



Como se inscrever no IPIN Seniors – www.itftennis.com/ipin

A partir de 17 de maio de 2011, os jogadores poderão se inscrever no IPIN Seniors.

Todos os jogadores do circuito ITF Seniors serão obrigados a se registrar no IPIN para poderem jogar os torneios, a partir de 2012. O IPIN do jogador (Número de Identificação Internacional do Jogador) é a sua identificação perante a ITF.

A introdução do IPIN Seniors permitiu que a ITF desenvolvesse um sistema Online de Inscrição para torneios ITF Seniors, este sistema permite que o jogador se inscreva e se retire dos torneios através da sua conta IPIN.

Durante o ano de 2011, os jogadores do ITF Seniors poderão usar o seu IPIN para ter informações sobre datas de torneios, e as mudanças que ocorrerão. Além disso, irão encontrar informações sobre o regulamento.

A partir de Novembro de 2011, os jogadores terão as informações sobre os torneios ITF Seniors 2012 Online pela sua conta IPIN.

Este guia irá lhe ajudar passo-a-passo a fazer o seu registro no IPIN via site da ITF.

Se você tiver problemas, dificuldades com o registro do IPIN pelo site da ITF, por favor entre em contato com a ITF pelo e-mail: ipinseniors@itftennis.com





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<u> PASSO 1</u>

Acesse o site da ITF www.itftennis.com/ipin (ver imagem abaixo). Para o próximo passo, clique no link a seguir –



PASSO 2

Escolha a língua apropriada que você deseja navegar no site.





Clique no link abaixo para continuar o registro no IPIN

Welcome to IPIN	Login			
The ipin (International Player Identification Number) is brought to you by the International Tennis Federation, the world governing body of tennis.	ipin: Password:			
All players who wish to compete in ITF Junior Circuit, ITF Pro Circuit or ITF NEC Wheelchair Tennis Tour tournaments are required to have a current IPIN Membership.	Login			
All Seniors players may now register for an IPIN. Seniors players who wish to compete in 2012 ITF Seniors Circuit Tournaments are required to have Seniors PIN membership.	Forgotten your ipin / password			
As well as allowing players to play in ITF tournaments, IPIN Membership provides access to the IPIN Online Service which helps you to manage your tennis career and keeps you up-to-date at all times! Pro Circuit players can also use the service to manage their tournament entries online. You can obtain your IPIN Membership by paying the annual registration fee. Please make sure you understand when your IPIN membership will expire before continuing. Click here to register for your IPIN membership now! For more Information stations.	Current Notices IPIN for SENIORS CIRCUIT Registration for Seniors IPIN (over 35 age group) is now open. Players playing on the ITF Seniors Circuit may now register for their Seniors IPIN, which will be compulsory for the 2012 ITF Seniors Circuit. Pro Circuit players with a valid Pro Circuit IPIN membership who are eligible for the 2012 Seniors Circuit (35 years old by 31 December 2012) will automatically receive Seniors IPIN membership free of charge. IPIN Membership To renew your IPIN Membership simply login to your IPIN accoun and follow the instructions to register for 2011. Membership Expiry Dates (Pro, Juniors & Wheelchair Circuit) * Registrations/renewals made between 01 January – 31 Octobe will expire on 31 December of the current year. * Registrations/renewals made between 01 November – 31 December will expire on 31 December of the following year. Membership Expiry Dates (Seniors Circuit) * Registrations/renewals made between 01 November – 31 December will expire on 31 December of the following year.			

PASSO 4 - A seguir coloque o seu e-mail. Um e-mail automático será enviado para o email registrado com as informações de com dar continuidade no processo. Será aceito somente um e-mail por IPIN. O jogador não consegue registrar vários IPINs com o mesmo e-mail, será necessário usar diferentes e-mails para cada jogador.

