

LEAGUE AND TOURNAMENT PLAY

AT



**MARIN
TENNIS CLUB**

Enacted August 1, 2019

INTRODUCTION

The rules and guidelines set forth herein govern Marin Tennis Club's participation in USTA Leagues, Women's Leagues and the club's Tournaments.

Subject to Board approval pursuant to the By-Laws, the Tennis Committee ("TC") has the discretion to waive or modify the application of any of these rules, consistent with the spirit of these rules, when such action is necessary or appropriate for the benefit of the club or its members. Subject to Board approval pursuant to the By-Laws, any issues not covered by these rules will be reviewed by the TC.

The goal is to provide maximum opportunity for members to participate in leagues and tournaments. Clarity and consistency will help achieve this goal and give the widest possible spectrum of members the opportunity to enjoy competitive and social tennis. The Marin Tennis Club ("MTC") supports the creation of teams where there are willing captains and an adequate number of players.

I. GENERAL RULES FOR LEAGUES AND TEAMS

1. Internal Sign-up Procedures

- a. Call for Captains. Before the sign-up period starts the TC and General Manager will solicit volunteers and/or recruit members to agree to serve as captains. Subject to Paragraph 6 below, the TC will approve or deny captain applications by majority vote prior to the opening of internal registration. This vote may be done via email. If no one volunteers to serve as captain for a given team, there will be no team. As stated in Paragraph 6 below, all Captains and Co-Captains must be dues-paying members in good standing.
- b. Captain's Philosophy. Sign-up rosters will be posted on the Web site, showing the names of the captains and their team philosophy. Team goals supported are as follows:
 - Competitive: Play only the strongest/No guaranteed playing time.
 - Competitive: Play to win; Players invited to play at least twice, if available.
 - Developmental: Must have 6 "at-level" players per USTA rules. All players play approximately equally depending on availability.
 - Social: Play Tennis & have fun!
- c. Member Internal Sign-ups. Using the posted Captain's Philosophy information, members may sign up for any team on which they are qualified to play and **must** use the [online internal sign-up form on the MTC Web site](#). Internal sign-ups for members shall close two (2) weeks prior to the USTA deadline to register that team for the purposes of determining whether a team is viable pursuant to Paragraph 2.a. below.
- d. Acknowledgement of Captain's Philosophy. As part of the registration process, members must agree that they understand and are willing to comply with that team's posted philosophy.

Sample form of philosophy confirmation below:

Agreement to Team Philosophy

Please confirm: *

- I agree to join this team and understand the meaning of the captain's philosophy and how it may affect my playing time.

- e. Changing Teams. If there is more than one team at any level, members may change teams at any time until sign-ups close.
- f. Adding More Member Players. A team may add additional members at any time during the season prior to playoffs. This does not include Sonoma Napa Marin teams where roster changes are governed by league rules. For Sonoma Napa Marin teams, if the number of sign-ups exceeds the team size limit imposed by league rule, the roster will be reduced following the procedures set forth by that league.

