



2021 LEAGUE PROCEDURES for all leagues coordinated by
Greater Richmond Tennis Leagues (GRTL)

RED marks changes or additions for 2021. LC is used throughout the Procedures to indicate league coordinator.

League play is governed by, in hierarchical order, the ITF Rules of Tennis and USTA Friend at Court, USTA National League Regulations and Interpretations, USTA Mid-Atlantic Section (MAS) Rules, USTA Mid-Atlantic Local League rules and these procedures. The goal of these procedures is to avoid disputes and conflicts. Please keep a copy of this document and the MAS Rules for All Local Leagues in your tennis bag for use as a reference.

1) General Information for Captains and Players:

- a) **LC Contact Information** is listed on each League Fact Sheet and the local league website. **Email is the best way to reach the LC and most efficient way to communicate rules, etc. No texting!** When contacting the LC, please identify yourself and give your league and level.
- b) The local league website is the main source of general league information for any leagues administered by Greater Richmond Tennis Leagues (GRTL). It is administered by the LC's and is updated frequently. Local team registration, local rules, league forms, captain resources, and other helpful information for captains and players can be found by visiting the local league website. <http://www.richmondtennisleagues.com/>.
- c) **TennisLink** is the official and exclusive system for registering players, reporting match scores and showing league standings for the USTA League Tennis program. TennisLink is administered by Active for the USTA and does not contain any local league information. <http://tennislink.usta.com/Dashboard/Main/Home.aspx>
- d) **League Calendar and League Timeline:** The local league website includes a calendar with important dates/events and a timeline of approximate league season dates. The timeline includes league registration dates for each league, approximate local season dates, Regional Championship dates, etc.
- e) Local league registration dates are posted on the local league website Registration page and home page calendar.
- f) Local league matches are not officiated. On match days, team captains (and acting captains) are expected to identify themselves to opposing captains and ensure that matches run smoothly and all rules are followed. A captain, or acting captain, is strongly encouraged to be present throughout the entire team match.
- g) All leagues will use USTA National Rule **2.01C** TennisLink Scoring Procedures in the Event of a Tie.
 - (1) In the event of a tie, whether in round robin or single elimination competition, the tie shall be broken by the first of the following procedures that does so:
 - (i) Individual Matches. Winner of the most individual matches in the entire competition.
 - (ii) Head-to-Head. Winner of head-to-head match.
 - (iii) Sets. Loser of the fewest number of sets.
 - (iv) Games. Loser of the fewest number of games.
 - (v) Game Winning Percentage: Total games won divided by total games played**
 - (vi) Coin Toss or other procedure to be announced prior to the commencement of local league play.

2) League Registration and Related Captain Responsibilities:

- a) Registration dates and links to the Registration Form for each league are listed on the local league website calendar. Captains must complete the Local League Registration Form before the posted deadline.
- b) Late Registration is subject to LC discretion.
- c) Prior to registration, each captain should read the Local League Fact Sheet pertaining to the league. Fact Sheets are posted on the local league website.

