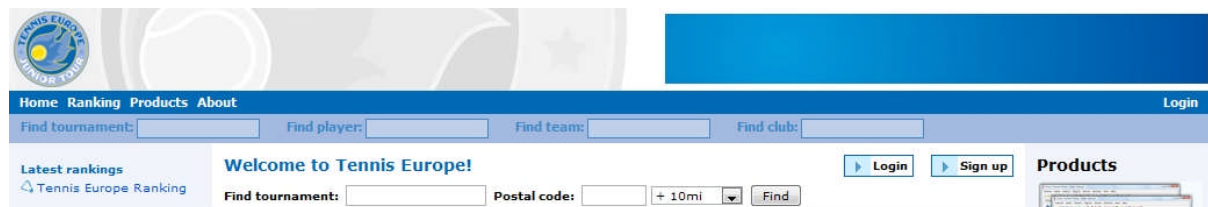




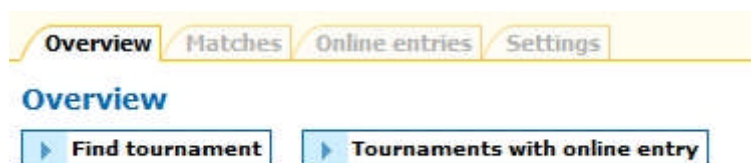
Withdrawing on the Tennis Europe Website

The recommended method for withdrawing from Tennis Europe Tournaments is by using the user profile. To access their profile, users must first log in using the login button (located in the top right of the tennis Europe website).



If a user is logged in but is not shown their profile page immediately, they can click their name in the top right corner of the website to open their profile (their name will replace the login button once logged in).

The profile start page will look like this;



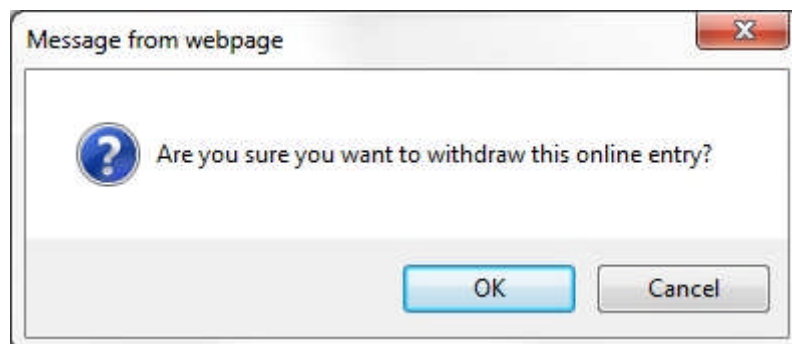
There are 4 tabs and two buttons on the profile start page. Withdrawing from tournaments is done using the "Online entries" tab in a user profile.

The online entries page will display tournaments grouped by week like this (the tournaments shown below are for display purposes only, they do not represent actual tournaments);

Tournament	Event	Entry deadline	Withdrawal deadline	Entered on	Withdrawal
Week 7, 2010					
↓ #1 Farum Tennis Europe 2010	GS14	19/01/2010 14:00 GMT.	02/02/2010 14:00 GMT.	11/12/2009 15:48 GMT.	<input type="button" value="Withdraw"/>
↑ #2 "BRODVEJAUS PICA CUP - 2010"	GS16	19/01/2010 14:00 GMT.	02/02/2010 14:00 GMT.	06/11/2009 08:02 GMT.	<input type="button" value="Withdraw"/>
Week 8, 2010					
#1 TOURNOI INTERNATIONAL OPEN SUPER 12 AURAY	GS12	26/01/2010 14:00 GMT.	09/02/2010 14:00 GMT.	06/11/2009 08:02 GMT.	<input type="button" value="Withdraw"/>

The “filter by” box can be used to display a user’s withdrawals, but these withdrawals cannot be undone from your profile. If you have withdrawn by mistake you will need to re-enter the tournament using the Online Entry wizard (if the entry deadline is not yet reached).

To withdraw from a tournament event simply click the withdraw button to the right of the event you wish to withdraw from. A confirmation is displayed to the user to prevent accidental withdrawals.



A user can also switch priorities between tournaments in the same week by using the arrows to the left of events. This will move an event up or down in the priorities list within a week. Moving priorities will also display a confirmation to the user to prevent accidentally switching priorities.

