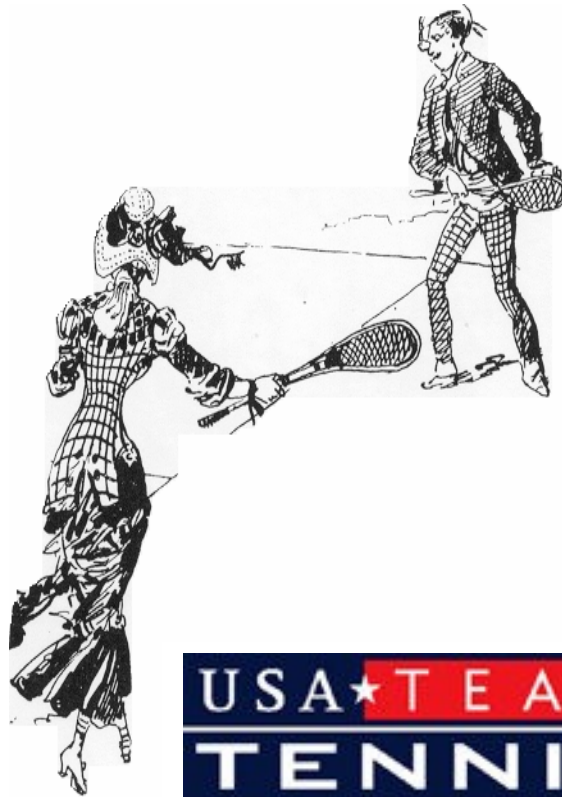


City of Los Angeles Department of Recreation and Parks and USTA Southern California Section
Presents:

USA ADULT TEAM TENNIS LEAGUE 2008



SOUTHERN CALIFORNIA SECTION

FUN...FITNESS AND FRIENDLY COMPETITION IN THE SPORT FOR A LIFETIME CAPTAIN'S HANDBOOK

Persons with disabilities are welcome to participate in our programs.
Reasonable accommodations will be made with prior arrangement.

“Achieving Gender Equity Through A Continuous Commitment To Girls and Women In Sports.”

City of Los Angeles
Mayor Antonio R. Villaraigosa



Department of Recreation and Parks
Board of Recreation and Parks Commissioners

Barry A. Sanders, President
Luis A. Sanchez, Vice President
Maria Casillas, Member
Candy Spelling, Member
Johnathan Williams, Member

Administration

Jon Kirk Mukri, General Manager
Regina Adams, Executive Officer
Vicki Israel, Assistant General Manager, Operations East
Kevin Regan, Assistant General Manager, Operations West
Marilyn White, Superintendent, Griffith Region
Michael L. Harrison, Principal Recreation Supervisor I

Municipal Sports

Randy Kelly, Recreation Supervisor, Municipal Sports
Diana Diankoff, Senior Recreation Director I



Southern California Section

“Sportsmanship Is Everyone’s Responsibility....And It Starts With You!!!”

TABLE OF CONTENTS

Introduction	4
What is the Fall Tennis League Program?	
League Information	4
Player Eligibility	
Combined Leagues	
Team Composition	
Roster and Team Fees	
Match Scheduling.....	5
Inclement Weather	
Score Cards and Team Line-Up	
Dropped Teams	
Scoring	5
Tie Break Procedures	6
Tie-Break Service Procedure	
Game Tie-Break, “No Ad”	
Set Tie-Break, to be used when the score in a set reaches 6-6	
Match Tie-Break, to be used when two sets have been completed and split	
League Standings	7
Awards	
Team Captain	7-8
Code of Ethics	8 - 13
League Complaint Form	14
Scorecard	15
Team Roster	16



INTRODUCTION

Welcome to the Adult Fall League Tennis program. Whether this is your first experience or you have been part of a league program in the past, there are certain principles that when applied, will produce direct benefits to the participants. For the league to be successful, the participants must have fun. A good experience will make them want to return, participate in future tennis programs, and tell their friends.

Adult Fall League Tennis offers players the experience of being part of a team, the fun of making new friends, and the opportunity to enjoy competition in their own area at their own playing levels.

The role of team captain is very critical to the development and success of the league program. The good examples set by all those administering the program will greatly influence the attitudes of the players in this recreational program.

The main purpose of this guide is to provide team captains with important information to share with the other players and to assist team captains and players in playing their matches.

What is the Adult Team Tennis League?

