



How to register for an IPIN – www.itftennis.com/ipin

From 2008, all players on the ITF Junior and Pro Circuits are required to register for an IPIN Membership before being allowed to play. A player's IPIN (International Player Identification Number) allows him/her to be uniquely identified.

The introduction of the IPIN has allowed the ITF to develop a unique Online Entry Service for ITF Pro Circuits, which allows players to enter any tournament via their own personal online IPIN account. At present players on the ITF Junior Circuit can use the IPIN service to obtain up to date information of their code of conduct record as well as the latest calendar and tournament information, and the future plan is to move towards online entries for the ITF Junior Circuit too.

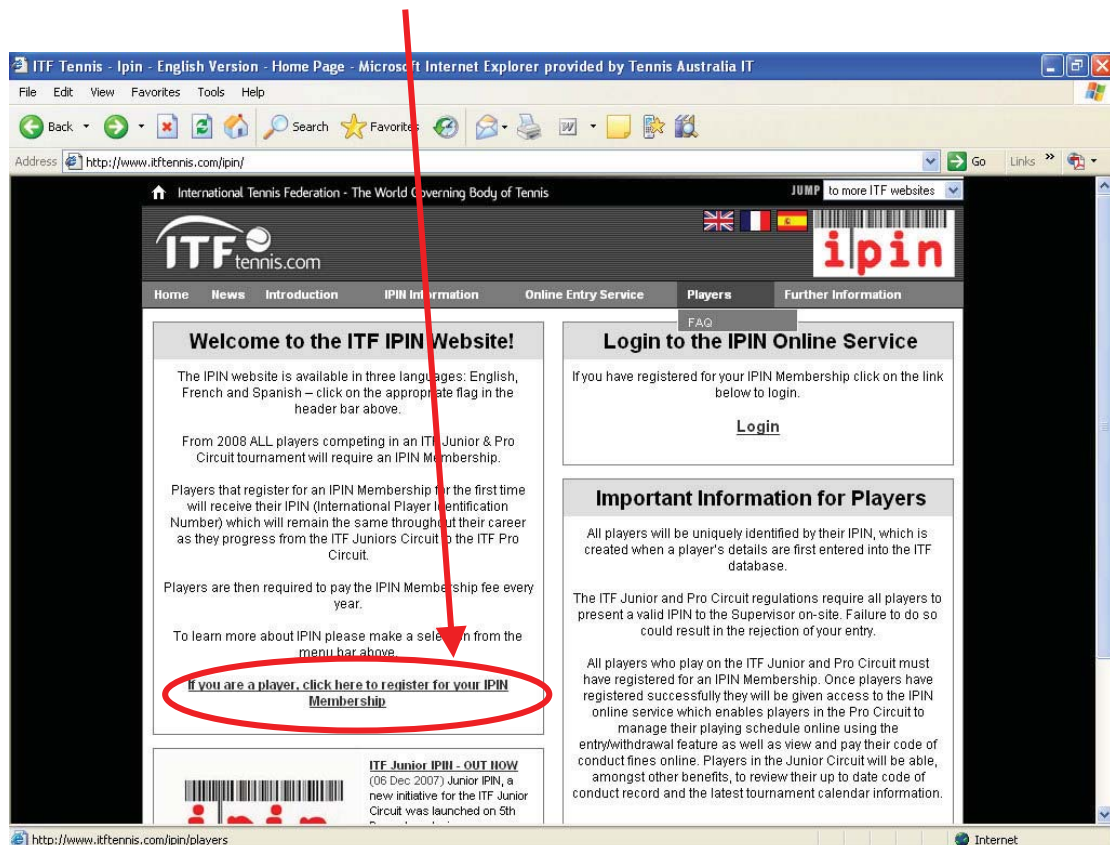
The IPIN system greatly improves the efficiency of communicating with players via the Internet and for enhancing the flow of information to and from the ITF.

This simple step-by-step guide will assist you to register for your IPIN via the ITF Tennis website.

If you are having difficulty in registering for your IPIN or experience trouble with the website after reading this document, please contact the ITF via e-mail: ipin@itftennis.com.