2. Non-Members on MTC Teams

- a. Viable Standard. During the MTC's internal sign-up period, only members can sign-up for MTC teams. The determination as to whether a team is allowed non-member players shall first consider whether a team is "viable" (as defined below) after MTC's internal sign-up period has closed (which shall be one (1) week prior to the USTA deadline to register that team) and before any non-member players have been added. Teams that are viable (as defined below) **shall not** be allowed to recruit non-member players.
 - Determined on the date that member only internal sign-ups close (which shall be two (2) weeks prior to the USTA deadline to register that particular team), "viable" shall mean 12 at-level member players for 3-line teams and 14 at-level member players for 5-line teams; except that "viable" shall mean (1) 16 at-level member players for 4.5 and 3.0 level teams and 14 at-level member players for 3-line teams for 8.5 combo, 9.5 combo, 6.0 mixed and 9.0 mixed teams; and (2) 20 players for Marin League teams and 22 players for Sonoma Napa Marin League teams (as set forth in Section II.1. below.) (Members not "at-level" will not count toward viability of a team.) "Viable" shall also mean that a team has enough at-level singles players and an equal ratio of at-level men and women member players for mixed teams. (For example, a 4.0 team with one 4.0-member singles player, and three 3.5 member singles players, may recruit non-member singles players; and a 6.0 mixed team with 5 men and 7 women may recruit 2 men, but not any women.)
 - Late sign-ups by members, after one or more non-members have been allowed to join the team, will not affect the status of non-members who have already been added to the team.
- b. Request for 2 or 4 At-Level Non-Member Players: The Captain of any team that is not viable after the close of internal sign-ups may add 2 at-level non-member players for 3-line teams and 4 at-level non-member players after submitting a request to add any such non-member players to the TC. This request shall be made via the MTC website request form ([Non-Member Request Form](#)). The TC will review the request and, upon verifying that the team is not viable without adding the non-member player(s) requested and that the non-member player(s) are eligible to play (pursuant to Paragraph 2.f. below) shall grant the request.
- c. Request for Additional At-Level Non-Member Players. The Captain of any team that is still not viable after adding 2 or 4 at-level non-members for 3-line and 5-line teams, respectively (as allowed under Paragraph 2.b.) may submit a request for approval to add additional at-level non-member players to the TC. This request shall also be made via the MTC website request form ([Non-Member Request Form](#)) and shall include the number of additional non-member players needed to be viable. The TC will review the request and upon verifying that the team is not viable without adding additional non-member player(s) shall vote on the request. This vote may be conducted via email.

If majority of the TC approves such request, the TC shall submit a recommendation to the Board of Directors for their approval, along with any other pertinent information. The Board of Directors must approve the recommendation by a majority vote, which may be conducted via email.
- d. Publish Names of Non-Member Players. Once any non-member player(s) are approved to register for an

MTC team, the captain of such team(s) shall include the name(s) of all such non-member players on the MTC internal sign up page and check the “Outside Player box.

Sample form of “Outside Player” box below:

If an Outside Player (non-member), check here! ***

- e. Line-up Restrictions.
- 1) Singles Players. A non-member recruited to play singles-only shall not play in a doubles match, unless no members are available to play, and a default shall occur if the non-member does not play.
 - 2) Number of Non-Members in Line-Ups: Any 5-line team shall not play more than 3 non-members in a match, unless there are not enough members available to play and a default shall occur if more than 3 non-members do not play. Any 3-line team shall not play more than 1 non-member in match, unless there are not enough members available to play and a default occur if more than 1 non-member does not play.
- f. Time Restriction for Non-Member Players. Non-members will be allowed to play on a maximum of six (6) MTC teams within a 2-year period. At the conclusion of the 2-year period, the non-member may not play on an MTC team for a period of one year unless they apply for MTC membership.
- g. Captains’ Responsibilities for Non-Member Players. Captains will be responsible for collecting paperwork and fees *prior* to a non-member being eligible to attend practices at MTC or play in matches at home or away.
- 1) Paperwork. Non-members *must* submit an application to join the team accompanied by any relevant payment including a signed copy of the waiver set forth in MTC’s Bylaws and a statement of whether the non-member has an interest in joining the club. Preference shall be given to non-members who are interested in joining MTC.
 - Click here for [Application form and Waiver](#)
 - 2) Fees. The fee for non-member players is \$50.
 - 3) Failure to Submit Paperwork & Fees. Approximately one month into each season, the club’s office will check the rosters of all teams to ensure that any non-members have complied with the process set forth herein. Failure to submit paperwork and/or fees shall be reported to the TC and shall result in the player not being allowed to play on the team (in home or away matches) or to participate in any team practices.
3. Joint Team Preference. Where the club’s membership does not have an adequate number of member player(s) to form a viable team at a given level, MTC encourages the formation of a “joint team” with another club to share players and court time. Non-member players from the other club who are rostered on the joint team will be exempt from paying non-member fees but will only be allowed to play on MTC courts for matches and formal team practices (unless they are registered as guests and members pay the appropriate guest fees). Half the home matches for a joint team will be played on MTC courts, and half will be played on the courts of the other club.

