



Subject: Important Notice to Tennis Coaches Operating Without Proper Authorization

To whom it may concern;

We hope this letter finds you well. Our purpose in reaching out is to address an important matter concerning the operation of tennis coaching on City of Los Angeles tennis courts. It has come to our attention that some individuals may be conducting tennis instruction without the necessary approvals or compliance with City regulations and concessionaire agreements.

To ensure that all tennis programs offered on City courts are held to a high standard of safety, professionalism, and accountability, the City of Los Angeles requires all tennis coaches and instructors to meet specific qualifications and obtain official authorization before conducting any coaching activities on public courts.

Why Compliance Matters:

Operating without proper authorization not only violates City regulations but may also:

- Undermine the quality of instruction and safety for participants.
- Lead to legal and financial liabilities for unauthorized instructors.
- Disrupt the operations and agreements of approved concessionaires who work closely with the City.
-

How to Obtain Approval:

We encourage you to become an approved instructor by applying through **LA Tennis**. The application process is straightforward and designed to ensure that all instructors meet the necessary standards. If standards can not be met currently we will assist you the best we can.

Please follow the steps below to begin:

1. **Submit an Application:** Complete the application form available at www.latennis.com
2. **Provide Active and Current Credentials:** Submit proof of qualifications, such as:
 - Valid teaching certifications (e.g., USPTA/RSPA or PTR).
 - First Aid/CPR certification.
 - Proof of sexual misconduct insurance coverage (liability insurance is mandatory), compliance with Safe Play background requirements.
 - Proof of a current TB (Tuberculosis Negative result) test conducted within the current calendar year.
 - Other forms of Identification such as drivers license
 - Fee structures and schedules
 - ON court teaching evaluation
3. **Background Check:** Consent to a background check to ensure the safety of all participants.
4. **Review City Regulations:** Familiarize yourself with the City's rules and guidelines for tennis instruction on public courts that LA Tennis will review with you.
- 5.

Deadline for Compliance:

To continue or begin offering instruction on Los Angeles City tennis courts, all coaches must submit their applications and receive approval by **LA Tennis**. Failure to comply may result in enforcement actions, including removal from City courts and potential fines.

Benefits of Approval:

By becoming an approved coach, you will:

- Gain access to City courts for teaching purposes.
- Enhance your professional standing with an official credential.
- Contribute to a safe, high-quality environment for tennis players.

We value the important role that skilled and passionate tennis coaches play in fostering a love for the sport within our community.

We look forward to assisting you through the application process and welcoming you as an approved coach under LA Tennis. All applicants must meet all conditions and fee structures to be permitted to conduct lessons and programs.

Should you have any questions or need assistance, please do not hesitate to contact us at [contact information].

Thank you for your cooperation and dedication to promoting tennis in Los Angeles.

Sincerely,
LA Tennis

East side/ Mid City Locations: Griffith Park, Hermon Park, Vermont Canyon, Park Center, Poinsettia
Contact: Jack Mykytyn 914-325-0171

.....
West Side Locations: Westchester
Contact: Susan Nardi 310-529-4834