STEP 1

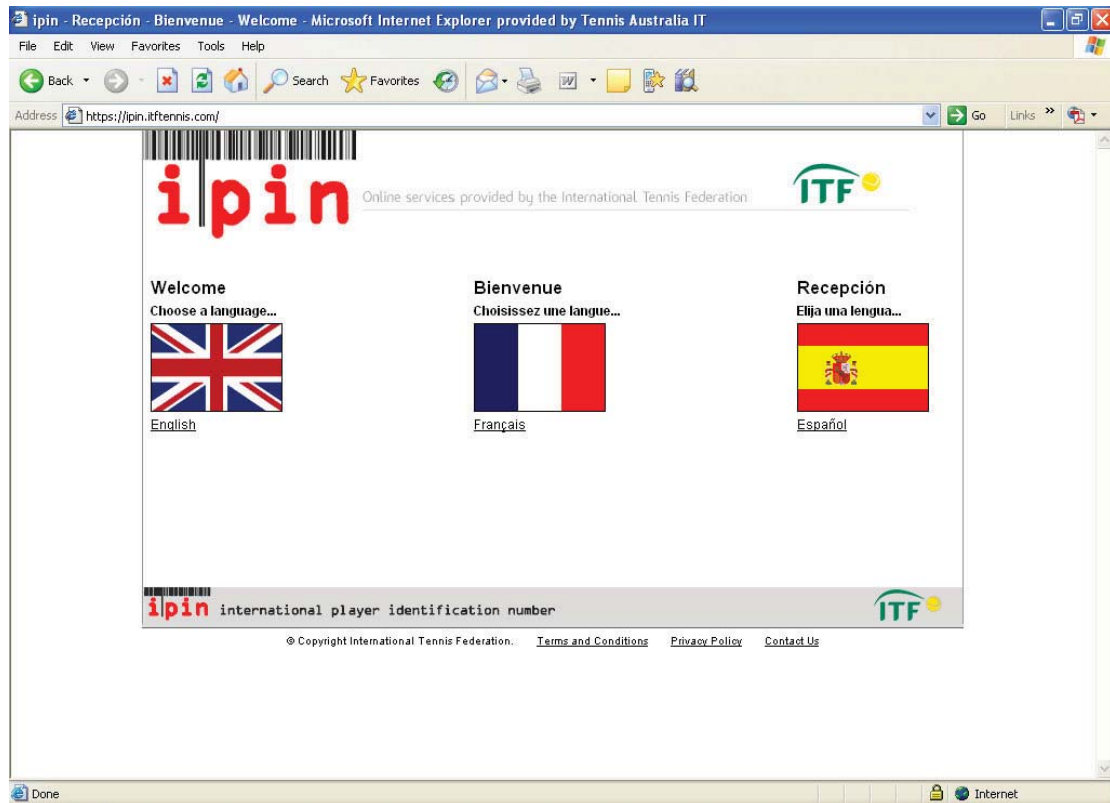
Go to the ITF Tennis IPIN website, which is www.itftennis.com/ipin (see picture below). To move to the next step, click on the following link –