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- d) **Dropout Deadlines:** Registered teams who drop out of the league after the Dropout Deadline listed on the League Fact Sheet could be charged a \$75 fee to cover processing costs. If a team drops out of the league after the Dropout Deadline and after players have registered in Tennis Link, the registered players may be transferred to another team or receive a refund. See Procedure 6 for Refunds and Transfers.
 - e) **The LC will assign TennisLink team numbers 3-4 days after the local team registration form is completed. Captains locate their team number in TennisLink by navigating to their league and level using the TennisLink league search, or by using the links provided on the each league page of the local league site.**
 - f) **The LC will notify captains when TennisLink player registration is opened. Team Captains should register first and check the captain box. Co-captains should register after the captain. After the captain and co-captain register, the TennisLink team number should be distributed to their players.**
 - g) Captains must make sure that their USTA Membership contact information is correct since this contact information will be used in the Captains Report in TennisLink. If the information on the Captain's Report is not accurate, you must update it by contacting [USTA Customer Care](#). Be sure to use an email address that you check frequently and be sure to use your cell number if you plan to text other captains on match days.
 - h) If a team captain resigns and a new team captain is appointed, someone must notify the LC. The LC will then assign the new team captain in TennisLink and the new team captain will be able to view the Captains Report. The new captain must contact the other captains in their flight or level to advise of the captain change. This will avoid confusion and miscommunication for the remainder of the season.
 - i) Team captains should check email frequently for communications from the LC or other team captains.
- 3) Participation in Multiple Leagues with Overlapping Seasons:**
- a) Many leagues in Richmond have overlapping league seasons and most players participate in multiple leagues. The LC's try to work out league conflicts as much as possible, but all conflicts cannot be avoided. Captains and players are expected to manage their league schedules to avoid too many conflicts. Accommodation requests for players with conflicting matches due to overlapping league seasons will not be honored.
- 4) Competition Format:**
- a) Each NTRP level within each league will play at least one round robin competition where every team plays every other team. The number of matches for each NTRP level will depend on the number of teams in the level and the number of weeks/weekends available for league play. Some NTRP levels will be divided into flights and each team will play every other team in that flight. The goal is to give all teams 7 – 10 matches.
 - b) Some levels or flights may enter a playoff structure to establish a local league champion for that NTRP level. If local league playoffs are required, playoff formats will be determined by the LC. The playoff format will be communicated to all affected captains prior to the start of match play for the season.
 - c) **Representation at the combined West Virginia/Virginia Regional Championships is outlined in USTA Rule 2.02B(2) in National and MAS rules. For 2021 only, each local league will advance only the local league winner to the corresponding Regional Championship. No area will send multiple teams regardless of league size.**
- 5) Home Court Requirements:**
- a) Each team must provide courts to host home matches. Home courts must be reserved for all home matches.
 - b) A minimum of three courts is required for **leagues which play 4 or 5 individual matches. A minimum of 2 courts is required for leagues which play 3 individual matches.** Split match times will need to be used when there are fewer courts than individual matches.
 - i) **Split Match Times:** If the home team must split match times due to court availability, the visiting captain must be informed of the start times for each match, 72 hours in advance by email. (Example: Our singles

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matches and #1 doubles will play at 9AM. Our #2 and #3 doubles matches will start at 10:30AM.) If the home team fails to notify the visiting captain within the specified 72 hours and it is brought to the LC's attention, the match will be rescheduled by the LC at the visitor's club on a later date.

- c) If captain/players are members of a private club or have access to a private facility, the captain must check with the staff of the facility to make sure they will reserve enough courts for all home matches.
 - d) **Private clubs and facilities have their own membership requirements for the players on their USTA league teams. USTA does not govern their player membership requirements.**
 - e) Public tennis facilities may be used if the facility administrators allow courts to be reserved for league matches.
 - f) Belmont Recreation Center tennis courts have limited availability for USTA league matches and must be reserved for USTA leagues through the LC. Please do not contact Henrico County regarding Belmont Courts. Contact the LC for additional information if you are interested in using Belmont Courts.
 - g) Exceptions to the above requirements may be allowed at local coordinator discretion.
- 6) Team Roster Requirements / Player Additions, Player Refunds and Player Transfers:**
- a) A player's name must be listed on the team roster in TennisLink prior to participation in any match. In order to register in Tennis Link, each player's USTA membership must be valid through the end of the local league season. Anyone participating in postseason play must have a valid membership at the time of the event. **To avoid eligibility disputes, players who register on the same day as their first match are strongly encouraged to print an on-line TennisLink receipt and bring it with them to that day's match.**
 - b) Roster Additions: Players may be added to the roster at any time up until the second to last regularly scheduled or rescheduled local league match. Players may not be added during Championships, including local playoffs.
 - c) Roster Minimums: 8 players for 5 court leagues, 5 players for Adult 18 & Over 2.5 level and 5.0 levels, 6 players for 3 court leagues
 - d) Roster Maximum: **22 players for 2021 leagues.**
 - e) Advancement to Post Season: All players must have played in 2 local league matches (1 default received will count) to qualify for post season play. Local league playoffs are now considered post season play for qualification purposes.
 - f) Fee Refunds/Roster Deletions: Players who have not participated in a match may be receive a refund and be removed from the roster by submitting a *Player Refund Form* prior to the end of the regularly scheduled local season (does not include playoffs matches and/or championships). *Player Refund Forms* may only be completed by a player, or by a league coordinator on behalf of a player. A link to the form is available [here](#).
 - g) Fee Refunds: *Player Refund Forms* are submitted directly to USTA Mid Atlantic. Processing takes about 30 days. **Note:** The Active Fee is collected by TennisLink and is non-refundable and \$6.00 of the Mid Atlantic fee will not be reimbursed due to outside payment processing fees.
 - h) **Player Transfers:** Players may be transferred from one roster to another **as long as the leagues are administered by the same LC**, if the player has not yet played in a match AND if the transfer is in the same calendar year. Team captains or players requesting a transfer should follow the procedure below:
 - i) Send an email to the LC including the player name, player USTA #, and current team's level, name and number. The player and both captains must be copied on the email. List the team name, level and team number for the team the player should be transferred to.
- 7) Match Schedules and Match Times:**
- a) Match schedules will be published in Tennis Link 1-2 weeks before the season starts. Captains will be notified by email when the schedules have been published in Tennis Link.

