

# JIMBOOMBA TENNIS CLUB



JTC Rules (Version 2 Feb. 2007)  
Jimboomba Tennis Club  
P.O. Box 23  
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## BY-LAWS FOR THE CONDUCT OF JUNIOR AND SENIOR COMPETITIVE MATCHES

**February 2007**

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# JIMBOOMBA TENNIS

These by-laws represent the preferred outcomes for match play at the Jimboomba Tennis Club. They are provided as a guide to Section co-ordinators, team captains, players and spectators to assist with consistent decision making during the conduct of competitive match play.

While participants will be required to make judgements from time to time without committee input, it is envisaged such judgments will be in accord with these by-laws and therefore consistent with decisions the Management Committee might otherwise make if required to do so.

The management committee is not bound by decisions made by section co-ordinators, sub-committees or team captains.

## TENNIS ATTIRE

The Dress Code for competitive play for Jimboomba Tennis Club Inc, are as follows:

1. Every competitive player shall dress and present himself/herself for play in customarily acceptable tennis attire.
2. Tennis shoes shall be worn that are suitable for the type of court surface. The club may determine which types of footwear are suitable for their court surfaces, subject to Association approval if applicable. Non-marking shoes only to be worn on court surfaces.
3. Players are encouraged to wear a hat or cap and sunscreen for daytime matches.
4. Players are encouraged to present in a manner that reflects a positive image for the club. Each player is encouraged to take responsibility for their own presentation.

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## GLOSSARY OF TERMS

By-Laws - These by-laws are made by the Jimboomba Tennis Club. Inc.

The Club is the Jimboomba Tennis Club Inc.

Competition is defined as – Junior Fixtures, Senior Fixtures, Age Championships, Club Championships or other events organised by the relevant committee.

Category is defined as -"An individual form of match play"

Grade/Section is defined as – " A standard of play within a category"

Cross Registration is when a player wants to play men's/ladies (seniors), boys/girls (juniors) and/or mixed category of competition in the same season. Players can be registered for both on the team entry form or the emergency form.

Registered Player is defined as - "any person registered with Tennis Queensland and a financial member of 'the club' for that year."

A Team member is defined as -"a registered player listed on the official team entry form, or an emergency player who has played four (4) or more matches in any one team."

An Emergency is defined as - "a registered player who is not listed on the official team entry form and who has played three (3) or less matches in any one team."

'The Committee' is the committee members of 'the club' duly elected at an annual general meeting by the clubs members. Hereinafter called 'the committee'. The committee may comprise sub-committees.

'Finals' means end of season matches to determine season winner. (ie. quarter-final, semi-final, preliminary final, grand final).

### 1. CLUB STRUCTURE

The Club comprises a Management Committee and two sub-committees, section co-ordinators and members.

The sub-committees are 1. Rules Committee 2. Grading Committee (Juniors).

The sub-committees may be comprised of management committee members and non-committee members. At least one member of any sub-committee will be a management committee member. Odd number of persons preferred.

At least 8 weeks prior to a major tournament a tournament sub-committee will be formed to oversee organisation and running of the event.

Members may address concerns or provide ideas by providing a submission (generally in writing) to the relevant sub-committee in accord with the process as outlined in Appendix A (Information Management and Dispute Resolution).

## **2. RULES**

- a) These by-laws shall apply to competition matches played at the Jimboomba Tennis Club, and where appropriate to Tournament and Club Championship Matches. The rules of tennis shall apply to all matches, except where modified here-in. This shall apply also to Tennis Etiquette, Dress and the Code of Behaviour, Heat Policy, Disciplinary Policy, available from Tennis Queensland.  
(Refer [www.tennisqueensland.com.au](http://www.tennisqueensland.com.au))
- b) Where the by-laws herein do not cover a specific incident, agreement between opposing team captains shall be sought in the first instance, with the matter referred to the relevant sub-committee for further consideration and possible inclusion in these by-laws.
- c) The Committee will implement and maintain internal procedures to ensure the integrity of these by-laws. By-laws shall be audited annually.

