

STATEN ISLAND 2014

18 & Over Spring-Summer Season Local Rules

All captains and players are responsible for following these rules and regulations

Governing Rules

USTA Adult leagues are divided into layers of organization: National, Section (Eastern), Region (Metro), District (Manhattan, Bronx, Brooklyn, Queens & Staten Island), and then Divisions. Three levels of rules apply: The USTA League Tennis Regulations (National), the USTA Eastern rules (Section), and the Local Rules (Region/District). In addition, The Code (The Player's Guide to Un-Officiated Matches) applies. Any players who use The Code to quote a rule during a match must be able to produce a copy of that rule. The local rules are to be read in a manner consistent with the Section and National rules whenever possible and are not intended to supplant those rules. The local rules are intended to identify only the most essential portions of the National and Section rules and only depart from those rules as authorized by the USTA and whenever deemed necessary and advisable by local league administration.

Captain's Responsibilities

Captains are responsible for the administration of their team for the entire season. Duties include: player recruitment; coordinating match payments and refunds; reporting scores on TennisLink; arranging lineups and ensuring that team players are on-level, registered and fully informed of league rules. Captains are to show cooperation and courtesy to all players, captains and coordinators.

Captains are responsible for ensuring new players do not have a current computer rating from any other US state. Captains should check a player's level of play and background before the player "self rates".

Captains who wish to captain more than 1 team in the Metro Region **must** request approval from the Local League Coordinator.

Player Registration

Registration fees on TennisLink are \$35. This is in addition to USTA Membership.

Players must register before their match. It is the captains' responsibility to confirm that their players have registered before they play a match or before the registration deadline (whichever comes first). Any team that plays an unregistered player will default the points for that court to the opposing team. The second time the team plays an unregistered player, they will forfeit all points earned for that match (the opposing team will only be awarded points for the court with the unregistered player). The third time will result in disciplinary action against the captain. If a team plays an unregistered player after the registration deadline, that court will be recorded as a default.

USTA computer ratings are valid for 3 years for players under 60 years old, and for 2 years for players 60 and over. Players must use their current year-end computer rating. Computer rated players may appeal their year-end rating on-line by using the automated process on TennisLink.

Players who do not have a computer rating on file in TennisLink shall self-rate in accordance with the NTRP Guidelines and complete the self-rating process on TennisLink. Failure to self-rate in accordance with the Guidelines or omission of information will subject players as well as captains and/or others who condone and/or approve an inappropriate self-rate to penalties and suspension. Players should self-rate at the level where they will be competitive, not at a level where they will dominate. Once a player has registered with a self-rating, any rating appeals must be filed through the Eastern Section.

Register Online at <http://tennislink.usta.com/leagues> using your USTA membership # and 10 digit team code

Registration deadline: June 18, 2014

NTRP (Dynamic Player Disqualification) (for complete details see USTA National Regulation 2.04)

In the case of a disqualification, all matches generating strikes at the DQ level will be considered a loss. The points for these courts will be awarded to the opponent.

Player Participation

Age: Players must have reached a minimum of 18 years of age prior to, or during, calendar year 2014.

Roster Limits: Team rosters are limited to 22 players.

Teams must have at least 75% of players "on level". For example:
12, 13, 14, 15 on a 4.0 team = no more than three 3.5's playing up
16, 17, 18, or 19 on a 3.5 team = no more than four 3.0's playing up.

Captains MUST WAIT TO REGISTER THEIR BELOW-LEVEL PLAYERS until enough on-level players are registered to keep them in compliance with this rule. Teams who violate this rule will not be allowed to advance to playoffs and the captain(s) may be subject to sanctions.

Players may not play more than one level above their rating: A 3.0 player may play on a 3.5 team, but not a 4.0 team.

Players may play on more than one team per league type BUT NOT at the same league level in the same district. For example: A 3.5 player may only play on one Manhattan 3.5 and 4.0 team. S/he may also play in another district and/or region at those levels. **Players/teams that choose to play in more than one district or region will not be given any special consideration in the scheduling of matches.**

This is an amateur, recreational league. Players may not accept any gifts, money or incentives for playing in a match from **anyone**, including captains.

Team Match Fees

All players will pay \$20 per person per match at the College of Staten Island. All non-members will pay \$20 per person per match at the Tottenville and Richmond County Country Clubs.

