WIAA // GESA CREDIT UNION

POSTSEASON STANDARD OPERATING PROCEDURES

TENNIS

MAY 22-23, 2026

1B/2B & 1A Boys & Girls - Yakima Tennis Club

2A Boys & Girls - Nordstrom Tennis Center (Seattle)

3A Boys & Girls - Vancouver Tennis Center

4A Boys & Girls - Kamiakin High School & The Pacific Campus (Kennewick)

TABLE OF CONTENTS

COACH INFORMATION

SPORT-SPECIFIC SOPs

2025-26 GENERAL SOPS

COACH INFORMATION

TOURNAMENT MANAGERS

1B/2B & 1A Boys, 1B/2B & 1A Girls - STACY STEPHEN - (509)-248-2938

2A Boys & Girls - COLIN CUSHMAN - (360)-676-6482

3A Boys & Girls - NIKKI NADIG - (360)-953-2150

4A Boys & Girls - KYLE COWAN - (503)-930-4713

COACHES MEETINGS

Site managers will review the coach responsibilities at the Coaches Meetings, scheduled as follows:

- **4A:** Friday, May 22, 7:30 AM, Kamiakin High School West Gym
- **3A:** Friday, May 22, 7:15 AM, Vancouver Tennis Center
- **2A:** Friday, May 22, 7:30 AM, Nordstrom Tennis Center, main lobby
- **1B/2B & 1A:** Friday, May 22, 7:30 AM, Yakima Tennis Club Outdoor Court

STATE TOURNAMENT DRAWS

The draws are approved by the WIAA Executive Board according to the draw criteria. The draws will be posted on the State Tennis Tournament Central pages on Sunday, May 17, 2026, and will also be posted at each individual site during the Tournaments. Please refer to the Sport-Specific Regulations for Draw Procedures.

- **BOYS TENNIS TOURNAMENT CENTRAL**
- **GIRLS TENNIS TOURNAMENT CENTRAL**

PLAYER FEES

Schools are billed $40 per participant for the State Tournament.

FORMAT

A modified double elimination tournament will be followed for 8 and 16-entry tournaments. 12 and 20-entry tournaments will have a play-in round that leads into either an 8 or 16-entry bracket.

COACHING

- Only school-approved coaches will be allowed on or near the court to coach or to warm-up participants.
- Each school will receive 1 coaching pass. If a school has 3 or more athletes they will receive a 2nd coaches pass.
- School-authorized coaches must wear the wristbands provided by the Tournament Manager.
- While players are on the court, no coaching is permissible by coaches, other adults or other players; only the recognized school coach is allowed to coach players on the court.
- Designated school coaches are allowed to coach players for two minutes between sets and up to 90 seconds on all changeovers and any official suspension of play.

TICKETING

There is no admission charge for WIAA State Tennis.

BALLS

All WIAA State Tournament matches require participants to use Wilson Championship Balls which will be provided.

MATCH SCHEDULES

- Each Tournament Manager will determine the schedule for all matches at their respective site.
- Alternative schedules may be drafted due to inclement weather.

CONCESSIONS

Concession stands may be operated under the management of the site. VTC will have food and beverage trucks **(Friday Only)** on site for the tournament offering breakfast, lunch, snacks, specialty coffee and tea drinks from 7am- 3pm.

MERCHANDISE

Souvenir state championship merchandise will be sold by Rush Team Apparel. Merchandise will be open for pre-orders on Thursday,, May 11th at 8:00am and close on Monday, May 18th at 11:59pm. Shop Pre-Order merchandise **HERE**.

TEAM PHYSICIAN/ATHLETIC TRAINER

- A physician or athletic trainer will be on-site as the designated tournament medical authority
- If a school will have a team physician and/or athletic trainer in attendance, they must complete the Athletic Trainer/Physician Form and submit it to the Tournament Manager upon arrival at the site.