4. **Resigning Member.** If a member on a team resigns his/her membership during the season and becomes a non-member, he/she will be permitted to remain on the team to complete the season but will be required to pay the full (non pro-rated) non-member fee to do so. Any member who has resigned from MTC cannot join an MTC team for a period of 9 months from the date of their resignation. The TC may make individual exceptions to this rule upon considering a petition from the team captain.
5. **Team Practices.** A “Team Practice” shall be a practice in which all members of a team are invited and must have a minimum of 8 players from that particular team attending. The time/date of the Team Practice must be approved by the General Manager and shall only be scheduled during non-peak court time hours at the discretion of the General Manager after considering other court commitments
- All non-member players attending an approved Team Practice do not have to pay the guest fee. *Any other visit to MTC by non-member players (other than a scheduled team match or Team Practice) is considered a guest visit and is subject to the guest policy guidelines.*

6. **Captains Obligations & Term Limits**

- a. **Captains Obligations.** Any Captain, Co-Captain or Acting Captain (i.e., a player acting as captain on the day of the match) shall be a member of MTC and shall have the following obligations:
- The Captain’s philosophy, as stated prior to the start of league sign-ups, must be carried out.
 - Once teams are established, the captains must become aware of all team members playing ability. In order to do this, captains are strongly encouraged to hold team practices or schedule clinics with the pros.
 - *As a courtesy, prior to the close of internal sign-ups captains should inform any players they feel may not get much playing time, so those players will have an opportunity to switch to another team if they wish.*
 - Team rosters, match lineups, match results and practice times must be emailed to the entire team. Captains must keep all team members on all team emails until such time as a member specifically asks to be dropped or leaves the team.
 - If a captains meeting is scheduled by the General Manager or TC, at least one captain or designated representative from each team must attend the meeting.
 - Captains should hold a team meeting for the purpose of discussing the team’s strategy and partnerships. This meeting should be an informal get-together with an exchange of views from the captain and the players.
 - In the event of uncertain court conditions, the captain or designated representative should arrive early to check the condition of the courts and, if necessary, have players squeegee or otherwise prepare the courts in order to make them playable by the starting time of the match.
 - Each captain must follow the procedures set forth by the TC and the club’s office to schedule and reschedule home matches. If rainouts occur, it is the responsibility of the captain to reschedule the match through the club’s office.
 - Captains are responsible for creating match lineups, presiding over matches, and entering and verifying scores on the USTA Norcal site. Lineups should be published at least 4 days ahead of play date whenever possible.
- b. **Term Limits.** Captains shall be limited to a 2-year term, after which the TC and the General Manager will actively seek new captains and priority will be given to new captains for a given team or for a different captain at a given level (for example, a different captain for 3.0 regular USTA season and

3.0 mixed season).