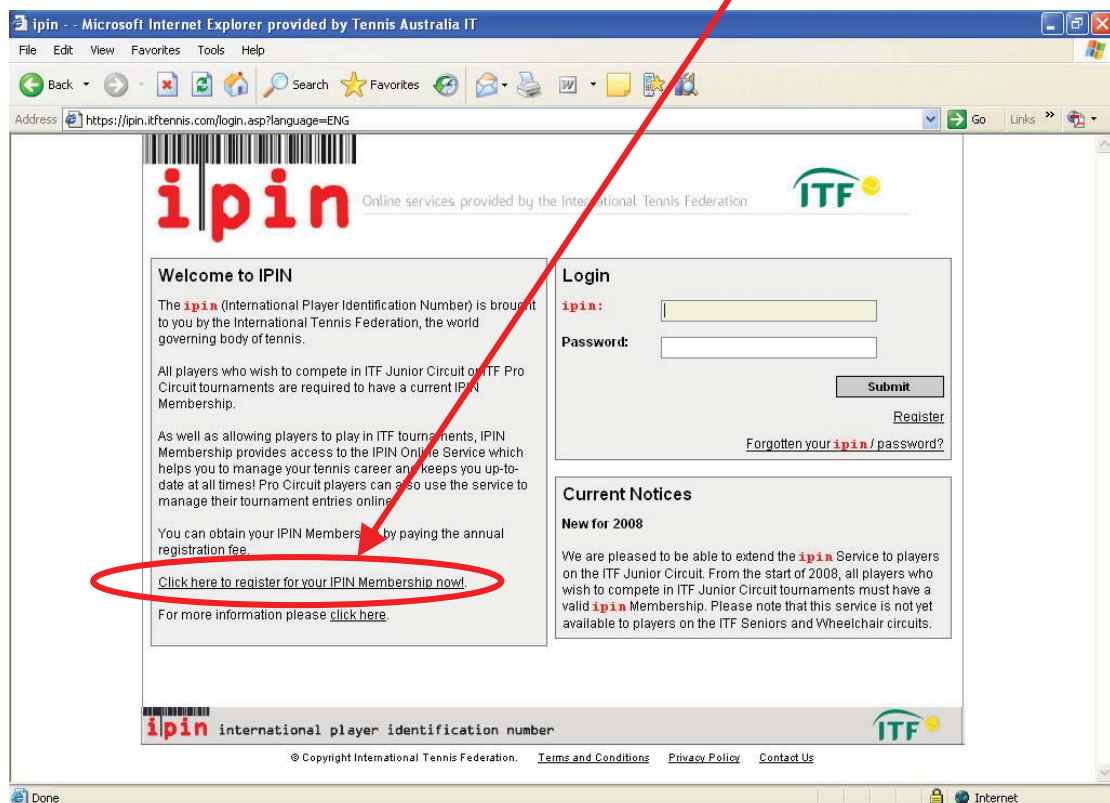
STEP 2

Choose the appropriate language that you would like to view the website in.



STEP 3

Click on the following link to continue the IPIN registration process





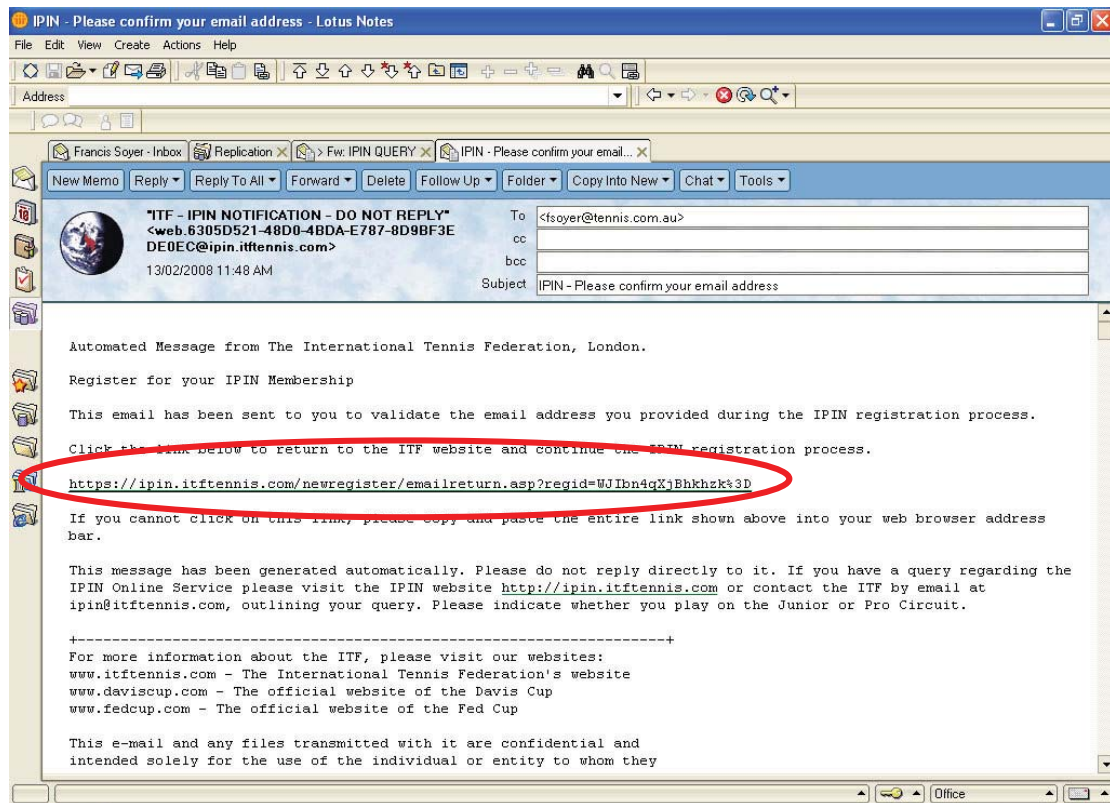
STEP 4

The next screen asks you to input your e-mail address. It must be a valid e-mail address as an automated e-mail will be sent to you to verify your e-mail and continue on with the process. An e-mail address can only be used once in registering an IPIN, so if you are trying to register IPIN's for multiple people in a family, you will need to create separate e-mail addresses for each player.



