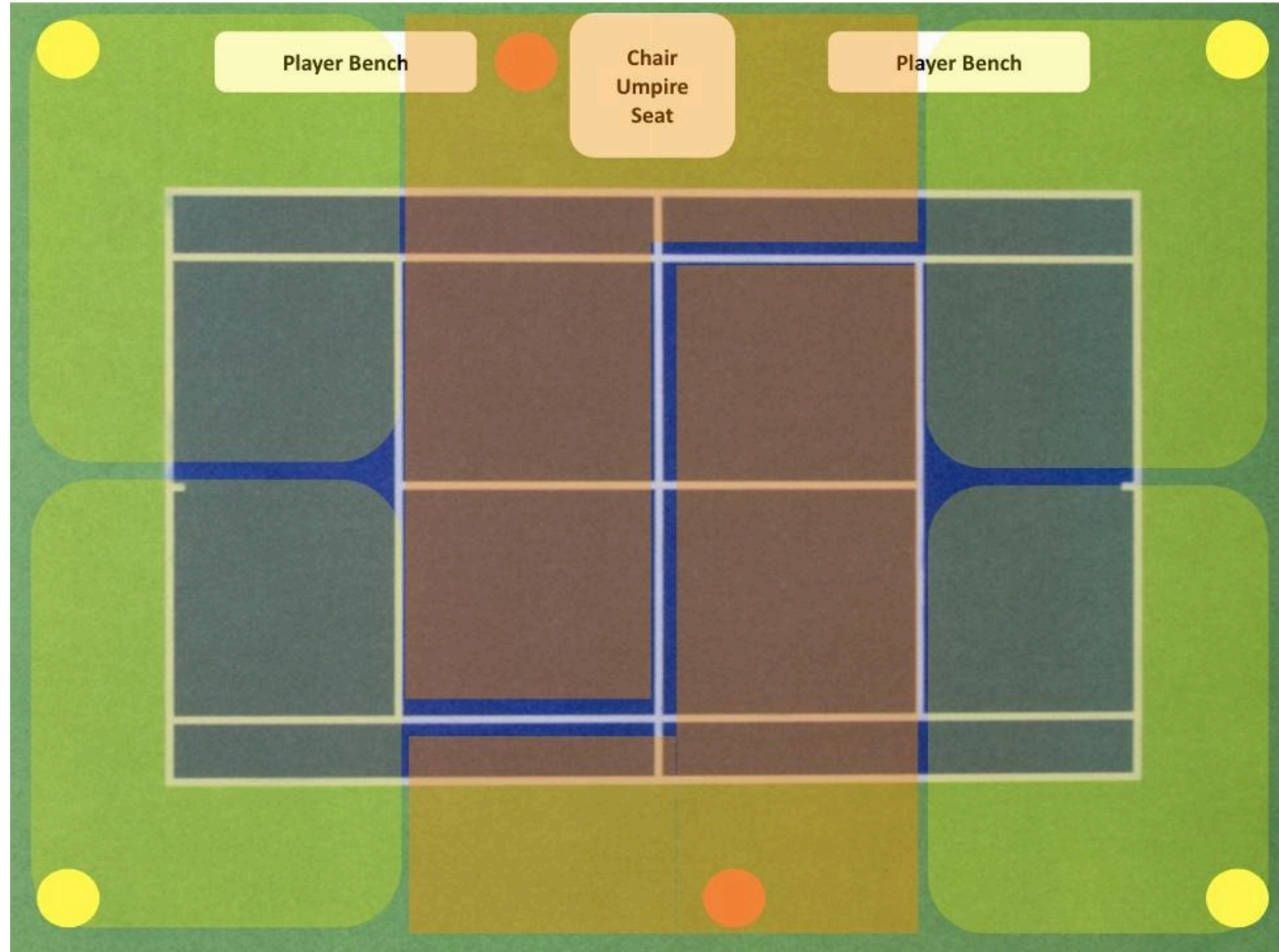
# GENERAL BALL PERSON RULES

- After the coin toss, players walk toward the baseline ball persons for the balls, which means all four baseline ball persons should show their hands as soon as the player turns and be ready to supply the balls
- During the warm-up, the major responsibility for the net ball persons is to allocate six balls equally on each side to make sure each player can ask for as many as three balls at their end. This means two net ball persons need to communicate on how many balls they are rolling and to which way. Communication can be observation or eye contact
- Net ball persons do not need to retrieve the ball every time it goes into the net, retrieve when all the players ran out of the balls, a trick could be counting how many balls they asked
- after the coin toss. However, the baseline ball persons need to retrieve the balls as soon as possible unless the players are asking for the balls.