Match Preparation and Court Cancellation

Captains:

- 1. Contact your players several days prior to the match** to confirm they know the correct date, time and location of the match. Players should be told to arrive **at least** 15 minutes prior to their match time.
- 2. Call the club a few days prior to the match.** Verify the team level, team number, number of courts needed and match time. Errors do occur. If there is a discrepancy, contact your coordinator immediately. **If you do not confirm with the club in advance, Metro will not be responsible for errors.**
- 3. Contact the opposing team captain at least 48 hours prior to the match.** Verify the time, place and potential forfeits.

Cancelling Courts: ONLY COORDINATORS MAY CANCEL COURTS. The cancelling captain must phone **AND** email, the coordinator and opposing captain indicating which court they are cancelling. The coordinator will confirm by email when the court has been cancelled. If you cannot reach your coordinator, contact another coordinator or the Metrotennis office. *****In order to receive a refund, the court must be cancelled before 3pm the day prior to the match. If these procedures are not followed, the teams are not eligible for a refund.**

Re-scheduling Courts: Reschedules are reserved for rain or club issues. If a reschedule is required, teams will be given one date for the re-schedule.

RAIN: In the event of a match interrupted by rain - completed individual matches will stand as played. If there are less than 30 minutes of match time remaining, the match will be recorded as a timed match. If 30 minutes or more remain, the match must be continued by the same players and resumed at the exact point where it was stopped. If an agreement can not be made on when to play, then a date will be assigned. The team that can not make the re-schedule date will be scored with a retirement.

If teams have assembled to play and the beginning of the match is delayed by rain or wet courts, teams must wait no longer than 1 hour past the original start time to determine whether or not courts are playable. If the courts are not playable after 1 hour, teams are free to leave and the league will re-schedule the match.

The Local League Coordinator has final discretion in re-scheduling matches.

Players:

1. Return calls/emails from your captain promptly.
2. If you are delayed getting to a match, **call your captain/co-captain/acting captain as soon as possible.**
3. Arrive at the club at least 15 minutes prior to the match start time.

Official Match Clock

If a clock is visible from the courts, then players must go by the time on that clock. If clocks are not present on the court, the captains must clearly define the match start and ending device for each court (i.e. buzzer, watches, etc) at the time of scorecard exchange.

Forfeits + Defaults

Forfeit: when a captain knows in advance they are short a player(s) for the match. Always notify the opposing captain and your coordinator immediately to ensure the courts have been cancelled. (See Cancelling Courts) Forfeits must occur from the bottom up. (i.e. 3rd doubles before 2nd doubles. 2nd singles before 1st singles)

Legal Match: Teams must field three courts for the match to be considered an eligible match. **A team that forfeits an entire match without “due cause”, or causes an illegal match to occur, will not be allowed to advance to playoffs. The entire team, at the discretion of the Local League Coordinator, may not be permitted to play next season.**

Default: when player listed on the scorecard fails to **arrive on court, ready to play, within 15 minutes after the match time***. Players arriving onto the assigned court more than 15 minutes after the match start time may be defaulted at the discretion of the opposing captain (having been so advised before the start of match play on that court.) If players from both teams arrive 15 minutes or later onto the same court, neither, or both, teams will be defaulted, depending on the circumstances.

***Extenuating circumstances** including, but not limited to, extreme weather/travel conditions (i.e. snowstorms, bridge or tunnel closings, fires, tornadoes and major street closings). A coordinator has the power to extend the default time. **If you cannot reach any of the coordinators, play the match in good faith and deal with the legalities later.**

Double defaults: Neither team will be awarded points for the defaulted court.

Line Ups + Scorecards

If the captain, or co-captain, is not present at the match, an acting captain must be assigned. The acting captain must be on the team roster, be familiar with the 2014 USTA and Eastern Regulations, Queens Rules, and have the local rules document with them at the match.

Print a blank scorecard from TennisLink using your match number. **Clearly print the first and last names** of your players on the scorecard and notate the court number. Order of strength is advised to ensure competitive play.

Scorecards must be exchanged simultaneously between captains AT LEAST 5 minutes prior to the match start time in the club waiting area. Teams must present a line up at this time, even if all players are not yet present**. It is strongly recommended that in addition to the captain, another player on the team know the line-up for the match. **Captains MUST notify the opposing captain if a player has not yet arrived.**

****Defaults MUST occur from the bottom up.** If a doubles player has not arrived at the time scorecards are exchanged the line-up MUST be adjusted and that team put into the 3rd doubles position. The 2nd and 3rd doubles teams will be moved up 1 position. If a singles player is missing, they are moved into the 2nd singles position and the 2nd singles player is moved into 1st singles. Because of the distance between courts, these changes must be made prior to scorecard exchange.