## **3. COURTS**

- a) The type, condition and surroundings of Club courts shall be subject to the approval of the committee.
- b) Where more than one (1) court is used for any one match, the relevant section co-ordinator will attempt to ensure the courts are of the same surface. Courts may however be of different surfaces for each match and within each match.
- c) The committee may make repairs to the courts and surroundings that they deem necessary.
- d) The provision of an alternative venue must be approved by the relevant section co-ordinator and team captain.

## **4. COMPETITIONS**

The relevant sub-committee shall arrange all competition-play and at all times, determine the days, dates and formats, as detailed in By-Laws 4 and 12. Club championships and Tournaments shall be overseen by the management

committee but run by a sub-committee (club championships) or tournament committee (major events). Matches (other than tournaments) will not be scheduled for school holidays. All matches will be allocated a date/time that will become the scheduled match time.

The committee will determine all aspects of competition play according to the number of teams entered, and geographical regions.

Teams will be advised, prior to commencement of each season on:

- Gradings                      • Format
- Draws                         • Order of Play

The grading committee will grade players in accord with ability. Section Co-ordinators (Seniors) will grade and organise senior teams/players.

## **Types of Competition**

### ***SENIOR***

#### **a) Senior Mixed Doubles/Singles – Monday and Thursday Evening**

Two men and two ladies per team will play six(6) tie-break sets T/B refer By-law 22.

#### **b) Senior Mens Doubles/Singles – Tuesday Evening**

Three/Four persons per team, will play six(6) tie-break sets T/B refer By-law 22.

#### **c) Senior Ladies Doubles/Singles – Wednesday Evening**

Three/Four persons per team will play six(6) tie-break sets T/B refer By-law 22.

#### **d) Graded Pennant – To be determined**

#### **e) Club/Age Championships Singles/Doubles where possible**

### ***JUNIOR***

#### **f) Juniors – Intra Club Wednesday/Thursday/Friday/Saturday/Sunday, Singles/Doubles**

**Inter Club as available.**

These competitions are indicative only. Section co-ordinators may vary competition types, subject to committee approval, depending on player numbers.

## **5. ENTERING TEAMS**

- a) Each section may enter any number of teams in any club competition up to a maximum that can be supported by facilities and the format of match play adopted in each section.
- b) Player nominations must be submitted to the section co-ordinator on or before the closing date for entries as determined and advised by the relevant sub-committee. Teams may be submitted by members or prepared by section co-ordinators. The grading committee will be responsible for grading of submitted junior teams/players. The grading committee reserves the right to grade any team/player in accord with ability as it sees fit. Senior teams will be graded by section co-ordinators.
- c) Team entries may not be accepted, if not accompanied by any outstanding monies owed to the club.
- d) Player entries will not be accepted, if the annual fees required by Tennis Queensland and the club have not been paid for a player.
- e) All fees required by Tennis Queensland and the club must be paid prior to the commencement of the season for nominated teams/players to be eligible for the season.
- f) All players listed in teams, when graded by the grading committee or section co-ordinator (seniors), cannot play in any lower grade, without prior permission of the grading committee or section co-ordinators (seniors). If matches so proceed, by-law 7i) applies.
- g) All players have the right of appeal if, for any reason, they believe they have not been properly graded. An appeal in accord with by-law 16 shall be lodged in writing to the grading committee. Resolution shall be in accord with the process as outlined in Appendix A (information management and dispute resolution).

## **6. REGISTRATION**

- a) Prior to the commencement of each season, all players must be members of the club and registered with Tennis Queensland. For emergencies, prior to the first match played. Membership application forms (Form 1) are available upon request from the Management Committee.

- b) No player may be entered by more than one team in any one defined category. Defined categories are Monday-Thursday PM, Saturday AM; Saturday PM; Sunday AM; Sunday PM. (Exception Refer App. C).
- c) If a player is entered by more than one team, team affiliation will be determined by the first match played.
- d) The entering of a player may be refused or revoked by the management committee for disciplinary reasons or breach of by-laws.
- e) To be eligible to play in more than one category, a player must be named on each team entry form. Players can be cross registered.