Teams usually play a round robin schedule (depending upon the number of teams) against teams at the same NTRP level from their area. Team members may have an individual NTRP rating below, but not higher than the maximum NTRP rating of the level in which they are playing.

LEAGUE INFORMATION

Player Eligibility

- Each player participating in the adult Fall tennis league must:
- Play in the appropriate NTRP rating level or above. Players may not play down.
- Be at least 19 years of age.
- Any team forfeiting more than ten (10) regular season league matches will not be eligible to participate in the play-offs.

Combined Leagues

- A “combined” league is where teams from more than one area compete in league play together.
- A “combined NTRP” league is where players from different NTRP skill ratings compete in league play together.
- The League Coordinator may at his or her discretion move teams to a higher or lower division.

Team Composition

- Each men’s and women’s league team match will consist of one singles match and two doubles matches requiring five players.
- A match may not be played if there are fewer than three members present and able to play.

Roster and Team Fees

- Rosters and fees are due on the day assigned by the League Coordinator.
- Captains must use the roster provided by the league coordinator.
- One check or money order to cover fees for the entire team at \$235.00 per team.
- A team must consist of a minimum of six and a maximum of ten players.
- If a team drops out of a league or is disqualified, team fees will not be refunded.
- Roster additions/deletions may be made only through the League Coordinator.

Match Scheduling

- Tennis Courts are reserved for two hours for Adult Team Tennis Matches. A match will consist of 5 minutes warm up, one hour and fifty minutes to play and 5 minutes to leave the courts.
- Teams must play their matches as scheduled by the League Coordinator. Any change in the schedule must be approved by the League Coordinator. (In case of inclement weather, see the rules below).
- Teams must be present, and ready to play 15 minutes before scheduled time, when the line-up is submitted. **Forfeit time is 5 minutes before the schedule match.**
- All individual matches must be played on the same day.
- Unavailability of strongest players is not a valid reason for rescheduling the match.

Inclement Weather

- On days of questionable weather, **the home team captain shall call the visiting team captain on the scheduled match day to confirm the weather and court conditions.**
- In the event play is interrupted, all completed individual matches will stand as played. Incomplete matches will be continued by the same players and resumed at the exact place, set, game, and point as they stood when play was suspended.
- Rained out matches must be rescheduled by mutual agreement of both team captains. The League Coordinator must be informed of any change in schedule. If an agreeable time cannot be determined, the League Coordinator may determine the date.

Score Cards and Team Line-Up

- Team captains shall fill in their line-up on the score card before viewing the opposing team's line-up. Captains will exchange score cards to officially record the match results. Both team captains are responsible for faxing or mailing the completed score cards to the League Coordinator.
- Team captains should fill out their line-up after determining who is present and ready to play.
- Once the line-up has been submitted, no changes may be made except in the event of injury or illness.
- Team captains keep the line-up given to them by the opposing team captain. This is the official line-up for the opposing team. Do not give the score card back to the captain who gave it to you. Write your line-up on the score cards in the same order as the line-up given to the opposing team captain. Both team captains now have the other team's official line-up.
- Players may play only one singles or one doubles match per team match per day.

Dropped Teams

- If a team drops out of a league or is disqualified, all matches won and lost by the team will be deducted from the league standing. All other teams scheduled to play that team will receive a "bye".
- Use of an "impostor" will result in a team loss and may cause the team to be dropped from the league.
- Continued use of a non-rostered player or an NTRP ineligible player may cause the entire team to be disqualified.
- Dropped teams' fees will not be refunded.

Scoring

- The team or player that wins two sets, with the following scoring procedure, will win the match. If split sets occur, **"Match Tie-Break"** procedure will be followed, (see below).

- a) If the second set is not completed the person or team that is ahead will win the match. If games are tied, the team or person that is ahead in the score will win the set or tie break. If the score is tied the set or tie break end in a tie.
- Each individual match will count as one point. The team with the majority of points wins the team match. (A team match may end in a tie).