It is the responsibility of the players to make sure they are on the correct court with the proper opponents. Captains should give their players the names of their opponents when sending them to their court. **All matches stand as played.**

Players must report their scores to the captain. Captains will enter the scores on the scorecard and circle the winner's names. Scores should be written from the **winners' perspective, e.g., 6-0, 6-3.** Do not write 0-6, 3-6

Both captains must sign the scorecards. Scorecards should be kept and sent to the coordinator in the case of a discrepancy.

Match Details:

Match play is 2 hours. The home team provides balls for the match.

3.5: Each team fields 8 players per match: 2 singles and 3 doubles courts.

The points awarded for 3.5 matches are: **1S = 5pts, 2S = 4pts, 1D = 6pts, 2D = 4 pts, 3D = 3pts.**

3.0: Each team fields 5 players per match: 1 singles and 2 doubles courts. To advance to regional playoffs there must be at least 8 players qualified to play 2 singles and 3 doubles courts.

The points awarded for 3.0 matches are: **all courts = 1 pt.**

Games are regular scoring, with a 7-point tie-break when 6-6 in games is reached during the first 2 sets. **If you split sets, a 10-point tiebreak will be played in lieu of the 3rd set.** The first team to 7 (regular tie-break) or 10 (tie-break in lieu of a 3rd set), by a 2 point lead wins. If tied at 7 (or 10), play continues until a 2 point lead is reached. Coman rotation is used for all tie-breaks: teams switch sides after the first point, and then after every 4th point (1st, 5th, 9th point, etc.)

Warm ups may take no more than fifteen minutes, including service practice. ("A player who returns serves should return them at a moderate pace in a manner that does not disrupt the server." ...*The Code*). If a player arrives on court prior to the default time, they are only entitled to a 5 minute warm-up. Unless the extenuating circumstances rule is in effect, matches may not start more than 20 minutes past the match start time.

A 2 min break is permitted between the 1st and 2nd set. Play is continuous between the 2nd set and the 3rd set tie break unless there is a changeover. 90 seconds on changeovers. 20 seconds between points. Coaching is NOT allowed at any time.

All cell phones and electronic devices must be turned off during matches.

Line calls: If line calls become an issue, the players on court can ask one person from each team, or can agree on a single person, to assist with calls. The observer(s) will overrule or confirm, upon appeal, any ball they can clearly see. (NOTE: This is different from officiated matches where the official will immediately overrule calls).

Matches cannot be extended over the 2 hour time period. Please do not try to talk club staff into letting you play on. This will jeopardize the league being able to use the clubs.

Unfinished Matches (matches not completed within 2 hrs)

FIVE MINUTE RULE: if 5 minutes or more remain before the end of the match, players **MUST** start and attempt to complete the next game/tiebreak. If less than 5 minutes remain, do **NOT** start a new game/tiebreak.

Captains/Co-Captains may advise their players that less than 5 minutes remain.

A game in progress at the end of the time period is stopped and not counted. A tie-break in progress should be completed unless circumstances make it impossible to do so (players are waiting to use the courts, club maintenance staff is waiting for the courts or the club turns off the lights).

Scoring for Unfinished matches is as follows:

- **In the 3rd set 10 pt tiebreak:** Every attempt should be made to finish the 3rd set tie break. If it is impossible to finish the tiebreak, then the match is a tie with split sets. An **incomplete** 3rd set tiebreak does not count.

- **Split sets, with no time left to start the 3rd set tiebreak:** The points for that court are split.
- **If the 2nd set is unfinished:** Only completed games count.
 - The team that won the first set, and the score is a tie or on serve in 2nd set, wins all the points.
 - The team that won the first set and is ahead in the 2nd set by 1 break or more, wins all the points.
 - The team that won the first set but is losing the 2nd set by 1 break or more, points are split.
- **A game in progress at the end of the time period is not counted.**

Score Reporting: All scores are to be entered from the winner's perspective.

1. TennisLink Match Results Entry (within 24 hrs of the match)

Both captains (or a player on the roster) must enter and/or confirm the match results on TennisLink within 24 hours. <http://tennislink.usta.com/leagues> → enter your USTA member # → record a score → enter your match code # → enter scores → **Click Finish**. Any team that fails to confirm scores within 48 hours loses the right to dispute those scores. Repeated failure to enter match scores will result in captain sanctions.