Online Services provided by the International Tennis Federati	On International Tennis Federatio
Register for your IPIN Membership	Step 1 Verify Your Email
Please enter your email address	Step 2 Search for Your Details Step 3 Select Your Player
We will send all messages relating to your ipin Membership to the email address that you specify. We strongly recommend that you use an email account which provides you with access to your messages from anywhere in the world. Before submitting your email address we strongly recommend that you save the ipin@ittennis.com email address in your email address book. This will ensure that your email account supplier will accept all spin emails sant from the IFT. Boing this now will reduce the chances of you having problems in registering for your ipin Membership. Enter your email address and click SOBmin. Email	Step 4 Confirm Personal Details Step 5 Set Up Account Security Step 6 Enter Contact Details Step 7 Select Circuit Category (Optional) Step 8 Player Welfare Statemen Step 9 Payment

Esta tela irá aparecer somente para fins de informação.

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PASSO 5

Em poucos minutos você receberá um e-mail de Serviço do IPIN, pedindo que verifique o seu e-mail. Abra-o e clique no link assinalado abaixo.



<u>SE DEVIDO ÀS SUAS CONFIGURAÇÕES DE E-MAIL VOCÊ NÃO CONSEGUIR ACESSAR O LINK; BASTA COPIAR E COLAR O LINK NA SUA BARRA DE NAVEGAÇÃO.</u>

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O link irá direcioná-lo de volta à página do registro do IPIN, complete os seguintes campos - Family Name (<u>Only 1st letter in Upper Case</u>), Gender, Nation and Date of Birth. Clique em "**Submit**" quando os campos estiverem completos. Por favor, **NÃO** coloque acentos å, â, ñ, é, ö ou qualquer outra letra que não faça parte do vocábulo da língua Inglesa.

Register for yo	ur IPIN Membership	Step 1 Verify Your Email
To register for your	ipin Membership, please enter your details below and click 'Submit'. If you	Step 2 Search for Your Details Step 3 Select Your Player Record
four and are in our	as player on the ITF Junior, Pro Circuit, ITF Seniors or NEC Wheelchair Tennis database, we will try to find your player record.	Step 4 Confirm Personal Details
Please enter yo	ur personal details	Step 5 Set Up Account Security Step 6 Enter Contact Details
Family Name:	Catta Preta	Step 7 Select Circuit Category
Gender:	Male	Step 8 Player Welfare Statement
Nation:	Brazil	Step 9 Payment
Date of Birth:	13 🗸 Dec 🗸 1974 🗸	
Alternatively en	ter your IPIN	
inin'		

PASSO 7 – Somente para jogadores que não conseguiram gravar (se você

conseguiu, vá para o passo 8) Se depois de clicar no botão SUBMIT você recebeu uma mensagem dizendo que o jogador não foi encontrado, ISSO É NORMAL, é porque você não jogou o Circuito Seniors antes ou não recebeu pontuação em qualquer torneio Seniors. Veja abaixo a mensagem que irá receber.



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ipir	Online Services provided by the International Tenni	s Federation
Request an IPIN		Step 1 Verify Your Email
Please provide us with your p enough information to find yo record for you.	ersonal and contact details below which will provide us with ur ipin details on our system or to create a new ipin	Step 2 Enter Personal And Contact Details Step 3 Finish
The information that you prov organisations in relation to yo NEC Wheelchair Tennis Tour	ide will only be used by the ITF and authorised affiliated xur participation in ITF Junior, Pro Circuits, Seniors and ITF tournaments.	
old) will be released at the En Seniors Circuit Tournaments We take your privacy very se your e-mail address) to any 3 <u>Privacy Policy</u> for full details the indicates a required field.	try Deadline to the official Tournament Organisers of ITF entered by those players. riously and we will not pass any personal details (including rd party without your explicit consent. Please see our on how we process your personal information.	
Personal Details		
Personal Details	marcos@cbtenis.com.br	
Personal Details Email: Given Name (First name):	marcos@cbtenis.com.br Marcos Paulo *	
Personal Details Email: Given Name (First name): Family Name:	marcos@cbtenis.com.br Marcos Paulo * Catta Preta *	
Personal Details Email: Given Name (First name): Family Name: Gender:	marcos@cbtenis.com.br Marcos Paulo * Catta Preta * Male v *	
Personal Details Email: Given Name (First name): Family Name: Gender: Date of Birth:	marcos@cbtenis.com.br Marcos Paulo * Catta Preta * Male * 13 V Dec V 1974 *	

Complete todos os campos que tem o asterísco (*) e clique em **SUBMIT** na parte debaixo da página. Atenção **somente a 1ª letra – (First/Given name and Family name)** deverá ser maiúscula.



