

CAPE TOWN TENNIS

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CAPE TOWN TENNIS

To be updated upon receipt of list

Registered Coaches LIST OF TSA LICENSED COACHES BY PROVINCE AUGUST 2016
KEY TO THE MEANING OF QUALIFICATIONS FROM HIGHEST TO LOWEST

PRO = PROFESSIONAL COACH

ADV INS = ADVANCED INSTRUCTOR

INS = TENNIS INSTRUCTOR PRE 2008 TRAINED

**# = QUALIFICATION ACHIEVED IN ACCORDANCE WITH SYLLABUS AND
CONDITIONS APPROVED BY THE INTERNATIONAL TENNIS FEDERATION**

The P & S Trainers may only instruct learners/pupils in Play & Stay methodology using the Red, Orange & Green Play & Stay balls.

The P & S Trainers are not entitled to conduct tennis coaching using the regular tennis ball without first obtaining a TSA Level 1 Instructor's qualification and registering with TSA

CAPE TOWN TENNIS

ADMINISTRATION RULES

Affiliation / Registration

1. Every club participating in the WPT leagues must affiliate to WPT
2. Every affiliated club is obliged to register **ALL** its members with WPT

Registration Categories

CTT applies two categories of member registration :

1. Social Member (does not play competitive tennis under the auspices of CTT/TSA)
2. League Member (plays competitive tennis under the auspices of CTT/TSA)
3. **Junior status ie younger than 18 years in the year of registration**

Duplicate Registration

1. A person may be registered through more than one club (Social and/or League).
2. Any limitations on concurrent registration at more than one WPT club as a League Member are determined by the League rules.
3. The applicable registration fees are payable by all clubs who register that individual.

Affiliation / Registration Process

1. CTT's membership year runs from 1 September each year.
2. Each affiliated club is obliged to submit its member data in bulk to CTT by 30 Sep.
3. CTT will invoice the clubs based on the bulk member data received.
4. The bulk invoiced registration fees are payable by 31 October.
5. Thereafter any new members joining the club must be registered individually with CTT.
6. See League Rules pertaining to the required timing of individual registrations.
7. Clubs registering Individuals with CTT after the bulk registration process will be invoiced when these registrations are submitted.

CTT will not refund any registration fees it has received from clubs. Clubs are responsible for ensuring that they collect the fees payable by their members to CTT.

CTT Council Meetings

CTT Council meets three times a year :

(1) mid year AGM, (2) before Sep League, (3) before Feb League

1. Clubs are obliged to send a representative to each CTT Council meeting
2. A Club may be fined R 300 for not having a representative at a CTT Council meeting.

RULES FOR LEAGUE COMPETITIONS

1. GENERAL

- 1.1. Definitions.
- 1.2. General.
- 1.3. Registration.
- 1.4. Penalties.
- 1.5. Disputes/Objections.

2. LEAGUE COMPETITION FORMAT

- 2.1. General.
- 2.2. Mens singles
- 2.3. Ladies singles
- 2.4. Mixed.
- 2.5. Doubles
- 2.6. Knockout Competition

3. PLACING-PROMOTION-RELEGATION PROCEDURES

- 3.1. Placing.
- 3.2. Promotion/Relegation.
- 3.3. General.

4. MATCH PLAY RULES

- 4.1. General.
- 4.2. Reversions.
- 4.3. Scoring.
- 4.4. Incomplete Fixtures/Matches. Defaults.
- 4.5. Regulations for the tie-break.
- 4.6. Courts.
- 4.7. 11-Game set

Annexure A - Fees/Fines.

1. GENERAL RULES

1.1. DEFINITIONS

EXCOM: CTT Executive Committee.

LCOM : CTT League Committee.

Competition: A competition may consist a number of leagues. Currently there are seven competitions; MEN'S SINGLES, MENS DOUBLES, LADIES SINGLES, LADIES DOUBLES, MIXED, WINTER and VETERANS MEN'S

League: A section grade of playing strength in a competition, eg., 1st, 2nd, etc.

Section: A group of teams that compete against each other. There may be more than one section in a league eg., 2A, 2B. Sections A,B in a league are considered to be of the same average strength.

Member (League): A person registered as a league player with CTT

Adult: A person 18 years or older on the 1st of January of the season

Season: The period during which Competitions are organised from 1st September to 31st August the following year

Clearance Certificate: Notification that a player has no outstanding financial obligations to an affiliated club.

Ranked: Placed in order of strength.

Reversion: A player moved down from a higher to a lower league section

Higher: (Team, Player, League) - Stronger playing strength.

Lower: (Team, Player, League) - Weaker playing strength.

Match: A contest between singles or doubles players usually the best of three sets.

Fixture: A contest in a league competition set for a particular day consisting of a number of matches between two teams.

Default: The opposing club cannot field a team and the fixture is not played.

Conceded: The opponent forfeits a match due to injury or other event having commenced playing.

Walkover: The opponent does not arrive to play within the allotted time.

BYE team: A team not scheduled to play at a time when other teams are playing.

Penalty: Points deducted, Match results adjusted, fines imposed, expulsion or any action deemed appropriate by LCOM.