1B/2B & 1A BOYS & GIRLS

SITE-SPECIFIC INFORMATION

YAKIMA TENNIS CLUB

516 N. 35th Ave., Yakima, WA
509-2482-2938

SITE MANAGER: **STACY STEPHEN** - (509)-248-2938

TEAM SCORING & AWARDS:

12-Entry Event Team Points
Team points will be earned as follows in each event:

- **1st Place:** 11 points
- **2nd Place:** 10 points
- **3rd Place:** 9 points
- **4th Place:** 8 points
- All other players receive 2 points for each match won
- Play-in match winners (matches 1-4) receive 1 point for a win

8-Entry Event Team Points
Team points will be earned as follows in each event:

- **1st Place:** 11 points
- **2nd Place:** 10 points
- **3rd Place:** 9 points
- **4th Place:** 8 points
- All other players receive 2 points for each match won

1B/2B SCHEDULE - **1A SCHEDULE**
BOYS BRACKETS - **GIRLS BRACKETS**

PARKING

- No RV Parking on 35th Ave.

2A BOYS & GIRLS

SITE-SPECIFIC INFORMATION

NORDSTROM TENNIS CENTER, UNIVERSITY OF WASHINGTON

3833 Walla Walla Rd. NE, Seattle, WA
206-543-8185

SITE MANAGER: **COLIN CUSHMAN** - (360)-319-5599

TEAM SCORING & AWARDS:

16-Entry Event Team Scoring:
Team points will be earned as follows in each event:

- **1st Place:** 11 points
- **2nd Place:** 10 points
- **3rd Place:** 9 points
- **4th Place:** 8 points
- **5th Place:** 7 points
- **6th Place:** 6 points
- **7th Place:** 5 points
- **8th Place:** 4 points
- All other players receive 2 points for each match won

SCHEDULE
BOYS BRACKETS - **GIRLS BRACKETS**

PARKING

3A BOYS & GIRLS

SITE-SPECIFIC INFORMATION

VANCOUVER TENNIS CENTER

5300 E. 18th St., Vancouver, WA
360-773-5038

SITE MANAGER: **NIKKI NADIG** - (360)-953-2150

TEAM SCORING & AWARDS:

20-Entry Event Team Scoring:
Team points will be earned as follows in each event:

- **1st Place:** 12 points
- **2nd Place:** 11 points
- **3rd Place:** 10 points
- **4th Place:** 9 points
- **5th Place:** 8 points
- **6th Place:** 7 points
- **7th Place:** 6 points
- **8th Place:** 5 points
- All other players receive 2 points for each match won
- Play-in match winners (matches 1-4) receive 1 point for a win

SCHEDULE

BOYS BRACKETS - **GIRLS BRACKETS**

PARKING

An overflow parking attendant will assist with overflow parking on May 22 especially, but parking will be in our two lots as well as on Campus Drive behind the building. Fort Vancouver HS (adjacent to VTC) is providing use of their West parking lot.

4A BOYS & GIRLS

SITE-SPECIFIC INFORMATION

KAMIAKIN HIGH SCHOOL

600 N. Arthur St, Kennewick, WA
503-930-4713

THE PACIFIC CAMPUS

1350 N. Grant St., Kennewick, WA
509-783-5465

SITE MANAGER: **KYLE COWAN** - (503)-930-4713

TEAM SCORING & AWARDS:

16-Entry Event Team Scoring:
Team points will be earned as follows in each event:

- **1st Place:** 11 points
- **2nd Place:** 10 points
- **3rd Place:** 9 points
- **4th Place:** 8 points
- **5th Place:** 7 points
- **6th Place:** 6 points
- **7th Place:** 5 points
- **8th Place:** 4 points
- All other players receive 2 points for each match won