When entering scores into TennisLink, please observe the following:

- **The 3rd set tiebreak is entered as 1-0.**
- **Ties:** Select tie and enter the score from the home team's perspective.
- **Unfinished matches:** Select "timed match" if TennisLink will let you; otherwise select "retired". Declare winner or tie.
- **Defaults/Forfeits:** Enter the players names who were available, declare them the winner and select "default".
- **Double defaults:** Do not enter any player names; select "double default".
- **Rescheduled courts:** Select "**double default**" for the re-scheduled court(s). After the re-scheduled match has been played, email the result (match number, names and scores) to your coordinator for TennisLink entry.
- **TennisLink will block entry of illegal matches.**

2. Team points/standings – posted on [TennisLink](#)

Player and Spectator Etiquette

A warning and/or a penalty may apply as a result of any player, captain or spectator interfering with match play and abusing the code of conduct. This includes disruptive behavior on or off the court.

Players:

Warm ups. Some players confuse warm ups and practices. Players should make an effort to hit shots directly to their opponent. If players prefer to warm up their partners, they may do so. A player who returns serves should return them at a moderate pace in a manner that does not disrupt the server.

The server must call the score loudly and clearly before each serve. All players are responsible for making sure they have heard and understood the score. If all players on a court forget the score, go back to the point everyone agrees on.

All line calls must be made clearly and immediately. If there is any doubt, the ball is good. (A ball that is 99% out, is still 100% in). When an out call is corrected, the point is given to the opposing team. Players may not cross to their opponent's side of the court to check a mark.

Spectators (including players and captains) watching matches:

- **May not** talk to players on the court.
- **May not** coach, either verbally or visually.
- **May not** comment or make visual signals on line calls.
- **May not** cause any distractions to the players.
- **May not** get involved with any dispute between the players on the court. A captain may offer clarification on a match rule **only if asked by a player**.
- **May not** interrupt a match in progress
- **May not sit on a match court. They may only view the match from designated viewing areas.**

Protocol At Clubs

League players are guests at the clubs and must adhere to club policy at all times.

Players must not go to their courts until their match start time. Do not 'bump' members off of their courts at

match time. Politely inform the players that it is “time”, and allow them to finish one or two points. If they choose not to finish in a timely manner, speak to the front desk staff.

Players are to dress in proper tennis attire. Cut off shirts and shorts, aerobic outfits and sports bras (in lieu of a top) are **not** allowed. All clubs require that all players use TENNIS sneakers on the courts (no cross trainers, running shoes or other sports shoes allowed).

Do not jeopardize the league/club relationships by arguing with, or berating, the staff at the clubs. Try to resolve issues in a respectful manner and treat staff with courtesy at all times.

Player/Team Qualification for Playoffs

Players must have 2 matches recorded (only 1 may be a default) in order to participate in Local & Section playoffs.

Teams eligible for playoffs must have all scores up to date in TennisLink in order to advance. Teams that forfeit an entire match, or caused an illegal match to occur, will not be allowed to participate.

If two teams are scheduled for regional championship and those teams share more than 30% of their eligible players, the teams must choose which district they will represent. The remaining team must concede their playoff spot to the second place team. The league coordinator must be notified no later than 48 hours following the conclusion of the deciding match.

Requests to reschedule championship matches to accommodate players on multiple teams will not be accepted.

If players participate in more than one team at the same NTRP level and league type, the player must declare which team they will represent for playoffs. In the Metro Region, players are declaring the Metro Region as their playoff team and may NOT participate in playoffs in any other Region until ALL of the Metro teams they are participating on at that NTRP level and league type are eliminated from playoff's.

Tentative Playoff Dates:

The playoff schedule is determined at the sole discretion of the league coordinator and may be altered. Teams will be notified of the exact dates and times once they are finalized.

- Regional: August 1-2, Rain date August 3
- Eastern Section Championships (Schenectady NY):
 - 3.0 / 3.5 / 4.5 - August 22 - 24

Grievances

If a player or captain wishes to file a complaint against another person in the league, the team captain must file the complaint with [their coordinator](#) within 48 hours of the match that precipitated the complaint. For full grievance procedures, please see the Rules section on www.metrotennis.com.

Metrotennis League Contact Information

Metrotennis CTA Treasurer: Pam Glick ~ pamglick@aol.com

Metrotennis CTA office: 212-244-2845

Coordinator: Joe Miano ~ joemiano@metrotennis.com; Luis Espinoza ~ luis@metrotennis.com;

Additional Information

Please visit www.metrotennis.com for the following information:

Metro, Eastern & National USTA Rules

Scores & Results

Directions to clubs

Refund Procedures

Grievance Procedures