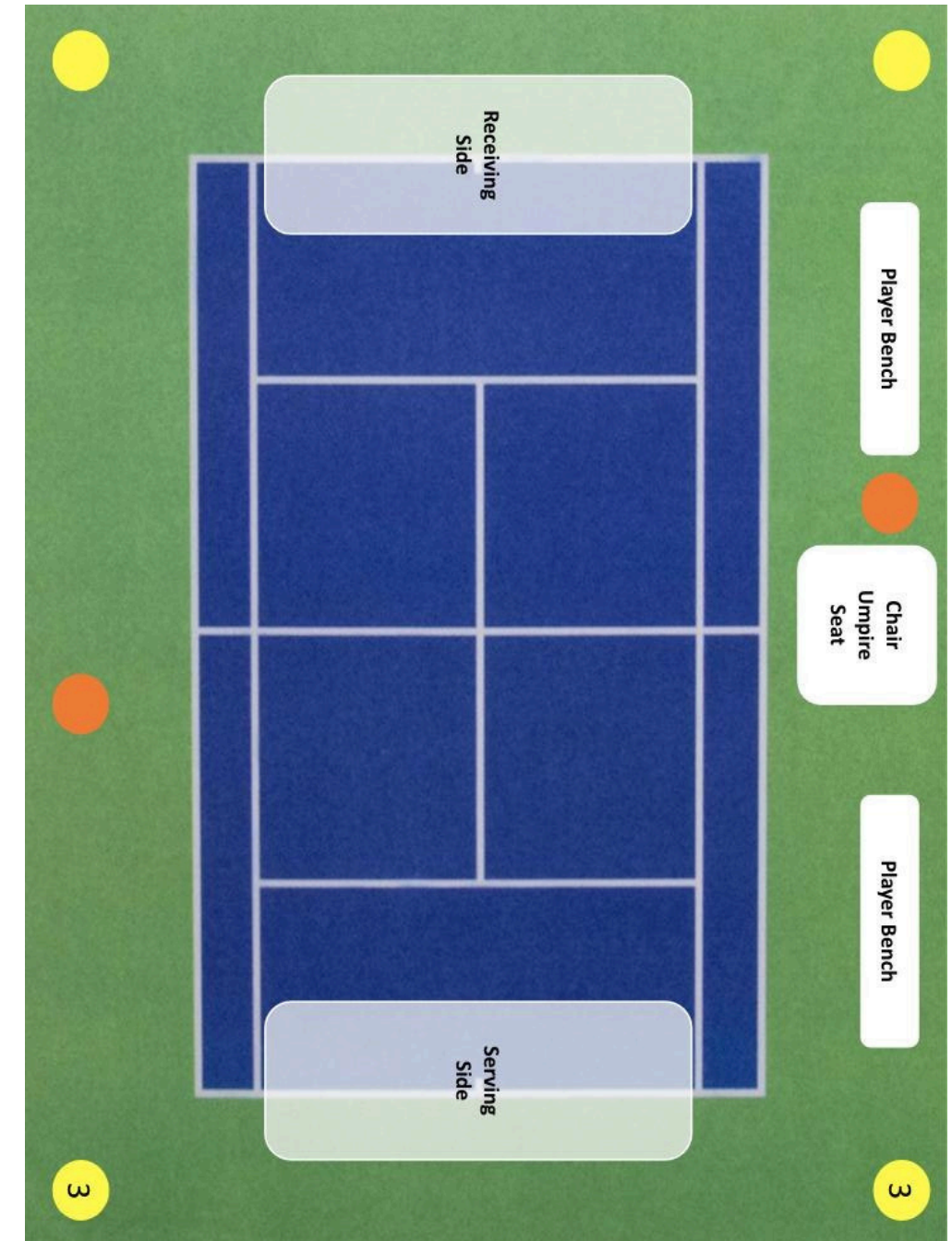


# AREA COVERAGE GUIDE



# GENERAL BALL PERSON RULES

- Players may ask for the ball directly from the net ball persons after they retrieve the balls from the net. Net ball persons should be aware of this before rolling the balls to the baseline ball persons.
- One player may warm up longer than the other. When this happens, net ball persons need to communicate and move all the balls to the side that where the last player is practicing.
- After all the players finish their warm-up, net ball persons need to communicate and move all the balls to the serving-side baseline ball persons and confirm the correct serving-side with the chair umpire if unsure. Six balls should be evenly distributed to the serving-side baseline ball persons, meaning each of them has three balls in their hands (pictured on the right).