7. **Scheduling**

- a. **Master Schedule & Scheduling Meeting**: The club shall develop a master calendar for each USTA season which is shared with captains soon after the USTA releases the number and timing of matches in each division, usually at a “Captains’ Meeting” called by the General Manager or TC. At the Captains’ Meeting, which shall be before the deadline set by USTA for posting match times/dates, the team captains will select their home match times/dates in the order of randomly drawn numbers. This process is overseen by the General Manager, a designated TC member or available MTC staff. Captains must also work through the club’s office to reschedule any rainouts. Team match schedules, captain’s requests for alternative dates, and requests for make-up dates are all governed by the following scheduling rules:
- USTA matches shall not be played before 1 pm on any day, unless other specific time windows are approved by the General Manager or the TC.
 - No more than six courts may be scheduled for league play at any one time.
 - A maximum of four Adult 18+ USTA matches may be scheduled on any day.
 - For all other USTA leagues a maximum of five matches may be scheduled on any day.
 - Only one match of any kind may be scheduled on any evening at or after 6 pm, unless specifically approved by the General Manager or staff.
 - No league matches will be scheduled on any MTC recognized holiday, namely: New Year’s Day, Martin Luther King Jr Day, Presidents’ Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day.
- b. **Full Third Sets vs. Third Set Tie Breakers**. Subject to the General Manager’s discretion pursuant to Paragraph 7.c. below, the following are the rules governing when full third sets may be played instead of a third set tie-breaker:
- 1) **USTA 3-line Matches**: All 3-line USTA league matches are allocated 3 hours to complete their matches. Full third sets may be played if the first two (2) sets are completed in under two (2) hours otherwise a third set 10-point tie-breaker will be required.
 - 2) **USTA 5-line Matches**: All 5-line USTA league matches allocated three (3) courts for their match, will be required to play third set tie-breakers due to the split shift format. 5-line USTA matches allocated (5) five courts for their match may play a full third set if the first (2) two sets are completed in under two (2) hours.
 - 3) **Marin & Sonoma Napa Marin League Matches**: First round play of Marin League and Sonoma Napa Marin League will be required to play 10-point tie-breakers for their third sets.
- c. **General Manager Discretion**. The General Manager may modify the above rules for match scheduling and court usage to accommodate rainouts, playoff schedules, club events and other special circumstances.

II. WOMEN'S LEAGUES

1. Viable Team

LEAGUE	VIABLE TEAM SIZE	MINIMUM # OF MEMBERS REQUIRED ON TEAM	MINIMUM # OF MEMBERS AT TEAM LEVEL	NOTES
Marin League	20	18	N/A	None
Sonoma Napa Marin League	22	20	N/A	At least 2 singles players

2. **Charges for Ladies League Play.** There is a sign-up fee for all lady's league teams to cover team entry costs and office time, plus an administrative fee to be set by the Board of Directors. There will be a fee for each team a member joins. If players are added during the season the additions must be turned in to the club's office. There will be no pro-ration of the fee for a partial season sign-up.

3. Sonoma Napa Marin League

a. Details

- Divisions: 1, 2, 3, 4
- Team Sign-up Time: May – June
- Roster Additions: Additions allowed only once, in the middle of the season
- League play: September through March
- Format: 5 doubles matches and 1 singles match
- Match schedule: Matches are played on weekday mornings
- Home Team Responsibilities: Home team provides balls and refreshments

- b. Team Selection. Because of roster limits placed on Sonoma Napa Marin teams by the league, the following guidelines will be used to determine the team rosters if there are more applicants than spots available. Roster replacements due to absence or injury may be made in midseason. If there are more applicants than spots open at that time, the captain shall use the same guidelines to fill any available openings.

- 1) Availability: Players must be available for at least 50% of the matches.
- 2) USTA Rating: Preference will be given to players with higher USTA ratings (current and earned from past year play).
- 3) Singles Players: Preference will be given to players able and willing to play singles until there

are at least five singles players on the roster.

- 4) **Strength:** After the above guidelines are used, priority shall be given to players based on strength and availability.

If application of these guidelines does not fully resolve the selection of a team, the captain and an appointed committee will make the final decision.

4. Marin League

- **Divisions:** A1, A2, A3, B1, B2 and C1
- **Team Sign-up Time:** May – June
- **Roster:** Additions allowed any time during the season
- **League Play:** September through March
- **Format:** 5 doubles matches
- **Match Schedule:** Matches are played on weekday mornings
- **Home Team Responsibilities:** Home team provides balls and refreshments