PROVINCIAL DUTY: A person selected by CTT to attend a specific event. The person did not apply on his/her own volition and is not employed or remunerated by CTT for that task. The person is selected for a unique ability or skill that is a significant benefit to the province or playing team.

CTT (Cape Town Tennis) the EXECUTIVE or APPOINTED COMMITTEE thereof

1.2. GENERAL

- 1.2.1. The EXCO shall organise, control, regulate and arrange the dates for the playing of all competitions, fixtures and tournaments via the League Committee (LCOM).
- 1.2.1.1 The application for the rules is by self-regulation. That is to say that they participants are honour-bound by the rules of the competition. The role of LCOM is that of a referee: it will respond to objections, queries and obvious disregard of the rules herein. It may at its own discretion review matches.
- 1.2.1.2 The objective is to maintain fair and even competition between teams and individuals.
- 1.2.1.3 The home club and individuals that hold official status such as captains and chairpersons should make effort to provide leadership and a spirit of good sportsmanship. They must also apply the rules as listed in this manual.
- 1.2.1.4 Spectators or parents (non players) may not coach or advise a player by direct communication during the course of a scheduled match
- 1.2.2. All competitions, fixtures and tournaments under the auspices of CTT shall be played under the rules of the Tennis South Africa (TSA).
- 1.2.3. All monetary fees and fines, are contained in Annexure A.

1.3. REGISTRATION

- 1.3.1 Clubs may only select a player for a league team who is registered by that club with CTT as a paid-up Member, unless it is an emergency situation (see 1.3.3 below).
- 1.3.2 Should a club wish register a player for League once league has commenced it will require 7 days notice to LCOM and during that time all CTT registration requirements must be completed.
- 1.3.3 Emergency registration: A club may apply to LCOM for immediate registration giving sensible reason whereupon it may be allowed. A penalty fine may be imposed.
- 1.3.4 A player may transfer to another club between Competitions provided he/she is registered by the new club and the former club provides a Clearance Certificate before the player participates in the next competition.

1.4. PENALTIES

NOTE: LCOM on good cause shown, shall have the power to waive the imposition of fines/penalties or alternatively apply a more appropriate penalty

Penalties and/or fines will be levied against clubs as follows:

- 1.4.1. A club **failing to fulfil a fixture** shall pay to CTT a fine as determined by the LCOM within one week of the date set down for such fixture. A ten point penalty will also be incurred by the defaulting Club. A point penalty may be applied to the team(s) below the defaulting team as well if the LCOM is of the opinion that these team(s) benefited from the situation. Until

such fine has been paid, such Club shall not be permitted to continue to play in any of the competitions of CTT.

1.4.2. Should a Club **withdraw a team** or teams from any league after submission of their entry, that Club shall be fined as determined by the LCOM. A fine for late submission of teams may also be levied. There is no refund of entry fee. The withdrawn team is no longer part of the league competition and will not be relegated to the next lowest league. All scores will be removed from the league schedule. Should another team be re-entered the it will join the league at the lowest league level. There are no default points awarded to the opposition teams.

1.4.2.1 Should a club team default three scheduled matches or more in a league then the team will be defaulted from that league. All scores recorded in the played matches a will be erased from the participating teams. No default points will be awarded to the opposition team. The team will be relegated to the next lowest league at the end of the season.

1.4.2.2 Should the default be by a higher team of the club in the league, then the default club must submit a bye team for the remaining rounds of the league with the players that would normally play for that team. Should a club wish to enter another team in the next season competition the team will be placed in the lowest league.

1.4.3. A club **fielding a non-registered player** (see 1.3) shall invoke a penalty of five points per player so not registered when playing in a fixture. In addition when unregistered players participate in any fixture the non-defaulting club shall be credited with full points for the individual matches so played.

1.4.4. A club **not applying the reversion rules** as set out in 4.2 shall, if it is a technical violation, be fined as determined by the LCOM. Should the reversion not comply with 4.2.1. a penalty for each illegal player will be imposed and the opposing club credited with the match.

1.4.5. A team may be penalised 5 points for each **player not reporting for play** in a league fixture. The penalty may be applied to the team(s) below if LCOM is of opinion that a reversion rule has been transgressed and/or the lower team benefited from the situation.

1.4.6. A club found to **transgress any rules** not specifically covered by clauses 1.4.1 to 1.4.5 above shall be penalised 5 points per player per incident. The club shall also be fined as determined annually by CTT in a Council meeting.

1.5. DISPUTES/OBJECTIONS

1.5.1. All disputes arising out of competitions, fixtures and tournaments and inconsistencies in the rules shall be resolved by the LCOM. A club may appeal to the EXCOM against a LCOM ruling provided it is in writing and submitted with reasons not more than 7 days after the LCOM decision.

1.5.1.1 EXCOM will rule within 14 days of receipt of an appeal.

1.5.2. Any club wishing to lodge a complaint regarding the selection or any other act of an opposing team or conditions of play, shall do so in writing, and this complaint must reach the League Secretary within fourteen days of the day of the fixture. The LCOM shall rule on the matter within fourteen days from the date of having received the complaint. Representations from the opposing team may be called for.