Tie-Breaker Procedures

1. Tie-Break service procedure:

- a) **Singles:** The player whose turn it is to serve shall be the server for the first point. The opponent will be the server for the second and third points and thereafter each player shall serve alternately for two consecutive points until the winner is determined.
- b) From the first point, each service shall be delivered alternately from the right and left courts, beginning from the right court. (Remember: All odd points – first, third, fifth etc. – are served from the right court, even points – second, fourth, sixth, etc. – from the left court.) If service from a wrong half of the court occurs and is undetected, all play resulting from such wrong service or services shall stand, but the inaccuracy of station shall be corrected immediately when it is discovered.
- c) Players shall change ends after every six points, and at the conclusion of the “tie break”.
- d) **Doubles:** The same procedure for singles shall apply. The players whose turn it is to serve shall be the server for the first point. Thereafter, each player shall serve in rotation for two points in the order previously used in that set, until the winner of the tie break is determined.
- e) The player or team whose turn it was to serve first in the tie break shall receive service in the first game of the next set.

2. Game Tie-Break, “No Ad”, will be used when deuce is reached.

- a) **“No ad”** will be used to determine the winner of the game. **At deuce the player’s play just one more point, if they are playing doubles, the receiving team can choose in which court to receive.**
- a) The winner is the first player or team to win seven points by a margin of two. If the tie-break score reaches six-all, the tie break, shall be extended until the two (2) point margin is achieved.

3. Set Tie-Break, to be used when the score in a set reaches 6-6.

- a) The winner is the first player or team to win seven points by a margin of two. If the tie-break score reaches six-all, the tie break, shall be extended until the two (2) point margin is achieved.

4. Match Tie-Break, to be used when two sets have been completed and split.

- a) The winner is the first player or team to win **ten points by a margin of two**. If the tie-break score reaches ten-all, the game shall be extended until the two (2) point margin is achieved. **THE TEN POINT TIE-BREAK PROCEDURE IS THE RULE AND MUST BE USED, when two sets are split.**
- b) **IF for some reason the third set is started, the following will apply: the set must be completed by 9:55 am for the 8am match, 11:55 am for the 10 am match and 1:55 pm for the 12pm match. At these times the winner will be the person or team that is ahead in games, if the games are tied the winner will be the person or team that is ahead in points if points are tied the match will end in a tie).**

League Standings

- League standings will be posted on our website www.laparks.org/dos/tennis.htm
- Standings will be determined by the following:
Team match win and losses will determine standings.
A team match equals two doubles and one singles match.
- Ties in team standings will be broken by individual match wins and losses. Points will be awarded for individual matches as indicated below.
 - a) Win equals "2" points
 - b) Tie equals "1" point
 - c) Loss equals "0" points
 - d) Forfeit equals "-1" point, (minus one point)
- If a tie exists after individual match points, the tie will be broken by the head to head record of the teams against each other.
- If a tie still exists after head to head competition, the team with the least amount of forfeits will finish higher.
- If a tie still exists after the forfeits, the **loser of the fewest number of sets** in the season will finish higher.
- The League Coordinator may e-mail league standings to the team captains upon receipt of enough score cards to determine team standings.

Awards

- League champions and 2nd place will receive individual awards. Awards are based on these numbers:
- A minimum of four teams in a league.
- Ten players per team.

Team Captain

- The success of the tennis league will depend upon the organization of each team in the program. The team captain is responsible for the actual operation of an individual team. This includes:
 - Attending all meetings.
 - Collecting team registration fees and turn them in to the League Coordinator on or before the designated deadline date
 - Providing tennis balls for matches.
 - a. **Visiting team will supply 3 cans of new tennis balls for the scheduled team match.**
- Turning in team rosters to the League Coordinator on or before the date designated. Team rosters must have all information typed or printed clearly. Please check the roster for clarity before turning it in.
- Players must be on your roster and play on only one team in each league scheduled. (i.e., player may not play on a 3.5 team and a 4.5 team concurrently), or on two 3.5 teams in different areas.
- In order to facilitate the processing of your rosters, the roster must be filled out completely.
- All players must be on a roster at or above their actual current NTRP level. Captains must insure that all players on their roster meet the NTRP requirements.
- All rosters must be approved by the League Coordinator prior to play.
- Mail completed team match score sheets to the League Coordinator or other designated person so he/she has received them two days after the match is played.
- Team captains or their representatives shall attend all league organization meetings.

Code of Ethics

PLAYER'S GUIDE FOR UNOFFICIATED MATCHES

Preface

When your serve hits your partner stationed at the net, is it a let, fault, or loss of point? Likewise, what is the ruling when your serve, before touching the ground, hits an opponent who is standing back of the baseline. The answers to these questions are obvious to anyone who knows the fundamentals of tennis, but it is surprising the number of players who don't know these fundamentals. All players have a responsibility to be familiar with the basic rules and customs of tennis. Further, it can be distressing to your opponent when he makes a decision in accordance with a rule and you protest with the remark: "Well, I never heard of the rule before!" Ignorance of the rules constitutes a delinquency on the part of a player and often spoils an otherwise good match.

