



CHICAGO DISTRICT LEAGUE RULES AND PROCEDURES

September 2016 – August 2017 Updated February 9, 2017

http://www.chicago.usta.com/USTA_League_Tennis/USTA_League_Tennisin_Chicago/

CURRENT USTA LEAGUE REGULATIONS **USTA/MIDWEST SECTION USTA LEAGUE STANDING ORDERS** **AND THE FOLLOWING LOCAL LEAGUE RULES AND PROCEDURES APPLY:**

1. ACCEPTANCE OF TEAMS

The Chicago District Tennis Association (CDTA) Adult League Committee (ALC) and District League Coordinator (DLC) reserve the right to require a change of the home match day/time of a team playing home matches at facilities located outside of the CDTA geographic area (Cook, Lake, DuPage Counties), or to decline that team's application.

2. DEADLINES

A. Team Application Deadline for each season is as shown on the CDTA website:

http://www.chicago.usta.com/USTA_League_Tennis/League_Team_Entry_Application_Deadlines/. A team application submitted after a deadline is subject to acceptance by the CDTA.

B. Minimum Number of Players on a Roster Deadline is the league start date shown on the Team page of TennisLink. A team without the required minimum number of players registered by the deadline is ineligible to participate. The minimum number of players on a roster requirement is defined by USTA League Regulations item 1.04D(4).

C. Player Registration Deadline for self-rated and appeal-rated players is 2 weeks before the league end date shown on the Team page of TennisLink. This deadline is defined by Midwest Standing Order 1.04D(3)d. Please contact the DLC for registration of a computer rated player after the registration deadline (a message that registration is closed will be received when attempting to register via TennisLink).

3. TEAM DROPPING OUT

Once the local league schedule has been made, a team dropping out may be subject to a disciplinary review and action by the ALC.

4. COURT FEES

Both Home and Visiting Players are equally responsible for all court fees as set by the hosting club/site for each match. All court fees must be paid prior to occupying the courts. The home team shall provide new tennis balls.

5. LOCAL LEAGUE TEAM MATCH FORMAT AND ELIGIBILITY REQUIREMENTS

A. Each team match in local league play consists of the individual matches defined by USTA League Regulations for Championships, with the following exceptions:

- a. In Early Start and Winter seasons, each team match in local league play in the Adult 18 & Over Age Division for Women consists of 1 singles and 3 doubles.
- b. In all seasons, each team match in local league play in the Adult 40 & Over Age Division for Women consists of 1 singles and 3 doubles.
- c. District, State, Section, and National Championships are progression beyond Local League. For all Championships, the format is defined by USTA League Regulations 1.04A.

B. A Local League Playoff (a.k.a., flight playoff) is considered a form of Championship. Applying USTA League Regulation 2.03A(3), to be eligible for a Local League Playoff, an individual must have played a minimum of two matches during round-robin competition in that Local League. A retired match counts. A maximum of one win by default counts.

CHICAGO DISTRICT LEAGUE RULES AND PROCEDURES

6. HOME MATCH DAY AND START TIME

- A. Fall and Winter seasons CDTA jurisdiction teams:
 - 1) Monday through Thursday – no play
 - 2) Friday 7:30PM earliest start; 8:00PM latest start
 - 3) Saturday 9:00AM earliest start; 8:00PM latest start
 - 4) Sunday 9:00AM earliest start; 7:00PM latest start
- B. Fall and Winter seasons non-CDTA jurisdiction teams:
 - 1) Saturday and Sunday 10:00AM earliest start; same latest start as CDTA jurisdiction teams
 - 2) Friday no play
- C. Summer season CDTA jurisdiction teams:
 - 1) Monday through Thursday indoors or outdoors with lights 6:30PM earliest start, 7:30PM latest start; outdoors without lights 6:30PM earliest and latest start
 - 2) Friday indoors or outdoors with lights, 7:30PM earliest start; 8:00PM latest start
 - 3) Saturday 9:00AM earliest start; indoors or outdoors with lights, 8:00PM latest start; outdoors without lights, 6:30PM latest start
 - 4) Sunday 9:00AM earliest start; indoors or outdoors with lights, 7:00PM latest start; outdoors without lights, 6:30PM latest start
- D. Summer season non-CDTA jurisdiction teams:
 - 1) Saturday and Sunday 10:00AM earliest start; same latest start as CDTA jurisdiction teams
 - 2) Monday through Friday no play
- E. Other match days and times are allowed when unanimously agreed to by the teams in a league.

