



## SOUTHERN KENTUCKY

### USTA Kentucky Championship Procedures 2018 Championship Year

USTA Kentucky is comprised of **eleven** Local Leagues, **all approved by the Kentucky Adult League Committee**; Ashland, Bowling Green, Frankfort, Henderson, Hopkinsville, Lexington, Louisville, Owensboro, Paducah, Purchase, and Somerset. The USTA Kentucky Championship Procedures will apply to all USTA Kentucky State Championships. When not stated in the Championship Procedures, the State, National and Sectional regulations and Friend at Court will apply.

#### State Championships

USTA Kentucky offers the following State Championships:

- 2018 60/70 & Over Invitational
- 2018 Adult 18 & Over Kentucky League Championships
- 2018 Adult 40 & Over Kentucky League Championships
- 2018 Adult 55 & Over Kentucky League Championships
- 2018 Adult 65 & Over Kentucky **Invitational** League Championships
- 2018 Mixed Doubles Kentucky League Championships
- 2018 Southern Combo Doubles Kentucky League Championships
- 2018 Tri-Level League Kentucky League Championships

#### Team Qualification

- Local League championship teams will be allowed to advance to the USTA Kentucky State Championships based on advancement procedures for each league. Refer to Kentucky State Regulations for each league's advancement procedures.
- Wildcards will be issued to fill draws at the state championships once the deadline for team registration has passed and determined to be needed to fill a draw. USTA Kentucky will offer wildcards to the host city with additional wildcards being offered under discretion of the Tournament Committee through a blind draw. Once a wildcard is offered to a local area, that area will move to the bottom of the below listing. For 2018 the order in which local areas will be offered a wildcard, **following the host city for a championship**, as determined by the Tournament Committee blind draw is as follows:
  - Ashland
  - Hopkinsville
  - Owensboro
  - Bowling Green
  - Frankfort (COMBO and Tri-Level only)
  - Louisville
  - Paducah
  - Lexington
  - Henderson
  - Purchase
  - Somerset (COMBO and Tri-Level only)

#### Draw

- The championship referee and tournament director complete the draw following the registration deadline. Each team registration consisting of the minimum required number of players is included in the draw.
- Due to the nature of leagues, seeding a team for a championship is not possible. A number one team from a local league that had two or even five teams is not necessarily equal to a team that finished first in a league that had thirty-two teams.
- First place teams from each local league will be placed in separate flights to the extent possible. This is not always possible. All other teams will be drawn and placed trying to keep local league teams #1 and #2 teams in separate flights.

#### Championship Format

- USTA Kentucky State Championship format shall be round robin in all levels of competition.
  - Where flights are not even, one or more flights may require more than 1 round robin to ensure that teams play the guaranteed minimum of 3 matches. This may require a double or even triple round robin to be played.
  - The team winning the flight where multiple round robins are played will advance to play in semi-final or final.

- If one or more flights within the same division play multiple round robins, the Best of Record will be determined based on percentage of matches won over matches played of all teams in all flights.
- Each team shall play every other team in its flight, and the team with the most team points shall be champion in its flight. Levels with two flight winners will offer a single elimination finals match to determine the champion. Levels with three or more flights will offer a playoff to determine winning teams to advance to a single elimination final. Levels with three flights will playoff as follows: Flight A vs. Flight C and Flight B vs. Best Record. Best record is determined by one of two methods:
  - All flights have equal number of teams, next best placed team based on matches won, individual courts won, head to head, least sets lost, least games lost
  - All flights do not contain the same number of teams, percentage of matches won over matches played
- Levels with four flights will playoff as follows: Flight A vs. Flight C and Flight B vs. Flight D.

#### Court Surface

- All state championships will be played on outdoor courts when possible. There may be an instance where there are not enough outdoor courts available at specific times needed to complete the round on a given day. If this happens, indoor courts and/or other surfaces may be used to complete scheduled matches.