1.5.3. The LCOM will at its sole discretion rule on all matters not specifically prescribed in these regulations.

1.6 INCONSISTENCIES or CONFLICT with LCOM ruling

- 1.6.1 Notwithstanding a ruling by LCOM, a club may not act in a manner that will conflict with other rules. eg. A team may be granted postponement of a fixture, however this may conflict with 4.1.5 that does not allow lower teams to play on the same day. LCOM is not obliged to advise clubs of possible inconsistencies arising from the ruling. Failure to comply will incur a penalty as determined by LCOM on one or all of the teams.

2. LEAGUE COMPETITION FORMAT

2.1. GENERAL

2.1.1. CTT will conduct the following competitions provided there are sufficient entries:

Men's League Singles and Doubles Competitions
Ladies' League Singles and Doubles Competitions
Mixed Doubles League Competition.
Winter League Competition
Veterans League Competition.
Knockout Competition

2.1.2. Notwithstanding any rule to the contrary the LCOM shall have the right to increase or decrease the number of teams in a section of a Competition as it may consider advisable.

2.1.3. A player may play in more than one competition (for the same club) provided that the fixtures are not scheduled at the same time.

2.1.4. The team that scores the highest number of points shall be the winner of its league section.

2.1.5. Should any Club have more than one team in the same league section such teams shall be scheduled to meet each other during the first half of the competition, where possible.

2.2. THE MEN'S SINGLES LEAGUE COMPETITION

2.2.1. The competition shall be arranged as follows:

Premier, 1st and lower leagues sufficient so as to accommodate teams entered for the competition.

Each section shall consist of 8 teams unless altered by the LCOM. The teams in these sections will play against each other on a round-robin basis. Clubs will be limited to a maximum of 1 team each in the premier and two in the 1st and 2nd leagues.

2.2.2 The winner of the Premier League will be the team with the highest cumulative score

2.2.3. Teams in the Men's Singles League shall consist of 4 singles players ranked in descending order of strength ABCD. A fixture will consist of 4 singles matches and 2 doubles matches. The best doubles couple will contain the A player and will play the opposition best couple. The C,D singles players will play first followed by the A,B singles, followed by the doubles combinations.

2.2.3.1 In Premier, 1st and 2nd leagues the default format singles match will be the best of 3 tie-breaker sets unless an alternative format is agreed by both captains: a) the third set becomes a tie-breaker only or b) an 11 game set is chosen. See 2.2.4. The doubles 3rd set default is a 10 point Tie break

2.2.3.2 In 3rd league and down the default format for all matches will be two tie-break sets. If set all then a 10 point tie-break will be played to determine the winner of that match. The tie-break shall count as a set when scoring. Providing both captains agree before the start of the match a full tie-breaker third set may be played instead of a tie-breaker game. Alternatively an 11 game set may be played. See 2.2.4

2.2.4 ALTERNATE MATCH FORMATS. The following formats may be adopted to shorten the fixture if agreed by both captains. If there is no agreement the rules remain as stated as above.

2.2.4.1 All leagues. Each match becomes one 11-game set. The set counts as 2 points (equivalent to two sets). See section 4.7 Regulations for the 11 game set.

2.3. THE LADIES SINGLES LEAGUE COMPETITION

2.3.1. The Competition shall be arranged as follows:-

Premier, 1st and lower leagues sufficient so as to accommodate teams entered for the competition.

2.3.2. Each section shall consist of 8 teams unless altered by the LCOM. The teams in these sections will play against each other on a round-robin basis. Clubs will be limited to a maximum of 1 team each in the premier and two in the 1st and 2nd leagues.

2.3.3 The winner of the Premier League will be the team with the highest cumulative score

2.3.4. Teams shall consist of 4 singles players ranked in descending order of strength ABCD. A fixture will consist of 4 singles matches and 2 doubles matches. The best doubles couple will contain the A player and will play the opposition best couple. The C,D singles players will play first followed by the A,B singles, followed by the doubles combinations. Each match will be the best of 3 tie-breaker sets. See 2.3.5 for alternate formats.

2.3.4.1 In Premier and 1st leagues the default singles match format will be the best of 3 tie-breaker sets unless an alternative format is agreed by both captains: a) the third set becomes a tie-breaker only or b) an 11 game set is chosen. See 2.3.5. The doubles 3rd set default is a 10 point Tie break

2.3.4.2 In 2nd league and down the default format for all matches will be two tie-break sets. If set all then a 10 point tie-break will be played to determine the winner of that match. The tie-break shall count as a set when scoring. Providing both captains agree before the start of the match a full tie-breaker third set may be played instead of a tie-breaker game. Alternatively an 11 game set may be played. See 2.3.5

2.3.5 ALTERNATE MATCH FORMATS. The following formats may be adopted to shorten the fixture if agreed by both captains. If there is no agreement the rules remain as stated as above.

2.3.5.1 Premier and 1st league. The third set becomes only a 10-point tie-break. The tie-break will count as a set (1 point).

2.3.5.2 All leagues. Each match becomes one 11-game set. The set counts as 2 points (equivalent to two sets). See section 4.7 Regulations for the 11 game set.

2.4. THE MIXED LEAGUE COMPETITION

2.4.1. The Competition shall be arranged as follows:

Grand Challenge: Premier League comprising 1 section
1st League comprising 1 section
2nd League & lower 2 sections, etc.

