

PENINSULA TENNIS ASSOCIATION INC

Reg No A0042584A

SENIOR RULES AND BY-LAWS

(All Formats)

1. RULES

- a) The Rules of Tennis as adopted by the Governing Body of Tennis in Victoria shall apply to all matches, except where modified here-in-after. This shall apply to Tennis Etiquette, dress and the Code of Conduct.
- b) The Association has the right to request the use of any affiliated Club courts for Association competition

2. COURTS

- a) The type, condition and surroundings of each competing Club's courts shall be subject to the approval of the Executive
- b) A match can be played on two different surfaces as long as the home supervisor and away team's supervising parent for juniors agree. If there is no agreement, the home team shall have the choice of surface and matches played on the same surface. Finals matches can only be played on one court surface.
- c) The Executive of the Association may request any Club to make repairs to their courts and surroundings that they deem necessary.
- d) Any club failing to make such repairs, to the satisfaction of the Executive may be suspended from the Association.
- e) Any club that feels aggrieved by a decision of the Executive to repair their courts or surroundings may appeal to Tennis Victoria who can be requested to inspect the courts. Any decision by Tennis Victoria to repair or allow the appeal shall be final.
- f) Any costs incurred by the Club appealing to Tennis Victoria and the fee imposed by Tennis Victoria to inspect the courts shall be the sole responsibility of the Club.

3. COMPETITIONS.

The Executive shall arrange all competition play and at all times determine the days, dates and formats of competition match play. Matches shall be played on the courts as shown in the fixture, unless permission is granted by the Peninsula Tennis Association President or Match Secretary, or on agreement of both Captains in the case of bad weather excluding indoor courts.

4. ENTERING TEAMS.

- a) Clubs may enter any number of teams in all formats of competitions provided by the Association up to 1 ½ teams per court available for Mixed Doubles and Mens/Ladies Doubles and 1 court for Open Singles.
- b) Teams must be submitted on or before the closing date for entries as determined and advised by the executive. Teams must be entered using on line entry only or in any manner as directed by the Peninsula Tennis Association Inc. Each club must nominate the Competition format plus Grade or Section in which it desires to enter a team. Team nomination forms must be fully completed. Any entry not fully completed shall be rejected by the Match Secretary and returned to the Club to be completed. The amended entry form must be lodged by the closing date. Late entries will not be accepted.
- c) Team entries may not be accepted if payment is not made by Direct Deposit in an Account as nominated by the Association or by cheque within 48 hours of the entries being submitted.

- d) Clubs must submit the following documentation each season when entering teams
 - (i) Team Entry Sheets (On Line)
 - (ii) Registration Sheet
 - (iii) Fee Payment Sheet
 - (iv) Club Information Sheet
 - (v) Pool Player List
- e) The team entry fee will be determined at the Annual General Meeting of the Peninsula Tennis Association for the following twelve months.
- f) Clubs withdrawing a team after grading will incur a fine of **\$50.00**. The team entry fee will not be refunded.

5. REGISTRATION

- a) Prior to the commencement of each season, Clubs must register all teams members using the on line team entry.
- b) Players must be financial members of the club of which they are nominated to play.
- c) Players can only nominate and play with only one (1) affiliated Club in any one format during a season unless granted a clearance in writing by the Peninsula Tennis Association Inc.
- d) Clubs may seek permission to add to the team list submitted prior to the season and graded by the Grading Committee of a particular section additional players to that list up to and including the commencement of round seven of the season being played. Any application to add a player to a team list must be submitted in writing to the Match Secretary stating reasons why the player was not included in the original team and the player's recent playing history.
- e) All players listed in the teams as submitted by the Clubs must play in the grade or section as graded by the Grading Committee. No listed player will be permitted to play in a lower grade or section without prior permission of the Grading Committee.
- f) Clubs may register players in teams for the following competitions as follows:
 - (i) 6 players for singles competition
 - (ii) 8 players for Doubles competitions

6. EMERGENCIES

- a) Emergencies must be registered prior to the season commencing.
- b) Emergencies may not play below the Grade or Section for which they are registered and graded, unless prior approval is made to the Match Secretary.
- c) Emergencies will be ineligible to play in a lower section or grade after having played 5 matches in a higher section or grade.
- d) The first time a player who was not nominated as an emergency by that club and graded by the Grading Committee participates in a match an "E" must be placed beside that players name and the following details endorsed on the back of the score sheet and inserted in the **Comments Box** in the Results On Line System (**League Manager**) when entering or confirming results:
 - (i) Name of player
 - (ii) Previous club
 - (iii) Previous Grading
 - (iv) Previous District/Association
 - (v) Details of any name change

Failure to record the above details shall incur a fine of **\$20.00** and a loss of all matches played by that player.

