

Columbia Tennis League Local Rules

League Coordinator – Sandra Grooms

Secretary – Mary Anna Scott

www.columbiatennisleague.org

GENERAL

1. STATE LEAGUE COORDINATOR (SLC).

- a. The following person has been appointed to implement and administer the South Carolina State USTA League Tennis Program.

Mary Goins
P. O. Box 386, Easley, SC 29641
864-855-0881
mggoins@charter.net

- b. The following person has been appointed to implement and administer the South Carolina State USTA Senior League Tennis Program.

Jimmy Sain
509 Jameson Drive
Piedmont, SC 29673
864-263-5419
rxtennis@charter.net

- c. LOCAL LEAGUE COORDINATOR (LLC). The following person has been appointed to implement and administer the Columbia Tennis League and to interpret the Columbia Tennis League Regulations.

Sandra Grooms
18 Hillstone Court
Columbia, SC 29212
803-781-0606
Tnschick@sc.rr.com

2. **TEAM CAPTAIN.** Each team shall appoint a team captain to handle administrative affairs and to represent the team in the Columbia Tennis League matters. It is recommended that the team captain be a playing member of the team, but he/she can be a non-playing captain. An individual can be the captain of one Adult League Team and one Senior League Team at the same level of play, or of multiple Adult League teams and/or multiple Senior League teams at different levels of play. The team captain, or an acting team captain, must be present at every match. Each team may also appoint a co-captain.

3. **ASSIGNED TEAMS.** If teams are assigned from other leagues and/or tennis associations to play in the Columbia Tennis League, those teams will have, home and away matches on the same basis as regular member teams of the Columbia Tennis League. The CTL league may assign home courts at a CTL facility for the assigned team, and the assigned team is responsible for any associated court fees.

4. **COURT FACILITIES.** Each team participating in the Columbia Tennis league must guarantee the use of three courts at one location for all CTL regularly scheduled and make-up matches that consist of five individual matches per team match. Each team must guarantee two courts for all seniors league matches, 2.5 adult, 5.0 adult, mixed doubles, and combo doubles team matches. Any approved USTA surface is permissible, including indoor and outdoor (clay or hard) surfaces. The choice of surfaces is the prerogative of the home team, and more than one surface may be used for a single team match. The home team must identify which individual matches will be played on which surfaces prior to either team turning in the line-up for that day's play. The home team is responsible to have courts available and playable at match time.

5. COACHING AND SPORTSMANSHIP

- a. No coaching will be permitted once play has begun.
- b. There are no linesmen or referees for CTL matches. Players are responsible for their own calls and should abide by "The Code". If a conflict occurs during match play over line calls that cannot be resolved, the players involved may request their captains to appoint a linesperson for the remainder of the match.
- c. Players should call score after each point to avoid confusion.
- d. Spectators may not aid players in making a line call or in determining the correct score. Spectators should not participate in the match in any way and should refrain from doing so even if asked by the players
- e. Spectators may quietly watch a match in progress. They should not sit or stand at the end of the court immediately behind the servers or receivers if it is distracting to the players. Spectators may quietly clap for points well played. It should be remembered that a well-played point should be applauded regardless of who won the point. It is poor tennis etiquette to clap for unforced errors.
- f. It is the responsibility of the team captain to control the noise and behavior of team spectators. Loud, boisterous or unsportsmanlike behavior is unacceptable. If a problem arises with a spectator, both players should ask the spectator to refrain from the offensive behavior. If the behavior persists, the team captains should be summoned to handle the situation. If necessary, a grievance should be filed.
- g. Coaches and club professionals must not interfere in discussions or negotiations between players or captains unless specifically asked by both captains for advice. Even then, it is the responsibility of the two captains, not the coach or professional, to decide on the appropriate resolution.
- h. Disputes should be settled between players as soon as they arise. All points played in good faith stand. Players should be able to resolve any dispute by themselves.

GRIEVANCE PROCEDURES

6. GRIEVANCE COMPLAINTS. Grievance complaint forms, procedures and rules are posted on the SC Tennis Association website, and are incorporated herein by reference. There are specific time limits, procedures, and rules for filing a grievance.

