

## 2015 HILLSIDE TIRE & SERVICE WINTER LEAGUE OPERATING PROCEDURES

### 1. REGISTRATION:

- a) Each Team must be associated with an indoor private/public tennis facility that is an Organizational Member in good standing of the USTA.
- b) Each facility must contact the league office by January 12, 2015.
- c) Any team entries received after January 12, 2015, IF ACCEPTED, will be assessed a \$50.00 late entry administration fee.
- d) No entries will be accepted after January 16, 2015. (Teams without the minimum number of players registered, 9 for weekday teams, 6 for Saturday teams, by January 19, 2015 will not appear on the schedule. There will be no refunds of registration fees.
- e) Upon receiving the team entries the league office will issue team numbers in order that players may be registered on TennisLink at national.usta.com.
- f) Facilities that enter teams and then drop out of the league, after the schedule has been published, may be billed an administration fee of \$100.00

### 2. LEVELS OF PLAY: Sat M/W 2.5, 3.0, 3.5, 4.0, 4.5, 5.0. WEEKDAY LEAGUES DAYS OF PLAY ARE: 2.5W & 4.5W PLAY ON MONDAYS. 3.5W PLAY ON TUESDAYS. 3.0W PLAY ON WEDNESDAYS. 4.0W PLAY ON THURSDAYS, 5.0W TBA

### 3. LEAGUE FEES: Registration Fee: \$17.00 per player + TennisLink User Fee (currently \$3.00) Match Fees: \$14.00 per player/per match payable to the host facility at match time

### 4. PLAYER ELIGIBILITY:

- a) All players participating in the league must have reached the age of 18 years on or before 12/31/15.
- b) All players must be current USTA members in good standing through April 30, 2015. Those players whose memberships expire prior to April 30, 2015, will be required to renew their memberships before registering on a team.
- c) All players must have a valid NTRP Computer rating, or self-rate prior to participating in a league match.
- d) Players whose NTRP Ratings have expired must self-rate on TennisLink in accordance with the NTRP guidelines in order to re-enter the league program and register on a team.

### 5. PLAYER PARTICIPATION:

- a) Players may play on more than one team in this league, either at the same NTRP Level, or at different NTRP levels. Players may also play on a weekday team and a Saturday team. Players will be required to pay the registration fee for each team.
- b) "BELOW LEVEL" PLAYERS. A "below level" player may be only one (1) NTRP level below that at which the team is entered. **Weekday League Teams with 5 lines: Can have 4 under level players playing at one time. Weekday and Saturday League Teams with 3 lines: Can have 2 under level players playing at one time. Below level players need to play from the bottom up i.e. 2<sup>nd</sup> singles before 1<sup>st</sup> singles or 3<sup>rd</sup> before 2<sup>nd</sup>.**
- c) Facilities may draft their own eligibility requirements that may be more binding than stated above.
- d) The Utah Tennis Association is not responsible for the enforcement of these requirements, nor the record keeping associated with them.
- e) Any player who does not meet the eligibility and participation requirements for this league, and who participates in league matches will be disqualified from league play, and their matches defaulted, and declared null and void, and reported as default wins for their opponent(s).

### 6. MATCHES:

- a) **Weekday Format: 3.0 through 4.0 = one (1) singles, four (4) doubles. 2.5 & 5.0 = one (1) singles, two (2) doubles. 4.5 = one (1) singles, three (3) doubles**
- b) Weekday matches are played from 9:00am to 1:00pm as determined by the facilities. Some facilities require "split times". In those cases the singles, #1D, #3D will play at the early time, and the #2D, #4D will play at the later time. Make sure to refer to the facility split time sheet in your packet.
- c) **Saturday Format: All levels = three (3) doubles.** All matches played at the same time. + Saturday matches are played from 12:00pm to 5:00pm 12:00pm time slot = 4.0M & 4.0W. 1:30pm time slot = 4.5M & 4.5W & 3.5M & 3.5W. 3:00pm time slot = 3.0M & 3.0W & 2.5M & 2.5 W.
- d) Some facilities may be restricted as to how many teams they may field playing at the same time on the same day.
- e) Some Saturday Times may vary according to facility and court availability.
- f) **Matches are regular scoring. Matches have a 90 minute limit.**
- g) **A 10 point Coman Match Tie-Break will be played in lieu of the third set**
- h) **Procedures for ending Timed Matches: With 15 minutes to play, complete the game currently in progress.**

(2)