7. SPORTSMANSHIP

Good sportsmanship, good manners, and the generally accepted customs that constitute the social graces of court play are expected behavior of players. The Code, a handbook of ethics and fair play, should be familiar to every player, and all matches should be played by its principles. The acting captains can intervene during a match to resolve any issue using these rules and procedures, The Code, USTA League Regulations, and Friend At Court. If the acting captains are playing a match, they may suspend play on their court to attend to issue resolution on another court.

8. CAPTAIN TO CAPTAIN COMMUNICATION

- A. By not later than 48 hours prior to the scheduled match start time, BOTH Visiting and Home captains are to confirm and acknowledge confirmation of the upcoming match by email.
 - 1) Captain-to-captain confirmation of the match shall begin at least 5 days prior to scheduled match date.
 - 2) Either Home or Visiting captain may initiate the confirmation.
 - 3) In the confirmation email, include the location, day and time of the match. The Home captain is encouraged to advise the Visiting captain of considerations specific to the Home facility.
 - 4) Notification of defaults shall be made by a team captain to the opposing captain not later than 48 hours prior to the match scheduled start time.
- B. In the event of dispute of a match reported as a Team Default that is based on an issue with Captain-to-Captain communication, the ALC will resolve the dispute as follows: the consequences of not communicating their team's status (full lineup; positions being defaulted) with the opposing captain by 48 hours prior to the scheduled match day and time is that a Team Default is awarded to the opposing team. In the event that neither captain communicates their team's status by 48 hours prior to the scheduled match day and time, a double Team Default is assessed.

9. MATCH RESCHEDULING

- A. At no time is a team under any obligation to accommodate a request to reschedule a home match. Other requests for rescheduling matches must be made a minimum of one week prior to the league start date.

CHICAGO DISTRICT LEAGUE RULES AND PROCEDURES

- B. If any match is rescheduled from the original TennisLink date/time, the DLC must be notified no later than 24 hours prior to the original scheduled date/time. Failure to comply may result in that match not counting toward league standings due to the 48 hr. deadline on match reporting.

10. INDIVIDUAL MATCH DEFAULTS

- A. A no-show individual match default occurs when a player fails to appear on court and ready to play by 10 minutes after the scheduled match start time.
- B. The defaulting team is responsible for any court fees due to notification after the 48 hours default notification deadline or in the event of a no-show individual court default.

11. TEAM DEFAULTS

- A. A team not able to play the minimum number of courts for a valid match during round robin league play constitutes a Team Default. The non-defaulting team is awarded one team match point and all individual points.
- B. The defaulting team may be subject to a disciplinary review by the ALC.
- C. A 4-court format team match must physically play three courts to count as a valid team match.
- D. If a Team Default occurs during the season that affects the final league standings at the end of the season, the ALC has the option to review the impact on the standings and make equitable adjustments.

12. LINE UP EXCHANGE

As a reminder of the National/Midwest rule, the Captains for each team shall exchange their team match line ups simultaneously prior to the beginning of the team match. We recommend line ups should not be exchanged before all players in the match are present. In the event all players are not present at the scheduled start time of the match, we recommend players warm up amongst their own team.

13. WARM-UP

Warm-up time is 10 minutes. Players arriving after the start of warm-up are entitled to at least a 5 minute warm up.