Grievance complaints may be filed not only for infractions of the regulations but also for failing to abide by good conduct, fair play, and good sportsmanship. Such grievances must be filed by the captain in writing and emailed or delivered to the Columbia Tennis League Coordinator prior to commencement of the next team match involving such player or team, or within 24 hours after the end of local league play, whichever occurs first. A complaint based on ineligibility may be filed at any time after learning the person is ineligible.

The CTL League Coordinator appoints the members of the CTL Grievance Committee and CTL Grievance Appeals Committee with the approval of the State League Coordinator. The CTL League Coordinator has authority to substitute or replace members of the committees named below in the case of a conflict, absence or other inability to serve.

- a. The CTL Grievance Committee is comprised of:
 - Chairperson – Bill Brannon - 787-0315 wbrannonjr@sc.rr.com
 - Colleen Freeman
 - Level Coordinator

The decisions of the CTL Grievance Committee may be appealed to the CTL Grievance Appeals Committee.

- b. The CTL Grievance Appeals Committee is comprised of:
 - Chairperson Nick Papadea 787-1349; sunnymaggie80l@aol.com
 - Nan Smith
 - Clay Busto

The decisions of the Grievance Appeals Committee are final and binding, except with regard to suspensions of individuals or teams for a period of 12 months or more.

c. Grievance Complaints concerning CTL Administration.

All grievances against the CTL administration of the USTA League Tennis Program wherein the complaint alleges that a coordinator or committee has violated National, Sectional, State or Local Regulations will be handled by the USTA Southern Section Leagues Grievance Appeals Committee. These grievances should be submitted to the SC state league coordinator.

d. Self-rate Grievance.

Self-rated players who enter the USTA League Tennis Program by misrepresenting their actual skill level are considered to have violated the standards of good conduct, fair play, and good sportsmanship, and may be subject to a grievance complaint and possible disqualification. Self-rate NTRP grievances shall come under the jurisdiction of the Southern Section Grievance Committee. These grievances should be first delivered to the CTL League Coordinator, who will forward to the SC State League Coordinator, who will forward to the Southern Section Grievance Committee Chairman.

LOCAL LEAGUE REGULATIONS

7. LOCAL LEAGUE.

A. Number of Teams. The Columbia Tennis League shall consist of a minimum of two teams in a specific level of competition or division. In order to accommodate scheduling considerations, the Columbia Tennis League may establish two or more flights within a division. Assigning teams to flights will be done as follows:

- (1) Teams desiring to play during the day will be in separate flight(s) from teams desiring to play in the evening.
- (2) If there are two or more flights within the day or night groups, the make-up of a flight will be the result of either a random selection or on the basis of geographical location, as determined by the coordinator.

B. Team.

- (1) An Adult League team in the 3.0, 3.5, 4.0, and 4.5 divisions shall consist of a minimum of eight players of the same sex eligible to compete at a specific level of competition.
- (2) An Adult League team in the 2.5 and 5.0 divisions shall consist of a minimum of five players of the same sex eligible to compete at a specific level of competition.
- (3) A Senior League team shall consist of a minimum of six players of the same sex eligible to compete at a specific level of competition.
- (4) Team members may have an individual National Tennis Rating Program (NTRP) rating below but not higher than the maximum NTRP rating of the level in which they are competing.
- (5) 50/50 RULE for CTL: Teams in the Columbia Tennis League are limited to no more than 50% of players on the roster who have an NTRP rating (whether computer-generated or self-generated) that is lower than the level of play. Exceptions to this rule are determined by the CTL League Coordinator and published in the captain letter prior to each season. Teams with more than the authorized number of players "playing up" will be required to remove one or more players from the team until the authorized number is not exceeded.

