



Get Connected to your USTA Organization on Serve Tennis

Before you can connect to a USTA Organization on Serve Tennis, you will need to confirm your USTA.com profile has admin rights for that organization. Follow the steps below to check.

Please Note: If you are an independent contractor Tournament Director that is hired by other organizations to run tournaments (i.e. you won't be collecting the player registration fees in your bank account) please ignore these organization linking steps. You will receive an invite from national or section or district to be added to the approved tournament director list and then the organization admin can add you as the Tournament Director and then submit the application

If you are a referee/official you will be added to tournament applications later in the year via a referee invite where you can accept the invitation. Once you accept the invitation you will be given admin rights to the tournament where you will have access to the players' tab (for player selection) and tournament desk (for draw creation, schedule creation, and event management).

1. Log in on [USTA.com](https://www.usta.com)

USTA SITES ▾ USTA SECTIONS ▾ You're in EASTERN White Plains, NY Español Search USTA.com

USTA
EASTERN PLAY · IMPROVE · NEWS · COACH · ORGANIZE · ABOUT · PRO JOIN LOG IN

Home / Account / Log In

Log In To Your USTA Account

Need to create an account? [Sign up here](#)

Email Address

Password

[Forgot your password?](#)

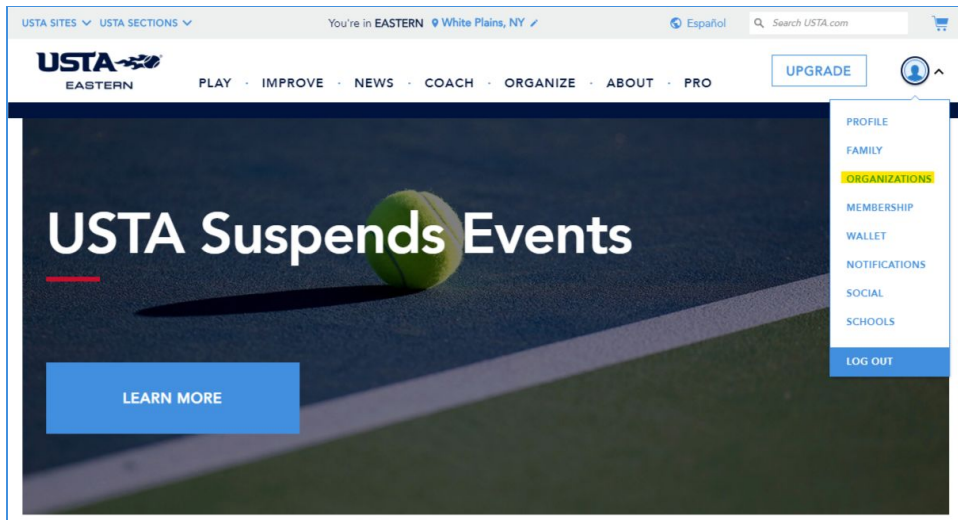
LOG IN

or

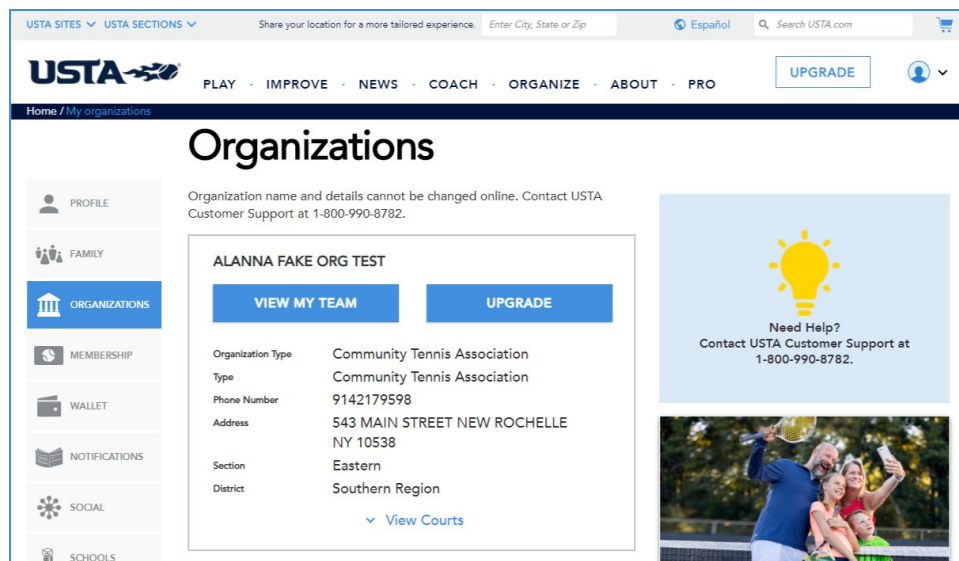
Sign in with Facebook

[Unsure if you have a USTA Account? Search for your account.](#)