- e) Emergency players who are not nominated on the club's emergency list must be financial members of the club for which they are playing as an emergency. Where an emergency

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player plays who is not a financial member of the club for which he or she is playing shall have all their matches forfeited and the matches awarded to the opposition to NIL

- f) An emergency to be used in the finals must have been nominated on the emergency list lodged by the club prior to the season commencing and graded by the Grading Committee. A player not nominated on the emergency list will be ineligible to play in any finals match unless extenuating circumstances are presented in writing to the Peninsula Tennis Association Inc. Match Secretary at least seven (7) days prior to the match being played and permission is granted in writing by the Peninsula Tennis Association Inc. General Committee.
- g) Emergencies must not strengthen the team. If an emergency is deemed to have unduly strengthened the team, the matches played by the emergency shall be awarded to the opposition to nil.

7. TENNIS ATTIRE

The dress regulations for competition play for the Peninsula Tennis Association are as follows:

- a) Every competition player shall dress and present himself/herself for play in clean customarily acceptable tennis attire and comply with the Tennis Australia Dress and Equipment Regulations
- b) Females are required to wear a dress/skirt or sport shorts or skorts and a top
- c) Males are required to wear shorts and a shirt. Shirts without collars may be worn providing they are neat and constitute tennis sportswear
- d) The following items of clothing are specifically not acceptable and are prohibited from being worn –
 - (i) Jeans
 - (ii) Sweat Shorts
 - (iii) Board Shorts
 - (iv) Jogging Shorts
 - (v) Cargo Pants/Shorts
 - (vi) Any article of clothing with advertising or designs in any form (except for sporting company logos or lettering
 - (vii) Any article of clothing that has offensive writing, diagrams or pictures.
- e) Tracksuits shall not be worn during the course of a match, except at the discretion of the Association.
- f) Tennis shoes shall be worn that are suitable for the type of court surface. Venue clubs may determine which types of footwear are suitable for their court surface, subject to Association approval. No ripple sole shoes and no black or coloured marking soled shoes (on acrylic courts) shall be worn at any time.
- g) Players should wear a hat or cap and use sunscreen at all times.
- h) Players who do not comply with the dress regulations MUST be given the opportunity to change their clothing (particularly before a match starts) prior to any action being taken.
- i) Players unable to change their clothing within 10 minutes of being asked shall be given a warning and the player must be reported to their Club and the Association Match Secretary in writing within 24 hours in order for appropriate action to be taken.

8. ELIGIBILITY

- a) No players may play below their approved personal grade
- b) Once a player plays more than three matches in any team, that player cannot play for another team in the same section.
- c) No player will be eligible to play in finals unless they have played a minimum of three matches within that format.
- d) All players registering must be financial members of the clubs registering them in accordance with their own club's constitution.
- e) A player shall be deemed to have participated in a match when:

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- 1) Their name has been recorded on the official score card and entered in the on line **Competition Software** when a match has been played and completed;
- 2) Their name has been recorded on the official score card and entered in the on line **Competition Software** when a match has commenced but is unable to be completed due to unplayable conditions or;
- 3) Their name has been recorded on the official result card when and entered in the **Competition Software** when their team has received a win via a forfeit from the opposition;
- 4) A player will not be deemed to have played a match when their name has been recorded on the official score card but the match has been abandoned due to unplayable conditions before the commencement of the match.

9. TRANSFERS

- 1) When a Club approves an application for the clearance of a player during the current season, notice shall be forwarded to the Secretary of Peninsula Tennis Association Inc. signed by the Club President or Secretary. A copy of such notification shall be sent to the Secretary of the Club to which the player is transferring.
- 2) No clearance shall be valid until confirmed, in writing by the Peninsula Tennis Association President or Secretary, and sent to both Clubs.
- 3) A player whose clearance application is not processed within 14 days or rejected by his club may appeal in writing to the Peninsula Tennis Association Secretary. Such appeals must then be ruled upon by the Executive within 14 days and all parties advised in writing of the decision.

10. TIEING

- 1) The Grading Committee will tie players on whose standards the grading of a team is based and grade all other players.
- 2) Players shall be tied to a section after playing 5 matches in that section or above and cannot play in a lower section without the permission of the Match Secretary.
- 3) Players nominated and graded on a Club's emergency list shall not be permitted to play for any other Club during that season without a clearance being granted as set out in Rule 9.
- 4) When a player has been graded in either Open Singles, Mixed Doubles or Mens/Ladies Doubles, a player may play as an emergency in a different format to which they were graded after obtaining permission from the Match Secretary. A player cannot play as an emergency in a different format without first obtaining permission from the Match Secretary. If a player plays as an emergency in a different format to which they were graded without permission from the Match Secretary, matches played by that player as an emergency shall be forfeited and the match awarded to the opposition to NIL.
- 5) Players nominated in a team must play a minimum of 50% of matches for that season's competition. A player who fails to meet this requirement without good and sufficient reason, the club for which that player was nominated shall incur a fine to a maximum of **\$50.00**

11. COMPETITION FORMATS

The Association shall provide but not be limited to the following formats –

- a) **Mixed Doubles.** Teams shall consist of two men and two ladies with a maximum of three men and three ladies playing each week.
- b) **Open Singles.** Teams shall consist of two men, two ladies or one man and one lady with a maximum of three players playing each week in any combination.
- c) **Mens Doubles.** Teams shall consist of four men with a maximum of six men playing each week.