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- b) Matches are scheduled according to court availability at each team's club or facility. Teams are not guaranteed an even number of home and away matches.
- c) The LC's will make every effort to schedule all Weekend league matches between 8AM and 7PM, and all Weeknight matches between 6PM and 9PM. In some cases it may be necessary to schedule matches outside of those times.

8) Match Reschedules: When are Reschedules Permitted?

Captains may reschedule for the situations listed below. Use Procedure 10 for negotiating the reschedule. Makeup matches must be completed within 14 days per MAS rules. See 1.04C(2). **Exception:** Teams do not have 14 days to make up matches during the last 2 weeks of the league season. These matches must be made up as soon as possible in order to determine league winners for VA/WV Regional Championships or to determine playoff spots in cases where playoffs are required for advancement to Regionals.

- a) National Holiday weekends plus Easter, Mother's Day, and Father's Day. If either captain requests a holiday reschedule at least 5 days in advance, the opposing captain is required to allow the reschedule. Requests made with less than 5 days advance notice may be denied by the opposing captain.
- b) Facility Issues, which include unexpected club or court closings, court reservation mistakes such as courts being double booked by club or LC, court gates locked on match day, and other unusual situations. Captains must notify opposing captains as soon as they are aware of the issue.
- c) Reschedules due to conflicts with USTA League post season championships are allowed at the discretion of the LC. The conditions below must be met for LC approval. The LC will Notify both captains if approved and will give a deadline for the rescheduled match to be completed.
 - i) The request must be made to the LC by completing the *Reschedule Request Form* at least **5** days prior to the scheduled match date. A link is available on the local league website on the League Rules and Forms page.
 - ii) The reschedule must involve conflicts due to USTA Local League playoffs, USTA Regionals, USTA Sectionals, and USTA Nationals.
 - iii) 40% of your team (40% of one gender or a rating level for mixed or combo teams) must be participating in the post season championship
- d) Reschedules for a local tennis event such as the Mercedes Benz Championships, Keith Mumford Memorial, etc. are not required, but are allowed if the captains agree on the reschedule and work out details. Local Procedure 10 should be followed for rescheduling. If captains cannot come to an agreement on rescheduling, the match should be played on the originally scheduled date and time.
- e) Inclement Weather: See Procedure 9 below.

9) Inclement Weather: Captain Responsibilities, Court Playability, Extreme Temperature Reschedules

- a) Inclement weather includes rain, lightning, sustained high winds and severe temperatures. Extreme temperatures are considered temperatures below 40°, temperature of 95° or more or heat index of 105° or more.
- b) Captains are expected to use courtesy when dealing with inclement weather conditions. When weather conditions and/or court playability are uncertain, captains (including acting captains) should communicate with each other early on match day. If the captains are not able to reach a determination on court playability, the teams must go to the courts and be ready to play.
- c) **Court Playability for facilities with on-site staff:** The court supervisor on duty or appropriate staff will determine whether courts are playable. Home captains are responsible for contacting their club or facility to check court conditions when weather conditions and/or court playability is uncertain. If the court supervisor

determines the courts unplayable, the home captain must contact the visiting captain immediately to let them know that the match is cancelled. The home captain should get a confirmation from the visiting captain to avoid any misunderstandings.