III. OTHER SUPPORTED LEAGUES & TOURNAMENTS

1. Twilight League

- Minimum age: 18
- 6.5, 7.5 and 8.5 Divisions
- Team sign-up time: March - April
- League play: May through July
- Format: Men's doubles women's doubles and mixed doubles
- No ad scoring, tiebreaker at 5-all, 12-point tiebreaker instead of a third set
- Matches start at 6 pm
- Play is social in nature
- Players can be added to the roster at any time
- Home team provides balls and refreshments
- Fee set by the Board to cover the cost of administrative fees

2. Play Tennis Marin

- Both Singles and Doubles Leagues
- Open to all players in Marin
- Matches may be scheduled in the afternoons (after 1 pm weekdays and weekends)
- Third Set Tiebreaker to be used in all matches
- Reservations for these court times must be made with the office at least 48 hours in advance
- Matches may be played at other times, but a guest fee will apply, and players will be subject to club court time regulations
- All opponents must sign the waiver at the front desk and pay any applicable guest fee

3. MTC Memorial Day Tournament

4. Club Championships

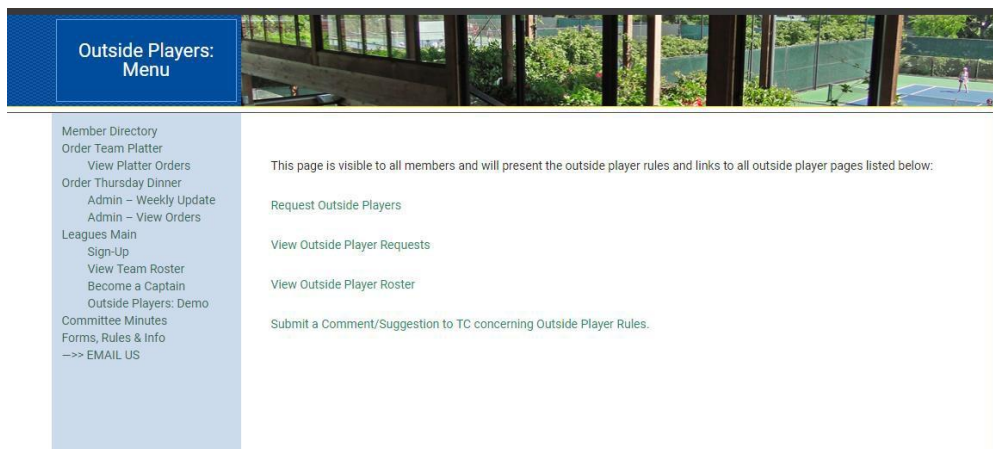
- a. Categories: MTC may hold the following “Club Championship” tournaments at all levels of play:
- 1) Singles (annually)
 - 2) Men’s and Women’s Doubles (alternate years starting 2014)
 - 3) Mixed Doubles (alternate years starting 2015)
- b. Format: The format of each tournament varies, but some general guidelines are:
- 1) There must be at least four doubles teams, or four singles players entered at a level in order to have a championship at that level.
 - 2) Because of the difficulties of scheduling, members may only play in one level. Members who sign up must commit for the duration of the tournament.
 - 3) If a member is unable to complete a tournament, there will be no refund of fees.
 - 4) Charges for tournaments are based on the cost of running tournament and the number of entries.

NON-MEMBER PLAYERS – SAMPLE WEB SITE PAGES

* **COMMENTS & SUGGESTIONS:** At any time, Members may view pages or submit a comment/suggestion.

- 0) [Non-Member Menu Page](#)
- 1) [Non-Member Player Request Form](#)
- 2) [View All Current Non-Member Players Requests](#)
- 3) [View All Non-Member Players Signed-Up](#)
- 4) [Current Team Rosters listing All Non-Member Players](#)
- 5) [Submit a Comment or Suggestion on the “League and Tournament Play” Rules](#)