TENNIS  
IN THE  
LAND CLE  
Powered by Rocket

WTA 250

# GAME, SET, MATCH





# RULES OF TENNIS - POINT

- The point concludes after the ball bounces twice
- A point is the smallest unit of the tennis scoring system
- At each point, the server has two opportunities to serve
- “fault” will be called if the serve was out-of-bounds, regardless of touching the net or not
- “let” will be called if the ball hit the net and bounced in from a serve, but it will not waste a serve
- “first serve” or “second serve” will be followed up after “let” to indicate if the server is on her first serve or second serve
- “foot fault” will be called if the server steps on the baseline
- Points are described in a sequence of 0(love)-15-30-40-(deuce)-Game, the chart on the next page enumerates the possible scores in a game
- To win a game, a player has to win by at least two points





# POINTS VISUAL BREAKDOWN

		Points	Points	Points	Points	Points	Points	Points	Games	Points
Shown on the scoreboard	Player A	15	15	30	30	40	40	AD	1	0
	Player B	0	15	15	30	30	40	40	0	0
Actual points won in total	Player A	1	1	2	2	3	3	4	5	
	Player B	0	1	1	2	2	3	3	3	
Announced by the chair umpire		Fifteen-Love	Fifteen All	Thirty-Fifteen	Thirty All	Forty-Thirty	Deuce	Advantage A	Game A	

# RULES OF TENNIS - GAME

- One game (differentiated from a match) is recorded after winning 4 points (unless deuce) by a player. Unlike points, games are recorded in a normal sequence of 0-1-2-3-4-5-6(set)
- Players alternate serves after each game
- Players switch ends of the court after every odd- numbered game (after the 1st, 3rd, 5th, 7th game)
- Players take breaks at player bench after every odd-numbered game except the first game (after the 3<sup>rd</sup>, 5<sup>th</sup>, 7<sup>th</sup>, 9<sup>th</sup> game)
- Old balls are replaced by new ones after the 7<sup>th</sup>, 16<sup>th</sup>, 25<sup>th</sup> game ( every 9 games, the warm-up is counted as 2). The chair umpire will say “new balls please”
- One set is recorded after winning 6 games with a 2 - game advantage. If any player cannot win the set within 7 games with a 2-game advantage, it goes to a tie-breaker



# RULES OF TENNIS - SET

- The serving alterations continue from the previous set, which means the server of the 1st game in a new set was the receiver of the last game of the previous set
- If the previous set is completed after an odd-numbered game, the players switch the ends of the court before the 1st game of the upcoming set, and vice versa
- To change new balls, the number of the games that the current balls have been played is accumulated from the previous set(s)
- At our event, the winner of the match will be determined on a best-of-three-sets basis (not win by two)

	Set 1	Set 2	Set 3	Game	Points
Player A	7	5	-	4	40
Player B	6	7	-	0	15

(Player A is leading the 3rd set by winning 4 games, Player A is also winning the 5th game of the 3rd set with 40-15)