Each section shall consist of 8 teams unless altered by the LCOM. The teams in these sections will play against each other on a round-robin basis. Clubs will be limited to a maximum of 1 team each in the premier and two in the 1st and 2nd leagues excepting a 3.2.4 situation.

2.4.2 *TEAM FORMAT*: All Teams in Mixed League shall consist of 2 men's doubles couples A & B, and 2 ladies' doubles couples A & B. The Men's and Ladies' B couples shall commence play first, followed by the A couples. Thereafter the players of each team shall form 4 mixed doubles couples, A,B,C & D who shall play against the opposing corresponding doubles couples.

For this purpose the A men's couple shall combine with the A ladies' couples and shall play, in order of merit, as either A or B mixed doubles couples. The B men's couple shall combine with the B ladies' couple and shall play in order of merit as either C or D mixed doubles couples.

2.4.3 *MATCH FORMAT*: Each match will consist of two tie-breaker sets. If the score is one-set all then a single 10-point tie-breaker game will be played to determine the winner. The tie-breaker game shall count as a set when scoring. Providing both captains agree before the start of the match a full tie-breaker set may be played instead of a tie-breaker game.

2.4.4 *ALTERNATE MATCH FORMATS*. The following formats may be adopted if agreed by both captains. If there is no agreement the rules remain as stated as above.

2.4.4.1 The third set becomes full tie-break set

2.4.4.2 All leagues. Each match becomes one 11-game set. The set counts as 2 points (equivalent to two sets). See section 4.7 Regulations for the 11 game set.

2.5. MENS, LADIES AND VETERANS DOUBLES LEAGUE COMPETITION

2.5.1 The age limit/s will be set by LCOM.

2.5.2 Each competition will consist of as many league sections as required. Each section shall preferably consist of 8 teams.

2.5.3. A team shall consist of two doubles couples.

2.5.4. A fixture will consist of 4 matches between the two teams A & B (couples 1 & 2) as follows: A1 vs B1, A2 vs B2, A1 vs B2, B1 vs A2

2.5.5. Each match will consist of 2 tie-breaker sets plus a 10 point tie-breaker (default format) or as agreed by captains. The tie-break counts as one point. See alternative formats 2.5.7

2.5.6. Veteran players must be 50 years or older at the commencement of the relevant competition.

2.5.7. *ALTERNATE MATCH FORMATS*. The following formats may be adopted if agreed by both captains. If there is no agreement the rules remain as stated as above.

2.5.7.1 The third set becomes full tie-break set.

2.5.7.2 Each match becomes one 11-game set. The set counts as 2 points (equivalent to two sets). See section 4.8 Regulations for the 11 game set.

2.6 8-TEAM KNOCKOUT COMPETITION

- 2.6.1 An additional tournament may be offered after the completion of the round robins.
- 2.6.2 Providing sufficient response is obtained a knock out tournament will be arranged.
- 2.6.3 The default format will be 8 teams grouped from the bottom four teams of a league and the top four teams of the league below that playing off in a 3 round knock out.
- 2.6.4 The seeding in the first round of 8 will be the highest team playing the lowest followed by the next highest against the next lowest etc in that order.
- 2.6.5 Clubs will be invited and have the option of participating in the event. There is no additional charge.
- 2.6.6 LCOM will organise the event according to the entries received.

3. PLACING/PROMOTION/RELEGATION

3.1. PLACING

The LCOM shall have the right to place a team in any league provided that it is satisfied that the team is of suitable playing strength, that it fits into the league structure and that the placement will be of benefit to the Western Province tennis community.

3.2. PROMOTION/RELEGATION

3.2.1. MENS, LADIES, MIXED, VETERANS, SINGLES AND DOUBLES LEAGUE

3.2.2. At the end of the competition the lowest scoring two teams in each section will replace by the highest scoring two teams from the league below.

3.2.2.1 In Mixed league only the winning teams from 2A and 2B sections will be promoted to 1st league displacing the lowest two 1st league teams

3.2.3 Should a team eligible for promotion not be able to accept, the highest scoring relegation team will remain in its section and not be displaced.

3.2.3.1 A vacancy in a league section is deemed be the lowest position in the section. It may be filled by the relevant promoted team or other team as determined by LCOM.

3.2.4 B-TEAM PROMOTION In certain circumstances a club may have two teams in premier league ie the A & B teams.

3.2.4.1 In order for a club B team to be eligible for Premier it must (a) win the league below (r-up is not sufficient) (b) If there is already another club B team in Premier then there will be a playoff between those two teams unless the other B team is one of the bottom two whereupon the promotion is automatic (c) if there is no other B team in Premier then its promotion is part of the normal 2-up-2-down movement.

3.2.4.2 There will always be two lowest Premier teams displaced by two teams from 1st league. They may be a winner B team and the next eligible A team.

3.2.4.3 There could be 3 teams displaced if the winner B team displaces another B team higher than the two bottom premier teams because the next two eligible A will teams displace the 2 lowest premier teams. The order of promotion-relegation is: Winner B team (#1) displaces other B team, next available A team (#2) displaces lowest premier team, next available A team (#3) displaces 2nd lowest premier team.

