



## 2022 LEAGUE PROCEDURES for all leagues coordinated by Greater Richmond Tennis Leagues (GRTL)

**RED marks changes or additions for 2022. 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. Local procedures are in place 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](#).
- 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) 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.
- e) 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) Team Registration and Related Captain Responsibilities:

- a) Team Registration dates and links to the Team Registration Form for each league are listed on the local league website. Captains must complete the Team Registration Form before the posted deadline.
- b) **Team registration is a commitment to field a team for a specific league. Before registering a team in any league, each team captain must:**
  - i) Make sure you have enough players to field a team.
  - ii) Make sure your home club or facility has approved your team and agreed to host your home matches.
  - iii) Read the Local League Fact Sheet. Fact Sheets are posted on the local league website.
  - iv) 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, it must be updated by contacting [USTA Customer Care](#). Be sure to use an email address that is checked frequently and be sure to use your cell number if you plan to text other captains on match days.

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- c) Registration after the posted deadline is subject to LC discretion.
  - 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) **Please visit the local league website for Team Registration instructions and links to the registration form.**
  - f) 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.
  - g) Team captains should check email frequently for communications from the LC or other team captains.
- 3) Participation in Multiple Leagues or NTRP Levels 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 or for playing in multiple NTRP Levels within the same league will not be honored.
- 4) Competition Format:**
- a) **Approved formats are listed in USTA Mid Atlantic rules.** 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. The goal is to give all teams 7 – 10 matches. **Each league season must be completed by USTA Mid Atlantic specified deadlines.**
  - 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 Regional and Sectional Championships is outlined in USTA Rule 2.02B in National and MAS rules.
- 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 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.

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- 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. Before registering in TennisLink, each player's USTA membership must be valid through the end of the 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 to the second to last regularly scheduled or rescheduled local league match **for their specific team**. 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 2022 leagues**.
- e) Fee Refunds/Roster Deletions: Players who have not participated in a match may receive a refund and will 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](#).
- f) 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.
- g) **Player Transfers:** Players may be transferred from one roster to another as long as both leagues are coordinated 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.
- 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 Schedules: When are Reschedules Permitted?

Match schedules are firm! Matches rescheduled for reasons other than those listed below are subject to being scored as a double default. Matches are to be played on the scheduled date with the following exceptions, or at the discretion of the Local League Coordinator:

- a) **Facility-related issue or closure.** The reschedule request for facility-related issues must come from the facility manager. Facility-related reschedule requests from team captains will not be accepted.

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- b) Inclement weather (rain, heat, visibility, etc.).
- c) USTA League Championship Conflicts if pre-approved by the League Coordinator and the conditions below are met.
  - i) The request must be made to the LC by email within 5 days of the affected players becoming eligible to participate in said championship if the affected league's match schedule is already published. If the affected league match schedule is not already published when the players become eligible for a Championship, the request must be made within 5 days of publication of the affected league schedule. The LC will provide a brief request form to the requesting captain. Names of eligible players requiring the accommodation must be provided in the request form.
  - ii) At least 40% of the team (40% of one gender or a rating level for mixed or combo teams) must be participating in the post season championship.
- d) Early Play: Team matches or individual matches may be played before the originally scheduled match date if both captains agree.
  - i) The early matches must be played prior to the originally scheduled date.
  - ii) This new agreed upon date now becomes your official scheduled match date.
  - iii) If inclement weather or facility issue occurs, the match date reverts to the original date published on Tennis Link.
  - iv) It is the responsibility of the requesting player/team captain to secure the court(s) for the newly scheduled match and to release the unused court(s) from the original date and time.
  - v) Notification must also be provided to the original facility to release any unused court(s).

### 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) Inclement Weather Reschedule Procedure:

- a) Inclement weather makeup matches are to be completed within 14 days per MAS rules. See 1.04C(2). Captains have five (5) days from the original match date to reach an agreement for the date, time and location of a makeup match. The purpose of the 5 day window is to quickly reach an agreement and ensure completion of the makeup match within the 14 day window.
- 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.) Home captains **may** offer more than 3 different dates if they choose to, but they are not required to offer more than 3 dates.
  - 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 **or does not respond to the home captain's email** it will be considered a default by the visiting team.
  - 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) 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.

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- 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: Revised 09-01-2022**  
**Captains should keep a printed copy of the new Timed Match rule in their tennis bags. Click [HERE](#) to view.**
  - i) Each court shall agree to a timepiece prior to the match starting. Alarms are suggested and should be set for the end time. Warmups are included in the total match time. When the end time is reached on a court, any point in progress shall be finished.
  - ii) The winner shall be determined by the following:
    - (1) The total number of completed games won will determine the winner of the match.
    - (2) If the total number of completed games are tied, a final Decider Point is played to determine the winner of the match. See below for Decider Point procedures.
    - (3) If the first or second set tiebreak is in progress, the team that is ahead by one point or more, wins the tiebreak and then the total number of completed games won will determine the winner of the match.
    - (4) If tied in either set tiebreak, the next point in normal rotation of serving shall be played to determine the winner of the set. The total number of games won will determine the winner of the match.