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- d) **Ladies Doubles.** Teams shall consist of four ladies with a maximum of six ladies playing each week.

12. HOME VENUE SUPERVISOR.

The home club shall appoint a venue supervisor who shall be responsible to act as the Home Club representative in all matters pertaining to that day's play.

13. CONDITIONS OF PLAY – MIXED DOUBLES. MENS DOUBLES & LADIES DOUBLES

- 1) The starting time for competition in both Summer and Winter shall be 1.00pm on a Saturday including finals.
- 2) A minimum of 1 ½ courts shall be made available for play
- 3) The starting time shall be written on the score sheet.
- 4) Notwithstanding Rule 12 (1), parents/guardians transporting Juniors from Saturday morning competition or Juniors playing senior competition shall be permitted to arrive no later than 1.30pm. **The opposition club or senior contact (as listed on the senior fixture) must be notified prior to the scheduled starting time of a player being late.** Failure to do so will result in the first set of the rubber that cannot commence to being forfeited to the opposition to nil. Any team member delayed as a result of this rule not in attendance for more than 30 minutes after the scheduled starting time of 1.00pm shall forfeit the rubber of that player.
- 5) When a club registers a team of more than four (4) players (Mixed Doubles, Mens Doubles and Ladies Doubles competition), then all registered players, to a maximum of **4 men and 4 ladies**, (Mixed Doubles) and 6 players (Mens Doubles and Ladies Doubles) may play each week and in the finals. All players names must be recorded on the score sheet prior to any match commencing. The score sheet cannot be altered at any time except with the consent of both captains.
- 6) Players nominated to play in the Mixed Doubles matches in the Mixed Doubles format or in the 3rd and 4th match of the Mens and Ladies doubles shall be in attendance within one hour and thirty minutes of the scheduled starting time (ie 2.30pm). Players not in attendance by 2.30pm shall forfeit the rubber in which they were scheduled to play. Players playing in the mens doubles and ladies doubles in the mixed doubles format shall be in attendance by 1.00pm including finals. Players playing in the mens doubles and ladies doubles in the mixed format or the players playing the first two rubbers of the mens and ladies doubles who are not in attendance by 1.15pm shall forfeit the rubber they were playing.
- 7) Players must have played **four** matches within the format in the relevant competition with the club to be eligible for finals.
- 8) For players being deemed to have qualified for finals, their name must appear in the results on the Results On Line Scoring System against the recorded scores. A name entered in the Match Notes Box only shall not be deemed as the player's name being officially recorded as playing that match.
- 9) The Match Secretary shall enter the name of any missing player against the score and endorse in the match notes box the score was entered by the Match Secretary and does not count as a qualifying match for finals.
- 10) Matches for the Mixed Doubles including finals shall be played in the following order:
 - (i) Mens Doubles
 - (ii) Ladies Doubles
 - (iii) 1st Mixed Doubles
 - (iv) 2nd Mixed Doubles
- 11) Matches for the Mens Doubles/Ladies Doubles including finals shall be played in the following order:
 - (i) 1st pair v 1st pair
 - (ii) 2nd pair v 2nd pair