14. UNTIMED, TIMED, and STRICTLY TIMED MATCH SCORING PROCEDURES

- A. Match play shall be a minimum of 1 ½ hours for all league play. The Home Team Captain shall inform the Opposing Team Captain prior to the match if it is Untimed, Timed, or Strictly Timed.
- B. Except as modified by Timed or Strictly Timed procedures, in all seasons of league play:
 - 1) All matches are best of three sets, with regular (ad) scoring and a set tiebreak at 6 games all in the 1st and 2nd set.
 - 2) If sets are split following the 2nd set conclusion, a match tiebreak is played as the third set.
 - 3) No coaching is allowed.
 - 4) In the event of a tie in a team match, in lieu of the TennisLink methodology, the CDTA awards ½ point to each team. The standings will be reconciled at the end of the season recognizing awarded ½ points.
- C. If the facility has no restrictions on the time used to complete a match, the match is Untimed. Games use ad scoring. Tiebreaks are played to completion.
- D. If the facility enforces a time limitation but allows matches to run-over the scheduled match duration, the match is Timed. The Home Team Captain shall inform the Opposing Team Captain prior to the match if and the exact time when following abbreviated scoring procedures take effect:
 - 1) The clock at the Home Team facility is designated as the official time. It is the responsibility of both captains to communicate to their players which clock is the official time if more than one is visible from the court.
 - 2) Any game in progress at and inside 15 minutes to the end of match time is completed using no-ad scoring (reference Friend At Court, Appendix V, “No-Ad” SCORING METHOD). Following the completion of that game:

CHICAGO DISTRICT LEAGUE RULES AND PROCEDURES

- a. If a team has a two-game margin, the set is complete and decided in favor of the leading team.
 - b. If the set score is a margin of one game, one additional game is played using no-ad scoring. Following the completion of the one additional game, refer to 2) a) above and 2) c) below.
 - c. If the set score is tied, a set tiebreak is played to determine the set winner.
 - d. If the conclusion of the second set results in one set each, a match tiebreak is played to determine the match winner.
- E. If the facility strictly prohibits the extension of court time for any reason to complete matches, allowing only the scheduled match duration, then the match is Strictly Timed. The Home Team Captain shall inform the Opposing Team Captain prior to the match if and the exact time when following abbreviated scoring procedures take effect:
- 1) The clock at the Home Team facility is designated as the official time. It is the responsibility of both captains to communicate to their players which clock is the official time if more than one is visible from the court.
 - 2) Any game in progress at and inside 15 minutes to the end of match time is completed using no-ad scoring. Following the completion of that game:
 - a. If a team has a two-game margin, the set is complete and decided in favor of the leading team.
 - b. If the set score is a margin of one game, one additional game is played using no-ad scoring. Following the completion of the one additional game, refer to 2) a) above and 2) c) below.
 - c. If the set score is tied, a set tiebreak is played to determine the set winner.
 - d. If the conclusion of the second set results in one set each, a match tiebreak is played to determine the match winner.
 - 3) At 5 minutes remaining in the match time (hh:25 or hh:55):
 - a. If a team is ahead in the tiebreak score by a margin of two points (for example: 5-3), the tiebreak is complete and decided in favor of the leading team.
 - b. If the tiebreak score is a margin of one point, one additional point is played. Following the completion of the one additional point, refer to 3) a) above and 3) c) below.
 - c. If the tiebreak score is tied, one final point – a deciding point - is played to conclude the tiebreak.
 - d. If the tiebreak decides the 2nd set and the score in the match is one set all, play one deciding point following 3) c) above. This point is the match tiebreak. Friend At Court, Appendix V, 3. MATCH TIE-BREAK, “Note:” procedures are followed.
 - 4) The scores are entered in TennisLink as follows:
 - a. If the match conclusion is two sets to none, then the match is entered in TennisLink as “Timed Match”. For example, 7-6, 5-all with a set tiebreak is entered as 7-6, 6-5.
 - b. If the match conclusion includes a match tiebreak, then the match score is entered in TennisLink as “Timed Match” with a third set score of 1-0 regardless of the number of points played in the match tiebreak. For example, 7-6, 5-all with a set tiebreak, then a match tiebreak is entered as 7-6, 5-6, 1-0.
- F. For a timed or strictly timed match, a player who is unable to continue playing that encroaches on the final 15 minutes of scheduled time will be deemed to have retired.
- G. All completed games and sets are recorded in TennisLink with the match status as “Timed Match”.