C. OUT OF AREA AND OUT OF STATE APPROVAL REQUIRED: A player may not play out of his/her Local League Area (as defined by the player's primary residence listed in USTA membership records on TennisLink), without approval from the player's local league coordinator and the approval of the local league coordinator in the area the player wishes to play. If a team desires to have on its roster players who live in another state or who live in SC but outside the Columbia Tennis League area, prior approval must be obtained as described in paragraph 3.01H(5)c of the South Carolina State USTA League Tennis Regulations. Forms to request approval are posted on the CTL website and SC Tennis Association website. A player who fails to obtain approval will be subject to sanctions, including, at a minimum, defaulting of all matches played prior to receiving approval as well as possible disqualification from further play. Sanctions may be applied to the team captain as well. A player whose primary residence is not in SC, who previously received 'out of state' approval to play in CTL, and who has played in CTL every year since that approval was granted need not reapply for approval to play in CTL in the same division (Adult and/or Senior) as played in the prior year. By contrast, a

player who lives in SC, who received 'out of area' approval to play in CTL in a prior season, and wants to play in CTL in the current league season MUST reapply.

* An exemption to this rule applies to players who reside in LATA local league area to play in CTL and players who reside in CTL local league area to play in LATA league. The CTL Coordinator and LATA Coordinator have granted automatic approval for CTL and LATA league players to play in either league and have waived the requirement that the player complete an 'out of area' form to request approval.

D. Playing on Multiple Teams.

Individuals may play on multiple teams as long as those teams compete at different levels of play. Individuals may not play on multiple teams at the same level of play, except that an individual may compete on both an Adult team and a Senior team at the same level of play. However, no accommodations will be made in the event of scheduling conflicts during the season or during championships.

E. Player Rating Entry.

(1) Players with a computer rating must play that NTRP level or higher.

(2) Players without a computer rating but who self-rated within the past year must play at that level or higher.

(3) Players who do not have a computer rating or self-rating on file in TennisLink shall self-rate in accordance with the National Tennis Rating Program (NTRP) Guidelines and complete the self-rating process on TennisLink when registering for a team. Failure to provide accurate information regarding a player's tennis history will subject the player, the captain and/or others who condoned inaccurate self-rating to sanctions and disqualification. After a player self-rates, the player must play at that NTRP level or higher; the player may self-rate at a level lower than the level at which the player intends to play.

F. Tennis Link Roster Registration.

(1) Team roster with the required minimum number of legal players for the level of play must be submitted into Tennis Link by the deadline published by the CTL Coordinator.

(2) Players may be added to a roster on Tennis Link until the deadline published by the CTL Coordinator. However, a player may not play for a team until the player has registered on the Tennis Link roster. If he/she does play a match when not on the roster, the individual match will be considered a default.

(3) The CTL Coordinator has the authority to change the dates for registering a team and/or adding players to a team.

(4) A player must have current USTA membership valid through the league season.

(5) Fees for playing in the CTL League will be collected via credit card when registering on Tennis Link, and are not refundable.

G. Match Format.

All matches will be the best of three sets with a 10 point match break played in lieu of the third set. (i.e., first team to win at least 10 points and with at least a two point margin over the opponent).

H. Team Match and Scoring.

(1) Each team match in the the Columbia Tennis League shall consist of:

(i.) 2 individual singles matches and 3 individual doubles matches for men and women in the Adult League 3.0, 3.5, 4.0, and 4.5 divisions.

(ii.) 1 individual singles match and 2 individual doubles matches for men and women in the Adult League 2.5 and 5.0 divisions.

(iii.) 3 individual doubles matches for all divisions in the Senior Leagues, Mixed League, and Combo League.

(2) The team winning the majority of the individual matches in a team match shall be awarded one team point.

I. Team Lineups.

(1) The two team captains shall exchange their team lineups in writing simultaneously, prior to the beginning of the team match but no later than the scheduled start time of the match. No substitution may be made in an individual match after the lineup has been presented, except for injury to, illness of, disqualification or no-show of a player. The 15 minute default time is in effect. In the event of illness,

injury, disqualification, or no-show of a player prior to the start of an individual match (once the lineup as 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 lineup. If no substitution can be made, the affected position will be defaulted.