0) Non-Member Player Menu



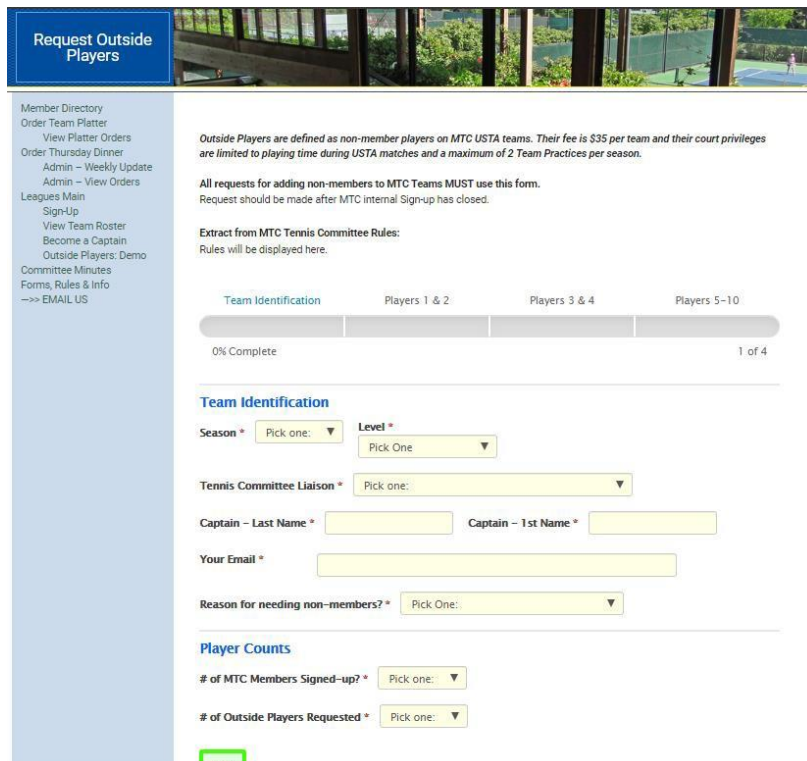
Outside Players: Menu

- Member Directory
- Order Team Platter
 - View Platter Orders
- Order Thursday Dinner
 - Admin – Weekly Update
 - Admin – View Orders
- Leagues Main
 - Sign-Up
 - View Team Roster
 - Become a Captain
 - Outside Players: Demo
- Committee Minutes
- Forms, Rules & Info
- > EMAIL US

This page is visible to all members and will present the outside player rules and links to all outside player pages listed below:

- [Request Outside Players](#)
- [View Outside Player Requests](#)
- [View Outside Player Roster](#)
- [Submit a Comment/Suggestion to TC concerning Outside Player Rules.](#)

1) Non-Member Player Request Form



Request Outside Players

- Member Directory
- Order Team Platter
 - View Platter Orders
- Order Thursday Dinner
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- Leagues Main
 - Sign-Up
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- > EMAIL US

Outside Players are defined as non-member players on MTC USTA teams. Their fee is \$35 per team and their court privileges are limited to playing time during USTA matches and a maximum of 2 Team Practices per season.

All requests for adding non-members to MTC Teams MUST use this form.
Request should be made after MTC internal Sign-up has closed.

Extract from MTC Tennis Committee Rules:
Rules will be displayed here.

Team Identification Players 1 & 2 Players 3 & 4 Players 5-10

0% Complete 1 of 4

Team Identification

Season * Level *

Tennis Committee Liaison *

Captain – Last Name * Captain – 1st Name *

Your Email *

Reason for needing non-members? *

Player Counts

of MTC Members Signed-up? *

of Outside Players Requested *

2) Current Non-Member Player Requests

View Outside Player Requests

Member Directory
Order Team Platter
View Platter Orders
Order Thursday Dinner
Admin - Weekly Update
Admin - View Orders
Leagues Main
Sign-Up
View Team Roster
Become a Captain
Outside Players: Demo
Committee Minutes
Forms, Rules & Info
--> EMAIL US

Lists all Request for Captains for Outside Players.