What is written here constitutes the essentials of the Code, a summary of procedures and unwritten rules which custom and tradition dictate all players should follow. No system of rules will cover every specific problem or situation that may arise. If players of good will follow the principles of the Code, they should always be able to reach an agreement, while at the same time making tennis more fun and a better game for all. The principles set forth in the Code shall apply in cases not specifically covered by the rules of tennis and USTA regulations.

Before reading this you might well ask yourself: since we have a book that contains all the rules of tennis, why do we need a Code? Isn't it sufficient to know and understand all the rules? There a number of things not specifically set forth in the rules that are covered by custom and tradition only. For example, if you have a doubt on a line call, your opponent gets the benefit of the doubt. Can you find that in the rules? Further, custom dictates the standard procedures that players will use in reaching decisions. These are the reasons why we need a Code.

-Col. Nick Powel

Note: this edition of the Code is an adaptation of the original, which was written by Colonel Nicholas E. Powel.

Principles

1. ***Courtesy.*** Tennis is a game that requires cooperation and courtesy from all participants. Make tennis a fun game by praising your opponents' good shots and by not: conducting loud postmortems after points; complaining about shots like lobs and drop shots; embarrassing a weak opponent by being overly gracious or condescending; losing your temper, using vile language, throwing your racket, or slamming a ball in anger; or sulking when you are losing.

2. ***Counting points played in good faith.*** All points played in good faith stand. For example, if after losing a point, a player discovers that the net was four inches too high, the point stands. If a point is played from the wrong court, there is no replay. If during a point, a player realizes that a mistake was made at the beginning (for example, service from the wrong court), he shall continue playing the point. Corrective action may be taken only after a point has been completed.

The Warm-Up

3. ***Warm-up is not practice.*** A player or team should provide his opponent a five minute warm-up (ten minutes if there are no ball persons). If a player refuses to warm-up his opponent, he forfeits his right to a warm-up. Some players confuse warm-up and practice. A player should make a special effort to hit his shots directly to his opponent. (If partners want to warm each other up while their opponents are warming up, they may do so.)

4. ***Warm-up serves.*** Take all your warm-up serves before the first serve of the match. Courtesy dictates that you not practice your service return when your opponent practices his serve. If a player has completed his warm-up serves, he shall return warm-up serves directly to his opponent.

Making Calls

5. ***Player makes calls on his side of the net.*** A player calls all shots landing on, or aimed at, his side of the net.

6. ***Opponent gets benefit of doubt.*** When a match is played without officials, the players are responsible for making decisions, particularly for line calls. There is a subtle difference between player decisions and those of an on-court official. An official impartially resolves a problem involving a call, whereas a player is guided by the unwritten law that any doubt must be resolved in favor of his opponent. A player in attempting to be scrupulously honest on line calls frequently will find himself keeping a ball in play that might have been out or that he discovers too late was out. Even so, the game is much better played this way.

7. ***Ball touching any part of line is good.*** If any part of the ball touches the line, the ball is good. A ball 99% out is still 100% good.

8. ***Ball that cannot be called out is good.*** Any ball that cannot be called out is considered to have been good. A player may not claim a let on the basis that he did not see a ball. One of tennis' most infuriating moments occurs after a long hard rally when a player makes a clean placement and his opponent says: "I'm not sure if it was good or out. Let's play a let." Remember, it is each player's responsibility to call all balls landing on, or aimed at, his side of the net. If a ball can't be called out with certainty, it is good. When you say your opponent's shot was really out but you offer to replay the point to give him a break, you are deluding yourself because you must have had some doubt.

9. ***Calls when looking across a line or when far away.*** The call of a player looking down a line is much more likely to be accurate than that of a player looking across a line. When you are looking across a line, don't call a ball out unless you can clearly see part of the court between where the ball hit and the line. It is difficult for a player who stands on one baseline to question a call on a ball that landed near the other baseline.

10. ***Treat all points the same regardless of their importance.*** All points in a match should be treated the same. There is no justification for considering a match point differently than the first point.

11. ***Requesting opponent's help.*** When an opponent's opinion is requested and he gives a positive opinion, it must be accepted. If neither player has an opinion, the ball is considered good. Aid from an opponent is available only on a call that ends a point.