3.3. GENERAL

3.3.1. All promotion/relegation matches as well as play-offs in all sections shall be played and completed immediately after the completion of the relevant competition, or as determined by the LCOM. In respect of a challenge for promotion the challenging team must win the fixture in order to displace the defending team.

- 3.3.2. 48 hours before the commencement of Promotion/Relegation matches, or play-offs for top positions in the leagues, Clubs shall inform the Secretary or LCOM of the names of the players, in order of merit, participating in these matches. If required, the names of these players will be furnished to the Press in alphabetical order.
- 3.3.3. No player may take part, save at the discretion of the LCOM, in a promotion/relegation fixture, or a play-off for the top or bottom position of a league unless he has played in at least three fixtures in that or a lower league in the same competition during that season. Should a Club, however, not have sufficient players available who have played in the required number of fixtures, then the LCOM may authorise the Club to play such other players who would, in the opinion of the LCOM, normally play in that or a lower league.
- 3.3.4. Should a team eligible for promotion not be promoted (for whatever reason) then the relegated team with the highest point score in the league which would have been displaced will remain in the section in which it played, leaving one less vacancy
- 3.3.5. Should a team eligible for promotion, or challenge for promotion, be unable to accept the offer, the highest scoring relegation team will remain in its original section
- 3.3.6. **RESTRUCTURE.** If it is necessary to decrease or increase the number of teams in a section the teams will be moved up or down from their sections in ladder order at the end of the last competition after promotion/relegation is applied. Promoted teams replace the demoted teams and will be moved in that ladder order thereafter..
- 3.3.7. If a vacancy should arise in a league, then the replacement will be at the at the discretion of the League Committee
- 3.3.8 *TIED TEAMS IN A SECTION*

If two teams tie at the end of a round or season with equal points the procedure for ranking them will be based on three criteria of serial importance. First, the number of fixtures won, if still tied, the number of points scored against, if still tied, the result of the fixture between the two. This failing the LCOM will rule on the decision.

TIED TEAMS IN A PLAYOFF

The team with the least games scored against wins the fixture. This failing the LCOM will rule on the decision.

4. MATCH PLAY RULES AND REGULATIONS

4.1. GENERAL

- 4.1.1. TIME. Any player failing to play at the time fixed by the LCOM, shall forfeit the match. Notwithstanding this regulation, the LCOM may, on good cause shown, allow the match to be subsequently played at a time fixed by the LCOM.
- 4.1.2. BYES: Should a higher team or teams of a Club not be set down to play on a particular day, then the names of those who would have played in such team or teams, must be furnished to the Secretary in writing, along with the results of that day. It is not necessary to submit the names if no teams play on a particular day.
- 4.1.3. BYES: only players that comply with the reversion rules may be placed in a bye team.
- 4.1.3.1 BYES: The named person must have played at least once for the bye team or other team in the same competition that complies with reversionary rule 4.2.2. If the person has not yet played in the competition the he/she must play in the next round for the same team or other team in the same competition that complies with reversion rule 4.2.2.
- 4.1.3.1.1 BYES: At the last round of the season, the nominated player must have played at least once for the bye team or in the same competition within the reversion rule 4.2.2
- 4.1.3.2 From the 4th round onwards the bye player must have played twice for that team or another providing reversion rules are followed.
- 4.1.3.3 A bye placing is not a 'played' match.
- 4.1.3.4 A player may play in more than one competition providing the fixtures are not played in the same round.
- 4.1.3.5 RESTRICTION on movement between competitions (1): A player may only play in the last two rounds of a league section if he/she has played the majority of his/her matches in that competition during the season. Should the matches be equal then he/she may play in either but must remain in the same competition for the last two rounds. Note that the main purpose of the above rule is to avoid "stacking" of teams either to protect them or to enhance them at the end of the season.
- 4.1.3.5.1 RESTRICTION on movement between competitions (2): A club has a bye team in competition 'A' but has a match in competition 'B'. It is a temptation to fill the bye team with other players and place the regular bye team players in competition 'B'. Two criteria must be considered: Bye Team 'A' must first be filled with its regular players, secondly, the players that move from 'A' must not be stronger than the regular team players in competition 'B'.
- 4.1.3.5.2 Should there be a surplus of players in a particular competition caused by the above rules then the extra players may be used in another competition on condition that all the aforementioned competition teams are properly filled with players in proper order (the surplus players being the weakest). None of the surplus players may be used to complete a bye team in the other competition. The players must be equivalent strength or weaker than the nominal strength of the league. See 4.2.5
- 4.1.4. DEFAULT. Any Club team, entered for a competition, failing to play on the date fixed by the LCOM shall forfeit the fixture. Any player representing his Club failing to play at the time and on the date fixed by the LCOM, shall forfeit the match. Notwithstanding these regulations, the

LCOM may, on good cause shown, allow the fixture or match to be subsequently played at a time and venue fixed by the LCOM.

4.1.5. POSTPONEMENT. No Club may cancel or postpone a fixture in a higher league and, on the same day, play a fixture/s in a lower league/s. In such cases, the LCOM may allow the fixture/s played to stand, order it/them to be replayed or award the point/s to the opposing team/s.