# GENERAL BALL PERSON RULES

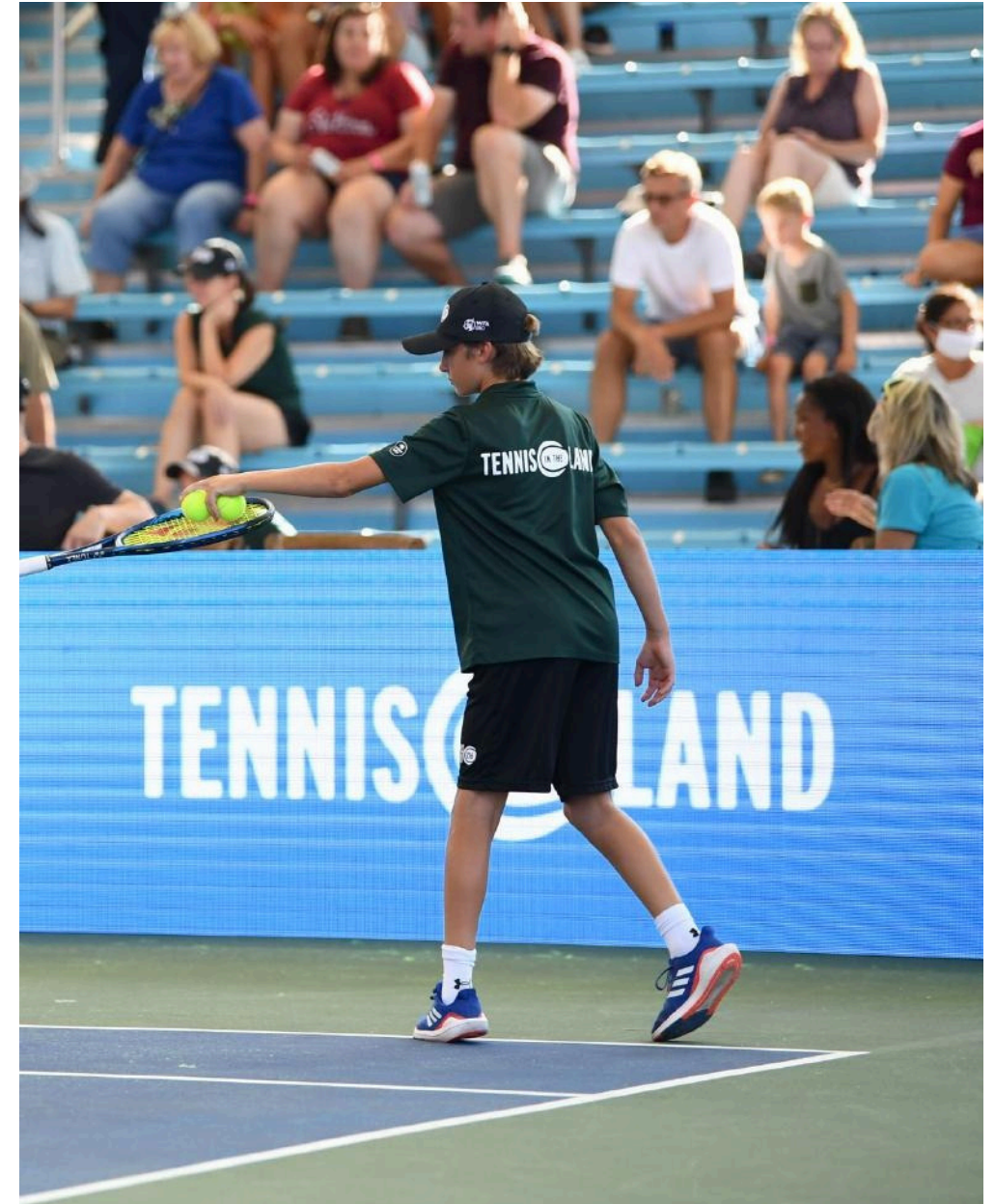
- In each game, between points, baseline ball persons are the key to the fluency of the match, as their priority is to supply the balls to the players
  - Between each game, net ball persons are the key to the fluency of the match, as they need to distribute the balls to the correct end of the court
  - After warm-up during each point, the net ball persons should stay on different sides (one next to the chair umpire, the other at the opposite side across the court) and kneel on the knee pad
  - Baseline ball persons should always remain standing
- During the point, all the ball persons should remain motionless because any movement could interfere with the current play