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- (iii) 2nd pair v 1st pair
 - (iv) 1st pair v 2nd pair.
- 12) All matches including finals shall be the best of three sets with a 12 point tie breaker at 6 games all.
 - 13) Any club fielding an incomplete team shall forfeit the rubbers for which they have insufficient players.
 - 14) Any team that forfeits a finals match shall have a fine of **\$100.00** imposed.
 - 15) Any person playing under an assumed name (as a person other than themselves) will be judged as committing an act of intent to deceive, and will be suspended for a period not exceeding one season (or the equivalent number of weeks) as determined by the PTA Committee, and the offending club will incur a fine of **\$200.00**
 - 16) In the event that a player is injured or a medical condition arises during the course of a rubber/set, a player may take one time three minute suspension of play for that condition which may be extended to not more than ten (10) minutes for that player to recover. The player concerned may under supervision leave the court during the period and the match is to recommence immediately at the conclusion of the injury time otherwise the rubber/set will be forfeited to the opposing player. In the event that the injured player is unable to play on for the remainder of the day then an eligible player may be used in accordance with rule 6a. If the player completes the match that he is playing then a substitute player cannot be used to complete any of the injured players remaining matches.
 - 17) A substitute player shall be allowed to take the place of any player who is prevented through illness, accidental disablement or any other good and sufficient reason from taking part in or continuing in a match provided that such substitute shall not take the place of any player in a rubber which has commenced or of any player who has completed a rubber.
 - 18) **A player who forfeits a match shall be ineligible to compete in any further match on that day.**
 - 19) Any substitute player must be ready to commence play at the beginning of the next Rubber in which the injured sick player is scheduled to play. If not ready to commence play, all unplayed rubbers relative to the substitute player shall be forfeited.
 - 20) A substitute player may only be allowed as long as play is continuous.
 - 21) Should a finals match be incomplete and is set down by the Committee for completion on a subsequent date, a substitute, approved by the Committee may take the place of a team member from the point at which play was suspended, provided such team member is unable to continue due to illness, accidental disablement or any good and sufficient reason.
 - 22) A substitute player who completes a match for the reasons set out in this Rule must be a financial member of the club for which he/she is a substitute.
 - 23) **Dark Out** – Dark out time shall be at the time on the fixture for the winter season. For the summer season dark out time shall be 7.30pm. where no lights are available. Any game or tie breaker that has commenced before dark out time must be completed. The dark out time cannot be extended by agreement between the captains. Where lights are available venues are to use lights from a mutually agreed time between the captains or at dark out time (whichever is earlier). In order for teams to use lights, the home team at its discretion may change the courts nominated for home play when lights are put on after an even number of games have been played in the set currently being played.
 - 24) The Home Team shall supply one can of new yellow balls approved by Tennis Australia. (see Rule 26 for list). Clubs wishing to use balls other than those approved by Tennis Australia must first obtain approval from the Peninsula Tennis Association Inc. Committee for the use of such balls.
 - 25) In finals, each team shall supply half the required number of balls **as approved by Tennis Australia and included in these rules.**

14. CONDITIONS OF PLAY – OPEN SINGLES

- 1) The starting time for competition in both Summer and Winter shall be 1.00pm on a Saturday.
- 2) A minimum of one court shall be made available for play.
- 3) Matches for the open singles format including finals shall be as follows:
 - (i) 1st Singles
 - (ii) 2nd Singles
 - (iii) Doubles.
Where both captains agree, doubles can be played first during the home and away matches and finals. Where there is disagreement, singles must be played first.
All matches to be the best of three (3) sets with a 12 point tie breaker in each set at 6 games all.
- 4) The starting time shall be written on the score sheet.
- 5) Notwithstanding Rule 13 (1), parents/guardians transporting Juniors from Saturday morning competition or Juniors playing senior competition shall be permitted to arrive no later than 1.30pm. The opposition club or senior contact (as listed on the senior fixture) must be notified prior to the scheduled starting time of a player being late. Failure to do so will result in the first set of the rubber that cannot commence to nil. Any team member delayed as a result of this rule not in attendance for more than 30 minutes after the scheduled starting time of 1.00pm shall forfeit the rubber of that player.
- 6) Players must have played four matches within the one format in the relevant competition with the club to be eligible for finals.
- 7) For players being deemed to have qualified for finals, their name must appear in the results on the **Competition Software (League Manager)** against the recorded scores. A name entered in the **Comments** Box only shall not be deemed as the player's name being officially recorded as playing that match.
- 8) **The League Manager Administrator** may enter the name of any missing player against the score and endorse in the **comments** box the score was entered by the **League Manager Administrator** and does not count as a qualifying match for finals.
- 9) When a club registers a team of more than three (3) players then all registered players, to a maximum of 4 players may play each week and in finals. All players names must be recorded on the score sheet prior to any match commencing. The score sheet cannot be altered at any time except with the consent of both captains.
- 10) Players nominated to play in the third matches (Doubles) shall be in attendance within one hour and thirty minutes of the scheduled starting time (ie. 2.30pm). Players not in attendance by 2.30pm shall forfeit the rubber in which they were scheduled to play.
- 11) Any club fielding an incomplete team shall forfeit the rubbers for which they have insufficient players.
- 12) Any person playing under an assumed name (as a person other than themselves) will be judged as committing an act of intent to deceive, and will be suspended for a period not exceeding one season (or the equivalent number of weeks) as determined by the PTA Committee, and the offending club will incur a fine of **\$200.00**.
- 13) In the event that a player is injured or a medical condition arises during the course of a rubber/set, a once only injury time period of up to a maximum of ten (10) minutes will be made available to the player to recover. The player concerned may under supervision leave the court during the period and the match is to recommence immediately at the conclusion of the injury time otherwise the rubber/set will be forfeited to the opposing player. In the event that the injured player is unable to play on for the remainder of the day then an eligible player may be used in accordance with rule 6a. If the player

completes the match that he is playing then a substitute player cannot be used to complete any of the injured players remaining matches.