4.1.5.1 POSTPONEMENT. No amendment to the date of a fixture in a current league schedule will be allowed without written approval of LCOM. (Except incomplete matches as per 4.4.3.2). The written request must reach LCOM at least 7 days prior to the fixture with sensible motivation. Failure to observe this process may incur a penalty of 10 points. The club may also incur penalties related to any other rule that is transgressed.

4.1.5.2 POSTPONEMENT. The schedule date of a postponed match is the date that it is played and the rules pertaining to restrictions on player selection (eg 4.1.3 et al) apply to that day and round.

4.1.5.3 POSTPONEMENT: PROVINCIAL DUTY:

A club may request postponement of a league match if 50% or more players of the team are not available to play, having been selected for Provincial or National duty on the scheduled day of the fixture. Each person must currently be playing league for the club and a regular member of the affected team. The relief will be given only for a specific fixture. Written notice must be given to LCOM a minimum of 7 days before the scheduled fixture stating the specific players' names, proof of provincial selection, the provincial event that gave rise to the request and the composition of the team. LCOM will at all times have discretion and may refuse postponement of one or more scheduled matches in this context.

4.1.6. START FIXTURE. Before commencement of a fixture, the names of the players and/or couples in a team, in order of strength, and the couplings of singles players for doubles matches, also in order of strength, shall be handed to the captain of the opposing team.

4.1.7. START MATCH. Players who are scheduled first must be available to play at the prescribed time. If play has not commenced within 15 minutes the player causing the delay will forfeit the match. Where forfeiture occurs, the match scheduled to follow must be commenced within thirty minutes of such forfeiture being declared. Other than when a forfeiture has been declared players must be ready to take the court directly after the previous match, otherwise they shall forfeit the match. No knock-up shall exceed five minutes.

4.1.8. LATE START: The LCOM shall have the right to penalise a Club with a maximum of five points per contravention per League, should a team not be ready to commence a match at the stipulated commencement time. Opposing teams may draw such delays to the attention of the LCOM by letter or by detailing delays on the score sheet.

4.1.9. Saturday League fixtures shall all commence at 13h15. No new set will commence after 18h30 unless it is with the full agreement of both captains. Points for unfinished fixtures will be awarded as per rules. (See 4.4.).

4.1.10. Recognised tennis wear (white or coloured apparel) must be worn for all league matches.

4.1.11. RESULTS: Not later than two days after the completion of a fixture (Monday 16.00hrs following the Saturday), both competing Clubs must furnish the Secretary of CTT with the details and result of such fixture. Should a Club fail to do so, it may be liable to pay to the Secretary of CTT a fine.

4.1.12. **BALLS:** Three new balls as prescribed by the LCOM shall be available for each of the first round matches played at a fixture.

4.1.13. **Supply of balls:** The odd ball required for certain League matches shall be supplied by the "home" team.

4.2. REVERSIONS – maintaining the order of strength

4.2.1. Should a Club have more than one team in the competition, then the teams must be ranked from higher to lower, ie. Team A, Team B, Team C, etc. This team name must be shown on the scoresheet.

4.2.2. The status order of these teams may not be altered and the players selected for these teams will be such that the strongest players are in the highest team graded down to the weakest players in the lowest team. Players may only be moved in accordance with the reversionary rules.

4.2.3. When a player is moved from a higher to a lower team in the same competition, the player that caused the displacement and the reverted player must be stated on the scoresheet. The opposition captain must acknowledge the change by signing the message.

4.2.4. A player may only be displaced (reversion) by another player stronger than the replaced player.

4.2.5. **DIFFERENT COMPETITIONS:** Different competitions played in parallel may have different league strengths. LCOM will rule as to the comparative strength of league sections in each competition.

4.3. SCORING

4.3.1. In all fixtures the result shall be decided on a count of matches won except that should each team win an equal number of matches, the result shall be decided on a count of sets. Should matches and sets be even, the result shall be a draw.

4.3.2. Teams shall gain points as follows:

4.3.2.1. One point for each set won.

4.3.2.2 **BONUS POINTS** are awarded to teams as follows

Singles Men & Ladies	win 4 points	draw 1 point each	loss 0
Doubles Men/Ladies/vets	win 3 points	draw 1 point each	loss 0
Mixed	win 6 points	draw 2 points each	loss 0

For the purposes of this rule:

- a drawn fixture on matches (e.g. 4 matches each) but a win on sets (e.g. 10 – 9) will constitute a win
- only when both matches and sets are equal will the fixture be deemed to be a draw
- games will not be taken into account

4.3.2.3. Deleted

4.3.2.4. Deleted

4.3.2.5 Incomplete fixtures. No points are awarded for matches not played. See 4.4. If there is no winning result at that stage no bonus points will be awarded.

4.4. INCOMPLETE AND DEFAULT FIXTURES/MATCHES

4.4.1. RAIN etc. All fixtures and matches shall be played as scheduled unless it has been decided, for reasons of time, bad light or rain, to abandon or delay such fixture or match. The decision to stop of play in terms of this regulation shall be made by the Captain of the visiting team. The decision may not be made before the official start time of the fixture.