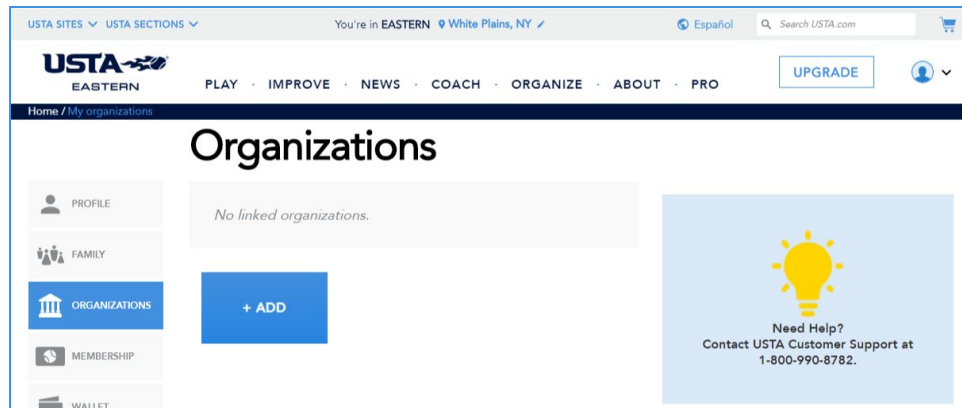
2. Click on your profile icon in the top right corner and select Organizations



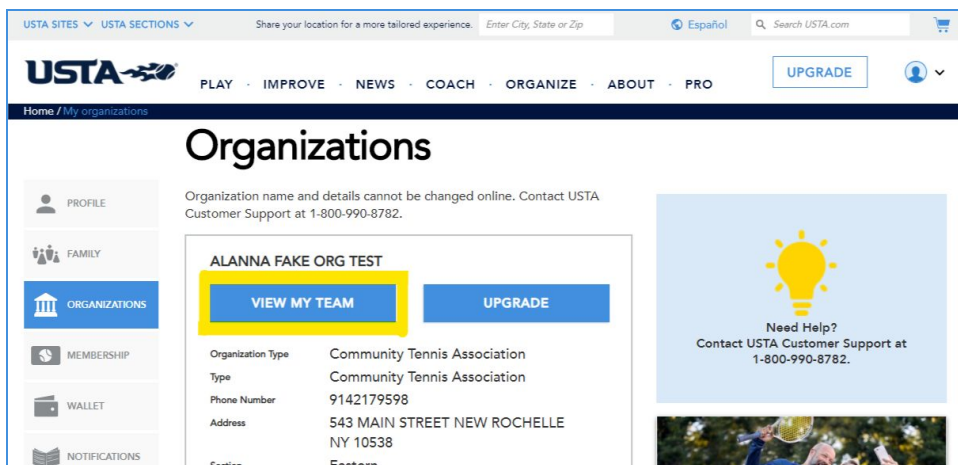
3. Based on what you see on this page will guide you for your next steps
 - a. If you see your organization listed go to Step 4



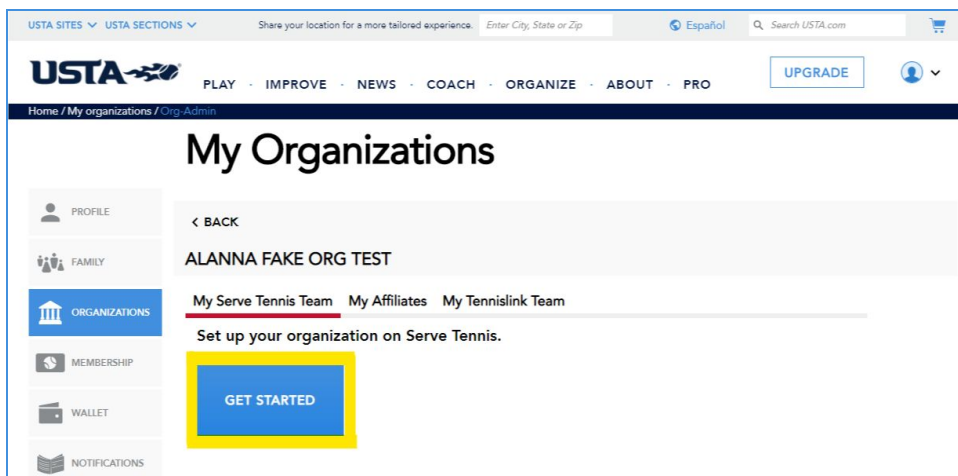
b. *tn/ Xnl t yzz tn/ xnx MIBAl S n{n{aZl Z.{yVMl n_y{Zuynl u Y