- 14) **A player who forfeits a match will be ineligible to compete in any further match on that day or subsequent day if the match is postponed.**
- 15) A substitute player shall be allowed to take the place of any player who is prevented through illness, accidental disablement or any other good and sufficient reason from taking part in or continuing in a match provided that such substitute shall not take the place of any player in a rubber which has commenced or of any player who has completed a rubber.
- 16) Any substitute player must be ready to commence play at the beginning of the next Rubber in which the injured sick player is scheduled to play. If not ready to commence play, all unplayed rubbers relative to the substitute player shall be forfeited.
- 17) A substitute player may only be allowed as long as play is continuous.
- 18) Should a finals match be incomplete and is set down by the Committee for completion on a subsequent date, a substitute, approved by the Committee may take the place of a team member from the point at which play was suspended, provided such team member is unable to continue due to illness, accidental disablement or any good and sufficient reason.
- 19) A substitute player who completes a match for the reasons set out in this Rule must be a financial member of the club for which he/she is a substitute.
- 20) **Dark Out** – Dark out time shall be at the time on the fixture for the winter season. For the summer season dark out time shall be 7.30pm. where no lights are available. Any game or tie breaker that has commenced before dark out time must be completed. The dark out time cannot be extended by agreement between the captains. Where lights are available venues are to use lights from a mutually agreed time between the captains of both teams at dark out time (whichever is earlier). In order for teams to use lights, the home team at its discretion may change the courts nominated for home play when lights are put on.
- 21) The Home Team shall supply one can of new yellow balls for singles matches and two good quality yellow used balls approved by Tennis Australia (see Rule 26 for list) with a minimum requirement that the brand name be clearly visible for the doubles match.
- 22) Clubs wishing to use balls other than those used by Tennis Australia must first obtain approval from the Peninsula Tennis Association Inc. Committee for the use of such balls. In finals, each team shall supply half the required number of balls as approve by Tennis Australia and included in these rules.

15. FORFEITS.

- 1) Teams receiving forfeits shall score maximum to nil. The result shall be entered on line by 5pm on the Monday following the match. The result shall be confirmed by the forfeiting team by 5.00pm on the Wednesday following the match. If the match result is not entered by the team receiving the forfeit by 5.00pm on the Monday following the match, points will not be allocated.
- 2) A team forfeiting a match in the last three rounds of the season shall incur a fine of \$75.00
- 3) **A team forfeiting a final shall incur of fine of \$100.00**

16. EXTREME WEATHER.

a) Wet Weather

- 1) In the event that a match cannot commence or continue by reason of inclement weather, unless the Captains of both teams mutually agree to reduce or extend the time, the match shall be abandoned after the expiration of any one continuous period of delay of ninety (90) minutes after the commencement time or from the time that play was interrupted.

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- 2) The Home Club representative shall have the sole responsibility for calling off matches due to wet weather. The Home Club representative must assess the situation ensuring the safety of players. The courts (including the lines and surrounds) must be inspected to determine its suitability for play before any matches are commenced or resumed. All players must abide by the Home Club's representative's determination of the condition of the courts. When a dispute arises during a final, the Home Venue supervisor must contact the Score Recorder/Match Secretary for a ruling. The decision of the Score Recorder/Match Secretary shall be final.
- 3) This includes courts covered by ice, dew or other dangerous substance.
If a match is washed out prior to a decision being reached, points for the undecided Rubbers/Sets shall be divided equally

b) Hot Weather

- 1) If at 12 noon as broadcast on **ABC RADIO AM 774** at 12noon, predicts a Melbourne temperature of 35 degrees Celsius or above play will be abandoned and points for all will be shared. No player is required to attend the venue of the match. No score sheet shall be submitted. Teams receiving a forfeit prior to the predicted temperature of 35C or above being announced, must submit a score sheet with the intended players names and will receive maximum points to nil.

c) Smoke

- 1) The Home Club Representative must be aware of the dangers extreme conditions and take necessary steps to suspend play in the case of a significant potential risk. In the case of a specific fire alert in a particular area consideration must be given to the cancellation or suspension of play.
- 2) Points for matches not completed for this reason shall be shared.

d) Lightning

- 1) When thunderstorms threaten, the Home Club Representative responsible must assess the situation ensuring the safety of players and spectators. When an individual can see lightning and /or hear thunder, players shall be considered at risk and play must be suspended until lightning cannot be seen and thunder cannot be **heard for a period of 30 minutes after the last sighting of lightning or sound of thunder.**
- 2) The Home Club Representative must take all steps to ensure that all players and spectators where possible are inside a safe shelter during the thunderstorm.
- 3) Points for matches abandoned will be shared.

e) High Winds

- 1) Where high winds create conditions creating an unreasonable risks for players within the court enclosure or on-site spectators, play may need to be suspended by the Home Club Supervisor. These conditions may include but not be limited to court furniture or fixtures disturbed, fences damaged, items being blown onto court or players health threatened by the force of the wind.
- 2) Points for matches not completed due to the suspension of play shall be shared.