Agora você verá uma mensagem dizendo que o seu pedido do IPIN está em processo de finalização, e a sua resposta irá aparecer na tela abaixo.

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	WWW	v.cbtenis.com.br	1			



O seu pedido pode demorar até 72 horas dependendo do dia da semana em que você solicitou. Durante a semana, em até 24 hrs, você receberá um e-mail confirmando o seu pedido de IPIN.

Ec: Subject: UAT TESTING	ONLY, PLEASE IGNORE OTHERWISE - IPIN Membership - IPIN Request - Authorised
Dear Lucas	
Thank you for sub	mitting a request for an International Player
Identification Nu	mber (IPIN). Your request has now been authorised,
see <mark>details</mark> below	
Given Name:	Lucas
Family Name:	SMITH
Email Address:	ig011@itftennis.com
Authorisation Dat	e: 11 May 2011
Click the link be	low to return to the ITF website and continue the
IPIN registration	process.
nttp://ipin-front	end-uat/newrequest/emailreturn.asp?regid=60246&crc=0x0000eb56
If you cannot cli	ck on this link, please copy and paste the entire
link shown above	into your web browser address bar.
Regards	
ITF IPIN	

Uma vez recebido o e-mail de confirmação da ITF (acima), você poderá seguir para o **PASSO 10** e continue.





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PASSO 8 - se você conseguiu gravar ou foi encontrado.

Uma vez preenchidos os campos do PASSO 6 e você foi encontrado, você deverá ver uma mensagem parecida com esta abaixo.

egister elect Yo	for your IPIN Mer	mbership	and click on the "Submit" button	Step 1 Verify Your Email Step 2 Search for Your Details Step 3 Select Your Player Record
Select	Name	Date of Birth	Last Tournament	Step 4 Confirm Personal Details Step 5 Set Up Account Security
0	SIEBERT, Gunther	04 April 1926	35th European International Championships, AUT (Grade 1) 22 Jan 2011 - Main Draw Singles, Final defeated by Angelo SALA (ITA)	Step 6 Enter Contact Details Step 7 Select Circuit Category (Optional) Step 8 Player Welfare Statement
Submit	so try one of the follow of find your player record nen you can try your sea at and that you included in for your player record	i ng options: d in the above list, arch again. Ensure your family name <u>1</u>	and you think that your details should already e that the details you entered in the search form (surname) only on the search form.	

Se o seu nome gravado estiver correto, clique no círculo à esquerda do seu nome e no botão SUBMIT logo abaixo.





<u> PASSO 9</u>

Após clicar no botão SUBMIT no PASSO 8, você precisará confirmar os dados referentes ao seu nome. Para isso "tick" no **quadrado** à direita e clique no botão **SUBMIT**.



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Agora você deve escolher uma senha para poder entrar no seu IPIN. Tenha certeza que esta senha seja de fácil lembrança.

Register for you	r IPIN Membership	Step 1 Verify Your Email Step 2 Search for Your Details
Security Details		Step 3 Select Your Player Record
Please enter your see Email: Password: Confirm Password:	ig012@itftennis.com	Step 4 Continn Personal Details Step 5 Set Up Account Securit Step 6 Enter Contact Details Step 7 Select Circuit Category (Optional) Step 8 Player Welfare Statement Step 9 Payment
Secret Question: Secret Answer:	Please select	

Caso você esqueça a senha no futuro, você poderá mudá-la através de um sistema de perguntas (Secret Question).

Escolha uma pergunta que tenha a ver com você e de fácil resposta, e clique em no botão **SUBMIT**.