#### Eligibility

- All players need to be current USTA members through the conclusion of the USTA Kentucky State Championships.
- **USTA League Adult 18 & Over, Adult 40 & Over, Adult 55 & Over, and Mixed Doubles:** Players are eligible to advance to the state championship level competition if that player has played on that same team in at least 2 matches during its local league season. A maximum of 1 default received by the player during local league competition shall count for advancing to State Championships.
  - A minimum of eight (five for 2.5 & 5.0+ levels) team members who were on the final roster of their Adult 18 & Over and/or Adult 40 & Over local league team at the conclusion of local league play need to be available and eligible to compete. The Championships Tournament Committee, by majority vote, can reduce that number to not less than four (three for 2.5 and 5.0 levels). Teams still need to be able to play a minimum of three courts (2 singles, 1 doubles). Three team members for 2.5 & 5.0+ levels, teams still need to be able to play a minimum of two courts, (1 singles, 1 doubles).
  - A minimum of six team members who were on the final roster of their Adult 55 & Over or Mixed Doubles local league team at the conclusion of local league play need to be available and eligible to compete. The Championships Tournament Committee, by majority vote, can reduce that number to not less than four. Teams still need to be able to play a minimum of two courts, (2 doubles).
- **Southern Combo Doubles:** Team members are eligible to advance to championship level competition if that player has played on that same team in at least 1 match (1 of which may be a default received) during its local league season. Teams may also advance direct if they are the only team in their local area at a given level and their Local League Coordinator has notified the State League Coordinator by the deadline stated in the regulations. **To be eligible to advance direct, single teams must have registered all players within TennisLink by the stated Local League deadlines.**
  - A minimum of six team members (three eligible pairings) who were on the final roster of their local league team at the conclusion of local league play need to be available and eligible to combine and compete. The Championships Tournament Committee, by majority vote, may reduce that number to not less than four. Teams still need to be able to play a minimum of two courts, (2 doubles).
- **Tri-Level:** Team members are eligible to advance to championship level competition if that player has played on that same team in at least 1 match (no defaults counting). Teams need to have played a minimum of 3 local league matches to be eligible to advance.
  - A minimum of six team members who were on the final roster of their Tri-Level local league team at the conclusion of local play need to be available and eligible to compete. The Championships Tournament Committee, by majority vote, can reduce that number to not less than four. Teams still need to be able to play a minimum of two courts, (2 doubles).
- **Adult 65 & Over, 60 & Over and 70 & Over:** Team members are eligible to play in the USTA Kentucky State Championships if that player is registered in TennisLink by the stated deadline.
  - A minimum of six team members need to be available and eligible to compete. The Championships Tournament Committee, by majority vote, may reduce that number to not less than four. Teams still need to be able to play a minimum of two courts, (2 doubles).
  - **Adult 65 & Over single teams advancing direct to Southern Sectionals must abide by the state registration deadlines. To be eligible to advance direct, single teams must have registered all players within TennisLink by the stated Local/State League deadlines.**

#### On-Line Registration

- Captain's need to supply the following information to all players for team registration.
  - Captain's FIRST and LAST name spelling
  - Team Number
  - NTRP Level
  - Local League Area (City in which local league was played)

- Team Division (18 & Over, 40 & Over or 55 & Over) if Mixed, Combo or Tri-Level specifically
- Links to the on-line entry forms are available on each "League Championship" page of the USTA Kentucky website [www.ustaky.com](http://www.ustaky.com)
- Credit cards accepted include: Visa, Master Card and Discover
- A PayPal account is NOT required.

#### Entry Fee

- On-line registration fee for Adult 18 & Over, 40 & Over, 55 & Over, Mixed Doubles, Combo Doubles, and Tri-Level Championships is \$33.00 per player.
- **TennisLink Registration for Invitational Championships 60/70 & Over and 65 & Over is \$40.00 per player (plus \$3.00 TennisLink fee)**
  - **The higher fee for these championships are due to the use of clay courts.**
- Registration fees are non-refundable once the schedule has been published.
- Any team dropping out of the championship after the schedule has been published on [www.ustaky.com](http://www.ustaky.com) may be required to pay a \$300.00 penalty. Any registration fees paid up to that point will not be refunded. If the fine is assessed, players will not be eligible to play league tennis until the fine is paid in full. *(at the discretion of the tournament committee)*

#### Captain Conference Call

- All captains are responsible for participating in the "Captain's Conference Call". Valuable information regarding each championship will be provided during the call. The call **should** not last any longer than 30 minutes unless you stay on for questions at the conclusion. The date, time and number are posted to each championship page on [www.ustaky.com](http://www.ustaky.com).