- a) If, at the end of this game a team (player) is ahead by 2 games they win the set.
  - b) If, at the end of this game a team is ahead by 1 game, play another game, and if a team is now ahead by 2 games they win the set.
  - c) If, at the end of this game the teams are tied in games, play a set tiebreaker to determine the winner of the set. TB = first to 7 points by 2. All tie-breaks are Coman method.
  - d) If sets are now "split" at one set each, play a match tiebreaker (first to 10 pts by 2 pts.) to determine the winner of the match. Match tie-break is Coman method.
  - e) Remember; keep playing until the 15 minute mark, then use the above procedure to end the timed match.
  - f) When entering Timed Match scores, click on "timed matches" NOT "completed."
  - g) **NOTE: Matches are restricted to 90 minutes. Courtesy and league regulations demand that you vacate the courts after 90 minutes unless the facility has told you otherwise.**
  - h) **ALL LEAGUE MATCHES ARE GOVERNED BY "THE CODE".**
  - i) **CAPTAINS ARE REQUIRED TO SIMULTANEOUSLY EXCHANGE LINE-UPS 15 MINUTES PRIOR TO THE SCHEDULED MATCH START TIME. ONCE LINE-UPS HAVE BEEN EXCHANGED, THEY ARE NOT TO BE ALTERED OR CHANGED EXCEPT FOR INJURY TO, ILLNESS OF, OR DISQUALIFICATION OF A PLAYER PRIOR TO THE START OF THE MATCH THERE IS NO "ORDER OF STRENGTH"**
  - j) **HOST FACILITIES SHALL FURNISH NEW, HI-ALTITUDE, PRESSURIZED, OPTIC YELLOW USTA APPROVED TENNIS BALLS FOR ALL LEAGUE MATCHES. NO NEW BALLS ARE TO BE FURNISHED FOR A THIRD SET OR THIRD SET TIEBREAKER.**
7. **PENALTIES FOR LATENESS: USE YOUR CELL PHONES TO SYNCHRONIZE TIME. THE PLAYERS NEED TO BE ON THE COURT AT THE SCHEDULED TIME. MORE THAN 15 MINUTES LATE = DEFAULT OF MATCH**
8. **COACHING: THERE IS TO BE NO COACHING AT ANY TIME.**
9. **SCORE REPORTING:**
- a) The winning team captain shall be responsible for reporting scores within 48 hours of completion of the match.
  - b) However, either captain may report the score and the second captain may confirm the scores.
  - c) **Scores not reported within 48 hours of completion of the match may be recorded as a double default by the league coordinator!**
  - d) Players who participate in a match and are not on the team drop down list at the time of the match will be reported as a default. Enter the name of the winning player, and click on the "blank" space of the drop down (in lieu of a player who is not on the roster, or who did not show up for the match) and enter the score as 6-0, 6-0 and click on default" to enter the score.
  - e) Matches that are completed using the "timed match procedures" are entered by clicking on "timed match"
  - f) Matches that are played and completed within the 90 minutes are entered by clicking on "completed"
  - g) Matches in which one player defaults or does not show up are entered by clicking on "default"
  - h) Matches which begin and then one player is injured, or ill and retires from the match are entered by clicking on "retired" (i.e. 6-4, 1-2, retired)
10. **LEAGUE WINNERS:**
- a) In order to win a league a team must have played and reported all scheduled matches within 48 hours of the end-date of the league, April 18, 2015
  - b) All matches must be played and reported by the end-date of the league, April 18, 2015.
  - c) The following procedures will be used to break ties in flights with complete round robins for Winter League
  - d) Individual Matches. Winner of the most individual matches in the competition.
  - e) Head-to-Head. Winner of the head-to-head match.
  - f) Sets. Loser of the fewest sets.
  - g) Games. Loser of the fewest games.
  - h) A method determined by the League Coordinator.
  - i) In flights that are incomplete round robins (i.e. each team does not play every other team an equal number of times, or, each team does not play every other team in the league) the League Coordinator shall determine the method of determining the league winner.
11. **SCHEDULING:** When scheduling, all consideration possible is given concerning tournaments, holidays, facility restrictions, blackout dates, etc., however, it is not always possible to reconcile all conflicts with other events.

Conflicts with tournaments are not a valid reason to reschedule a match. Should a league player enter a tournament and the tournament schedule conflicts with the league match schedule, the player must choose to either play the league match or the tournament match. Should the player elect to play the tournament match he/she should give notice to the team captain far enough in advance of the league match, so that another player may compete in the league match.

