

Open Tournament Observer's Report

Tournament: _____

Venue: _____ Date: _____

Was the equipment, etc. as specified on the Entry Form? (Please add a comment if appropriate):

Number/make of tables	Yes / No	_____
Number/make of nets	Yes / No	_____
Floor type	Yes / No	_____
Lighting	Yes / No	_____
Court sizes	Yes / No	_____
P/A system	Yes / No	_____

Did the Tournament run according to plan?

Programme provided?	Yes / No	_____
Kept to schedule?	Yes / No	_____
Draw sheets displayed?	Yes / No	_____
Draw sheets updated?	Yes / No	_____
P/A system audible?	Yes / No	_____

Number of umpires: _____ in all: ___ IU ___ NU ___ TU ___ CU ___ LU ___ other

Saturday - Start time: _____	End of play: _____
Sunday - Start time: _____	End of play: _____

Officials Catering:

Drinks available: Yes / No
 Type of catering: Lunch - Buffet / Hot Meal Tea - Buffet / Hot Meal
 Time (away from table) allowed for Lunch _____ mins. Tea _____ mins
 Allowances available for: Evening meal - Yes / No. Travel - Yes / No

Comments: _____

Public Catering:

Type of catering Buffet / Cafeteria / None
 Opening times _____ until _____

Comments: _____

Overall impression of event (Please highlight any irregularities)

Observer: _____ Signed: _____ Date: _____