

**Viewpoint Tennis Club**  
8700 East University Drive, Mesa AZ 85207

PROFESSIONAL COACHING POLICY		Version # 3	November 2022
Purpose: <ul style="list-style-type: none"><li>To provide a comprehensive professional coaching program for all levels of VPTC members.</li></ul>			
Policy: <ul style="list-style-type: none"><li>A professional coaching program will be focused on developing Club members' skills and confidence.</li><li>The program will offer coaching at the individual and group/team level.</li><li>The program may mentor coaches and captains to assist their team members' individual and team skills development.</li><li>The Vice -President will be responsible to identify a coaching service that will provide timely and cost-effective delivery to Club members.</li><li>The selected coaching service will enjoy a sole-source relationship with VPTC and will be used exclusively by Club members at the VPTC facility.</li><li>The selected coaching service may limit the number of team coaching programs provided, on a first come, first served basis.</li><li>The selected coaching service may also provide racquet stringing and racquet purchasing services as required by Club members.</li></ul>			
Form: <ul style="list-style-type: none"><li>A sample contract is attached.</li></ul>			
PROCEDURES:			
STEP 1	The Vice-President will appoint a Club member to serve as Pro Liaison to the professional coaching service.		
STEP 2	The Vice-President and Pro Liaison will recommend a professional coaching service for a one-year period to the Board. This decision will be approved by the membership at the March General meeting.		
STEP 3	The professional coaching service will post opportunities to participate in the various clinics and coaching sessions on the bulletin boards and website.		
STEP 4	The Pro Liaison will also communicate the various professional coaching opportunities at Club meetings and via email.		
STEP 5	The professional coaching service will provide the Treasurer with a full listing of all services provided to Club members on a monthly basis. A 10% commission fee will be forwarded to the Treasurer at the same time.		

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March 25, 2020  
Chris Langdon  
Arizona Tennis and Golf Academy  
10720 E. Southern Suite 106  
Mesa, Arizona 85209

Dear Chris:

The following will confirm the renewal of the contract with Arizona Tennis and Golf Academy (ATGA) for the tennis season April 1, 2020 to March 31, 2021 to be the Tennis Professional at Viewpoint Tennis Club (VPTC). At the end of the contract period a review will be undertaken to determine if an extension is to take place.

During the contract period ATGA will have the exclusive rights to supply individual and small-group lessons, tennis services and related activities, to be determined by ATGA and VPTC. However, VPTC retains the right to host all-club clinics twice per season using any professional instructors they deem desirable.

ATGA will provide annual fixed fees for team coaching for the 2020-2021 season. Fees will include costs for Chris Langdon for practice sessions for both 1 hour and 1.5 hours and costs for one of his assistants for practice sessions for both 1 hour and 1.5 hours. Total annual fixed fee is to include 16 practice sessions. Fees will be provided to VPTC no later than February 15.

Requests for ATGA coaches will be made directly from the captains of VPTC teams and are to be accommodated on a first-come first-served basis, consistent with availability and team practice times. In the event a practice is cancelled or rained out, arrangements for alternative sessions will be made to the mutual benefit of ATGA and the team. Lesson times will be determined with ATGA after a plan of activities has been approved by VPTC and will be subject to change based on the needs of ATGA and VPTC.

ATGA will provide a monthly recap of lessons, racket stringing, etc. purchased by VPTC members with 10% of the revenues to be remitted to VPTC treasurer by the 15<sup>th</sup> of the next month. These funds will be held by the VPTC in a separate account for the use of ATGA to run other tennis events to be agreed to by ATGA and VPTC. ATGA should suggest events in advance so time and courts can be set aside.

ATGA will supply the VPTC with a copy of their current liability insurance, with the VPTC and Viewpoint RV & Golf Resort named on the policy.

For the contract period, ATGA will report to the person appointed by the board.

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Chris Langdon  
Arizona Tennis Academy

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Pam Wolfe, Vice President  
Viewpoint Tennis Club