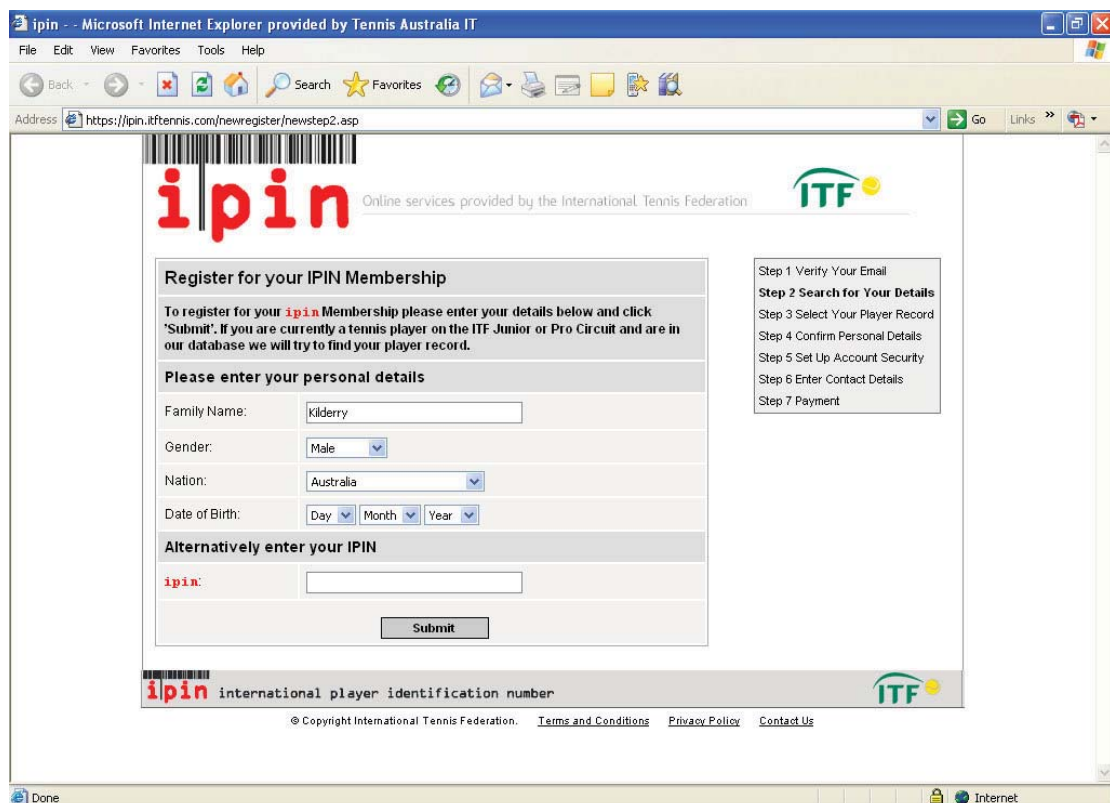
STEP 5

Within a few minutes, you should receive an e-mail from the IPIN service asking you to verify your e-mail address. Open the e-mail and click on the link provided.



STEP 6

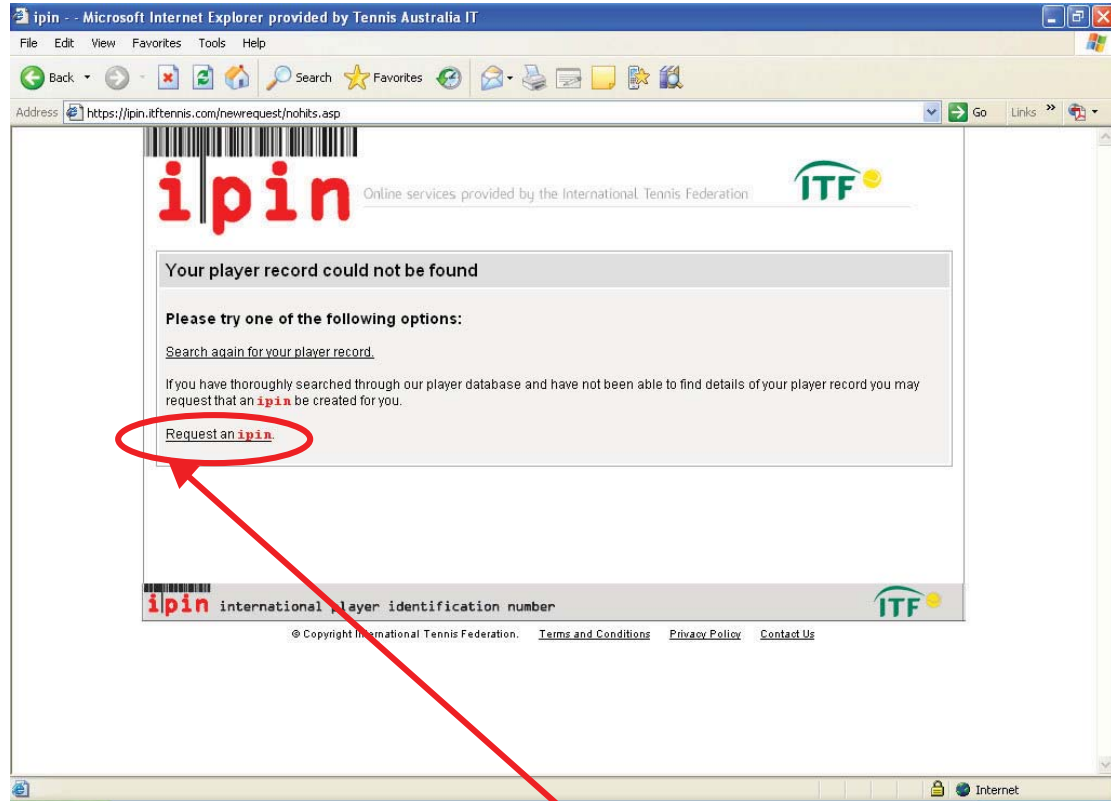
The e-mail link will now take you back to the IPIN registration page and ask you to complete the following fields – Family Name, Gender, Nation and Date of Birth. Press the “Submit” button once you have completed these fields.