Security Details Step 2 Select Your Player Record Please enter your security details below. Step 3 Select Your Player Record Email: ig012@ittlennis.com Password: ••••••••••• Confirm Password: ••••••••• Secret Question: Please select Please select ••••••• What is your mothers maiden name? ••••••
Iease enter your security details below. Step 4 Confirm Personal Details imail: ig012@itftennis.com iassword: •••••••• iassword: •••••••• iconfirm Password: ••••••• icecret Question: Please select Please select * icecret Answer: What is your mothers maiden name?
mail: ig012@itftennis.com Step 6 Enter Contact Details assword:
Confirm Password: Secret Question: Please select Please select What is your mothers maiden name? What is your mothers maiden name?
Secret Question: Please select Please select Secret Answer: What is your mothers maiden name?
Please select Secret Answer: What is your mothers maiden name?
What was your rayonte place to visit? Who is your favorite actor, musician, or artist? What is the name of your favourite pet? What is the first and last name of your first boyfriend or girlfriend?
pin international player identification number

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<u>PASSO 11</u> – a próxima tela estará pedindo pra você colocar os seus detalhes. Complete os campos requisitados e clique no botão **SUBMIT**.

ip	Online Services provided by the International Tennis Fede	ration Federation
Register for y Please check you The information th organisations in r privacy very serio to any 3rd party w how we process y if any of the inform remember to inclu * denotes a requi Personal Detail	r personal details below and provide us with your contact details. at you provide will only be used by the ITF and authorised affiliated elation to your participation in ITF Pro Circuit tournaments. We take your usly and we will not pass any personal details (including your e-mail address) ithout your explicit consent. Please see our <u>Privacy Policy</u> for full details on your personal information. nation shown below is incorrect please let us know at ipin@itftennis.com and ude details of your ipin. ired field.	Step 1 Verify Your Email Step 2 Search for Your Details Step 3 Select Your Player Record Step 4 Confirm Personal Details Step 5 Set Up Account Security Step 6 Enter Contact Details Step 7 Select Circuit Category (Optional) Step 8 Player Welfare Statement Step 9 Payment
Full Name: Gender: Date of Birth: Nation: Contact Detail:	Lucas SMITH Male 13 September 1956 Australia	
Primary Residence:	Upper Richmond Road 12	

PASSO12

Irá aparecer 2 opções de tipos de IPIN (Seniors Circuit e Pro Circuit / Seniors Circuit). Escolha Seniors IPIN e clique em **SUBMIT**

O valor do IPIN para quem fizer até o dia 31 de Outubro é **GRÁTIS. A partir desta data**, será cobrado um valor de USD 20,00 (2012).

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TENHA CERTEZA QUE VOCÊ CLICOU NA OPÇÃO CORRETA.



Clique em "SUBMIT" após ter escolhido à opção Seniors Circuit.



PASSO 13

Você verá esta tela "Player Welfare Statement" – leia com atenção esta declaração.



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Leia os Termos e Condições e "tick" no quadrado, e clique em **CONFIRM** na parte debaixo da página.

Registra	ation Details				(Optional)
Name	Email	IPIN Membership Dates	IPIN Membership	Registration Fee	Step 8 Player Welfare Statemen Step 9 Payment
_ucas SMITH	ig011@itftennis.com	11 May 2011 to 31 Dec 2012 (EARLY REGISTRATION PERIOD)	Seniors Circuit	US\$0.00 (FREE OF CHARGE)	
erms a	nd Conditions				
Websit from the In case or any of 1. INTR 1.1 The London number	te at ipin.itftennis.com) and he International Tennis Fed of discrepancy between the E other content within the Websit ODUCTION se services are operated by IT , SW15 5XZ, United Kingdom. (is GB726079327.	I to your purchase of/appl leration (together the IPIN inglish, French or Spanish ve te, the English version shall p F Licensing (UK) Limited ("th Dur company registration nur	ication for an IPIN M I Services). ersions of these Terms revail. e ITF") of Bank Lane, R hber is 2584446, and o	embership & Conditions, toehampton, ur VAT	
1.2 The the serv 1.3 Acc is only a site at a	se Terms and Conditions shall vice provided. cess to, and use of, the service available to a User with the cor my time notwithstanding that y	apply to any legal or natural ; es are at all times at the sole isent of the ITF. The ITF can ou may have made previous	person accessing this discretion of the ITF an withhold consent to yo use of the service.	site or using d the service ur use of this	
	ease check this box to indi relating to	cate you have read and a your use of the ipin On	accepted the Terms Iline Service.	and Conditions	
aymen	t Method				
	There is no charg	EREE OF CHARGE ** e for this IF N membershi	ip at the current time		