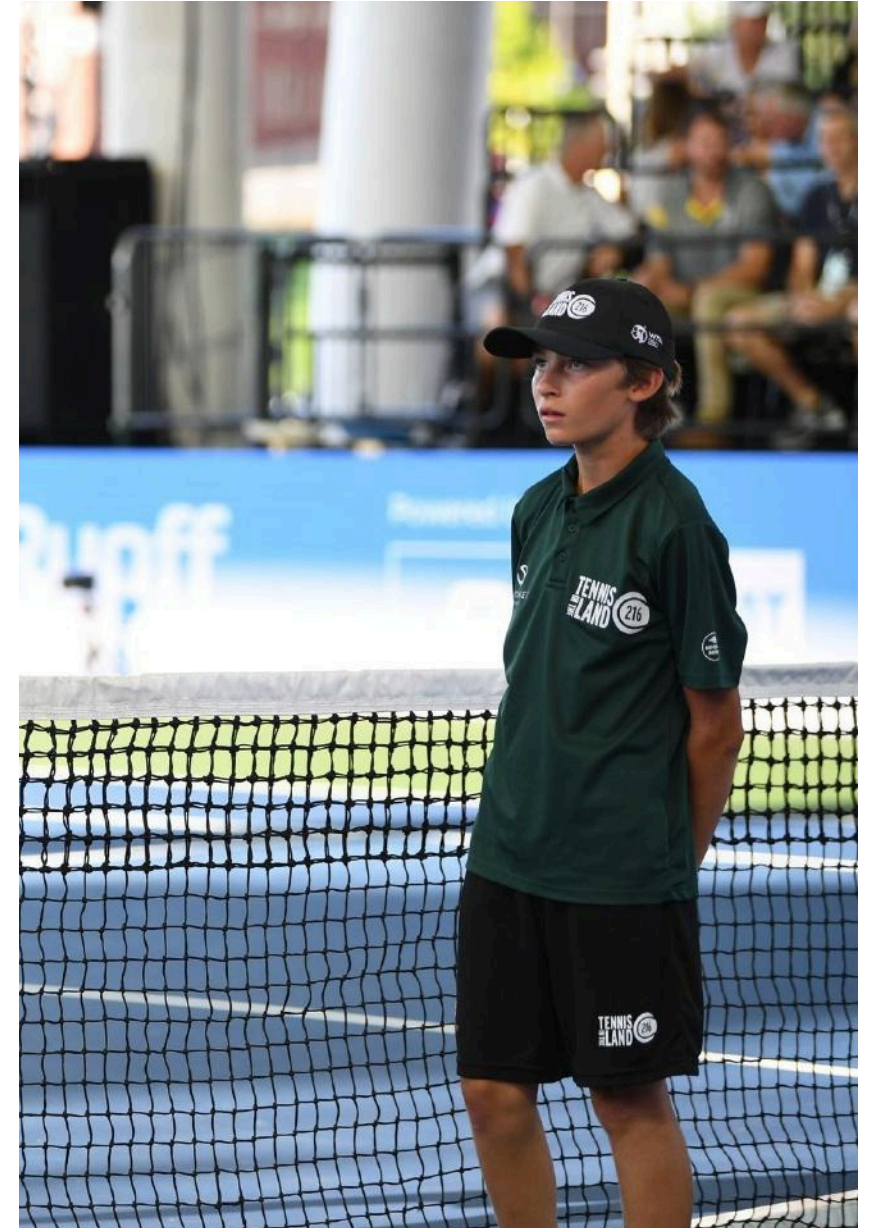
# GENERAL BALL PERSON RULES

- Some players take two balls before each point, one for the first serve and the other for the second serve. Some players only take one ball
- If the first serve faults and the player has a second ball, the nearest ball person should retrieve the ball and run back to their spot
- If the first serve faults and the player has no ball left, the serving-side baseline ball persons should show their hands to the player and be ready to supply the ball, while the ball from the first serve should still be retrieved by the nearest ball person
- If the serve falls into the net, the net ball person should retrieve it and go to the nearest spot out of the two spots they can stay
- If the serve is called “let”, the player usually would ask for another ball, serving-side baseline ball persons should be ready for that
- No rolling after “fault” or “let,” only roll between points



# GENERAL BALL PERSON RULES

- After each point, serving-side ball persons should show their hands and be ready to supply a ball to the server. You should give them the tennis ball first, and then collect remaining balls on the court. Collect any balls returned from the player.
- Net ball persons should send any balls from the receiving- side ball persons and any balls in their hands to the serving-side ball persons. Send any balls in hands first then collect any balls from the receiving-side ball persons for efficiency
- •Receiving-side ball persons should retrieve any balls around then send to the net ball persons
- •Stop rolling or supplying when the player is near the baseline and ready to serve







# GENERAL BALL PERSON RULES



- After the even-numbered game, the roles of the serving-side baseline ball persons and the receiving-side baseline ball persons are exchanged. Although they do not need to switch positions, the net ball persons should transfer the balls from one end to the other
- After the odd-numbered games, except the 1st game, players will take breaks at their bench, where the net ball persons will put up the umbrellas and hold it for the player on their side until the chair umpire says “time”, then fold it and put it back
- For the doubles matches, two baseline ball persons that are closest to the player benches will also hold the umbrella along with the net ball persons Be careful when the umbrella is expanding The umbrella should be pointed towards the sun Shade for the player not yourself
- After the first 7 games of a match, and every 9 games (which is after the 7th, 16th, 25th, 34th game), the net ball persons are responsible for promptly collecting all of the used balls, taking them to the umpire, getting six new balls from the chair umpire, and rolling them to the next serving side