**12. RESCHEDULING:**

- a) **MATCHES ARE NOT TO BE RESCHEDULED UNLESS THE FACILITY IS OVERBOOKED; AND NO COURTS ARE AVAILABLE, OR WEATHER PROHIBITS SAFE TRAVEL TO THE MATCH SITES.**
- b) **CAPTAINS ARE UNDER NO OBLIGATION TO RESCHEDULE MATCHES EXCEPT FOR THE ABOVE STATED CONDITIONS.**
- c) **IF A WEATHER CONDITION PREVENTS A MATCH TO BE PLAYED ALL RESCHEDULED MATCHES ARE TO BE PLAYED AT THE ORIGINAL HOST FACILITY. NO EXCEPTIONS!**
- d) **SHOULD CAPTAINS TAKE IT UPON THEMSELVES TO RESCHEDULE MATCHES AT ANOTHER FACILITY, THEY BECOME RESPONSIBLE FOR ANY ADDITIONAL MATCH FEES, BALLS, INVOLVED IN MOVING THE MATCH. THE TEAM THAT MOVED THE MATCH WILL ALSO BE RESPONSIBLE FOR THE MATCH FEES AT THE ORIGINAL HOST FACILITY, AND WILL BE BILLED ACCORDINGLY BY THE UTAH TENNIS ASSOCIATION. FAILURE TO PAY THESE FEES MAY RESULT IN LOSS OF LEAGUE PRIVILEGES FOR THE TEAM.**
- e) **THE HOST FACILITY IS TO BE NOTIFIED 24-48 HOURS IN ADVANCE OF THE MATCH THAT IT IS TO BE RESCHEDULED. FAILURE TO DO SO MAY RESULT IN THE TEAM(S) BEING BILLED FOR THE MATCH.**
- f) **THE LEAGUE OFFICE IS TO BE NOTIFIED OF ANY AND ALL RESCHEDULED MATCHES, AND NOTIFIED OF THE NEW MATCH DATE.**
- g) **ALL RESCHEDULED MATCHES MUST BE PLAYED WITHIN 2 WEEKS OF THE ORIGINAL MATCH DATE.**
- h) **IF CAPTAINS CANNOT AGREE ON A RESCHEDULE DATE/TIME, THE MATCH MUST BE PLAYED ON THE SECOND FRIDAY FOLLOWING THE ORIGINAL MATCH DATE AT THE ORIGINAL HOST FACILITY @ 6:00PM.**
- i) **CAPTAINS INITIATING THE RESCHEDULE MUST RESERVE THE COURTS FOR THE RESCHEDULED MATCH.**

**13. GRIEVANCES:**

A grievance alleging a violation of these Operating Procedures, or the standards of fair play, and sportsmanship shall be filed with the league office by the captain of the team that has competed in the match wherein the alleged violation occurred. The grievance must be filed within 48 hours of the end of the league or prior to the next scheduled league match. A complaint alleging misrepresentation of a player's actual skill level may be filed any time. The League Coordinator may file a complaint at any time. League Grievances will be handled by the League Management (Grievance) Committee.

**14. DEFAULTS:**

- a) **IN WEEKDAY LEAGUES A TEAM MAY DEFAULT 2 OF THE 5 POSITIONS (1 OF 3 POSITIONS FOR 2.5, 4.5 AND 5.0) WITHOUT FORFEITING THE ENTIRE MATCH.**
- b) **SATURDAY TEAMS MAY DEFAULT 1 OF THE 3 POSITIONS WITHOUT FORFEITING THE ENTIRE MATCH.**
- c) **SHOULD A TEAM DEFAULT AN ENTIRE MATCH ALL THAT TEAM'S MATCHES WILL BE DECLARED NULL AND VOID, AND SCORED AS DEFAULT WINS FOR THEIR OPPONENTS. THAT TEAM WILL BE DISQUALIFIED FROM FURTHER PARTICIPATION IN THE LEAGUE.**
- d) **CAPTAINS THAT HAVE A POSITION THEY ARE DEFAULTING SHOULD CALL THE OPPOSING CAPTAIN 24 HOURS PRIOR TO THE LEAGUE MATCH TO INFORM OF THE DEFAULT. THE CAPTAIN IS TO ALSO CALL THE HOST FACILITY IN ORDER THAT THE COURTS MAY BE RELEASED.**
- e) **THERE IS NO "ORDER OF STRENGTH"; HOWEVER CAPTAINS SHOULD DEFAULT FROM THE "BOTTOM UP". THIS IS NOT ALWAYS POSSIBLE WHEN MATCHES ARE HELD AT "SPLIT TIMES".**

**15. THE HILLSIDE TIRE AND SERVICE WINTER LEAGUE IS USED FOR COMPUTING NTRP RATINGS.**