STEP 7 – If your player record is not found; if your player record is found, go to Step 8

After you press the submit button, you will either receive a message saying that your player record cannot be found, which is common if you haven't played in a Junior ITF / Pro Circuit tournament before or received any points at an ITF level. See below for the message you will receive.



If your player record is not found, click on the “Request an IPIN” link at the bottom of the message to move to the next screen.



ipin -- Microsoft Internet Explorer provided by Tennis Australia IT

Address: https://ipin.itftennis.com/newrequest/newstep2.asp

ipin Online services provided by the International Tennis Federation **ITF**

Request an IPIN

Please provide us with your personal and contact details below which will provide us with enough information to find your **ipin** details on our system or to create a new **ipin** record for you.

The information that you provide will only be used by the ITF and authorised affiliated organisations in relation to your participation in ITF Junior and Pro Circuit tournaments. We take your privacy very seriously and we will not pass any personal details (including your e-mail address) to any 3rd party without your explicit consent. Please see our [Privacy Policy](#) for full details on how we process your personal information.

* indicates a required field.

Personal Details

Email: pkilderry@tennis.com.au

Given Name: Paul *

Family Name: Kilderry *

Gender: Male *

Date of Birth: 11 Apr 1973 *

Nation: Australia *

Contact Details

Step 1 Verify Your Email
Step 2 Enter Personal And Contact Details
Step 3 Finish

Complete the form to request an IPIN, completing each field that is marked with an (*) and click the submit button at the bottom of the page.

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Address: https://ipin.itftennis.com/newrequest/finish.asp

ipin Online services provided by the International Tennis Federation **ITF**

Request an IPIN

Thank you for submitting your details. The information that you have supplied will be verified by a member of the ITF staff.

If you submit the request after 1700hrs (UK time) on a Friday, the request will not be authorised before 0900hrs (UK time) on the following Monday.

You will shortly receive an email with instructions on how to continue registering for your IPIN Membership.

Should you need to contact the ITF regarding your **ipin** Membership, you can do so by email at ipin@itftennis.com. Please indicate whether you play on the Junior or Pro Circuit.

Step 1 Verify Your Email
Step 2 Enter Personal And Contact Details
Step 3 Finish

ipin international player identification number **ITF**

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You will now receive a message saying that your request for an IPIN has been received and that your request will be answered shortly.



Your request for an IPIN may take up to 72 hours depending on the time of week that you request your IPIN. During the week, an e-mail confirming your request should be sent within 24 hours.

Once you have received the e-mail confirmation from the ITF saying your request has been confirmed, follow the instructions on the e-mail and go back to Step 6 and once your player record is found, proceed to Step 8 on the following page.

STEP 8 – If your player record is found

Once you have completed the fields in Step 6 and your player record has been found, you should see a message similar to the one below.

If the player record is the correct one, click the circular button to the left of your name and hit the submit button, which will become active.



STEP 9

Once you have hit the submit button in Step 8, you will need to confirm that your personal details are correct. To do this, tick the box at the bottom of the page and hit the submit button.

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Address: https://ipin.itftennis.com/newregister/newstep3.asp

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Register for your IPIN Membership

Confirm Personal Details

Here are the details we currently hold on file for you.

Full Name	Jason Murray KUBLER
Gender	Male
Nation	Australia
Date of Birth	19 May 1993
Town/City	queensland
County/State	australia
Country	Australia
Current Ranking	Not on file
Last Tournament	Perth ITF, AUS (Grade 5) 06 Dec 2007 - Main Draw Singles, Quarter Finals defeated by HUGH CLARKE (AUS)

Please carefully examine the information above and tick this box to confirm that this is your player record. ☒

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
Step 8 Payment

STEP 10

You will now need to choose the password that you will use to login into your IPIN account. Make sure it is something simple that you will always remember.