# GENERAL BALL PERSON RULES

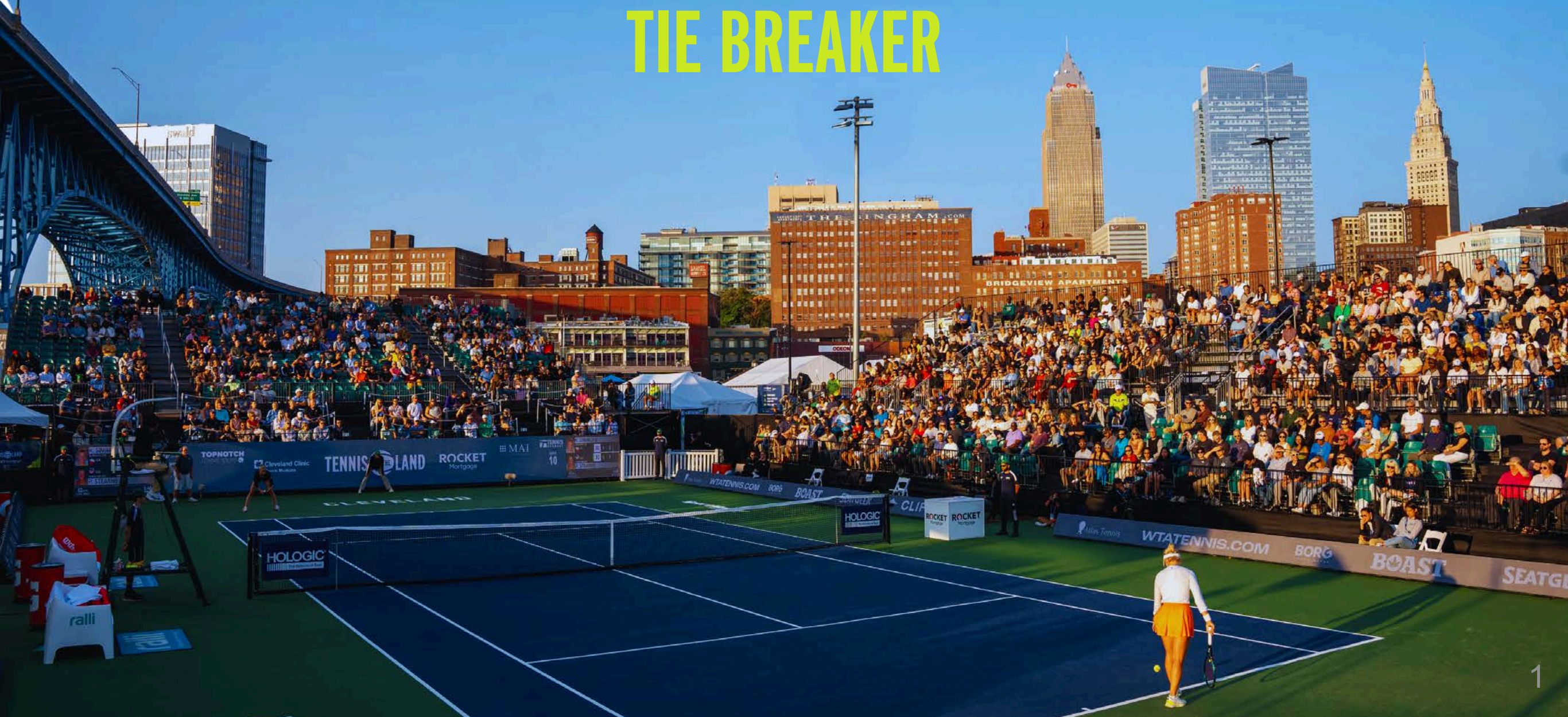
- Groups of ball persons will rotate on a 45-minute basis, but it will not be exactly 45 minutes because of the nature of the match. Groups can only rotate when the players are taking a break after odd-numbered games except the 1st game. Ball persons in the previous group should wait until the ball persons in the next group are either standing next to you or taking the umbrella over from your hand.
- After the match, all the ball persons should remain on their spot (standing or kneeling) until the player finishes celebrating and starts packing. Then the net ball persons can collect the balls and put them on the chair umpire seat.