SCHEDULE

BOYS BRACKETS - **GIRLS BRACKETS**

SPORT-SPECIFIC SOPs

QUALIFICATION & ENTRY PROCESS

- Tennis allocations are made to the WIAA Districts.
- Each school is limited to three singles and three doubles entries.
- A participant can only compete in one event.
- Schools will be charged a $40.00 entry fee per participant for the State Championships.
- Substitution:
    - If a qualified contestant cannot compete, the school designee must notify the State Tournament Manager.
    - The State Tournament Manager will then notify the school of the next qualified contestant.
    - The original contestant who is replaced will not be allowed to participate in the State Tournament.
    - This replacement procedure ensures allocations are awarded to individuals, not schools, and no doubles team substitutions are allowed.
    - No substitutions are permitted after the official start of the Tournament.
    - If a substitution occurs prior to 11:59pm on the Tuesday before the State Tournament, the alternate player will be inserted into the tournament, and the draw will be adjusted accordingly.
    - If the substitution occurs after 12:00am or later, the alternate will be inserted directly into the draw of the athlete they replaced.

STATE TOURNAMENT DRAWS

- The draws are approved by the WIAA Executive Board according to the draw criteria.
- **Draw Procedures:**
    - **BRACKET DEFINITIONS:**
        - The total tournament first round bracket includes games 1-8.
        - The top half bracket includes games 1-4, the bottom half bracket includes games 5-8.
        - The quarter brackets are as follows: games 1-2, 3-4, 5-6, 7-8.
    - A modified allocation formula will be followed to determine the #1 teams, with each WIAA District guaranteed a #1 team if that District is allocated at least one (1) team.
    - If Districts elect to combine for qualification purposes, each District will still receive a #1 team.
    - Districts that combine during the regular season would be considered a single District and would receive only one #1 team.
        - The “true” #1 teams from each WIAA District will be drawn first to determine in which half bracket they will be drawn, with an equal number of “true” #1 teams in each half bracket when possible.
            - The first draw will be to determine into which half bracket, top or bottom half, the first “true” #1 team shall be drawn.
            - The district with the most #1 teams shall be drawn first, followed in succession by the districts with fewer #1 teams.
            - The “true” #1 teams shall be drawn into half brackets, alternating top then bottom, or bottom then top, until all “true” #1 teams have been drawn.
            - As each “true” #1 team is drawn into the top or bottom half bracket, the #2 team from that district will be placed into the opposite half bracket.
                - With three (3) allocations, the #3 team may be drawn into either half bracket.

        - With four (4) or more allocations, #1 and #4 will be drawn into the same half bracket and #2 and #3 will be drawn into the same half bracket when possible; any additional allocations may be drawn into either half bracket with an even number, when possible, into each half bracket.
        - When a District has three (3) or more allocations, they will be drawn into separate quarter brackets when possible.
    - The "true" #1 teams shall be drawn to determine the home team for Games 1-4 and then Games 5-8.
        - If there are four (4) or fewer "true" #1 teams, they will be drawn into different quarter brackets.
    - Since there are fewer than eight (8) "true" #1 teams, a modified allocation formula will be applied to determine the additional #1 teams. The modified allocation formula will be based on the number of schools participating in each District/combined District.
        - With three (3) #1 teams, the #3 team may be drawn into either half bracket.
        - With four (4) or more #1 teams, #1 and #4 will be drawn into the same half bracket and #2 and #3 will be drawn into the same half bracket when possible.
        - The additional #1 teams will then be drawn to fill in as the home team for Games 1-4 and then Games 5-8.
    - The remaining teams will then be drawn as the visiting teams for Games 1-8 (*not applicable in a 12 and/or 20 Entry Tournament*).
        - Remaining teams will be drawn so that teams from the same district will not play each other in the first round when possible.
        - If a district has five or more allocations, the #5, #6, etc. teams will go into the draw as potential opponents for its #1 team.
        - The lowest-seeded team from a district will be drawn to play against the highest-seeded team from either the same district or a different district.