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- (5) If the third set tiebreak has not started and the total number of games is equal, a final Decider Point is played to determine the winner of the match. This Decider Point is not a third set tiebreak and is not entered in Tennislink as 1-0.
- (6) If the third set tiebreak has started, the team that is ahead by one point or more, wins the tiebreak and the match. The score shall be entered into Tennislink with the third set recorded as 1-0.
- (7) If the third set tiebreak is tied, a final Decider Point is played to determine the winner of the match. The match shall be entered into Tennislink as the actual match score with the third set recorded as 1-0.

### iii) Decider Point Procedures:

- (1) The home team spins their racquet, the winner of the spin selects serve or receive & in doubles states the player who will be serving or receiving. If the winner of the spin decides to serve, the opponent chooses to receive on the ad or deuce side, regardless of gender, and does not change court position.
  - (2) If not in the 3rd set tiebreak, this Decider Point is NOT scored in Tennislink and simply decides the winner of the match.
- d) 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.
  - e) During a Timed Match, players are not allowed to take bathroom breaks during the last 15 minutes of the match.
  - f) 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.

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

- a) GRTL will use the following recommended format:
  - i) 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.
  - ii) 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) 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.
- b) Use the following procedure for the lineup exchange:

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- i) Written line ups, preferably using printed TennisLink scoresheets, must be exchanged simultaneously by the match start time. Write down player first and last names. It is acceptable for a captain to write their line up at any time prior to the exchange.
  - ii) **It is not acceptable for a captain to write their line up on their opponent's scorecard 'from memory'. Please notify the LC if a captain requests to do this.**
  - iii) 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. If there is an error in court positions played, the scorecards will be adjusted accordingly. All matches stand as played
- c) 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. If split match times are being used and the later matches are scheduled "as courts become available", the lateness rule only applies if a court has become available. Penalties cannot be assessed for the later matches if earlier matches are still in progress.
- d) 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) Score Entry: 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. **In other words, both captains are responsible for ensuring score entry.** The captain who does not enter scores should “Confirm” or “Dispute” scores in TennisLink within 48 hours after they have been reported. **Failure to enter the scores on time may result in a double default. Captains who fail to enter scores are subject to default or double default.**
- 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 in the Captain’s Resources. 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 6)**

- a) Team captains are responsible for fielding a complete team for each match of the league season and ensure that players understand that defaults should be avoided. Individual and full team defaults can impact the final league standings, take matches away from other players and impact advancing team’s players ability to qualify for post season. **Please report any full team defaults to the LC.**
- b) Captains should notify opposing team captains (by email) of known individual match defaults in advance. Once defaulted, players do not need to show up to play and the team receiving the default will be awarded a 6-0, 6-0 score for the court. If unplayable conditions exist (weather, facilities, etc.) and the match is rescheduled, the default is void. **If a captain fails to notify of a known default, please report it to the LC.**
- c) **A full team default is defined by one team not playing enough courts to win the team match. Teams committing a full team default will continue 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 standings in Tennis Link **because a team cannot advance to championships if they are in a position to do so as a result of being the recipient of a full team default.** 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. **The league coordinator will check for full team defaults at the end of the league season. If a team is in a position to advance because they are the recipient of a full team default then all matches played by the defaulting team must be removed from the standings (but will remain in TennisLink). The exception to this rule applies to two team leagues. A team in a two-team league cannot advance to a championship if they have defaulted a local league match.**

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- e) If a team defaults more than 25% of their individual line matches, or has one or more full team defaults the team will be disqualified from any playoffs and 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) All players other than self-rated or computer-rated appealed players must have played in 2 local league matches on the same team (1 default received will count) to qualify for post season championships, including local league playoffs.
- b) Self-rated and computer-rated appealed players must have played in:
  - i) 2 local league matches on the same team with 1 default counting for local league playoffs
  - ii) 3 local league matches on the same team with no defaults counting to qualify for Regional and Sectional championships.
  - iii) 4 local league matches on the same team with no defaults counting to qualify for National championships.
- c) USTA MAS League Championship dates and information are posted [here](#) on the USTA MAS website.
- d) Captains of teams in contention for Regional or Sectional Championships should make sure that players are aware of championship dates and confirm that enough players can participate. Championship rules require that all teams be able to field a team for all courts at the championships.
- e) 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.
- f) Level winners will be contacted by the LC after all matches and playoffs are completed and entered in TennisLink. 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

## 2022 Local League Procedures Continued

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.
- 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 Mid-Atlantic rules for 2022 are listed below and posted [here](#).

- a) **Self-Rate (SR) and Appealed (A) rated players must play 3 matches (no defaults counting) in order to advance to 2022 Championship year Regional and/or Sectional League Championships.**
- b) **Rule 1.04G authorizes players and captains to participate on more than one team under certain conditions. Specifically in Mid-Atlantic Section, player limitation for leagues (except for Combo, Combo Mixed & Singles) which advance to Sectional Championships: only four 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.**
- c) **Rule 1.04D(4) Team authorizes the Section to limit the number of players on a team. The Mid-Atlantic Section will have a roster limit of no more than 22 players. Local Leagues may limit roster size further if they so choose.**