15. SPLIT START TIME MATCH PROCEDURE

In the event that a Team Match must be played with courts starting at a different time, the following Split Start Time Team Match Procedure shall be followed:

CHICAGO DISTRICT LEAGUE RULES AND PROCEDURES

- A. A captain shall advise the DLC of the requirement for split start time team Home matches in the comments section of the team application.
 - 1) The later match(s) start time shall immediately follow the sooner match(s) end time.
 - 2) That a team has split start time Home team matches shall be identified and communicated to the other teams in the flight by the DLC and identified as part of the team name in TennisLink.
- B. The Home team captain and facility shall set at the sooner time the lesser or equal number of courts (e.g., 1 court for a 3 court format; 1 or 2 courts for a 4 court format; 2 courts for a 5 court format). This is to ensure that the team match outcome has not been decided by the outcome of the sooner played matches.
- C. In the confirmation communications between Home and Visiting captains:
 - 1) The Home team captain shall define to the Visiting captain the parameters of the split time match.
 - 2) The Visiting team captain defines which positions are played at which times (e.g., 1st and 2nd singles in the 2 sooner times for a 5 court format; 3rd doubles in the 1 sooner time for a 3 court format).

16. PROCEDURES IN THE EVENT OF A STANDINGS TIE

In the event of a standings tie, whether in round robin or single elimination competition, the tie shall be broken by the first of the following procedures that does so:

- 1) Individual Matches. Winner of the most individual matches in the entire competition.
- 2) Sets. Loser of the fewest number of sets.
- 3) Games. Loser of the fewest number of games.
- 4) Head-to-Head. Winner of the head-to-head match.

17. RAIN PROCEDURES

If matches are played outdoors and no indoor courts are available for back up, captains should discuss prior to the match, what options to consider if weather becomes an issue. If it is raining at the time of a scheduled match, captains should identify a new date and time for the match to be resumed, informing players that they may be required to set up their own match to finish any match in progress, determining an appropriate time to delay a match. If any match is rescheduled from the original TennisLink date/time, the DLC must be notified no later than 24 hours prior to the original scheduled date/time. Failure to comply may result in that match not counting toward league standings due to the 48 hr. deadline on match reporting.

18. SEVERE WEATHER PROTOCOL

A severe weather warning issued by the National Weather Service that is for the area of the facility hosting the match and for the start time of the match initiates the Severe Weather Protocol. Captains are required to communicate prior to the match, acknowledging that the match is proceeding under Severe Weather Protocol. In the event a Captain fails to communicate or cooperate, an email or text from the communicating Captain submitted to the DLC shall be accepted as proof of effort. The Captain (team) failing to communicate or cooperate is subject to a decision by the ALC of any claimed defaults being reversed. The default time is waived when a player is known to be in transit. The match is then played with whatever time is possible when the player arrives. When a missing player is known to be in transit, to the extent possible and as soon as possible, and in order to get the courts in play, the lineups shall be exchanged only for those positions using players that are present and in descending order (1st singles, 2nd singles, 1st doubles, 2nd doubles, 3rd doubles). The policy of each facility needs to be defined prior to the start of each season for whether or not they will waive late cancellation costs in the event of severe weather. Player safety must be considered. If a player decides conditions are not possible for their safe travel, that personal decision must be respected. However, that player accepts the consequences of their decision to not show as applies to match results and court costs.

19. GRIEVANCE PROCEDURE

- A. Grievances must be filed with the appropriate USTA League Grievance Form and e-mailed to Nancy Williford, District League Coordinator at ustachicago@comcast.net, the Grievance Committee Chair at cdta@msn.com, along with \$25 check, made out to Chicago District Tennis Association.

CHICAGO DISTRICT LEAGUE RULES AND PROCEDURES

- B. The captain of the protested team must reply to the League Grievance Chair (cdta@msn.com) via email no later than 2 days after receipt of the grievance. If the general grievance is upheld, as decided by our Grievance Committee, the \$25.00 fee will be refunded.
- C. Any member of the Local League Grievance Committee must excuse himself or herself from adjudicating a grievance if there could be any perception of conflict of interest in the outcome.

Note: The forms used for a Local League grievance are found on the Midwest USTA League website Home page:
<http://www.midwest.usta.com/ustaleague>

Written suggestions or comments regarding the local league procedures or rules will *only* be accepted by fax (847-803-2383), e-mail (cdta@msn.com), or mail. (CDTA, 2200 E. Devon Ave., Suite 319, Des Plaines, IL 60018).