

# PLANNING YOUR COMPETITION

## MANDATORY TIMESCALES

The following mandatory timescales apply to all junior and combined competitions.

<b>Online entries accept date</b>	46 days before the start of the competition
<b>Closing dates</b>	<p><b>Grade 2:</b> 21 days before the start of the competition  <b>Grade 3:</b> 14 days before the start of the competition  <b>Grade 4:</b> 10 days before the start of the competition  <b>Grade 5:</b> 7 days before the start of the competition</p> <p>These deadlines apply to all competitions with the exception of Winter National Tour, Winter Regional Tour and Winter County Tour competitions.</p>
<b>Publication of acceptance lists</b>	Should be published as soon as possible and no later than 72 hours of closing date or before the withdrawal deadline, whichever is sooner.
<b>Withdrawal deadline &amp; draw date</b>	<p><b>Grade 3:</b> 12 days before the start of the competition  <b>Grade 4:</b> 8 days before the start of the competition  <b>Grade 5:</b> 5 days before the start of the competition</p>
<b>Publication of match dates/times</b>	No later than 3 days before the start of the competition
<b>Publication of draws</b> (when not published at the same time as match dates/times)	No later than 1 day before the start of the competition
<b>Results loading</b>	No later than 3 days (72 hours) after the competition end date.
<b>PayPal refunds</b> (non-accepted players and unused reserves)	Must be processed within 7 days of the end of the competition. Refunds for non-acceptances should ideally be processed as soon as the acceptance list is published.

**LTA Competition Support Team**  
**Effective from April 2020**