



## OTA Roadshow Booking Policy & Procedures

- Any OTA member club can book the Smash Cage or any other Roadshow event on a first come first serve basis, for the calendar year, starting in January.
- Each OTA member club is welcome to book one date for the Smash Cage or other Roadshow event. If a second date is requested, it will be subject to date availability.
- The OTA Smash Cage can be booked for a two hour period. (Extended reservation time at events can be requested to accommodate longer specialty events, and is subject availability.)
- An OTA Outreach coordinator will be provided to deliver the materials, assemble/disassemble, and facilitate activity. The OTA member club or event can request a local employee/volunteer to facilitate the activity.
- The OTA reserves the right to cancel participation in any event at any time for weather or safety concerns.
- The OTA requests that tennis specific sponsors, not affiliated with the OTA, not be invited to attend an OTA Roadshow event.

Thank you for booking your OTA Roadshow event! We look forward to contributing to the festivities!

OTA Roadshow Team