

Tournament Prospectus Checklist

Tirupur District Chess Association (TDCA)

Document code	TDCA-PC-03
Effective date	1 September 2026

Use The organiser completes this checklist with the draft prospectus. TDCA uses it during review. “N/A” should be used only when an item genuinely does not apply.

Tournament name	
Organiser	
Proposed date	
TDCA approval number	
Prospectus version / date	

1. Identity and approval

- ☐ Correct tournament name ☐ Yes ☐ No ☐ N/A
- ☐ Organiser name and contact details ☐ Yes ☐ No ☐ N/A
- ☐ Correct tournament classification: district-level, state-level, championship/selection, FIDE-rated or practice ☐ Yes ☐ No ☐ N/A
- ☐ Time-control classification: standard/classical, rapid or blitz ☐ Yes ☐ No ☐ N/A
- ☐ TDCA approval wording and approval number (inserted only after approval) ☐ Yes ☐ No ☐ N/A
- ☐ TDCA logo used only in the approved manner ☐ Yes ☐ No ☐ N/A
- ☐ Other association or federation approval details, where applicable ☐ Yes ☐ No ☐ N/A

2. Date, venue and schedule

- ☐ Tournament date(s) ☐ Yes ☐ No ☐ N/A
- ☐ Full venue name and address ☐ Yes ☐ No ☐ N/A
- ☐ Map link or clear location guidance, where useful ☐ Yes ☐ No ☐ N/A
- ☐ Reporting time and scheduled start time ☐ Yes ☐ No ☐ N/A
- ☐ Proposed rounds and timetable ☐ Yes ☐ No ☐ N/A

- ☐ Lunch / food arrangements or a clear statement that participants should make their own arrangements
☐ Yes ☐ No ☐ N/A
- ☐ Expected closing / prize-distribution time, if reasonably estimable ☐ Yes ☐ No ☐ N/A

3. Eligibility and categories

- ☐ Who may participate ☐ Yes ☐ No ☐ N/A
- ☐ Age categories and applicable cut-off date ☐ Yes ☐ No ☐ N/A
- ☐ Open / girls / women / rating / special categories clearly defined ☐ Yes ☐ No ☐ N/A
- ☐ District registration or other registration requirement ☐ Yes ☐ No ☐ N/A
- ☐ Documents or proof required, stated narrowly and clearly ☐ Yes ☐ No ☐ N/A
- ☐ Selection or championship purpose and exact applicable conditions, if relevant ☐ Yes ☐ No ☐ N/A
- ☐ Maximum entries and admission rule, if capped ☐ Yes ☐ No ☐ N/A

4. Entry process

- ☐ Entry fee for every category / event ☐ Yes ☐ No ☐ N/A
- ☐ Registration link or method ☐ Yes ☐ No ☐ N/A
- ☐ Last date and late-entry rule, if any ☐ Yes ☐ No ☐ N/A
- ☐ Payment instructions ☐ Yes ☐ No ☐ N/A
- ☐ Entry confirmation method ☐ Yes ☐ No ☐ N/A
- ☐ Withdrawal and refund conditions ☐ Yes ☐ No ☐ N/A
- ☐ Contact for entry corrections ☐ Yes ☐ No ☐ N/A
- ☐ Published player-list / Chess-Results link when available ☐ Yes ☐ No ☐ N/A

5. Technical regulations

- ☐ Playing system ☐ Yes ☐ No ☐ N/A
- ☐ Exact time control ☐ Yes ☐ No ☐ N/A
- ☐ Number of rounds or method for deciding rounds ☐ Yes ☐ No ☐ N/A
- ☐ Applicable Laws of Chess ☐ Yes ☐ No ☐ N/A
- ☐ Tie-break order prepared in consultation with the Chief Arbiter ☐ Yes ☐ No ☐ N/A
- ☐ Default / late-arrival rule, if applicable ☐ Yes ☐ No ☐ N/A
- ☐ Chief Arbiter name and confirmation ☐ Yes ☐ No ☐ N/A
- ☐ Appeals procedure, only where applicable ☐ Yes ☐ No ☐ N/A
- ☐ Mandatory publication through Chess-Results ☐ Yes ☐ No ☐ N/A

6. Prizes

- ☐ Overall prizes ☐ Yes ☐ No ☐ N/A
- ☐ Category prizes ☐ Yes ☐ No ☐ N/A
- ☐ Cash / trophy / medal values stated accurately ☐ Yes ☐ No ☐ N/A
- ☐ Rule on eligibility for more than one prize ☐ Yes ☐ No ☐ N/A
- ☐ Rule for sharing or tie-based prizes, if applicable ☐ Yes ☐ No ☐ N/A
- ☐ Prize-distribution conditions ☐ Yes ☐ No ☐ N/A

☐ Any special prize eligibility clearly defined ☐ Yes ☐ No ☐ N/A

7. Practical information

- ☐ Whether players must bring boards, clocks, scoresheets or pens ☐ Yes ☐ No ☐ N/A
- ☐ Parent / accompanying-person access and waiting arrangements ☐ Yes ☐ No ☐ N/A
- ☐ Parking or transport guidance, where needed ☐ Yes ☐ No ☐ N/A
- ☐ Food, water and restroom information ☐ Yes ☐ No ☐ N/A
- ☐ Device restrictions and playing-hall discipline ☐ Yes ☐ No ☐ N/A
- ☐ Organiser contact for tournament-specific questions ☐ Yes ☐ No ☐ N/A
- ☐ Statement that tournament-specific arrangements are governed by the approved prospectus ☐ Yes ☐ No ☐ N/A

8. Final verification

- ☐ Dates, fees, categories and prize totals cross-checked ☐ Yes ☐ No ☐ N/A
- ☐ All links tested ☐ Yes ☐ No ☐ N/A
- ☐ Names and phone numbers verified ☐ Yes ☐ No ☐ N/A
- ☐ No unapproved claim of TDCA/TNSCA/AICF/FIDE status ☐ Yes ☐ No ☐ N/A
- ☐ No contradictory wording ☐ Yes ☐ No ☐ N/A
- ☐ Final file submitted to TDCA before publication ☐ Yes ☐ No ☐ N/A
- ☐ Written TDCA approval received before circulation ☐ Yes ☐ No ☐ N/A

Review record

Organiser review completed by	Date:
Chief Arbiter / technical review	Date:
TDCA review	Date:
Outcome	☐ Approved for publication ☐ Corrections required
Remarks	