- d) **Court Playability for facilities without on-site staff or court maintenance staff.** The home captain is responsible for arriving early enough to check court playability and if needed, prepare courts for play. Court conditions should be communicated to the visiting team captain ASAP. If the home captain is not able to reach a determination on court playability by 1 hour before the match time, the teams must go to the courts and be ready to play. If court maintenance equipment is available, the visiting team is encouraged to cooperate in preparing courts for play, particularly at times when the weather forecast suggests that there may be problems in rescheduling. For example, if there are a few puddles on the court and rollers are available for use, each team could be in charge of rolling their half of the court. If no court maintenance equipment is available or the captains determine that courts cannot be ready for play within a reasonable amount of time (10-15 minutes), they may consider the courts unplayable and reschedule the match.
- e) If teams have assembled to play and the match is delayed or interrupted by rain or wet courts, teams should be prepared to wait 15 minutes to determine if the courts are playable. Teams may wait longer if all players are in agreement and other matches or court reservations are not scheduled immediately after the allotted match time. If matches or other club events are scheduled immediately after the assigned match time slot, 15 minute delays will not be allowed and the match (or remainder of match) will need to be rescheduled.
- f) **Extreme temperature** inclement weather reschedules should be rare. If captains agree to reschedule due to extreme temperatures, use Procedure 10 for reschedule procedure. **NOTE:** When extreme temperatures are imminent, captains are strongly encouraged to touch base the day before the match in question. Check weather conditions on local media. If local forecasts predict dangerous weather conditions and advise people to stay indoors, use common sense to decide if the match should be played. If either captain requests the LC to mediate an extreme temperature dispute, the LC may use his/her discretion to reschedule the entire team match to a non-negotiable date, time and/or location.
- g) Use any agreed upon weather app to monitor temperatures and heat index. If a match is postponed for severe temperatures, the captains should notify the LC.
- h) If one or more courts are scheduled indoors and it rains, those courts will still play as scheduled. Only the courts scheduled for outdoors would need to be rescheduled.

10) How to Re-schedule Matches:

- a) **Captains have five (5) days from the original match date to reach an agreement for the date, time and location of a rescheduled match.** The purpose of the 5 day window is to quickly reach an agreement and ensure that makeup matches are completed within 14 days per MAS rules. See 1.04C(2).
- b) If an agreement has not been reached within (5) five days of the originally scheduled match and either captain requests LC to mediate a reschedule dispute, the LC may use his/her discretion to reschedule the entire team match to a non-negotiable date, time and/or location. If the makeup match rescheduled by the LC is not completed, the match in dispute will be entered as a default for both teams.
- c) The procedure to negotiate the reschedule is listed below. Note: Both captains must respond quickly when offering dates, choosing dates and confirming dates so that an agreement is reached in 5 days.
 - i) The home team captain must offer 3 different dates for the makeup match **within 48 hours of the originally scheduled match.** (See 10e below for allowable days and times.)
 - ii) The **visiting captain has 24 hours** to choose 1 of the 3 dates for the makeup match. If a visiting captain refuses all 3 dates it will be considered a default by the visiting team. (Note: Home captains may offer more than 3 different dates if they choose to, but they are not required to offer more than 3 dates.)

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- iii) Once the visiting captain has chosen a date, the home captain has 24 hours to confirm receipt of the chosen date and confirm that courts are reserved for chosen date.
- iv) Captains may agree to split the individual matches between the dates offered.
- v) Rescheduled matches may be split into individual matches and the players involved must follow the procedure listed above. Captains are responsible for providing their players' contact information to the other captain and for making sure that the individual matches are scheduled and played within 14 days.
- d) **Both captains** are responsible for ensuring that any rescheduled match is played in advance or within 14 days of the originally scheduled match.
- e) In order to complete makeup matches within 14 days, both weekends and weeknights may be used for makeup matches for weekend or weeknight leagues. Weekdays (M – F before 6PM) are not allowed unless agreed upon by both home and visiting captains. For weekday leagues, rescheduled matches are to be played weekdays unless both captains agree on a weeknight or weekend.
- f) Once a date, time and location for any makeup match has been agreed upon by the captains (or players for individual matches), the makeup match may not be cancelled or rescheduled for any reason other than inclement weather or facility issue.
- g) It is recommended that details for all rescheduled courts be documented by email and saved in case of a dispute. If captains text or phone each other, they should confirm the details by email.
- h) If a rescheduled makeup match is rained out or otherwise rescheduled, a one (1) week extension from the rescheduled date will be allowed.
- i) If a rescheduled makeup match is rained out multiple times causing the reschedule to go beyond 21 days, the captains must notify the LC by email and advise of the situation. In this situation, the LC may use his/her discretion to reschedule the entire team match to a non-negotiable date, time and/or location.
- j) The HOME captain must notify their home club if any changes are made to their match schedules. The court reservations for the original match must be cancelled if an entire team match is moved.
- k) If a match in progress is stopped due to rain or lightning, follow the above procedures to reschedule and finish the match. If a match has not started (no points played), the lineup may be changed for the makeup match.