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Address: https://ipin.itftennis.com/newregister/newstep4.asp

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Register for your IPIN Membership

Security Details

Please enter your security details below.

Email: fsoyer@tennis.com.au

Password: *

Confirm Password: *

Secret Question: Please select *

Secret Answer: *

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
Step 8 Payment

ipin international player identification number **ITF**

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In case you forget your password in the future, to recover a new password, the ITF will ask you the answer to your secret question. Choose the type of question from the drop-down box and type in your secret answer and hit the submit button.

STEP 11

The next screen will ask you to enter your contact details. Complete all the required fields and hit the submit button at the bottom of the screen.



STEP 12

You will now receive a choice as to which IPIN account you would like to register for, either a Junior IPIN only or both a Junior IPIN and Pro Circuit IPIN. The Junior IPIN costs US\$20.00 per year and the Pro Circuit IPIN costs US\$45.00 per year. If you only register for the Junior IPIN now and then wish to participate in a Pro Circuit event, you can upgrade to a Pro Circuit IPIN at anytime by logging into your account and paying the additional US\$25.00 fee.

Hit the “submit” button once you choose which IPIN account you would like to register for.

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Register for your IPIN Membership

Tennis Category

You are eligible to play on both the ITF Junior Circuit and on the ITF Pro Circuit.

If you intend to exclusively play in ITF Junior tournaments please register for the Junior IPIN Membership by clicking on the 'Juniors' option below.

If you intend to play in any ITF Pro Circuit tournaments please select the 'Juniors and Pro Circuits' option. This option will include Juniors Membership for no extra cost.

Pricing information will appear on the next page.

Juniors ☐

Juniors and Pro Circuits ☐

Submit

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
Step 8 Payment

ipin international player identification number

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STEP 13

Read the terms and conditions specified in the screen below and tick the box at the end of the conditions that you agree with them.

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Register for your IPIN Membership

IPIN Membership Payment

To use the **ipin** Online Service you must pay the annual **ipin** Membership fee.

Please check the details shown below and read the Terms & Conditions of usage before entering our secure payment page to complete your registration.

Registration Details

Name	Email	IPIN Membership Dates	IPIN Membership	Registration Fee
Jason KUBLER	fsoyer@tennis.com.au	13 Feb 2008 to 31 Dec 2008	Juniors	US\$20.00

Terms and Conditions (Subscription)

Terms and Conditions

The following Terms and Conditions apply to your use of the IPIN Online Service (the Website at ipin.itftennis.com) and to your purchase of/application for an IPIN Membership from the International Tennis Federation (together the IPIN Services).

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
Step 8 Payment

ipin international player identification number

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STEP 14 - Payment

You have two options to pay for IPIN fee for the year. You can either pay it now via a credit card of your choice or you can choose to pay the fee (in cash only) when you sign-in for your next ITF tournament.

To pay via credit card, click on the appropriate credit card picture that you wish to use and complete the payment steps.

If you wish to pay at your next tournament (cash only), click the link at the bottom of the screen that says "Credit Card problems?" and move onto Step 15.

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Address: https://ipin.itftennis.com/newregister/newstep6.asp

Terms and Conditions

The following Terms and Conditions apply to your use of the IPIN Online Service (the Website at ipin.itftennis.com) and to your purchase of/application for an IPIN Membership from the International Tennis Federation (together the IPIN Services).

Please check this box to indicate you have read and accepted the Terms and Conditions relating to your use of the ipin Online Service. ☐

Payment Method

The IPIN Membership Fee is shown below. Please click the "Confirm" button below to proceed to our secure WorldPay online credit card payment page. **N.B. Players will be liable for all charges incurred by the ITF as a result of rejected credit card transactions.**

Pay with credit card using our secure server. You will be charged US\$20.00.