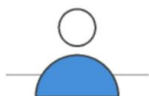
4. Click on "View My Team" for the organization



5. Click on "Get Started"



6. Choose “USTA Organization” on the Serve Tennis set up page

 <p>USTA Organization</p> <p>In order to post programs and events on behalf of your organization you must be linked to a USTA Organization. To gain access to USTA sanctioned tournaments, organizations must upgrade to a paid membership.</p>	 <p>Individual Tennis Professional</p> <p>Set up your tennis professional platform in order to manage your programs, events, create your personal website as well as access USTA products.</p>
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7. Select your organization and then “Create Account” at the bottom

We've found linked organizations for you

To add a new organization to your account, you must be linked to the required role for that organization either on usta.com or Tennislink.

Organization not listed? [Create one on USTA.com](#)

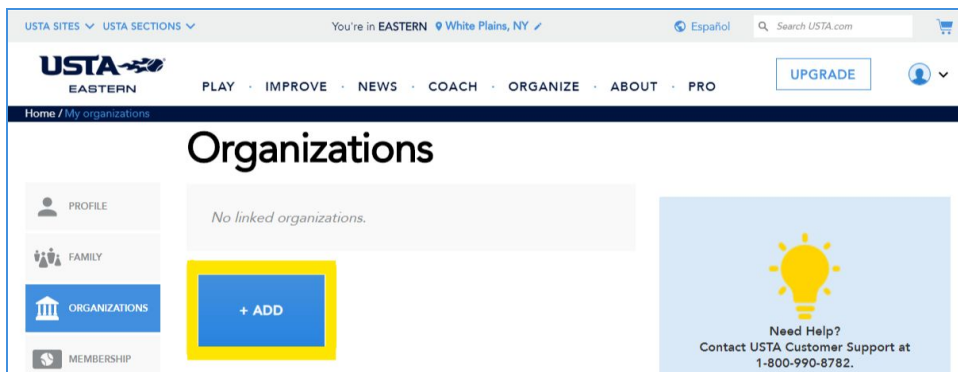
ALANNA FAKE ORG TEST
543 MAIN STREET, NEW ROCHELLE
CHOOSE TO REGISTER

< BACK **CREATE ACCOUNT**

8. You have now successfully connected to your organization on Serve Tennis!

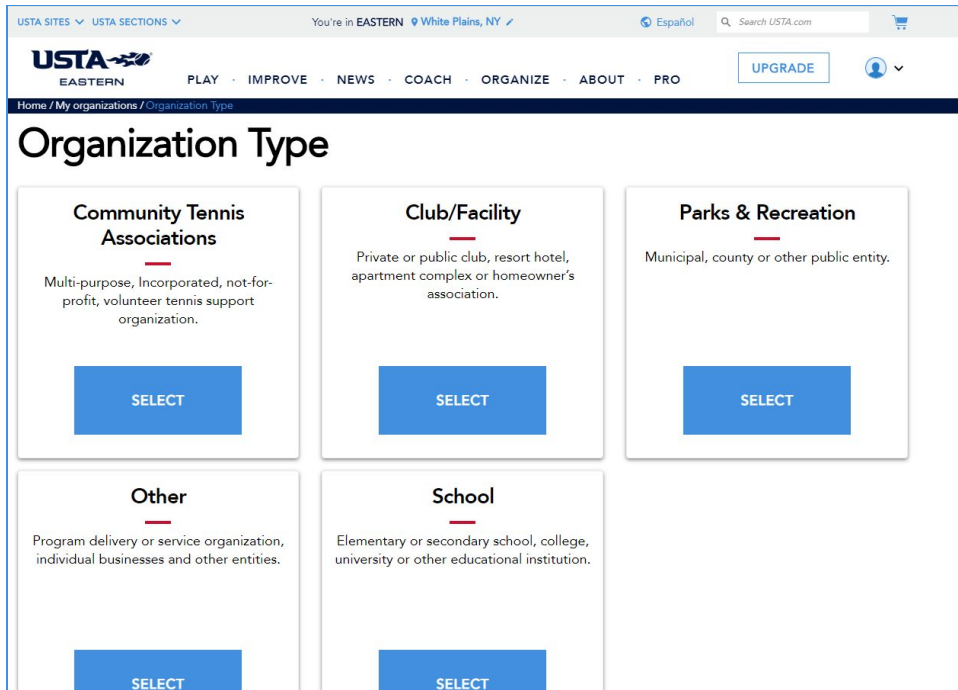
If you don't see your organization listed on your USTA.com account:

1. From the Organizations page click on “+ Add”



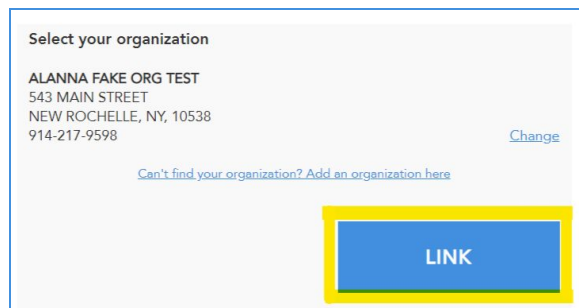
The screenshot shows the USTA Eastern website interface. At the top, there's a navigation bar with 'USTA SITES', 'USTA SECTIONS', and 'You're in EASTERN White Plains, NY'. Below that is the USTA Eastern logo and a menu with 'PLAY · IMPROVE · NEWS · COACH · ORGANIZE · ABOUT · PRO'. A 'UPGRADE' button and a user profile icon are also present. The main heading is 'Organizations'. On the left, a sidebar lists 'PROFILE', 'FAMILY', 'ORGANIZATIONS' (which is selected and highlighted in blue), and 'MEMBERSHIP'. The main content area displays 'No linked organizations.' and a blue '+ ADD' button, which is highlighted with a yellow box. To the right, there's a 'Need Help?' section with a lightbulb icon and the text 'Contact USTA Customer Support at 1-800-990-8782.'

2. Select your organization type

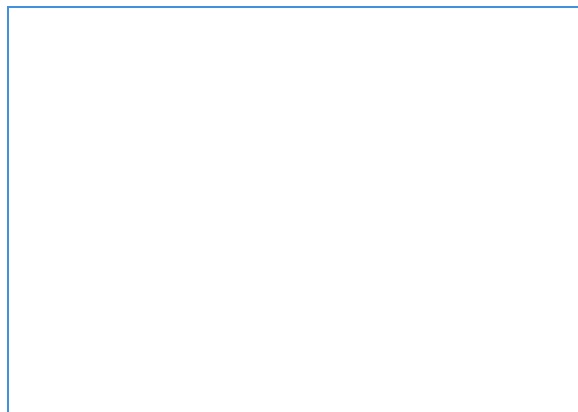


3. Search for your organization and select it

- If you can select your organization, click on "Link" to proceed



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4. If applicable, connect any tennis courts to your organization. Courts that have previously been connected will be listed. Click “Save & Continue” to proceed

PROFILE

FAMILY

ORGANIZATIONS

MEMBERSHIP

WALLET

NOTIFICATIONS

SOCIAL

SCHOOLS

Organization Type:
Community Tennis Association

Linked Organization:
ALANNA FAKE ORG TEST
543 MAIN STREET
NEW ROCHELLE, NY, 10538
914-217-9598

What tennis courts are affiliated with your organization? (Optional)

Facility Name

Search by zip code or name

[Can't find a facility? Add a facility here](#)

5. Click on “View My Team” for the organization

USTA SITES USTA SECTIONS Share your location for a more tailored experience. Enter City, State or Zip Español Search USTA.com

PLAY · IMPROVE · NEWS · COACH · ORGANIZE · ABOUT · PRO UPGRADE

Home / My organizations

Organizations

Organization name and details cannot be changed online. Contact USTA Customer Support at 1-800-990-8782.

ALANNA FAKE ORG TEST

VIEW MY TEAM UPGRADE

Organization Type: Community Tennis Association
Type: Community Tennis Association
Phone Number: 9142179598
Address: 543 MAIN STREET NEW ROCHELLE NY 10538
Section: Eastern

Need Help?
Contact USTA Customer Support at 1-800-990-8782.