17. RESULTS.

- 1) Matches shall be decided on rubbers (if applicable) then on sets, if equal, result shall be on games.
- 2) All clubs shall retain a copy of all score sheets of matches played during the season.
- 3) Immediately after the completion of all matches whether or not a result is determined, the result score sheet as approved by the Peninsula Tennis Association Inc. Committee shall be completed and signed by the Captain of each team.
- 4) The home team/club shall ensure that each result is entered on line via the **Competition Software** system no later than 5pm on Monday following the completion of the match. All details, including all players names must be entered. If not entered by 5pm on the Monday following the match, a late score entry and incomplete score card fine of \$40.00 for each breach will apply. If the home team fails to enter the score on line by 5pm on

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the Monday following the match, the away team shall be declared the winner of the match and awarded any points that would have received in the match. The Home team shall receive no points.

- 5) Home teams shall forward the original score sheet to reach the Match Secretary or League Manager Administrator as directed by the Peninsula Tennis Association.
- 6) Points shall be awarded as follows:
 - (i) **four points** for winning the match, two points for each rubber won. Rubbers not completed, one point to each team.
 - (ii) Washouts and Heat-Out :- all points shared.
 - (iii) **Ties :- two points** for each team plus two points for each rubber.
- 7) The away team/club shall confirm each result via the **League Manager** system no later than 5.00pm on the Wednesday following the completion of the match.
- 8) In the event of a match not being commenced or being incomplete the result score sheet shall as far as practicable be completed and must include each player's name and score (if any) of each completed or incomplete rubber and state the reasons for the match not being commenced or completed.
- 9) Matches not completed shall be abandoned and points shared unless one team has an unbeatable lead.
- 10) The results of each last round home and away match shall be entered on line by the home club by 9.00pm on the day of the match. Results are to be confirmed by the away team by 9.00am on the day following the match. Failure to do so will result in the visiting team being **declared the winner of the match and awarded any points they received for the match. The Home Team shall receive no points for that match. The Home Team will incur a fine of \$40.00 for failing to enter the scores. The away team shall email the score sheet to the Competition Software Administrator within 24 hours of being requested to do so. Failure to do so will result in all points being shared.**
- 11) **The results of each finals match are to be emailed by the host club to the Match Secretary and League Manager Administrator on the day of the match as and when directed by the Peninsula Tennis Association.**
- 12) The results of each finals match shall be entered on line by the winning or leading team by 9.00pm on the day of the match. Results are to be confirmed by 9.00am on the day following the match.
- 13) **In the event of a finals match not being completed due to washout, heat out or other good reason the results of each finals match are to be emailed by the host club to the Match Secretary and Competition Software Administrator by 6pm on the day of the match or as determined by the Match Secretary. Failure to do so will incur a fine of \$20.00**

18. FINALS.

- 1) The top four teams in both an eight team Section and six team Section shall play off as follows - the team finishing first shall play the team finishing 4th. The team finishing 2nd shall play the team finishing 3rd. The two winning teams shall play off in the Grand Final. The teams finishing 1st and 2nd shall have the first final played at their home venue where practicable.
- 2) The Grand Finals shall be played at a **neutral venue** subject to the discretion of the Peninsula Tennis Association Committee.
- 3) Teams equal on points shall be separated by the percentage of rubbers for and against and if equal, then on sets and games for and against.
- 4) Finals court venues will be allocated by the Score recorder unless one Captain requests the use of the courts of the opposing team.
- 5) A neutral referee shall be appointed by the host club. A senior person from the host club must be in attendance 15 minutes prior to the commencement time and have the courts

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prepared for play, subject to the prevailing weather conditions. Failure to comply will incur a fine of **\$50.00**

- 6) Players may only play in finals of more than one section providing he/she is not tied above by matches played, or by the Grading Committee.
- 7) For an unqualified player to play in finals, the club concerned must submit to the Grading Committee a list of all available players with their playing records.
- 8) a) An emergency player can only be used when there are less than two (2) members (Singles competition) or four (4) members (Doubles competition) of the original nominated team available to play. A player that was not nominated in the original team but has played sufficient qualifying matches will be eligible to play in any finals match where all members of the nominated team are available to play.
b) An emergency player not added to the team up to Round 7, to be eligible to play finals must play a minimum of six (6) matches during the season.
c) An emergency to be used in the finals must have been nominated on the emergency list lodged by the club prior to the season commencing and graded by the Grading Committee.
d) A player not nominated on the emergency list will be ineligible to play in any finals match unless extenuating circumstances are presented in writing to the Peninsula Tennis Association Inc. Match Secretary at least seven (7) days prior to the match being played and permission is granted by the Peninsula Tennis Association Inc. General Committee.
- 9) Juniors must qualify in Senior teams to be eligible for finals.
- 10) All club courts are to be at the disposal of the Association for all finals to be arranged by the Match Secretary. Clubs with more than two courts shall have one court available for members.
- 11) In the event of a tie, one six game set with a twelve point tie breaker will apply in all finals matches to be played between the mixed pair (for mixed competition), doubles pair (for doubles competition) nominated prior to the commencement of play. Should the captain of either team not nominate a tiebreak pair then the opposing captain can nominate any two players of the opposing team not necessarily a given pair.
- 12) In the event of illness or injury to a player who has been nominated as one of the tie breaker pair, substitution is to be made by a player who has played the match.
- 13) Suitable pennants shall be presented to Premiers in each section.
- 14) If the season has not been concluded on the reserve date as shown on the fixture and Competition Planner of the scheduled Grand Final, the highest ranked remaining team shall be declared the winner.