11) Match Time Limits and Timed Matches: What to do when Time Runs out

- a) The minimum allowable match time is 90 minutes. Most clubs assign 2 hour match times for league matches. The Timed Match Procedure may be necessary to use regardless of whether the match is played indoors or outdoors. Captains should discuss with each other before the match begins.
 - i) Some clubs allow matches to run over IF courts are not reserved immediately following the match time.
 - ii) Some captains reserve additional courts immediately after their allotted time in case matches run over.
 - iii) Teams are not allowed to go over the time limit on their assigned courts if the club or facility has reserved the courts immediately after their assigned time.
- b) **Before the match begins:**
 - i) The home captain must inform the visiting captain of the match time limit and whether the Timed Match Procedure will be used.
 - ii) Each captain must make sure that their players are aware of the assigned time limit and the Timed Match Procedure.
- c) **Timed Match Procedure:** With 10 minutes remaining in the allotted match time, please do as follows:
 - i) Finish the game you are playing.
 - ii) If a team/player is up a break after that game is finished, they win that set.

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- iii) If the teams/players are 'on serve', they play a set tiebreak (first to seven, win by two) to decide that set. (The set tiebreak will be scored as 1 game.)
 - iv) If the above occurs in the first set, immediately play a set tiebreak to determine the 2nd set winner.
 - v) If sets are split, immediately play a 10 point match tiebreak for the third set to determine the match winner.
 - vi) Players are expected to vacate the courts as soon as their allotted time is up. If time does not allow to match to finish, matches must be completed within 14 days.
- d) During a Timed Match, players are not allowed to take bathroom breaks during the last 15 minutes of the match.
 - e) If a player chooses to use the bathroom during the last 15 minutes of play during a timed match, the match will be considered to be RETIRED, resulting in a win to the opposing team.
 - f) If the home club has a clock visible to all courts, this clock will be used to call time in Timed Matches. If a club clock is not available, the home team captain may use his/her cell phone time or watch. The captains may choose to designate a player on each court who is responsible for notifying all players when they have 10 minutes remaining.

12) Match Format, Court Surfaces, Fees and Indoor Court Usage: (See MAS Local League Rule 5)

- a) GRTL will use the following recommended format:
 - (1) Match play will consist of best of two sets using regular scoring and a set tiebreak (first to 7 points by 2 points) at six games all in each set. In the event of split sets, a match tiebreak (first to 10 win by 2) in lieu of a third set shall be played immediately following the end-of-set rest period.
 - (2) The Coman tiebreak procedure will be used for all tiebreaks, unless stated otherwise for indoor matches in the attached Local League Procedures.
- b) Any combination of hard courts, clay courts, or indoor courts may be used for league matches. Clubs and facilities may schedule matches on any available courts. Changes and adjustments by the club may be necessary due to the needs of the club. Most matches are outdoors, but if the club employees assign indoor courts for their team(s) home matches, guest fees or court fees should not be charged to the visiting team. Court fees may apply if team captains or players decide to move a match indoors, but it is up to the players and captains to work out the details. Matches interrupted by rain can be rescheduled on any court surface.

13) Line-up Exchanges & Lateness Rule: (Procedure for MAS Local League Rule 6 & 7)

- a) Team captains or acting captains must simultaneously exchange **written** lineups with their opponents BEFORE the scheduled match time. Captains are strongly encouraged to use printed TennisLink scoresheets. A blank piece of paper is acceptable if a Tennis Link scoresheet is not available. Captains must write player's first and last names to avoid confusion if there is more than one player on the team with the same name. (Using first and last names will also mean fewer score corrections!)
- b) All captains, acting captains and players should be at the match site and ready to play 15 minutes before match time. This gives captains ample time to exchange line-ups and avoids lateness penalties. It is very important that matches begin on time and warm ups are kept to 10 minutes. Most clubs have matches scheduled throughout the day and matches are not allowed to run over the time limit.
- c) Captains may fill in lineups before they arrive at the match site but this is not a requirement. Many captains prefer to make sure that all players have arrived before filling in the lineup.
- d) Lateness Rule: Use MAS Local League Rule 4b if any player shows up late for a match. The Captains or Acting Captains are responsible for assessing lateness penalties. Cell phones should be used to determine accurate times. If a player is late, simply look at the time and apply the appropriate penalty. No one should expect special treatment in these cases. If split match times are being used and the later matches are scheduled "as

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courts open up and become available”, the lateness rule only applies if a court has opened up. Penalties cannot be assessed for the later matches if earlier matches are still in progress.