6. Click on “Get Started”

USTA SITES USTA SECTIONS Share your location for a more tailored experience. Enter City, State or Zip Español Search USTA.com

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Home / My organizations / Org Admin

My Organizations

< BACK


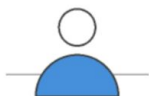
ALANNA FAKE ORG TEST

My Serve Tennis Team My Affiliates My Tennislink Team

Set up your organization on Serve Tennis.

GET STARTED

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ALANNA FAKE ORG TEST
543 MAIN STREET, NEW ROCHELLE
CHOOSE TO REGISTER

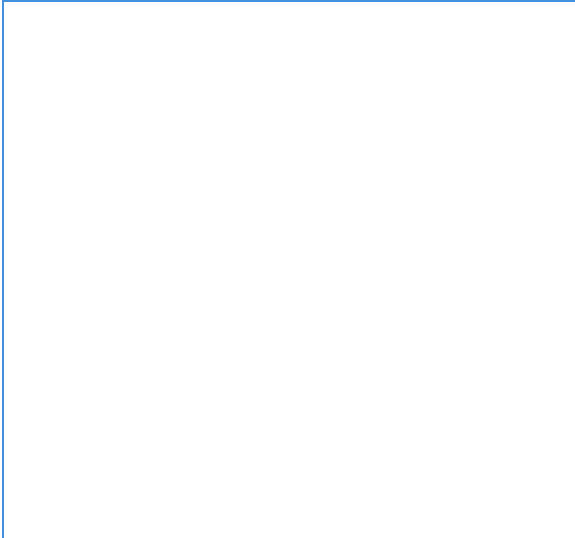
[< BACK](#) [CREATE ACCOUNT](#)

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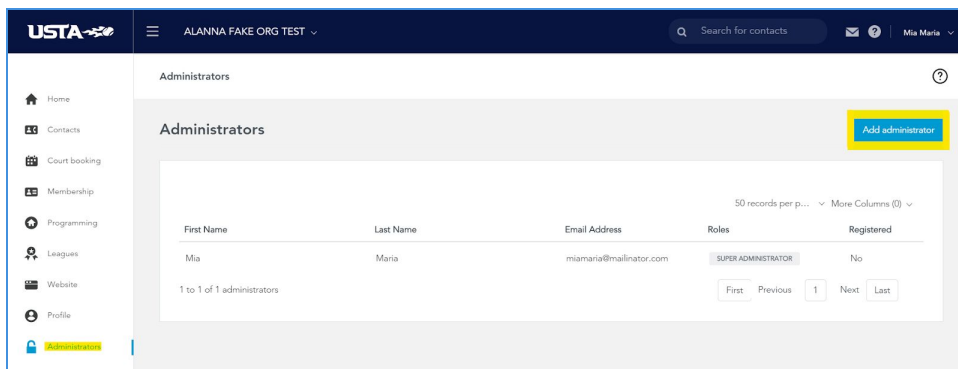
If you are unable to successfully onboard please contact our Help desk at customer@usta.com for assistance.

If someone else is already connected to the organization:

1. On the error message that you see, take note of who is listed as the current admin. For this example, it is Alanna Feature.



2. You will want to contact the current admin (Alanna Feature in this example) and ask if they have already connected the organization to Serve Tennis. If they have not, they can use this document to help get connected. Once they have connected the organization, here are the steps for the current admin to add you as an administrator for the Serve Tennis platform.
3. For the current admin: log into the admin view of the organization’s site, navigate to the Administrator tab and click on “Add administrator”



4. Fill in the form with the contact information and the type(s) of administrator role(s)

Add administrator

Contact details

Contact type
 New contact Existing contact

First name

Last name

Email address

Phone number

Administrator roles

Roles

Super administrator ?

Administrator ?

Court booking administrator

Contacts administrator

Membership administrator

Programming administrator

Website administrator

League administrator

Save

5. The email address the current admin listed will receive an email invitation to be an admin for the site.

6. **New Admin being Invited:** Click on the link in the email. You will be brought to a screen to log into the organization's site. Click on the sign-in link highlighted in yellow in the create account form. If you don't have a USTA account, use the form to create one.

ALANNA FAKE ORG TEST SIGN IN REGISTER

NEW TO USTA? CREATE YOUR ACCOUNT

If you are the parent of a child please create your own USTA account first. Your child's information can be added later.
Children 13 and over can create their own account.

Already have a USTA account? [Sign in](#) or [Search](#) for your account

* Required fields

First name *

Last name *

Email address *

Confirm email address *

Zip code *

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