4.4.2. The Captain of the visiting team shall decide whether he/she wishes to complete matches under floodlight, if available, (subject to the provision of 4.1.9). This decision will be binding on all players still involved in unfinished matches.

4.4.3. Fixtures commenced, and not completed on the day fixed for play shall be subject to the following: (excepting playoffs - see 4.4.3.3)

4.4.3.1. If less than 50% of the matches have been completed then the fixture shall be completely replayed at the end of the relevant season or as arranged by the LCOM.

4.4.3.2. If 50% or more of the matches have been completed and no decision has been reached, the fixture must be completed within the following 14 days and the secretaries/match secretaries or duly appointed representatives of the Clubs concerned shall arrange so accordingly, unless otherwise instructed by the LCOM.

If agreement is reached at the time of postponement on the dates and times for the continuation of a match, this information shall be recorded on the respective score sheets and be counter-signed by both captains.

4.4.3.3 Should it not be possible to complete a playoff fixture (ie no result) then the match shall continue at the earliest opportunity not later than the next Saturday. The composition of the teams must remain the same and play commence where it left off.

4.4.4. Play shall be suspended only at the end of a completed game unless conditions suddenly become impossible (eg., rain).

4.4.5. In the event of a fixture result having been reached prior to play having to be abandoned, then each team will receive points for completed sets but the remaining points of unfinished sets will be discarded.

4.4.6. DEFAULTED FIXTURE. One club cannot field a team. No matches are played. The available team will receive 2 points per match, but not the bonus points.

4.4.6.1 Should a team default 30% or more of the number of scheduled fixtures in a league section then it will be withdrawn and all points scored by it and its opposition teams will be reversed. The team may also be fined a withdrawal penalty.

4.5. REGULATIONS FOR THE 7 POINT TIE-BREAK

4.5.1. The tie-break will operate when the score reaches six games all in any set. The following system shall be used in a tie-break game:

4.5.2. **Singles**

- 4.5.2.1. A player who first wins 7 points shall win the game and the set provided he leads by a margin of two points. If the score reaches 7 points and the margin is less than 2 points, the game shall continue until a 2 point margin has been achieved. Numerical scoring shall be used throughout the tie-break game.
- 4.5.2.2. The player whose turn it is to serve shall be the server for the first point. His opponent shall be the server for the second and third points and thereafter each player shall serve alternately for two consecutive points until the winner of the game and set has been decided.
- 4.5.2.3. From the first point, each service shall be delivered alternately from the right and left courts, beginning from the right court.
- 4.5.2.4. Players shall change ends after every six points and at the conclusion of the tie-break game.
- 4.5.3. **Doubles** In doubles the procedure for singles shall apply. 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 and set have been decided.
- 4.5.4. **Rotation of Service** The player (or pair in the case of doubles) who served first in the tie-break game shall receive service in the first game of the following set. No other tie-break scoring system is permitted.

4.5.5 **REGULATION FOR A 10 POINT TIE-BREAK**

- 4.5.5.1 The tie-break will operate when required to decide a match that has reached 1 set all, or where it is agreed to play a 10 point tiebreak to complete a match quickly by common agreement
- 4.5.5.2 The rules are the same as the 7 point, but the winner must attain 10 points with at least a 2 point margin or continue until a 2-point margin is achieved.

4.6. **COURTS**

4.6.1: CALCULATION OF COURTS REQUIRED FOR HOME MATCHES

Minimum numbers of courts required by a club for its teams in the league are calculated as follows:

4.6.1 **COURTS ALLOCATION.** A club shall have sufficient courts such that in a competition there are courts available to play as follows

4 person singles teams	2 courts per fixture
4 person doubles teams	2 courts per fixture
8 persons doubles teams	2 courts per fixture

- 4.6.2 Calculation for league competition: Total the number of courts required by all teams as if they were all home matches. Divide the total by 2 and round up to the nearest whole number. This will be the minimum number of courts required for home fixtures.
- 4.6.3 Note that these are minimum requirements. More courts may be utilised provided the visiting team is advised beforehand to ensure player availability. No team may refuse to play when offered additional courts without good reason. It is acceptable to share courts with other fixtures.

4.6.4 If you provide fewer courts than required by your teams, you will have to pay a levy per team on each occasion an alternative venue needs to be found for a match that does not have courts in terms of rule 4.6.1. Payable at end of the league period.

4.7 **COURT HIRE**

4.7.1. If a club enters more teams than it has courts to support, then LCOM will endeavour to reallocate venues or utilise Rondebosch courts to provide a venue. This could lead to more away than home matches for teams in that club.

4.7.2. Such clubs will pay a Court fee determined by the EXCOM for each team that has not got sufficient courts.

4.7.3. Provided courts are available visitors wishing to play may hire courts from CTT at the prescribed rate. Visitors shall be required to sign the visitor's book and obtain a receipt before play commences.

4.8 **THE 11 GAME SET**

4.8.1 The 11-game set. This match replaces the normal best-of-three sets when there is a need to shorten the day's play. (It is estimated that a normal 7-match game will take 2 1/2 hours to complete if in this format). The captains must agree to change the format either fully or in part. The 11-game set is played to the normal tennis rules, but all 11 games are played and the 11th game is a tie-breaker. The 11-game set is worth 2 points to the winner. The match is won by the game count.

