

Rock Creek Tennis Center
16th & Kennedy Streets, NW
Washington, DC 20011
Phone (202) 722-5949 Fax (202) 722-5198

www.rockcreektennis.com

Feb 27, 2017

Dear Rock Creek Tennis Patrons,

We want you to know how much we have valued your loyal patronage over the years and thank you for your continuous business and support in 2016. We at Rock Creek Tennis Center are looking forward to welcoming you back and working with you in 2017 and making it another great tennis year.

Once again, it is seasonal contract sign-up time! Saturday, April 9, 2017 we will be holding the sign-up for winter indoor contracts and summer clay courts.

There will be No Summer hard contracts. Only League time and Lesson time will be prescheduled on the hard courts, with the balance of court time made available for spot rental

The 2017 Citi Open Tournament will be held from July 29, 2017 through Aug 6, 2017. As a result partial the hard courts will be closed before and after the tournament from July 10th until approximately Aug 14, 2017. Our office will be closed during the Citi Open Tournament.

Contract Time sign up Procedure

March 1 – March 27, 2017. Registration for the Lottery

- lottery Starting March 1, 2017 through March 27, 2017 Patrons who desiring a seasonal contract for winter Indoor contract will pay a \$ 100.00 Non- Refundable deposit to the Rock Creek Tennis Center. Deposit must receive by RCTC no later than Monday March 27, 2017
- Deposit may be submitted by in person or via telephone (with a credit card)
- This deposit will be applied to a contract, but only one deposit will be applied per contract.
- If you require multiple contracts you must submit a \$ 100.00 non-refundable deposit for each contract. You then will receive an appointment card for each requested slot.
- The \$ 100.00 deposit entitles you to one appointment card for a winter season contract or one appointment card for winter and summer season contract. Patrons who desiring a summer season clay court contract only must be paid in full and are not subjected the process.

March 29, 2017 Appointment Cards drawn.

- Appointment cards will be drawn on Wednesday March 29, 2017 at 9:00AM to determine the order of contract sign-ups. The appointment cards will be drawn randomly from the sealed "Lottery box" located at RCTC in the presence of any current contract holders who chose to appear as witnesses.
- The appointment schedule will be posted on the information bulletin board located inside the pro shop lobby at 12:45 pm on March 29, 2017. This list will show an exact your appointment time for actual sign-ups date of Saturday, April 8, 2017. In the event you are unable to visit Rock Creek Tennis Center, you may call at (202) 722-5949 to find out your appointment time(s). We regret that we cannot change appointment schedules once they have been drawn and patrons are not allowed to switch appointment times with one another. Any patron who wishes to serve as

witness the drawing should contact Beruk Teklu of RCTC (General Manager), Before March 29, 2017.

Sign-up for appointment holders only – Saturday, April 8, 2017

- Only those individuals with appointment time will be given the opportunity to choose contract times. Appointments will be taken in order and anyone who is late by 10 minutes or more will forfeit his or her appointment.
- No seasonal court time may be less than one hour or exceed two hours. Court time requests leaving a half-hour dead time preceding the requested time will not be allowed. The latest available court time is 11:00PM, Monday – Thursday and 10:00PM Friday – Sunday. **Guest services, Inc. reserve the right to adjust contract schedules by half an hour, as necessary in order not to leave any unused court time. In addition, we reserve the right to adjust court assignment.**
- Please come prepared with a first, second and third choice for contract times. We cannot guarantee the availability of specific times. Due to the heavy demand for courts, contract court time is limited during the prime time please see the chart for seasonal court availability. If you cannot be present at your appointed time, please notify Beruk Teklu, Rock Creek Tennis GM, by via – email rockcreektennis@guestservices.com before April 8, 2017. At that time, you may designate a proxy to act on your behalf at sign-up on April 8, 2017. All winter contracts must be paid in full by **September 1, 2017**. All deposits are not refundable. Winter contracts not paid in full by September 31, 2017 will be consider void and that court time will be reallocated to those on waiting list. We cannot guarantee courts after the September 1, deadline.
- Please read the contract carefully. All RCTC contract holders are expected to adhere to the rules and regulations as outlined in the contract. No more than four players are allowed per court, unless pre-approved by management. The use of the Rock Creek Tennis Center for private tennis instruction is prohibited. Engaging in or soliciting any business in park areas including instructing classes by anyone other than those persons employed by Guest Services Inc. and/or with specific written approval from the National Park Services is strictly prohibited (Federal Code 36CFR 5.3). Contract holders violating these rules will forfeit their season court without refund.

Good luck in the lottery, and we look forward to great 2017/2018 tennis season. Thanks to you for your continued business and support of the Center. If you have questions, please call us at 202-722-5949.

Sincerely,
Beruk Teklu
General Manager, Rock Creek Tennis Center
E-mail; rockcreektennis@guestservices.com
Phone (202) 722-5949

Rock Creek Tennis Center Seasonal Contract Court time Availability 2017-2018							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Time	Number of Courts Available						
7:00-8:00AM	3	3	3	3	3	2	3
8:00-9:00AM	3	3	3	3	3	2	3
9:00-10:00AM	3	3	3	3	3	2	3
10:00-11:00AM	3	3	3	3	3	2	3
11:00-12:00PM	3	3	3	3	3	2	3
12:00-1:00PM	2	2	2	2	2	2	2
1:00-2:00PM	2	2	2	2	2	0	0
2:00-3:00PM	1	1	1	1	2	0	0
3:00-4:00PM	1	1	1	1	2	0	0
4:00-5:00PM	0	0	0	0	0	1	0
5:00-6:00PM	0	0	0	0	0	1	0
6:00-7:00PM	0	0	0	0	0	1	4
7:00-8:00PM	2	2	2	2	0	1	3
8:00-9:00PM	2	2	2	2	0	1	3
9:00-10:00PM	2	2	2	2	4	1	5
10:00-11:00PM	2	2	2	2	0	0	5

Please Note: The chart above is meant to give seasonal court time prospects a more complete picture of the court time schedule, in order to aid the selection process and increase the odds of securing their first choice of the day of the week and time of day in the lottery process. In general, the court days/times that show fewer availabilities are reserved for Group lessons, spot time, WTEF programs and facility closures