Veja a figura abaixo – Clique em **Ok** para confirmar. Você irá receber um e-mail confirmando o seu n° de IPIN.

ipin Register for your IPIN Membe	Online Services pro	vided by the Internatio	onal Tennis Fede	eration	International Texas Federation
Free of Charge There is no charge for this IPIN membe Click OK to confirm this action	rship at the current tim	e OK			
ipin international player i	dentification nu	mber Terms and Conditions	Privacy Policy	Contact Us	ÎTF

PASSO 16

Se você recebeu a mensagem abaixo, PARABÉNS, você foi registrado com sucesso.





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Você deverá receber um e-mail igual ao que aparece abaixo confirmando a conclusão do registro. (de 24 à 48 hrs).

Cc: Subject: UAT TESTING OF	NLY, PLEASE IGNORE OTHERWISE - IPIN Membership - Registration Confirmation [DO NOT DELETE]
Dear Lucas	
You have successfu	lly registered for your IPIN Membership and now have
access to the IPIN	Online Service. Your membership details appear below.
IPIN:	SMI1300261
Given Name:	Lucas
Family Name:	SMITH
Email Address:	ig011@itftennis.com
Registration Date:	11 May 2011
Expiry Date:	31 Dec 2012
IPIN Membership:	Seniors Circuits
Payment Reference:	N/A
Amount Owed:	USD 0.00

PASSO 17

Quando você receber o e-mail de confirmação do seu registro de IPIN, vá até o site da ITF – www.itftennis.com/ipin para poder entrar na sua conta (LOGIN).



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Quando você entrar na página, coloque o seu IPIN e senha e clique no botão **SUBMIT**. A sua página (IPIN) irá aparecer na próxima tela. Lá você encontrará as notícias sobre torneios, calendários, regulamentos, rankings

Só lembrando que se você tiver problemas com a sua conta IPIN, entre em contato com a ITF via e-mail: <u>ipinseniors@itftennis.com</u>.

ipin <u>onlin</u> Wed	Services provided by the Internation 1 May 2011 17:32:32 (GMT)		national Tennis Fe Rules and	tional Tennis Federation Rules and Regs		Welcome LUCAS SMITH Logout		
Weeks From MONDAY 04 July 2011	04 July 2011 V To MONDAY			8 July 2011 Show Tournaments				
Currently Showing 21 tournaments								
Week Commencing MONDAY 04 JULY 2011								
Tournament Name	Start Date	Nation	Region	Grade	Entry Deadline	Withdrawal Deadline		
Frinton-on-Sea 35th International Seniors Tournament - Frinton-on-Sea	04 July 2011	Great Britain	Europe	G3	15 June 2011			
Copa Ibérica 2 - Madrid	08 July 2011	Spain	Europe	G4	01 July 2011			
22nd TIS + Cognac - Cognac	09 July 2011	France	Europe	G3	06 July 2011			
80th Stanley Park Open - Vancouver	09 July 2011	Canada	North/Central America & Caribbean	G4	29 June 2011			
Latvian Open Seniors Championships - Jurmala	09 July 2011	Latvia	Europe	G5	30 July 2011			
Week Commencing MONDAY 11 JULY 2011								
Tournament Name	Start Date	Nation	Region	Grade	Entry Deadline	Withdrawal Deadline		

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