

1. Membership of ITWA is intended to denote that the member is among the most active, and credible, journalists on the global tennis scene. It is recognised that the strenuous and costly nature of covering the global tennis circuit is such that some journalists might have years when they are not as active as other years, and that a less-active year should not, of necessity, denote less of a commitment to reporting on tennis. ITWA therefore demands a higher standard of membership for first-time applicants than for existing members and former members reapplying to join who left ITWA because of reduced activity.

2. To qualify to apply to join ITWA as a first-time applicant, a journalist must:

- a) Be a full-time professional journalist, specialising in tennis, whose work is presented publicly, via writing or radio news or podcasting.
- b) Attend as a working journalist at least 12 tour-level events, including two Grand Slam tournaments, in the two years leading up to their application. Each Grand Slam counts as two qualifying events toward the required total; WTA/ATP joint 1000 tournaments or the Olympics tennis tournament count as 1.5 events apiece. New applicants can also include one Challenger Tour and one exhibition event.
- c) Have worked (whether staff or freelance) for news-based media at all tournaments used to meet the requirements; written pieces or radio news or podcast reporting are acceptable; radio rights-holding commentary and television work are not. Any public relations work cannot count toward the required tournament total, but a journalist who does some PR work and/or commentary at a tournament where they also do journalistic work may count this event as part of their 12.
- d) Be in good standing with tournaments in terms of respecting rules. An applicant will not be judged unfavourably by the content of their work, but it is important that ITWA is assured that any applicant knows how to conduct her/himself in accordance with Article 11 of the ITWA constitution.

3. To apply to join ITWA, a prospective member must:

- a) Submit an application at any time between the conclusion of Wimbledon and start of the U.S. Open each year.
- b) Each application must include:
 - a list of all current employers
 - a list of events over the preceding two years, up to and including the upcoming U.S. Open, in order to meet the criteria in Section 2
 - written recommendations from two active ITWA members
 - a written recommendation from at least one employer cited in the application
 - links to 5 samples of the applicant's relevant work
- c) Applications should be emailed to the ITWA secretary at secretary@itwa.org (as of 2024, Sophie Bousсенac).

4. ITWA memberships are held by individual people, not outlets, and each individual must apply separately for her or his own membership.

5. The Board will review new member applications after the US Open and conduct a review of members on a regular basis that is up to the Board's discretion -- but not more often than annually -- to determine whether anyone no longer meets the membership criteria or is no longer considered to be a member in good standing. New members will be subject to a one-year trial membership and their status will be reviewed after the first year to ensure that their application was submitted in good faith and that they do, indeed, report on tennis, attend events and follow proper journalistic standards and ethics. All results – new applications; first-year member reviews; overall annual membership reviews -- will be communicated by Dec. 1.

6. To retain membership of ITWA, a member must:

- a) Have attended as a working journalist at least four of the events outlined in Sections 2(b) and 2(c) in the past year, including at least one Grand Slam. In the previous two years, the member must have reached 10 events under the qualifying criteria for tournaments in 2(b) and 2(c), including at least two Grand Slams.
- b) Supply documentary evidence of their work if requested to do so by the Board for its work assessing the legitimacy of existing members.

7. The Board has the discretion to declare any member who fails to meet these criteria a “passive member” if it feels the member is failing to meet the criteria only in the short term and for legitimate reasons; passive membership counts as full membership but cannot last for more than two years.

8. Former members who were ITWA members for at least 10 years and are in good standing with the association may be readmitted at any stage, at the discretion of the Board, as long as they meet the criteria for existing members.

9. The above criteria have been drawn up to create a set of standards by which all applicants and existing members can feel their wish to become or remain an ITWA member will be judged fairly. However, in a journalistic world rapidly changing due to financial constraints, technology and new digital practices, no criteria can ever cover all possible circumstances surrounding an application for ITWA membership. Therefore, the Board retains the right to make judgements in good faith to accept, reject or eject an applicant that may deviate from these criteria if it feels the need to do so.

At the same time, all members and applicants implicitly accept the Board's right to make good faith decisions in order to protect the trust in ITWA among other bodies that enables ITWA members to benefit from certain privileges at tournaments.