#### Reminders from the Referee

- Cell Phone/Pager warning: This is your official warning. Please make sure all players have their cell phone and pager off or on vibrate. If a cell phone or pager goes off in the middle of a point, the opponent may claim the point.
- Scoring Format: All matches will be the best 2-out-of 3 sets with a 10-point match tiebreak in lieu of a full 3rd set. The Coman Tiebreak Procedure will be used for all tiebreaks (including the 10-point match tiebreak).
- Changeovers: The rest time for all changeovers is 90 seconds, except between sets which is limited to 2 minutes.
- Warm-Ups: Players are limited to a 10-minute warm-up prior to match play. If players exceed the 10 minutes, the players may be told to play regardless of where they are in warm-up, so it's important to stay within time on your warm-up.
- Medical Time-Outs: The player in need of the medical time-out should not leave the court. Immediately send someone not involved in the match to get a referee. All medical time-outs will be addressed in compliance with "Friend at Court."
- Bathroom Breaks: A player can take a bathroom break at any time but players should try to take breaks during changeovers or between sets.
- Rain Procedures: If there is a rain delay, players are not permitted to leave the tennis center unless otherwise released by the Tournament Director and/or Tournament Referee. If pulled from the courts due to rain, **players must keep the balls for restart of the match and** report their match scores in progress to the site coordinator.
- Point Penalty System (PPS): The PPS will be enforced. If a player is :01 to 5:00 minutes late, it is a loss of toss and 1 game for that player. If a player is 5:01 to 10:00 minutes late, it is a loss of toss and 2 games for that player. If a player is 10:01 to 15:00 minutes late, it is a loss of toss and 3 games for that player. If a player is 15:01 minutes late, it is a default. The Championship Referee is responsible for issuing defaults for failure to arrive on time.
- Note: Matches are un-officiated, and all issues should be resolved on the court by the players involved. The Championship Referee should only be requested if all players on court cannot resolve the problem on their own and if requested by the players on court. Spectators are not permitted to request a Referee unless the players on court request it.

#### Scheduled Matches

- The captain is responsible for retrieving a line-up card and for checking his/her team in at the site desk of the match. When all players are present and ready to play **(by scheduled match time)**, the captain will turn in their lineup at the site desk. It is asked that captains turn in lineups 30 minutes prior to the start of their scheduled match. Captains should fill out scorecards correctly with players full given names and according to if the team is home or visitor.
- If a team has a known default, as a courtesy, please contact the Tournament Director as soon as the default is realized. The opposing team will be notified by the Tournament Director of the known default. If the opposing team is not aware of the default, they will have the opportunity to revise their scorecard once both scorecards are turned in and the default has been announced by the site director.
- In the event of illness or injury prior to the start of an individual match (once the line-up has been exchanged), a team may substitute a player in the affected position within the 15-minute default time, using a player not already listed on the line-up. If no such substitution can be made, the affected position only will be defaulted.
- If a captain duplicates a name in error on a scorecard, a team may be allowed to substitute a player for the duplicate name in the lower position (at the discretion of the Tournament Committee), using a player not already listed on the line-up. A substitution may only be made in the lower position if the error is discovered before the match begins. If no such substitution can be made, the affected position only will be defaulted.
- Players are responsible for introducing themselves to their opponents to ensure they are playing the correct opponent(s).

- The Point Penalty System, which includes the 15-minute default time rule, will be strictly enforced.
- Winners of individual matches will take the balls and report the score immediately to the site desk.
- Captains are expected to sign each scorecard after each scheduled match is completed before leaving the tennis facility. Failure to sign the scorecard results in losing a right to dispute the scores.
- If a team match is postponed following the exchange of line-ups, the original line-up will stand for the make-up match UNLESS teams are released from the tournament by the Tournament Director and/or Referee. If teams are released, the line-up would stand only for those positions that have already started (first service attempt) and all other positions (even those that were in warm-up) may be changed including defaulted courts.
- All matches will observe a 10 minute warm-up including serves. In matches with split sets, the match tie-break (first to 10 by 2) shall be played in the Coman format.
- A request for medical time-out may be made by a player to the tournament referee or at the tournament desk. Refer to the 2018 Friend at Court, table 13 for details regarding medical time-out guidelines. A pdf of the Friend of Court may be obtained via the [www.usta.com](http://www.usta.com) "League Resources" webpage.