4.8.2 Should there be a draw in matches then the winner of the fixture is determined by a game count.

4.8.3 In the case of a 'mixed' fixture of normal sets and 11 game sets then there is no resolution by game count and the total set count is the determining factor. One 11 game set = 2 sets (points)

ANNEXURE "A"

FEES/FINES/RENTAL:

Competition Fees	R 560.00 (4 per team) R 590.00 (8 per team)
Fixture default Fine (1.4.1.)	R 50.00 (per team)
League Withdrawal Penalty (1.4.2.)	R 350.00 (per team)
League Court Hire: (4.6.2)	R 250.00 (per team per match)
Club Registration fee all	R150.00
Adult Player Capitation fee (age over 18)	R270.00



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NOTES ON BEING A CLUB CAPTAIN – A lesson in communication

Perhaps the toughest task in any club is that of Club Captain – barring entertainment convenor. At least the club captain is guaranteed some audience. It requires the tact of a doctor, the savvy of an astrologer and the hide of a rhinoceros. Undoubtedly it is a major education in management style.

Traditionally the main task of the Club Captain is to manage the teams for league competition. Starting at the beginning the basics of the task are –

1. Recruit, cajole, advertise and otherwise determine who will play league for the club.
2. Decide how many teams the club will field (with committee assistance)
3. If the club secretary is not on the ball he/she will also be responsible for completing entry forms and submitting them to WPT
4. Get a committee together to select/captain the teams each week
5. Make sure the league fixture notices are published in good time

RECRUITING FOR LEAGUE – understand the motivation of players.

Broadly there are two kinds of people who will participate - those that play for the competition and desire to prove their abilities – the dedicated core. They will turn out without fail every week unless you fail to recognise their results whereupon they may not play at all.

The other half that has less obvious reasons: They need the exercise. Need the relaxation. Need the beer afterwards. They are not so demanding but on the other hand not so committed nor reliable. You cannot count on their availability and they beg off for the least reasons – weddings, funerals, rugby matches etc.

So the first group will be at pole position asking when league starts and the latter who discover half way through the season that league has begun. TROUBLE IS THAT THEY ASSUME YOU KNOW ABOUT THEM BECAUSE THEY PLAYED LAST SEASON.

Both groups will require some formal list to register their names. Provide at least two lists – indoors and outdoors. Bold lettering. – “League commences on. - - - -”, “Practice starts on - - - -.” Ask for name, phone, cell, email addresses. Put the notices up at least 4 weeks before league starts.

HOW MANY TEAMS?

You should plan for at least 25% more players than you need to fill the teams. The trouble is that the uncommitted tend to become unavailable for similar reasons (eg rugby) so you could still be short on some days.

This can be very difficult to manage if you have string of 4 to 5 teams in the same competition – especially if you do not manage your selection well in advance.

The answer appears to be to keep a secret list of people who are not particularly keen but who you have primed to be last resort if the occasion arises.

TEAM SELECTION

Depending on the number of teams it will be useful if you have a SELECTION COMMITTEE. This will take a lot of pressure off you because it is easy to hide behind a collective group (we decided that . . .) is far stronger than (I decided . . .). Its also safer – it is difficult to assassinate a whole committee.

The Selection Committee should have tasks to assist you to communicate – see below.

Choose from the top down – the top players are easy to rank –the difficulty starts in the middle because there players are relatively equal. At the very bottom the weakest are easily identified (as are the best players)

COMMUNICATION is the secret to success. Your worst scenario is the player who doesn't turn up on the day (because he did not know?) How do you avoid that?

MAKE THE SELECTION DECISION EARLY in the week – by Tuesday for Saturday.

PUT IT UP ON THE BOARD. Send out sms or emails. There should be one person responsible for each team – advising the players who have been selected. DON'T leave the checking to the day of the match.

Have a NOT-AVAILABLE board – player writes on it “I cannot play on day xxxx”.

Instill a sense of RESPONSIBILITY in others. Make the TEAM CAPTAINS work – their tasks should be -

1. Check the availability of the players on the list for that Saturday (keep him on email)
2. Collect the balls and scoresheets from the club.
3. Each Saturday make a note whether each player is still available next week.
4. Return the completed scoresheets and balls and info (to you)

TELL THEM HOW THEY ARE DOING! – the most ignored aspect of leadership. How well are the players doing? Competitive players will savor their results (if they win) being made public – they will appreciate the attention. The casual might become more interested. Make sure the team results go up on the notice board the same day if possible. (pin up the scoresheets if nothing else). KEEP A LOG OF INDIVIDUAL RESULTS ON THE NOTICEBOARD. PIN UP THE TEAM RESULTS FROM WPT.

WPT keeps a unique record of very every match and player result. That is used to calculate the strength of the player. That information is available from www.tennistat.co.za web site. It will help you decide how well he/she is doing.

HAVE A KNOWN POLICY for selection/placing. Eg. Those who win the most get promoted. Don't be afraid to move players. I keeps them on their toes.

IT IS NOT YOUR JOB TO DO EVERYTHING – JUST THE THINGS THAT MAKE CERTAIN EVENTS HAPPEN.

Enjoy it – there is power in being useful.

R Low



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