19. PROTESTS.

Protests shall be noted by endorsing on the score sheet "PROTEST PENDING" and noted in the Match Notes Box in the on line scoring system by the team lodging the protest. Details of such protest which must be on Club letterhead and signed by the Club President or Secretary must reach the Match Secretary within three (3) days following the match. A fee of **\$20.00** is payable and must accompany the protest. The fee is returnable after the hearing of the protest at the discretion of the Peninsula Tennis Association Inc. Committee.

20. PERMITS AND CLEARANCES.

- 1) Players may play with only one affiliated club during a season. When a club approves an application for the clearance of a player during the current season, notice shall be forwarded to the Secretary of the Association, signed by the Club President or Secretary. A copy of such notification shall be sent to the Secretary of the Club to which the person is transferring.

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- 2) No clearance shall be valid until confirmed, in writing by the President or Secretary of the Association and sent to both clubs.
- 3) A player whose clearance application is not processed within 14 days or rejected by the club may appeal in writing to the Association Secretary. Such application must state the grounds of the appeal and the reason for requesting a clearance.
- 4) The Club refusing the clearance must be advised within 48 hours of the Appeal being lodged and be given the right to respond in writing of its grounds for refusing the clearance within seven days of the notification.
- 5) Such appeals must be ruled upon by the Peninsula Tennis Association Executive on the written documentation lodged by the club refusing the clearance and player within 14 days and all parties advised in writing of the decision.

21. POOL PLAYERS

- 1) A player registered as an emergency for their club shall be ineligible to nominate for participation as a Pool Player for that season.
- 2) Up to and including Round 7, to participate in using the pool, the committee of the clubs involved must give written permission on the form provided for players not nominated by their club as a registered emergency for that season to be submitted to the Score Recorder as a Pool Player.
- 3) A player whose application to be nominated as a Pool Player is not processed within 14 days or rejected by his club may appeal in writing to the Peninsula Tennis Association Secretary. Such appeals must then be ruled upon by the Executive within 14 days and all parties advised in writing of the decision.
- 4) Such appeal must be lodged before the commencement of Round 7 of the season that the player wishes to be listed as a Pool Player.
- 5) The pool player can play **four (4)** matches for any given club. If the player plays more than **four (4)** matches for any one club, that player is tied to that club for the remainder of the current season's competition. That player cannot participate in finals without first obtaining approval from the Grading Committee.
- 6) For a pool player to be eligible to apply for permission to play in finals, that player must have played a minimum of three (3) matches for that club.
- 7) Clubs using a player from the player pool may charge the player a nominal fee.
- 8) The pool player must be informed prior to playing by the club that a fee is payable.

22. TIE BREAKER (STANDARD)

The following system shall be used in a standard tie break game:

- 1) A player/pair who wins the first seven points shall win the game and set provided the lead is by two points or more. Numerical scoring shall be used throughout the tie break game.
- 2) The player whose turn it is to serve shall be the server for the first point. Thereafter each player shall serve in rotation for two points, in the same order as previously in that set until the winners of the game have been decided.
- 3) From the first point, each service shall be delivered alternatively from the right and left court, beginning from the right court.
- 4) Players shall change ends after every six points.
- 5) The tie break game shall count as one game. After the game players change ends with the player/pair who received first for the Tie Break will serve the first game of the next set.

23. MATCH TIE BREAKER

The following system shall be used in a Match Tie Break set.

- 1) A player/pair who first wins ten points shall win the set provided the lead is by two (2) points or more. Numerical scoring shall be used throughout the tiebreak set.
- 2) The player whose turn it was to serve, shall be the server for the first point. (singles). For doubles, either player of the team whose turn it is to serve may serve. Thereafter each player shall serve in rotation for two (2) points, in that set until the winner(s) of the set has been decided.
- 3) From the first point, each service shall be delivered alternatively from the right and left courts, beginning from the right court.
- 4) Players shall change ends after every six (6) points.
- 5) The tiebreak set shall count as one (1) set. The score shall be recorded on the score sheet as 7 games to 6 games as a separate set.