(2) Starting Match Play. All individual matches will begin (i.e., the first serve will be made) within fifteen minutes of the scheduled start time. All warm-ups, including service warm-ups, should be concluded prior to fifteen minutes after the scheduled start time. (Exception: All players will be allowed a five-minute warm-up even if this means starting the match after the mandatory start time.)

(3) A default occurs when a team captain cannot field all positions for a team match.

Defaults must be given "from the bottom" except as provided for in paragraph I. (1) above.

Singles. The No. 2 singles must be defaulted before the No. 1 singles may be defaulted.

Doubles. The No. 3 doubles must be defaulted before the No. 2 doubles, and the No. 2 doubles must be defaulted before the No. 1 doubles may be defaulted.

(4) To receive a win by default, the non-defaulting player or players must be present on court, ready to play; however, if a team captain advises his/her opponent in advance of the default, he/she, in effect, waives the requirement for the non-defaulting player(s) to be present in order to receive the default.

(5) If a captain is advised prior to the match that the opponent must default one or more positions and that captain knows that he/she would also have had to default a position, it is incumbent upon that captain to demonstrate good sportsmanship and declare a double default rather than to accept the win.

(6) If a team defaults an individual match during or prior to the line-up exchange, and inclement weather forces the match to be postponed before a point is played in any individual match, then the default is cancelled.

(7) If both teams default the same position, neither team will receive a win and the scorecard will indicate a double default.

8) Each team will be allowed an average of one individual match default per team match. For example, if a team has 7 matches on the schedule, they will be allowed no more than 7 individual match defaults for the season. If a team exceeds the allowed number of individual defaults or if the team defaults one entire match (i.e. a team defaults in one team match the number of courts that would determine the winner of the overall team match), the league will file a grievance against that team. The grievance committee shall determine what appropriate action should be taken which may include forfeiture of all matches and/or disqualification from the next season. A captain has the right to appeal.

J. Entry of Match Scores into Tennis Link.

(1) Match scores are to be entered into TennisLink within 48 hours of the end of the match. While either team may enter the score, it is recommended that the captain or co-captain of the winning team enter the score.

(i) If match scores are not entered into TennisLink within 48 hours, a team will receive a warning. Any additional occurrences of not entering the score within 48 hours of match completion will result in the match being excluded when determining the division/flight standings.

(ii) The captain of the losing team (or the team not entering the results in TennisLink) will verify that the scores have been entered correctly. The verifying captain will either confirm, through TennisLink, that the match score as reported is accurate, or will dispute the score if he/she believes an error has been made and that the reported score is incorrect. If disputed, the captain is to notify the level coordinator by email of the basis for the dispute.

(iii) The verification of the match score must be completed within 48 hours of the score being entered into TennisLink. After 48 hours, the reported score will be assumed to be correct, and there will be no opportunity to correct a score even if it is wrong.

(iv) It is strongly recommended that the two captains compare notes and confirm scores at the end of the match in order to decrease the probability of an erroneous score being entered into TennisLink.

K. Inclement Weather

(1) Inclement Weather During Regular Season.

(a) It is the responsibility of the home team captain to determine whether weather conditions warrant the postponement of a regular season team match. If teams have assembled and have started play or are waiting to start play, they should be prepared to wait one hour to determine if the courts are playable. It is recommended the home team captain consult with the visiting team captain prior to making the "play/no play" decision, especially if match play has already begun.

(b) If match play has not begun (i.e., no individual match has started), the team captains will decide, within 48 hours, on a mutually agreeable make-up date and inform the level coordinator by email. This

make-up date must be within two weeks of the scheduled date of the postponed match. If the two captains cannot mutually agree on a make-up date, the level coordinator will establish the make-up date and time. Team lineups on the make-up day do not have to be the same as they were on the day of the postponement even if the lineups had already been exchanged, and any defaults given during or prior to the line-up exchange are cancelled.

