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|  | **EALING LAWN TENNIS CLUB**  **WINTER SINGLES LEAGUE** | Entry now online at  <https://ealingtennis.mycourts.co.uk/> |

**HOW TO ENTER**

All entries are to be made on-line using the Club’s MyCourts system. Entry is extremely similar to entering the Summer Tournaments at the Club.

**LOG ON TO MYCOURTS**

Go to the website

<https://ealingtennis.mycourts.co.uk/>

You will have been given a logon and password previously when you joined. But if you have forgotten it then click on **“Forgotten Password?**” on the left hand side of the screen. Then enter the email address that the club uses to send emails to you and click “**Enter”**. Your logon and password will be emailed to you.

**CHECK YOUR ACCOUNT BALANCE**

In order to enter the tournaments you will need to have sufficient credit on MyCourts to enter as the entry fee will be debited from your account. The entry fees are £10 for Adults and £5 for juniors.

You can see your **“Account Balance”** on the left hand side of the screen.

If you have not got sufficient funds in your account you need to top up by purchasing some credits on line using a debit / credit card. Do this by clicking on “Buy Credit Online” on the left hand side of the screen. Then follow the instructions on the screen to purchase credit. Note: This credit can also be used in future for court bookings and club events.

**ENTERING TOURNAMENT EVENTS**

On the Menu at the top of the screen click on **“Tournaments”** and select **“2019”.** The Winter League event is displayed. Note : When the League Draw is done after the deadline, this will be shown under Leagues

**Adult Entry**

Adults should select the Winter Singles League – Adult Entry

Then click on submit and you are now entered – it is that simple and the Tournaments page shows you are registered.

**Junior Entry**

Juniors should select the Winter Singles League – Junior Entry

This page shows the lower entry fee for juniors. Then click on submit and you are now entered – it is that simple and the Tournaments page shows you are registered.

**PROBLEMS AND REFUNDS**

Members who are having problems with entering the League using the system should email the Organiser [mike.knibbs@btopenworld.com](mailto:mike.knibbs@btopenworld.com) It is recommended that those who are less familiar with using the MyCourts system do not leave it close to the deadline to enter.

Any members who have to withdraw before the deadline can do so on-line and they will be fully refunded automatically be the system. So there is no disincentive in entering well before the deadline.