- e) What happens when a captain expects/states that the #1 position (singles or doubles) will be there shortly, so the opposing captain permits the other positions (#2 and/or #3) to go on the court and start/complete matches, and then the team(or person) doesn't show up and a default is recorded at the #1 position? If both captains agree to begin the match with positions missing, all courts stand as played. (USTA National Q&A Clarification page 8)

14) Tennis Link Match Scoring Procedures (Defaults, Retirements, etc.)

- a) After the entire match is completed, both captains or acting captains must confirm all match scores. Captains are strongly encouraged to sign both match scorecards indicating that the player names and scores are correct. Captains are strongly encouraged to retain one of the signed scorecards for the remainder of the season.
- b) Match results must be reported on TennisLink within 48 hours of the completion of the team match. This may be done by either the winning or losing team captain, or their designee. The other captain should “Confirm” or “Dispute” scores in TennisLink within 48 hours after they have been reported.
- c) Score Corrections or Disputed Scores: If a match score needs to be corrected, captains must complete a *Match Score Correction Form*. A link to the *Match Score Correction Form* is available on the local league website on the League Rules and Forms page. The TennisLink match number must be included in the form.
- d) Disputed Scores: See Score Corrections above.
- e) Timed Match: Set tiebreaks are scored as 1 game. Choose “Timed Match” for Match Status in TennisLink.
- f) Defaulted Matches: The match score is entered as 6-0, 6-0 in Tennis Link and “Default” is chosen for the Match Status. The team receiving the default enters player(s) names. No player names are entered for the defaulting team.
- g) Retired Matches: If a player is unable to finish a match due to injury, physical condition, or other extenuating circumstances, that player must “Retire”, resulting in a win for the opposing team. The score is entered as it stood at the time of retirement and “Retired” is chosen for the Match Status in Tennis Link.

15) Defaults: Full Team Defaults and Individual Defaults (See MAS Local League Rule 7)

- a) A team default is defined by one team not playing enough courts to win the team match.
- b) **If a team is going to default/forfeit an entire team match, the captain must notify the both the LC and the opposing captain by email, in advance**, and give a brief explanation. Once a captain has forfeited his/her entire team match and has contacted the LC and/or the opposing team captain, it becomes final. If a team fails to show up for a match and has not notified the other captain, then a grievance may be filed against that team. The Grievance committee may impose sanctions or penalties deemed necessary.
- c) If a team has one or more full team defaults in one season, the defaulting team may be ineligible to advance beyond the local league. The team will be required to play the remainder of all local league matches for the purposes of satisfying match play requirements for opponents and NTRP calculations for all players involved.
- d) If a team has one or more full team defaults, all matches of the defaulting team may be removed from the stats and standings in Tennis Link. If all teams with a mathematical chance to advance have already played the defaulting team in good faith, the matches remain in TennisLink and will stand as played when determining standings.
- e) Individual and full team defaults may impact the final league standings and also take matches away from other players. If a team defaults two or more entire team matches in one season, a grievance may be filed. Team captains are also responsible for fielding a complete team for each match of the league season. If a

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team defaults more than 25% of their individual line matches, a grievance may be filed. The Grievance Committee may impose sanctions or penalties deemed necessary. The captain and players may face penalties ranging from written reprimand to: (1) captain may not captain a USTA team; (2) denial of re-entry (as a team) into the local league; or (3) the stipulation that no more than three of the players that had played together on the defaulting team be allowed to play together on ANY level.

16) Specific Club Information/Requirements

- a) The home team captain is responsible for informing the visiting captain (by email) of any specific information or rules for their club. Is there a dress code? Are water, towels and restrooms available? Is parking an issue? Will clay or hard courts be used? Will the Timed Match Procedure be used?
- b) If a club has a dress code, visiting players must follow the dress code in order to play in a USTA league match.

17) Bathroom Breaks:

- a) Bathroom breaks are allowed, but must not exceed 5 minutes.
- b) If a player chooses to use the bathroom during the last 15 minutes of play during a timed match, the match will be considered to be RETIRED, resulting in a win to the opposing team.