RULES & REGULATIONS

- Warm-up time is limited to 10 minutes, including service, and both balls should be used simultaneously in doubles.
- The Tournament Manager or designee will explain the Point Penalty System and appropriate court behavior to players and coaches before State Tournament play.
- **Player & Fan Conduct Expectations:**
    - The Tournament Manager is responsible for informing players and fans about proper tennis spectator etiquette and addressing any violations.
    - No players, coaches or spectators are allowed on the playing court or an adjacent court other than the participants, except to attend to an ill or injured player.
    - Unnecessary noise or distractions and applauding during errors is prohibited. Players, coaches and fans should not talk above a whisper while the ball is in play - any sound or movement that is made to distract an opponent is prohibited.
    - Proper spectator etiquette includes clapping for good shots and long rallies, not engaging in direct conversations with players, and refraining from making loud comments about players.
    - Electronic sound devices shall are prohibited during play.
    - Unsportsmanlike behavior such as racquet abuse, cursing, delay of game, and unacceptable behavior toward opponents or officials can result in penalties or disqualification.
    - Physical contact between players during a match is prohibited and can result in default.
    - Unsportsmanlike behavior directed toward a coach or official (appointed line or foot-fault judge) may result in forfeiture of current match, or, if the infraction occurs following a match, forfeiture of the player's next scheduled match.

    - The Tournament Manager is empowered to remove anyone displaying unacceptable conduct from the area and may temporarily suspend play and/or disqualify players for conduct violations, in consultation with the Games Committee.
- It is the responsibility of the Tournament Manager to assess the penalty immediately upon learning of the infraction from Tournament Staff.
- Appeals regarding the Point Penalty System must be made before the next live ball to the Games Committee.
- USTA contest administration rules apply, including continuous play and the observance of foot fault rules.
- Rest after the second set shall not exceed ten minutes.
- Most matches will not have line judges; players are expected to call their own shots accurately. Requests for line judges must be made by a participant's coach to the Tournament Manager.

COACHES

- While players are on the court, no coaching is permissible by coaches or other adults or other players.
- Designated school coaches are allowed to coach players for two minutes between sets and up to 90 seconds on all changeovers and any official suspension of play.

OFFICIALS

- A USTA official may be on-site to assist as needed.
- Each player is expected to observe the rules and to call shots correctly when receiving.
- Site pros will be on hand throughout the tournament.
- Line judges will not be assigned unless requested by a participant.
- Both coaches of the players involved in that match will serve as the line judges.

GAMES COMMITTEE

- The Games Committee consists of the Tournament Manager, a non-participating official, WIAA representative, and/or coach not involved in the match in question.
- The Games Committee, composed of at least three people, will hear and decide on any protest and/or appeal.

SITE REGULATIONS

- Courts for matches will be assigned by the official in charge.
- Game balls will be provided at the state tournament.
- Spectators, players, and coaches must stay outside the courts during a match.
- Unnecessary noise or distractions are not customary at tennis matches.
- Applauding errors is considered very poor etiquette; applause should be reserved for winning shots or excellent rallies.
- The Tournament Manager can remove anyone displaying unacceptable conduct and may temporarily suspend play if necessary.

TOURNAMENT FORMAT & SCORING

- USTA contest of administration rules shall apply.
- A modified double-elimination tournament format will be used depending on the size of tournament.
- Play shall be continuous from the first service until the match is concluded. After the second set, either player is entitled to rest which shall not exceed ten (10) minutes.
- The foot fault rule is to be observed. In the event of an alleged infraction of the rule, the player may contact the referee or tournament manager and request a line judge. Both coaches of the players involved in that match will serve as the line judges.
- Participants may compete in more than two matches per day.
- The 12-Point Tie-Breaker Method applies to both singles and doubles matches.
- In singles, the serving sequence involves alternating serves with specific patterns and end changes at 6-all, continuing until a two-point margin is established.