VISA VISA JCB Maestro MasterCard SOLO VISA

payments powered by WorldPay

[Credit Card problems?](#)

ipin international player identification number

ITF

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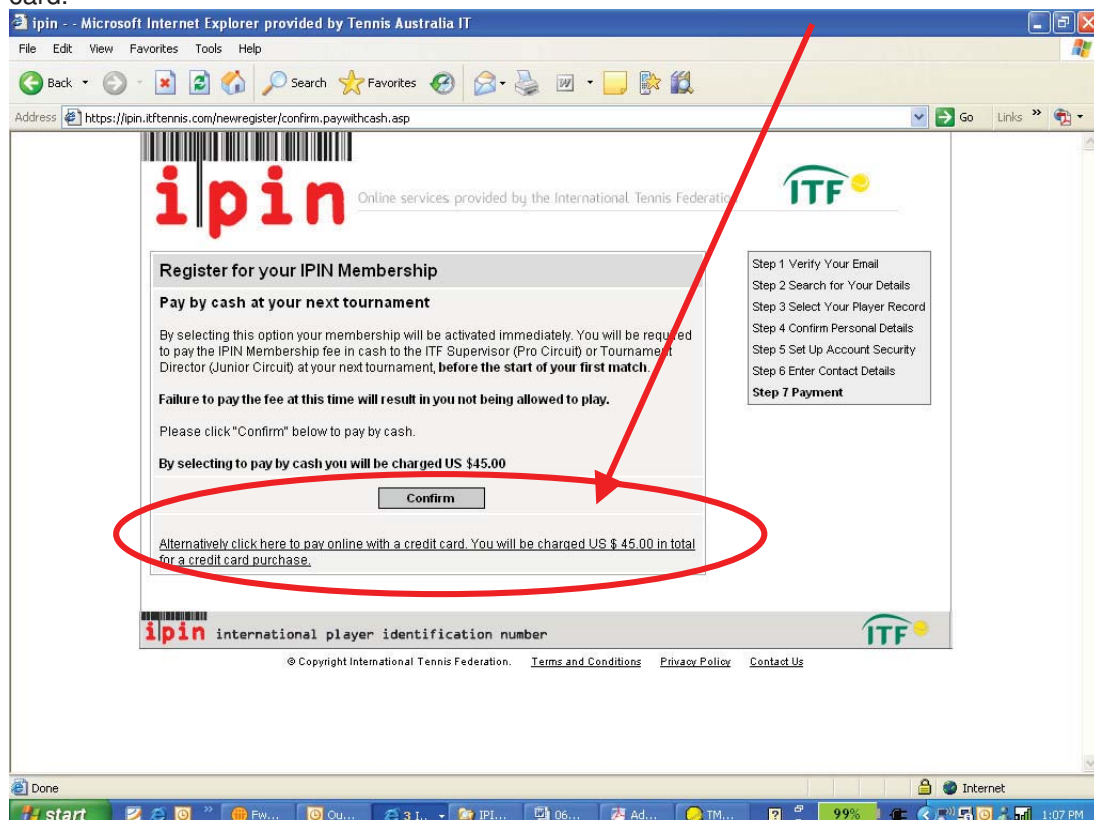


STEP 15

Select the "Pay by Cash" option to continue.



You will now see the following screen below to confirm that you would like to pay the IPIN fee when you sign in for your next tournament. Press the "confirm" button to pay in cash at the next tournament or click the link underneath the confirm button to return to the option to pay by credit card.