TENNIS  
IN THE  
LAND   
Powered by  Rocket

WTA 250

# TIE BREAKER





# TYPES OF TIE-BREAKER

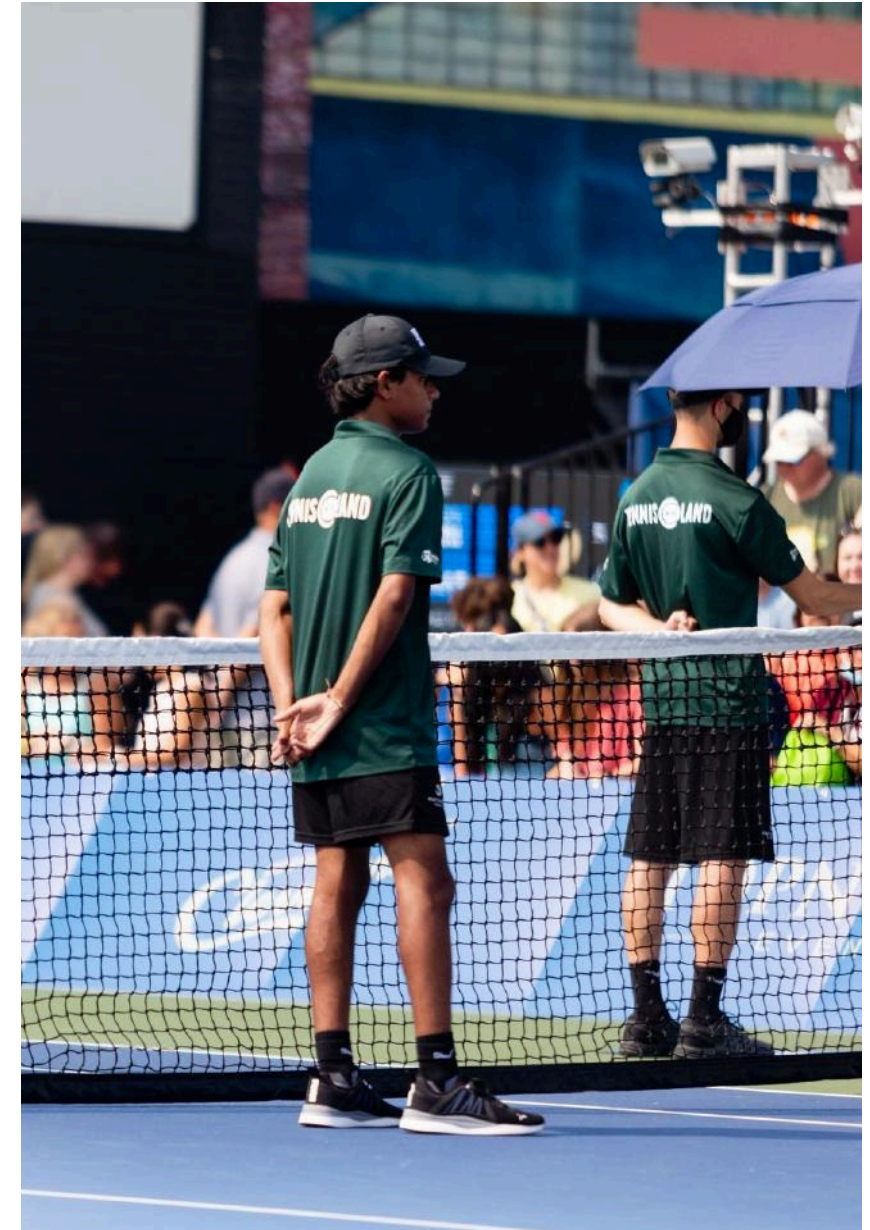
- Regular tie-breaker
  - Could be either singles game or doubles game
  - To decide the winner of a set
  - the player who wins 7 points first wins the set (must win by 2)
  - Only happens when the games are recorded 6-6, which means the players do not take breaks and net ball persons need to transfer the balls to the other end after the last game before the tie-break
- Match tie-breaker
  - Only happens during doubles matches
  - To decide the winner of the match
  - The players who win 10 points first win the match (must win by 2)
  - Only happens when the sets are recorded 1-1, players may or may not switch ends depending on the game record





# RULES OF TENNIS - TIE-BREAK

- The rest of the tie-break rules are in common
- The points are recorded in a normal sequence of 1-2-3-4-5, not like points in regular games using 15-30-40
- Players alternate serves after odd- numbered points
- Players switch ends of the court every 6 points