24. MOBILE PHONES

Mobile phones must be turned off before play commences.

25. TENNIS AUSTRALIA CODE OF CONDUCT.

- 1) All matches sanctioned by the Peninsula Tennis Association Inc. shall be played under Tennis Australia Rules. The Rules of Tennis Booklet must be available for reference.
- 2) A copy of the Tennis Australia And Member Association Events Disciplinary Policy shall be on display at all affiliated Clubs. Failure by any Club to observe this requirement shall not negate any breach of these Rules.
- 3) Any breach of this Policy shall be reported to the Peninsula Tennis Association Inc. Committee within 48 hours of the breach.
- 4) Players shall not, during any match or at any time within the precincts of the venue sanctioned fixture engage in conduct to the prejudice of the game of tennis:
- 5) **Commencement of Play.** Play must start in accordance with the Peninsula Tennis Association Inc. competition rules. Matches must follow each other without delay, in accordance with the order of play as determined in the competition rules or as agreed by both captains.
- 6) **Unreasonable Delays.** Players shall commence the match after the established warm up period. Thereafter play shall be continuous. Players shall take no longer than 90 seconds to change ends.
- 7) **Coaching.** Players shall not receive any coaching while a match is in progress. This includes any period where the player leaves the court for any reason whatsoever
- 8) **Abuse – Verbal and gestures.** Players shall not during any competition, verbally abuse any official, opponent, spectator or any other person. Players shall not use offensive or obscene language or make offensive or obscene gestures during any match.
- 9) **Physical Abuse.** Players shall not at any time physically abuse any official, opponent, spectator or other person within the precincts of a competition site. A breach of this rule will result in the immediate abandonment of the match with a report by the Duty Person and both Captains to the Peninsula Tennis Association Inc. Secretary. If one captain refuses to sign the report such refusal shall be noted by the Duty Person on the report.
- 10) Any breach of the Tennis Australia Events Disciplinary Policy shall be forwarded in writing to the Secretary of the Peninsula Tennis Association Inc. within 72 hours of the alleged incident by, in the case of a junior player, the parent or guardian of that player or in the case of an adult, by the victim.
- 11) Upon receipt of a complaint, the Secretary must cause to be forwarded a copy of the complaint to the Member Protection Officer, and the person complained against within 48 hours.
- 12) The Member Protection Officer shall then comply with clause 15.1 of the By Laws.

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- 13) If the complaint cannot be resolved, a hearing shall be fixed in accordance with the By Laws.
- 14) The Member Protection Officer shall have the power to call any relevant persons to appear before the Tribunal and give evidence.
- 15) All parties to the hearing shall be notified by ordinary pre paid mail of the place, date and time of the hearing no less than 72 hours before the date fixed for the hearing.
- 16) If the person complained against fails to attend the hearing, the tribunal may proceed to hear the complaint and impose any penalty it sees fit or it may adjourn the hearing for a period not exceeding seven (7) days and suspend the player complained against from any Peninsula Tennis Association Inc. competition or tournament until the determination of the complaint
- 17) A complaint against a minor shall not be heard unless the person is accompanied by a parent or legal guardian.
- 18) If a complaint is found proven, the Tribunal shall have the power to impose any penalty it feels appropriate. All parties and players club shall be notified in writing of the result of the hearing and any penalty imposed.

26. APPROVED TENNIS BALLS

Wilson	Slazenger
Australian Open	Championship Hydroguard
Australian Open – Grass	Hard Court
Championship	Open
Tour All Court	Wimbledon
Tour Clay	Tournament
Introductory Ball – Starter Red	Introductory Ball – stage 1 Green
Introductory Ball – Starter Orange	Introductory Ball – stage 2 Orange
Introductory Ball – Starter Green	Introductory Ball – stage 3 Red
Tecnifibre	Babolat
X One	
Court	Babolat Gold
Head	Tretorn
ATP	Pro Court
Championship	Serie +

27) OPERATION

These Rules will come into operation from the Winter 2018 season.

FINES SUMMARY

SECTION	DESCRIPTION	FINE
4 (f)	Withdrawal of team after grading	\$50
6 (d)	Fail to record emergency details on back of scoresheet and Match Notes Box	\$20
10 (5)	Fail to play 50% of matches without good and sufficient reason	\$50
12 (14), 15 (3)	Forfeit of final	\$100
12 (15), 14 (12)	Playing under assumed name – club fined	\$200
15 (2)	Forfeit in last three rounds	\$75
17 (10)	Fail to enter scores/ add emergency names against score entry last round	\$40
17 (12)	Failure to notify Match Secretary/Competition Software Administrator of non completed finals match	\$40
18 (5)	Finals host club – fail to have referee in attendance within 15 minutes of match starting or failing to prepare court for play	\$50
18	Lodging protest	\$20