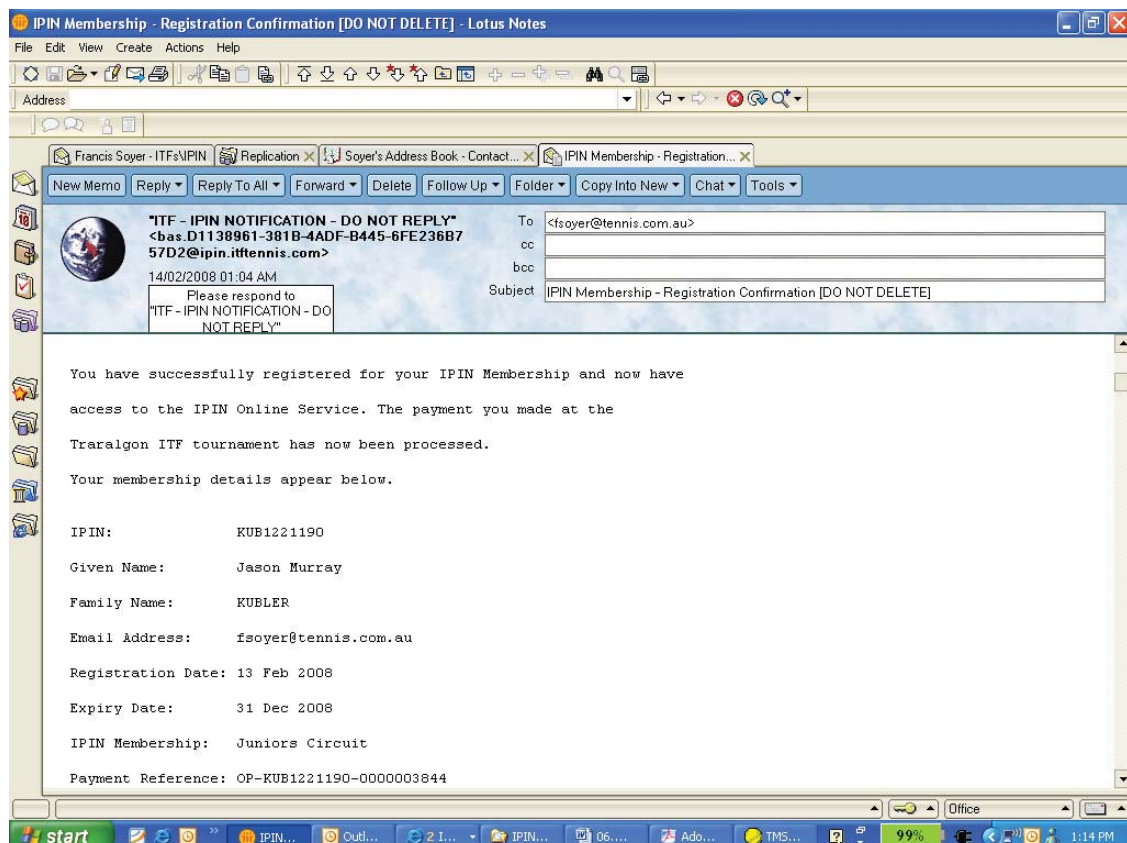


STEP 16

If you receive the message below, congratulations, you have now successfully registered for your IPIN.



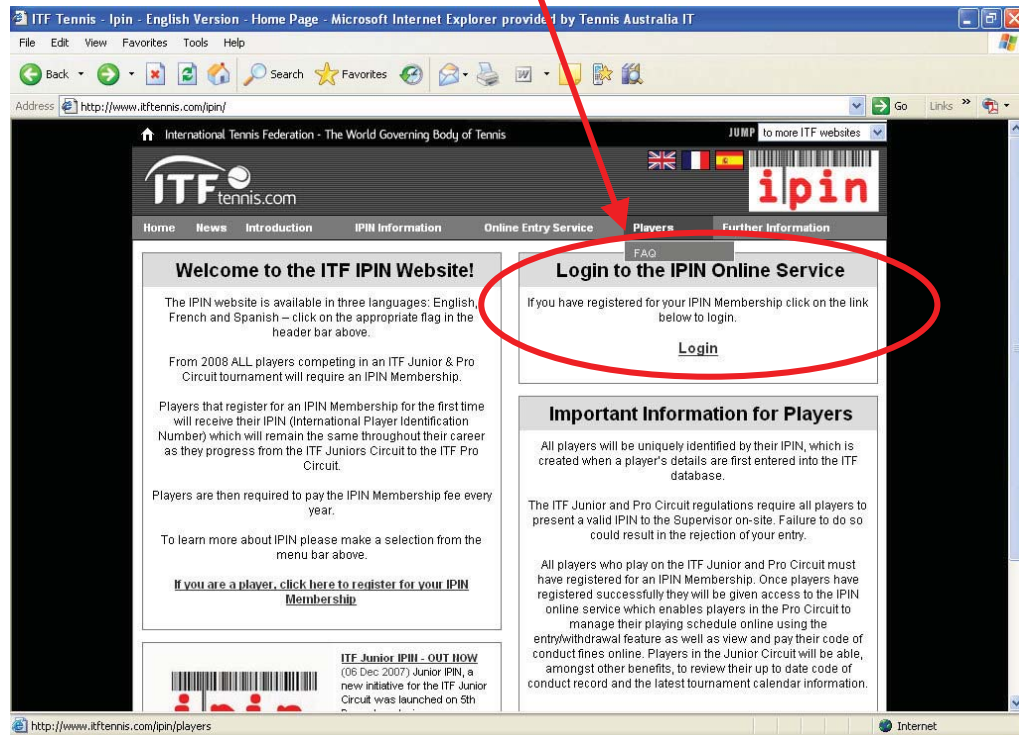
You should receive an e-mail similar to the one below in the next 24 to 48 hours to confirm that the registration has gone through.





STEP 17

When you receive the confirmation e-mail that your IPIN has been registered, go to the ITF IPIN website – www.itftennis.com/ipin to login to your account



When you reach the login page, input your IPIN and password and hit the “submit” key. Your IPIN home page should look like the screen shot below. The latest tournament calendar, any circuit announcements, copies of rules and regulations documents and your personal playing history will now be available to you via your IPIN account.

Once again, if you experience any problems with your IPIN account, please contact the ITF via e-mail: ipin@itftennis.com.