# KEY POINTS REVIEW

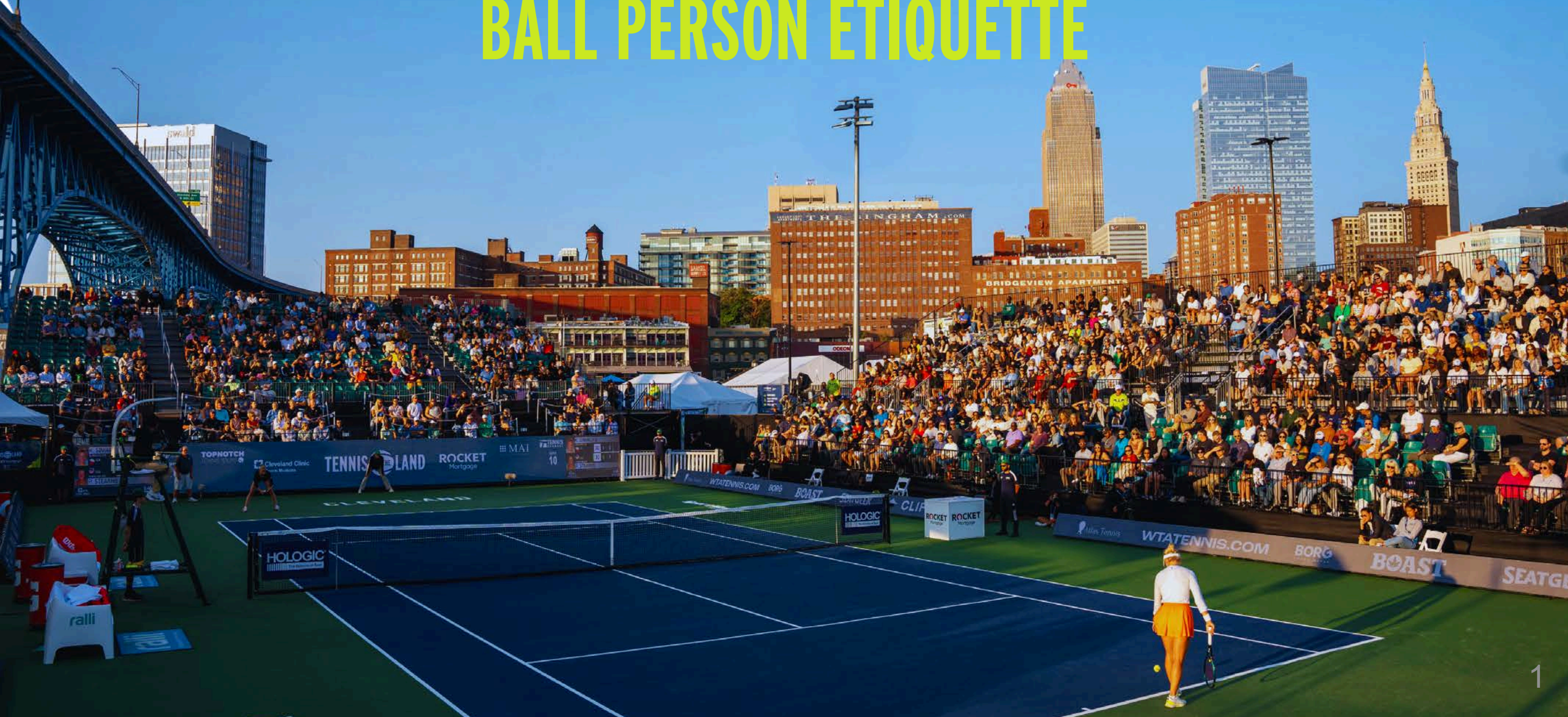
- Be aware of where all six balls are
- Make sure balls are available for all players during the warm-up No balls remain on the court when players are ready to play.
- No rollings when the serve is called “fault” or “let”
- Stay motionless during the play
- Do not touch a ball in play until it has bounced twice
- Supply the server with balls first, then retrieve the ball
- After a point, net ball persons should adjust their spot to make sure they are on the opposite sides across the court if needed
- After a point, net ball persons should adjust their spot to make sure they are on the opposite sides across the court if needed after any game, when players change ends, balls stay; when players stay, balls change ends
- Put up the umbrellas for the players when they rest
- Collect all the balls for the chair umpire when they announce “new balls please”
- If a ball bounces out of the court, ask it back from the spectators
- If you are feeling shaky, faint or sick, tell the chair umpire and leave the court as soon as possible
- Work as a team, help your teammates. It is better for two people to go after a ball than none



TENNIS  
IN THE  
LAND CLE  
Powered by Rocket

WTA 250

# BALL PERSON ETIQUETTE





# Ball Person Etiquette

- DO NOT ask players for anything. No pictures or autographs
- Be in time not on time, remember your court assignment
- Never become involved in line disputes. Do not give your opinion about line calls
- Never applaud, use facial expressions or react in any other way to match play
- Never bounce or juggle balls at any time before or during a match







**WTA 250**

**THANK YOU FOR VOLUNTEERING TO BE A BALL PERSON AT TENNIS IN THE LAND!**