18) Playoffs and Regional Championships:

- a) USTA MAS League Championship dates and information are posted [here](#) on the USTA MAS website.
- b) Captains of teams in contention for Regional Championships should make sure that players are aware of championship dates and confirm that enough players can participate. Regional Championship rules require that all teams be able to field a team for all courts at the championships.
- c) In levels or flights with local league playoffs for advancement to Regional or Sectional Championships:
 - i) As a show of good sportsmanship and in fairness to other teams in a flight/level, only teams who can participate at the next championship level should participate in playoffs for advancement.
 - ii) If a team captain knows before playoffs that his/her team cannot advance to the Regional Championships, the captain should notify the LC ahead of time so that the team's spot in the playoffs can be offered to the next team in line.
- d) Level winners will be contacted by the LC after all matches and playoffs are completed and entered in Tennis Link. The LC will provide available information regarding Regional or Sectional Championships.

19) Player / Spectator Conduct:

- a) To further clarify MAS Local League Rule 11C, teammates, spectators, and coaches may not interact with players and/or make suggestions on any aspect of a match (line calls, scoring, etc.) while a match is being played.
- b) Captains are responsible for controlling the behavior of their teams and teams' spectators. Confrontational, loud, or otherwise unsportsmanlike behavior is unacceptable. If a problem arises, players should ask the spectator to refrain from the behavior. If the behavior continues, the team captains should ask the spectator to refrain from the behavior or leave the area. If necessary, a grievance should be filed by the team captain.

20) Grievances:

- a) Any grievance alleging a violation by an individual or team of (i.) the USTA Constitution and Bylaws; (ii.) the USTA LEAGUE REGULATIONS; (iii.) the FRIEND AT COURT – The USTA Handbook of Tennis Rules and Regulations including The Code; or (iv.) the standards of good conduct, fair play and good sportsmanship, shall be filed in writing by the team captain or acting captain who was present at the match where the alleged violation occurred.

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- b) The Grievance should be filed with the LC prior to the commencement of whichever occurs first: (a) the involved team's next match in that flight, whether or not the involved player participates or (b) within 24 hours after the end of the local league season, except for Administrative Grievances (See Reg. 3.03A(2), Eligibility Grievances (See Reg.3.03B(3), and NTRP Grievances (See Reg. 3.03E(3).)
- c) All local grievances, appeals and NTRP complaints and appeals will be submitted to the LC. The LC will then forward the grievance or appeal complaint/appeal to the MAS Grievance Committee Chair or Richmond Local Grievance Committee Chair. All NTRP grievances will be forwarded to the USTA MAS NTRP Grievance Committee for processing.

21) Major Changes to USTA National and Mid-Atlantic rules for 2021 are listed below and posted [here](#).

1. 1.04C(1) Official League Registration:

Language updated to clarify that players may be added to a team roster at any time up until the second to last regularly scheduled or rescheduled local league full team match for their specific team.

2. 1.04D(4) Team - For the 2021 Championship year only:

For 2021 only, roster limits have been increased to 22 players.

3. Rule 1.04G - Removed for the 2021 Championship year only:

Player limitation for leagues which advance to Sectional Championships: only three players may be members together on another team in the same Division, within an age group, at the same team NTRP level, during the same season.

4. 2.01C(3) Procedures in Event of a Tie for Local Play:

Language updated to include Game Winning Percentage to be consistent with National Regulation 2.03H.

5. Rule 2.02B(1) District/Area Championships:

The Mid-Atlantic Section will offer a combined Maryland/DC Regional Championship and a combined Virginia/West Virginia Regional Championship where appropriate.

6. 2.02B(2) Regional Championships - For the 2021 Championship year only:

For 2021 only, each local league will advance only the local league winner to the corresponding Regional Championship. No area will send multiple teams regardless of league size.

7. 2.02B(3) Sectional Championships

All Mid-Atlantic Section Championships with active advancement out of Regional Championships will have 4 teams eligible to advance at each gender and NTRP level. Two shall come from the Virginia/West Virginia Regional Championship and 2 from the Maryland/DC Regional Championship. Additionally, for the 2021 Championship Season there will be no "Open" level advancement to a Regional and/or Sectional Championship.

8. 3.02B Administrative Grievance

Mid-Atlantic enforces a \$50 filing fee for Administrative Grievances, which is returned if upheld.

9. Rules for Local Leagues -

9. Captain/Player Conduct

Language added

c. Captains should conduct administration of their team in a clear, concise, fair and appropriate manner in communications with players, other Captains and Local League Ambassadors.