- In doubles, the serving sequence mirrors singles, with team members preserving their serving order and changing ends at 6-all until a two-point margin is achieved.
- Teams or individuals switch sides of the court on odd games within each set, adjusting based on the even or odd total of games at the end of each set.
- The "no ad" rule may be implemented in case of emergency or inclement weather, decided before the match.
- **20-Entry Event Team Scoring:**
    - 1st Place 12 points
    - 2nd Place 11 points
    - 3rd Place 10 points
    - 4th Place 9 points
    - 5th Place 8 points
    - 6th Place 7 points
    - 7th Place 6 points
    - 8th Place 5 points
    - All other players receive 2 points for each match won
    - Play-in match winners (matches 1-4) receive 1 point for a win

- **16-Entry Event Team Scoring:**
    - 1st Place 11 points
    - 2nd Place 10 points
    - 3rd Place 9 points
    - 4th Place 8 points
    - 5th Place 7 points
    - 6th Place 6 points
    - 7th Place 5 points
    - 8th Place 4 points
    - All other players receive 2 points for each match won

- **12-Entry Event Team Scoring::**
    - 1st Place 11 points
    - 2nd Place 10 points
    - 3rd Place 9 points
    - 4th Place 8 points
    - All other players receive 2 points for each match won
    - Play-in match winners (matches 1-4) receive 1 point for a win

- **8-Entry Event Team Scoring::**
    - 1st Place 11 points
    - 2nd Place 10 points
    - 3rd Place 9 points
    - 4th Place 8 points
    - All other players receive 2 points for each match won

AWARDS

- Team Trophies will be awarded to 1st-4th place teams in all classifications.

- Individual Medals will be presented to 1st-4th place winners in 8 and 12-entry events and 1st-8th place winners in 16 and 20-entry events.
- Trophies and medals will be presented immediately following the conclusion of the tournament.
- Timing may be adjusted at the discretion of the Tournament Manager.
- Academic State Champion plaques will be sent directly to the award-winning schools (there will not be a presentation at the State Tournament).
- All participants in the state tournament will receive participation certificates which will be issued to the coach.

2025-26 GENERAL SOPS

ALLOCATIONS

Postseason berths are allocated to WIAA Districts based on the total number of schools offering the sport in that classification/gender. Additional information can be found on the WIAA's Tournament Berths page.

QUALIFYING TOURNAMENTS/EVENTS

Qualifying events must conclude by the Saturday before the WIAA State Tournament begins.

STATE TOURNAMENT TICKETS

The WIAA partners with GoFan to offer digital ticketing. Fans are encouraged to buy tickets online in advance but can also purchase digital tickets onsite. Limited paper tickets will be available at most sites on event day.

- The Tacoma Dome, Yakima Valley SunDome, and Spokane Arena manage their own tickets. Venue-imposed fees apply.
- Visit the WIAA's State Tournament Tickets page for detailed ticket information.
- Service fees apply to all tickets.

ALL-TOURNAMENT TEAMS

The WIAA does not select/announce an 'All-Star' or 'All-Tournament' team. If one is announced and publicized, it is not organized by the WIAA.

INSURANCE

Leagues, WIAA Districts, and the WIAA maintain General Liability for their respective tournaments. The WIAA also provides catastrophic insurance for its postseason events. All other coverage, including accident insurance, is the responsibility of participating schools and/or individuals.

GAMES COMMITTEE

Tournament Managers will appoint a Games Committee available onsite or by phone for all postseason qualifying and State events. Full details regarding the members and duties of the Games Committee can be found in Rule 22.0.0 of the WIAA Handbook.

PROTESTS

All WIAA State Tournaments will follow the Protest Process outlined in Rule 29.0.0 of the WIAA Handbook.

INCLEMENT WEATHER: TEAMS/INDIVIDUALS UNABLE TO ARRIVE FOR A STATE EVENT

Teams and individuals qualifying for State Events should have their participation rights protected, while participants must also understand these events follow specific facility, officiating, and operational restrictions. For safety reasons, uncontrollable weather

may require delaying, postponing, or canceling a contest or tournament, though the goal is to accommodate teams/individuals by rescheduling. Detailed information regarding the WIAA's Inclement Weather Policy and procedures for postponement or rescheduling can be found in Rule 25.4.0 of the WIAA Handbook.

Thunder & Lighting:

- If thunder is heard or lightning is seen, play is suspended for at least 30 minutes and people are immediately moved to a designated safe location.
- After suspension, wait at least 30 minutes after the last thunder or lightning before resuming play. Any new thunder or lightning resets the clock to another 30 minutes.

