

**Rock Creek Tennis Center**  
**16<sup>th</sup> & Kennedy Streets, NW**  
**Washington, DC 20011**  
Phone (202) 722-5949 Fax (202) 722-5198  
[www.rockcreektennis.com](http://www.rockcreektennis.com)

March 15, 2019

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 2018. We at Rock Creek Tennis Center are looking forward to welcoming you back and working with you in 2019 and making it another great tennis year.

Once again, it is seasonal contract sign-up time! Saturday, April 13, 2019 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 2019 Citi Open Tournament will be held from **July 27, 2019** through **Aug 4, 2019**. As a result partial the hard & clay courts will be closed before and after the tournament from July 8<sup>th</sup> until approximately Aug 18, 2019. Our office will be closed during the Citi Open Tournament.

## **Contract Time sign up Procedure**

### **March 18 – April 8, 2019. Registration for the Lottery**

- lottery Starting March 18,2019 through April 8, 2019 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, April 8, 2019
- 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.

### **April 9, 2019 Appointment Cards drawn.**

- Appointment cards will be drawn on Tuesday April 9, 2019 at 10:00AM 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 1:00 pm on April 9, 2019. This list will show an exact your appointment time for actual sign-ups date of Saturday, April 13, 2019. 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 April 9, 2019.

### **Sign-up for appointment holders only – Saturday, April 13, 2019**

- 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](mailto:rockcreektennis@guestservices.com) before April 13, 2019. At that time, you may designate a proxy to act on your behalf at sign-up on April 13, 2019. All winter contracts must be paid in full by **September 1, 2019**. All deposits are not refundable. Winter contracts not paid in full by September 1, 2019 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 2019/2020 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](mailto:rockcreektennis@guestservices.com)  
Phone (202) 722-5949

<b>Rock Creek Tennis Center Seasonal Contract Court time Availability 2019-2020</b>							
	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>
<b>Time</b>	<b>Number of Courts Available</b>						
<b>7:00-8:00AM</b>	3	3	3	3	3	2	3
<b>8:00-9:00AM</b>	3	3	3	3	3	2	3
<b>9:00-10:00AM</b>	3	3	3	3	3	2	3
<b>10:00-11:00AM</b>	3	3	3	3	3	2	3
<b>11:00-12:00PM</b>	3	3	3	3	3	2	3
<b>12:00-1:00PM</b>	2	2	2	2	2	2	2
<b>1:00-2:00PM</b>	2	2	2	2	2	0	0
<b>2:00-3:00PM</b>	1	1	1	1	2	0	0
<b>3:00-4:00PM</b>	1	1	1	1	2	0	0
<b>4:00-5:00PM</b>	0	0	0	0	0	1	0
<b>5:00-6:00PM</b>	0	0	0	0	0	1	0
<b>6:00-7:00PM</b>	0	0	0	0	0	1	4
<b>7:00-8:00PM</b>	2	2	2	2	0	1	3
<b>8:00-9:00PM</b>	2	2	2	2	0	1	3
<b>9:00-10:00PM</b>	2	2	2	2	4	1	5
<b>10:00-11:00PM</b>	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