(c) If match play has begun (i.e., at least one point played in one individual match), completed matches will stand as played, incomplete matches must be resumed by the same players at the exact set, game and point score as when play was halted, and matches not started may change the players listed on the line-up. Defaults given prior or during the line-up exchange will stand. The incomplete matches or unstarted matches do not have to be played at the same time and date, but can be arranged by the individuals involved in each of the individual matches. The decision when individual matches will be resumed must be made within 48 hours and the level coordinator must be notified by email. All make-up matches must be played within two weeks. The level coordinator will establish the make-up date and time if the players cannot agree or if the matches have not been reported on Tennis Link within two weeks.

L. Team Standings.

Team standings at the end of the regular season shall be in the order of the number of team points won, i.e., the winner of each flight competition shall be the team with the most team points at the end of the season, etc. In the event that two or more teams in a flight have the same number of team points at the end of the season, the tie shall be broken in the following manner:

- (i) Winner of the most individual matches during the season.
- (ii) Team with the fewest sets lost during the season.
- (iii) Team with the fewest games lost during the season.
- (iv) Winner of head-to-head match.
- (v) Toss of coin by Coordinator.

M. CTL City Championship Format.

(1) Single Flight for level of play.

There are no CTL championship playoffs when there is a single flight for the level of play. The flight winner is the CTL city champion.

(2) Two Flights for level of play.

There will be a CTL city playoff as follows:

First Round: Flight 1 Winner vs. Flight 2 Runner-up. Flight 2 Winner vs. Flight 1 Runner-up. Second Round: Winner v Winner from first round matches play to determine CTL City Champion. For spring leagues, the losers of the first round matches will play each other for 3rd and 4th place.

(3) Three or More Flights for a level of play.

(a) When there are 3 or more flights for a level of play, the flight winners and flight runner-up teams will be ranked for city playoffs seeding format competition in order of flight winners first and then flight runner-ups.

(b) When the flights do not contain the same number of teams, the teams will be ranked by best season records, based first on number of team matches lost. Rankings and ties will then be broken by calculating winning percentage of individual matches played, sets lost and then games lost.

By way of example, a team with 7-0 record and a team with 6-0 record would be tied on team matches lost and tie would be broken by calculating best winning percentage of individual matches played.

(3) The format will be single elimination. For spring league, CTL will play off to determine a CTL Winner, Runner-up, 3rd and 4th place team.

N. SCHEDULING ACCOMODATION of CTL local league matches for CTL teams advancing to State, Sectional or National Championships.

Should a CTL team progress to the State, Sectional or National Championship playoffs, that conflicts with a CTL local league match, team captains shall make accommodations in CTL local league team match play upon request of the team advancing to championships with notification to the level coordinator. Rescheduling procedure should follow the inclement weather guidelines and the team captains must notify the level coordinator of agreements.

8. AREA, SECTIONAL, AND NATIONAL LEAGUE CHAMPIONSHIPS.

Eligibility. Players need not have participated in any minimum number of matches to play in CTL city play-off competition. By contrast, players must have participated in at least **two** league matches,

including play-off matches and retirements, in order to participate in the state or sectional level championships. **One** of these matches can be a default received, but defaults given do not count towards meeting this requirement. In order for a player to participate in the National Championships, he/she must have played (does not include defaults received or defaults given, but does include retirements) in at least **three** matches, including the state and sectional championships.

9. LEAGUE NTRP DISQUALIFICATION AND APPEAL PROCEDURES

(A) Local League NTRP Disqualification. Any player that reaches the NTRP disqualification level three times shall be disqualified and will not progress to championship competition at that level of play. These players will be immediately notified and have the right to appeal in accordance with procedures in 3.04B(1) of the USTA League Tennis Regulations.

(B) NTRP Appeal Procedures.

If the player or the team captain of a player disqualified in the local league desires to appeal the NTRP disqualification, he/she must file an appeal, in writing, to the Southern Tennis Association within 48 hours of notification of the disqualification.

(C) Scoring Procedures

Local. If a self-rated player is disqualified and an appeal is either not requested or not granted, all matches played by that individual at the level from which he/she was disqualified shall be considered losses and scored 6-0, 6-0. If a computer-rated player is disqualified for that particular level of play, the player is immediately promoted from that level but no matches will be reversed.