

THIS IS A SAMPLE CONTRACT



Visiting Tennis Pro Program

Dear PTR Member,

We are pleased that you may have the opportunity to represent the PTR as a Visiting Tennis Professional at the Couples Resort – an all-inclusive adult resort in Negril, Jamaica. Our VTP program is a wonderful benefit for members at this adult-only resort. The stay will be free for you and your guest. At Couples Resort you must bring a guest of the opposite sex. At Couples Swept Away, you can come with the same sex or even come alone.

Please return the attached contract and you can be confirmed for the week of April 22 - 29, 2012. Read all details carefully and return your contract by fax to secure this date. If you no longer want this date, please let me know that as well.

**US Citizens must have a passport to travel to Jamaica
Please be sure you have yours!**

The only fee you will incur for you and your guest is your air travel. You will need to purchase your ticket(s) to Montego Bay, Jamaica. Sunday and Sunday are your travel days so you can arrive and depart any time you like those days. You will teach Monday – Friday. The resort is all-inclusive and it is adults only.

When you fly into Montego Bay, Jamaica you will go through the customs desks at the airport. You have NOTHING to declare – so be sure not to mention any gifts you may have brought. Then you will see the transportation desks of each of the major resorts. Please go to the Couples Transportation desk. Your name will be on the roster and they will take you along the coast to Negril – it is a nice one hour ride. (If for any reason your name is not on the roster, just let them know you are the VTP.)

As your payment/duty, you are to bring a case of tennis balls for hard courts. This should be a full case – 24 cans of unopened balls. You can check the case of balls as a piece of luggage. When you arrive at the resort, you should take the balls to Nadine's office in the Spa on Monday. Don't necessarily put them in the ball basket. She needs to see that you brought your full case.

You should also bring about 5-10 prizes to use at your Round Robins. T-shirts, hats, water bottles, tennis towels, wristbands – maybe from your club or something would be great. Also, many pros like to bring something for their PTR Resident Pro, Devon Gordon. Devon is size X-large. Please contact Helma if you want any help getting PTR shirts, hats, clipboards, socks, etc. Even these gifts should be taken to Nadine's office at the Spa so that she can log them in.

After you are checked into your room, you can check in with one of the girls at the Spa/Salon. Nadine Gordon is your contact. Check what courts you will be on, where the hoppers are kept, etc. They will have a special staff nametag, which you will wear all week, especially when you are off the court – such as at meals, etc. as you are the tennis ambassador. The Manager would like to introduce you at the Manager's Cocktail Party on Monday at 6:00 just before dinner. All the guests are invited so please be sure to be there. (You can come straight over from the Round Robin that night – you should be in your tennis clothes anyway.) And be sure to meet and greet not only the guests but also the entertainment staff, and full-time staff. Encourage them to come out and play tennis at your clinics too.

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As a representative of the PTR, be sure to dress professionally on the court – you should wear your PTR logo uniforms and credentials whenever possible. The weather is humid so you may want to allow for a change of uniform on very hot days.

You will begin teaching the tennis clinics Monday - Friday. They are free clinics for which the guests just drop in. Since they do not pre-register you do not know if you will have 2 students or 10 students, but usually about 3-4 people show up. No matter how many arrive, you are expected to give an excellent clinic emphasizing fun and success for the students. This year we have included a Cardio Tennis Clinic on M, W & F afternoon instead of the Beginner Clinic.

The resort is also asking that you initiate a Beach Tennis session at the Volleyball pit on Tuesday and Thursday. Beach Tennis is played with racquets and balls just like tennis but with only volleys. You just need a couple of pressureless balls. Great if you can bring those with you – if not, hopefully Nadine has some. It's lots of fun so please give it a try.

As others walk by during your clinic, you may encourage them to come out for the next day's lesson. You are the tennis ambassador! (Couples does allow guests to check-out racquets- so encourage everyone to play! Even bring your extra racquet out to the court each day in case you encourage someone to join in.)

Your scheduled clinics run Monday thru Friday:

8am - 8:45am - Advanced
8:45 - 9:30am - Intermediate
4pm - 4:45pm – Beginner Clinic on T & TH
4pm – 4:45pm – Cardio Tennis Clinic on M, W & F
5pm – Pro Exhibition on Tuesday
5pm - Round Robin Tournament on M, W, TH & F

You may NOT leave the courts during your scheduled clinics. Even if no one shows up at your clinic, please stay at the courts (practice your serve, hit with your guest, or do something on the court) because the guests are on vacation and they may just be a bit late. Or they may look out the window and not see anyone at the courts so they decide not to come out.

We are really trying to be the top-notch resort in Jamaica and show the most exciting programs. So, please help promote the Cardio Tennis and Beach Tennis as well. As a PTR tennis professional you should have some knowledge of Cardio Tennis – for a DVD of drills or a CD of the Cardio Tennis Music, use the website: www.partners.cardiotennis.com.

The number of people who come out for your clinic is a reflection on you. If you have done a good job promoting it and talking to guests and being visible on the court and teaching a fun, informative lesson – then they will come back each day.

On Monday, Wednesday, Thursday and Friday evenings you will conduct the Round Robin Tournament. Be sure to offer some tips and coaching during the Round Robin, don't interfere with the fun, competitive flow of the tournament. Pick up the PTR Pro's Assistant supplement if you need some round robin formats. Encourage the students at your clinics to come out for the Round Robin. Be sure to arrive before 5pm and bring a few prizes. If you are doing a good job of promoting the tennis, you should have players in your round robin each night! So let your goal be to see how large you can get the Round Robin group during your stay!!

You are free to do as you please on your travel days, Sunday and Sunday and also on Saturday. This is an all-inclusive resort. All you can eat buffets will keep your tummy full. Also, enjoy snorkeling, skiing, aerobics, etc. for you and your guest at no charge.

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One of the purposes of the PTR Visiting Tennis Pro program is to increase bookings. So, we are delighted when the program works well. However, it is possible that during your stay the hotel could reach over capacity bookings. If this is the case, the visiting pros would be the first customers to be moved next door to an alternate (and comparable) site. If this does happen, we trust that you will be a PTR diplomat and refrain from any discouraging remarks to the staff or clients.

If you confirm a date and you then cancel, we will try to fill your date with another pro. If it is short-notice, we may need to compensate some of your replacements airfare. You may be assessed as much as \$200 for us to compensate a replacement for you. Also, if you are unable to arrive on time for your Monday AM clinic due to inclement weather or flight delays, you will be assessed a charge by the PTR to compensate the resort for hiring someone to fill in for you. Although we understand this is not your fault, you will be responsible for personnel fees incurred.

I know you will enjoy your visit. Keep in mind for the future; you are able to return to Couples with a complimentary week's visit if you refer 10 bookings during any 12 month period!

Best wishes,

Julie Jilly
Vice President/Operations

Sign and return by fax to 843-686-2033

YES, I understand my commitment & responsibilities to Couples

Print Name _____

Sign Name _____

Date of Your Visit _____

Circle one: American Express MasterCard Visa

My credit card information for contract fee of \$50 is as follows:

Card Number _____

Expiration date _____ 3 or 4 digit security code

Name on Card _____

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