TEAM CEREMONIES

Except for postgame awards, team ceremonies before or after contests must occur in the locker room or on the sideline to avoid delaying the contest or affecting other teams.

UTILIZING STUDENTS FOR SUPPORT POSITIONS AT ATHLETIC EVENTS

Students younger than high school age may only hold support positions at WIAA State Championships if the parent signs the Underage Worker Form on the Tournament Registration Page and assumes all risk.

SUPERVISORY PERSONNEL

Participating schools must register a Supervisory Staff member on their Pass Gate with the following expectations:

- Upon arrival, Supervisor will check in with Event Staff at the Pass Gate and receive a WIAA-issued 'Supervisor' pass to be worn for easy identification during their team's contests.
- Supervisor will monitor fan and student behavior for their crowd as outlined in the WIAA's Fan Expectations and assist the facility security staff or Event Staff when necessary.

FAN/SPECTATOR EXPECTATIONS

- The WIAA supports social justice, racial equity, and sportsmanship. Derogatory cheers, slurs, and hateful comments about identity (race, ethnicity, gender, disability, religion) are prohibited. Tournament Managers and event staff may remove offenders. Witnesses can report incidents using the WIAA's Discrimination & Harassment Reporting Form.
- Schools are encouraged to share the WIAA's Fan Expectations with their communities and students prior to attending State Events for policies regarding cheers, signs, artificial noisemakers, mascots, face painting, continuous standing, clean-up, drones and more.

PEP BAND EXPECTATIONS

Restrict playing to timeouts, between periods, pre and postgame or other dead ball situations, and maintain appropriate fan behavior as outlined in the WIAA's Fan Expectations.

CHEERLEADER EXPECTATIONS

Use only school district-approved cheers at appropriate times, direct cheers/chants only toward their school's team, and maintain appropriate fan behavior as outlined in the WIAA's Fan Expectations.

TEAM ARRANGEMENTS

- LODGING: Participating teams are responsible for their own lodging and must provide supervision for all school representatives at their place of lodging.
- LOCKER ROOMS: Teams must be supervised by school personnel while in their assigned locker room.

- Participants are responsible for leaving locker rooms in undamaged condition.
- Tournament Management is not responsible for lost or stolen items.

- PHYSICIANS/TRAINERS: Teams interested in supplying their own physician/trainer must complete the School Athletic Trainer/Physician Form and return it to the Tournament Manager.
- PARTICIPANT ADMISSION & ROSTER LIMITATIONS:
  - Roster limits for each State Event are listed in the respective sport-specific regulations. Only those participants included on the roster can be in uniform.
  - Students not included on a team's roster/squad or school pass list must pay admission or be included on the Pass List..
  - Participant admission/access is non-transferable.

RETURN TO PLAY AUTHORIZATION

Athletes removed from participation and attended to by a physician cannot re-enter competition until authorized by the physician who made the original decision.

STATE TOURNAMENT IDENTIFICATION AND MERCHANDISE

The WIAA has registered the WIAA logo and identification term, "State High School Championships," with the Secretary of State, establishing the ownership of events through legal action and WIAA Executive Board policies.

- The WIAA has licensed Rush Team Apparel to print, sell, and/or distribute WIAA-registered merchandise. Schools are encouraged to contact the WIAA Staff for information regarding that partnership.
- Only official, pre-approved merchandise will be sold on-site before, during, or after the event.
- Schools interested in producing merchandise using any of the approved phrases listed above must do one of the following:
  1. Contact the WIAA Staff to procure merchandise through Rush Team Apparel, or,
  2. Remit a percentage of the gross revenue of merchandise sold to the WIAA. The percentage will be agreed upon by the school and the WIAA.
- Permission to distribute items onsite at a State Event must be approved by the WIAA Staff.

SPONSORSHIP/VENDOR PRESENCE

Advertising or recognition of non-school organizations/products is limited to WIAA-approved sponsors. Political displays and/or solicitation are prohibited.