Total Teams Requesting Players = 2

-----Requests for Outside Players -----

--> 70+ Women 4.0 || Singles || MTC Players(9) Outside Players Request

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Captain: Model, Nancy || Liaison: Test - Test - Test

Player-1:	Jones, Smith	4.0	S?(Yes)	#Played(2)
Player-2:	Anders, Jane	3.5	S?(No)	#Played(None)
Player-3:	Smoked, Salmon	4.5	S?(Yes)	#Played(7)
Player-4:	France, Sally	4.5	S?(No)	#Played(2)

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|| Not enough Players for Viable Team || MTC Players(13) Outside Players

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Captain: Hughes, Howard || Liaison: Test - Test - Test

Player-1:	Ham, Hoe	3.5	S?(No)	#Played(2)
Player-2:	Frank, Allen	4.0	S?(Yes)	#Played(None)
Player-3:	Chicken, Larry	4.0	S?(No)	#Played(2)
Player-4:	Fish, Mike	4.5	S?(No)	#Played(8 or more)

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3) Non-Member Players Signed-up for Current USTA Season

Outside Player Roster

Member Directory
Order Team Platter
View Platter Orders
Order Thursday Dinner
Admin - Weekly Update
Admin - View Orders
Leagues Main
Sign-Up
View Team Roster
Become a Captain
Outside Players: Demo
Committee Minutes
Forms, Rules & Info
--> EMAIL US

Lists all Outside Players approved by TC.

Total Outside Players = 3

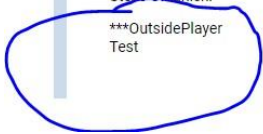
----- USTA Roster of Outside Players -----

Team	Name	Rating	Singles?
18+ Mixed 7.0 Taylor	Christy	3.5	
18+ Mixed 7.0 Taylor	Judy	3.5	
55+ Men 7.0 Simmons	OutsidePlayer	3.5	

4) Current Team Rosters listing All Non-Member Players


55+ Simmons – Men 7.0 B) Competitive: Play to win; Players invited to play at least twice, if available

Name	Gender	Rating	Age Group	Singles?	Registration
Mike Ketchum	M or F	3.5		No	April 28, 2019 at 9:37 am
Randy Tugaw	m	3.5		No	April 29, 2019 at 8:19 pm
James Black	M	3.5		No	April 27, 2019 at 11:39 am
Kent Castle	M	3.5		No	April 29, 2019 at 9:30 am
Aric Clark	M	3.5		No	April 26, 2019 at 9:51 am
Mark Clem	M	3.5		No	April 26, 2019 at 9:43 am
Lyle Cowen	m	3.5		Y - Only to avoid Default	April 26, 2019 at 10:16 am
Keith Denkler	M	3.5		No	April 25, 2019 at 2:52 pm
Dennis McVey	M	3.5		No	April 27, 2019 at 11:33 am
Tassos Papadimos	M	3.5		No	April 27, 2019 at 8:19 am
Steve Starnicki	M	3.5		No	April 27, 2019 at 3:27 pm
***OutsidePlayer Test	M	3.5		No	May 2, 2019 at 7:13 am



5) To Submit Comment or Suggestion

Comments or Suggestions



Member Directory
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 Sign-Up
 View Team Roster
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 Outside Players Menu
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 Forms, Rules & Info
 -> Suggestion/Comments Box
 EMAIL US

Club is looking for comments or suggestions on all aspect of your experience at Club: courts, leagues, cafe, pool etc.

All submission are CONFIDENTIAL until discussed with you. You may send to General Manager or President of Board. You will then jointly determine next action. (for example: remain with GM or forward to TC Chair or BOD).

We are especially interested in your experiences, comments and suggestions with the updated rules for Tennis Leagues, Captaining and all things related to playing tennis at MTC.

All Submission will be responded to within 1 week.

Please complete the information below.

Send Comment or Suggestion to:

Only Deliver to: *

Your Info (required)

Name *

Email *

Your Comments or Suggestions

Category *

Comment or Suggestion *