#### Weather Delay

- Captains are responsible for having teams report to the scheduled match site unless they have been contacted by tournament staff. A texting service will be utilized to communicate delays and any changes in match schedules. It is the responsibility of each captain/player to register for the service for each championship. Details on how to register are located on each championship page of [www.ustaky.com](http://www.ustaky.com) website. General announcements will be posted to [www.ustaky.com](http://www.ustaky.com) home page, usta ky facebook and twitter. It is the captain's responsibility to have access and to check the website every 15 – 20 minutes during a delay, for all updates.
  - If **matches are moved** indoors or get behind schedule, the following is the order in which formats will be considered, based upon time constraints and court availability:
    - No Ad regular three sets format, with match tie-break in lieu of third set
    - Shortened Sets, first to 4 by two, at 4 all playing set tie-break, using match tie-break in lieu of third set
    - One 8 Game Pro Set, first to 8 by two, at 8 all playing match tie-break
    - Championship Committee's discretion
  - Every attempt shall be made to put all 8:00am matches on first across all sites, followed by the 9:30, etc... at Championship Committees discretion.
  - Captain will be notified if match time is moved to an EARLIER time than originally scheduled.
  - Courts cannot be reserved ahead of time in case of rain, the tournament director will be able to call and hold courts once it is determined that the forecast is imminent and all or some matches will have to be moved indoors.

#### Scoring

- Each team will receive 1 point for each team match won. Results will be available in TennisLink. In the event of a tie, the tiebreak procedures will be as follows; winner of individual courts, head to head, least sets lost, least games lost, then back to head to head if more than two teams are tied, with last resort being a coin toss. All scores are final 48 hours after the conclusion of the championship.
- It is the responsibility of the team and captain to verify all scores entered into TennisLink are correct. If there is a discrepancy in the scores or players entered into TennisLink notify the tournament director with the correction within 24 hours of completion of the match.
- All teams are expected to play all scheduled matches. Any team not complying may be subject to grievance procedures in addition to the \$300 team fine. In accordance with USTA League Tennis Regulations, any team forfeiting an entire team match for any reason will result in all matches of that team previously played or to be played to be declared null and void. If all teams in contention for the Championships have already played the forfeiting team in good faith, the matches stand as played.

#### Grievances

- **Filing fee for Championship grievances will be \$50.00 made payable to USTA Kentucky. This fee must be paid within the 30 minutes allotted to file a grievance following the completion of a match. Fee will only be returned to filing party if the committee determines a penalty will be imposed on the grieved party.**
- Forms are available at each of the sites at the tournament desk. Completed grievance **forms and \$50.00 fee must** be presented to the Site Director at the site of the match within 30 minutes of the completion of the team match.
- The committees involved will handle all Grievances as promptly as possible.
- NTRP Grievances filed within 21 days of the start date of the player's and/or captain's state championship will be administered after the event unless the section authorizes the administration of the grievance prior to that time. If the grievance is not administered until after the event, points won by players will stand.

#### NTRP Dynamic Disqualification

- USTA Southern follows National Regulation 2.04E(2)c in that dynamic ratings will be generated following the State Championships. Points earned by disqualified players will stand. The disqualified player will not be eligible to advance to the next level of competition.

### **Tournament Cancellation Policy**

- Should inclement weather or other circumstances prevent the completion of a State Championship, the Tournament Committee will determine whether the matches played at the point of cancellation will be used to determine round robin group winners and a champion and finalist in each of the levels.
- If the Tournament Committee determines that there was a lack of "equal opportunity" for all teams in the level due to the schedule of play, the Tournament Committee will place all teams in a drawing to determine the champion and finalist in each level. (For instance, in a five team round robin, one team may be in first place at the time of cancellation with two matches played, while other teams in the round robin have fewer matches played. This example would not provide "equal opportunity" for all teams in the round robin and would not be used to determine the round robin group winner). If any team in a round robin flight is mathematically out of contention at the time of championship cancellation, then those teams will be excluded from the drawing.

### **Administration**

- Updates will be posted to [www.ustaky.com](http://www.ustaky.com), USTA KY twitter and facebook. Standings and match results will be posted in TennisLink.
- Tournament Committee will use proper and fair judgment with regard to all state tournament-related issues.
- Tournament Committee will include three or more representatives from the following: President of USTA Kentucky, **Executive Director**, Chair of Adult League Committee, CTA Representative, Tournament Director, Tournament Referee, and a member of the Championship Sub-Committee/Adult League Committee.
- Championship Grievance Committee: To be appointed by Tournament Director.
- Championship Procedures may be amended at Tournament Committee's discretion.