12. ***Out calls corrected.*** If a player mistakenly calls a ball 'out' and then realizes it was good, the point shall be replayed if he returned the ball within the proper court. Nonetheless, if the player's return of the ball results in a "weak sitter," the player should give his opponent the point. If the player failed to make the return, his opponent wins the point. If the mistake was made on the second serve, the server is entitled to two serves.

13. ***Player calls his own shots out.*** With the exception of the first serve, a player should call against himself any ball he clearly sees out regardless of whether he is requested to do so by his

opponent. The prime objective in making calls is accuracy. All players should cooperate to attain this objective.

14. **Partners' disagreement on calls.** If a player and his partner disagree about whether their opponents' ball was out, they shall call it good. It is more important to give your opponents the benefit of the doubt than to avoid possibly hurting your partner's feelings by not overruling. The tactful way to achieve the desired result is to tell your partner quietly that he has made a mistake and then let him overrule himself. If a call is changed from out to good, the point is replayed only if the out ball was put back in play.

15. **Audible or visible calls.** No matter how obvious it is to a player that his opponent's ball was out, the opponent is entitled to a prompt audible or visible out call.

16. **Opponent's calls questioned.** A player may ask his opponent about his call with the query "are you sure of your call?" If the opponent reaffirms that the ball was out, his call shall be accepted. If the opponent acknowledges that he is uncertain, he loses the point. There shall be no further delay or discussion.

17. **Spectators never to make calls.** A player shall not enlist the aid of a spectator in making a call. No spectator has a part in the match.

18. **Prompt calls eliminate two-chance option.** A player shall make all calls promptly after the ball has hit the court. A call shall be made either before the player's return shot has gone out of play or before the opponent has had the opportunity to play the return shot. Prompt calls will quickly eliminate the "two chances to win the point" option that some players practice. To illustrate, a player is advancing to the net for an easy put away when he sees a ball from an adjoining court rolling toward him. He continues his advance and hits the shot, only to have his supposed easy put away fly over the baseline. The player then claims a let. The claim is not valid because he forfeited his right to call a let by choosing instead to play the ball. He took his chance to win or lose and he is not entitled to a second chance.

19. **Lets called when balls roll on the court.** When a ball from an adjacent court enters the playing area, a player shall call a let as soon as he becomes aware of the ball. The player loses the right to call a let if he unreasonably delays in making the call.

20. **Touches, hitting ball before it crosses the net, invasion of opponent's court, double hits, and double bounces.** A player shall promptly acknowledge if: a ball touches him; he touches the net; he touches his opponent's court; he hits a ball before it crosses the net; he deliberately carries or double hits the ball; or the ball bounces more than once in his court.

21. **Balls hit through the net or into the ground.** A player shall make the ruling on a ball that his opponent hits through the net and on a ball that his opponent hits into the ground before it goes over the net.

22. **Calling balls on clay courts.** If any part of the ball mark touches the line on a clay court, the ball shall be called good. If you can see only part of the mark on the court, this means that the missing part is on the line or tape. A player should take a careful second look at any point-ending placement that is close to a line on a clay court. Occasionally a ball will strike the tape, jump, and then leave a full mark behind the line. The player should listen for the sound of the ball striking

the tape and look for a clean spot on the tape near the mark. If these conditions exist, the player should give the point to his opponent.

Serving

23. **Server's request for third ball.** When a server requests three balls, the receiver shall comply when the third ball is readily available. Distant balls shall be retrieved at the end of a game.

24. **Foot faults.** A player may warn his opponent that the opponent has committed a flagrant foot fault. If the foot faulting continues, the player may attempt to locate an official. If no official is available, the player may call flagrant foot faults. Compliance with the foot fault rule is very much a function of a player's personal honor system. The plea that he should not be penalized because he only just touched the line and did not rush the net is not acceptable. Habitual foot faulting, whether intentional or careless, is just as surely cheating as is making a deliberate bad line call.

25. **Service calls in doubles.** In doubles the receiver's partner should call the service line, and the receiver should call the sideline and the center service line. Nonetheless, either partner may call a ball that he clearly sees.

26. **Services calls by serving team.** Neither the server nor his partner shall make a fault call on the first service even if they think it is out because the receiver may be giving the server the benefit of the doubt. But the server and his partner shall call out any second serve that either of them clearly sees out.

27. **Service let calls.** Any player may call a service let. The call shall be made before the return of serve goes out of play or is hit by the server or his partner. If the serve is an apparent or near ace, any let shall be called promptly.

28. **Obvious faults.** A player shall not put into play or hit over the net an obvious fault. To do so constitutes rudeness and may even be a form of gamesmanship. On the other hand, if a player believes that he cannot call a serve a fault and gives his opponent the benefit of a close call, the server is not entitled to replay the point.

29. **Receiver readiness.** The receiver shall play to the reasonable pace of the server. The receiver should make no effort to return a serve when he is not ready. If a player attempts to return a serve (even if it is a "quick" serve), then he (or his team) is presumed to be ready.

30. **Delays during service.** When the server's second service motion is interrupted by a ball coming onto the court, he is entitled to two serves. When there is a delay between the first and second serves: the server gets one serve if he was the cause of the delay; the server gets two serves if the delay was caused by the receiver or if there was outside interference.

The time it takes to clear a ball that comes into the court between the first and second serves is not considered sufficient time to warrant the server receiving two serves unless this time is so prolonged as to constitute an interruption. The receiver is the judge of whether the delay is sufficiently prolonged to justify the server two serves.

Scoring

31. **Server announces score.** The server shall announce the game score before the first point of the game and the point score before each subsequent point of the game.

32. **Disputes.** Disputes over the score shall be resolved by using one of the following methods, which are listed in the order of preference: count all points and games agreed upon by the players and replay only the disputed points or games; play from a score mutually agreeable to all players; spin a racket or toss a coin.

Hindrance Issues

33. **Talking during a point.** A player shall not talk while the ball is moving toward his opponent's side of the court. If the player's talking interferes with his opponent's ability to play the ball, the player loses the point. Consider the situation where a player hits a weak lob and loudly yells at his partner to get back. If the shout is loud enough to distract his opponent, then the opponent may claim the point based on a deliberate hindrance. If the opponent chooses to hit the lob and misses it, the opponent loses the point because he did not make a timely claim of hindrance.

34. **Feinting with the body.** A player may feint with his body while the ball is in play. He may change position at any time, including while the server is tossing the ball. Any movement or sound that is made solely to distract an opponent, including but not limited to waving the arms or racket or stamping the feet, is not allowed.

35. **Lets due to hindrance.** A let is not automatically granted because of hindrance. A let is authorized only if the player could have made the shot had he not been hindered. A let is also not authorized for a hindrance caused by something within a player's control. For example, a request for a let because the player tripped over his own hat should be denied.

36. **Grunting.** A player should avoid grunting and making other loud noises. Grunting and other loud noises may bother not only opponents but also players on adjacent courts. In an extreme case, an opponent or a player on an adjacent court may seek the assistance of the referee or a roving official. The referee or official may treat grunting and the making of loud noises as a hindrance. Depending upon the circumstance, this could result in a let or loss of point.

37. **Injury caused by a player.** When a player accidentally injures his opponent, the opponent suffers the consequences. Consider the situation where the server's racket accidentally strikes the receiver and incapacitates him. The receiver is unable to resume play within the time limit. Even though the server caused the injury, the server wins the match by retirement.

On the other hand, when a player deliberately injures his opponent and affects the opponent's ability to play, then the opponent wins the match by default. Hitting a ball or throwing a racket in anger is considered a deliberate act/

Contact an official if you encounter a problem with stalling. It is subject to penalty under the point penalty system.

Ball Issues

38. **Retrieving stray balls.** Each player is responsible for removing stray balls and other objects from his end of the court. A player shall not go behind an adjacent court to retrieve a ball, nor shall he ask for return of a ball from players on an adjacent court until their point is over. When a player returns a ball that comes from an adjacent court, he shall wait until their point is over and then return it directly to one of the players, preferably the server.

39. **Catching a ball.** Unless you made a local ground rule, if you catch a ball before it bounces, you lose the point regardless of where you are standing.

40. *New balls for a third set.* When a tournament specifies new balls for a third set, new balls shall be used unless all the players agree otherwise.

Miscellaneous

41. *Clothing and equipment malfunction.* If clothing or equipment other than a racket becomes unusable through circumstances outside the control of the player, play may be suspended for a reasonable period. The player may leave the court after the point is over to correct the problem. If a racket or string is broken, the player may leave the court to get a replacement, but he is subject to Code violations under the point penalty system.

42. *Placement of towels.* Place towels on the ground outside the net post or at the back fence. Clothing and towels should never be placed on the net.