## **7. EMERGENCIES**

- a) Emergencies should be listed on the emergency registration form (Form 4), prior to the commencement of each season, otherwise
- b) Emergencies entered during the season, must be named on the result card (Form 3) (see by-law 6(b)). Failure to do so may incur a penalty (See by-law 19).
- c) Emergencies may not play below the Grade for which they are entered, unless by prior approval of the opposing captain (seniors) or captains and section co-ordinators (juniors). If matches so proceed, by-law 7i) applies.
- d) Emergencies may be granted up to three (3) match permits, in order to obtain an accurate grading.
- e) Any emergency who plays above their respective section or grade cannot play above the existing permanent team members of similar or higher grade.
- f) No Emergency may play in any final series match unless having played at least three (3) matches for the section, in that category, (two (2) of which must be played prior to the last three (3) home and away matches) without prior approval of the grading committee or section co-ordinator (seniors). (See by-law 7g and 8f).
- g) Emergencies must not strengthen the team if the team thereby becomes too strong for the section concerned or if the playing of the emergency gives an unreasonable advantage or disadvantage to another team in that section.



- h) Every effort should be made to advise the opposing captain prior to an emergency replacing a player.
- i) Where an emergency/substitute player is not registered or eligible for the category, the affected sets of the ineligible player are forfeited by the defaulting team at the time it is determined an emergency/substitute is required, and prior to further play. The opposing permanent team member thereby required to play against the emergency/substitute is to be given the opportunity to decline to play the affected set/s.

## 8. ELIGIBILITY

- a) All players must be
  - (i) Registered in accordance with by-law 6.
  - (ii) Financial members of the club in accordance with the club's constitution.
- b) No player shall be listed to play in more than one match in the same round of the same competition as per By-Law 6(b) (Exception Refer App. C). Matches shall be deemed to be played on the date of original fixture.
- c) A player having played four (4) matches in one team will not be eligible to play in any other team in that grade or section on a permanent basis without prior approval of the grading committee or section co-ordinator (seniors).
- d) A player shall be deemed to have participated in a match if the player's name is recorded on the official result card.
- e) In any match, if a player is deemed ineligible, the defaulting team will forfeit the affected sets. Play may only continue in accord with By-Law 7i).
- f) Except with prior permission of the grading committee or section co-ordinator (seniors) a registered player may not play in finals match unless having played at least three (3) matches in that section, in that category. (See by-law 7f and 7g)
- g) A female may substitute as a male in a mixed fixture game and a mixed final and unisex competition. (Subject to by-laws 7g and 7h).
- h) A male may only substitute as a female where that person has been graded as suitable for that position by the grading committee or section co-ordinator (seniors). (Subject to by-laws 7g and 7h).

- i) At least one female and preferably two females must play each match for each team in mixed competition.
- j) Seniors shall not play in, or substitute for juniors, in junior competitions unless in accord with By-Law 7i). Juniors may play in, or substitute for seniors, in senior competitions in accord with by-laws 6,7 and 8.

## 9. SUBSTITUTIONS

- a) If in the event of a player becoming incapacitated whilst playing, the current rubber/set shall be forfeited to the opposing team. Games already scored shall count. A substitute may then play in the remaining rubbers/sets
- b) A substitute player must be registered in the appropriate category (see by-laws 6, 7 and 8) for match points to be awarded for the match otherwise the match is forfeited.
- c) Any substitute must be ready to commence play at the beginning of the next set/rubber in which the injured/sick player is scheduled to play as per listed order of play (unless by mutual agreement by both captains to vary the playing order). If not ready to commence play, all unplayed sets/rubbers relative to the substitute player shall be forfeited.

## 10. CONDUCT OF MATCHES

- a) Result Cards -

The result card (Form 3) shall be provided by the First named team on the fixture draw and each captain must fill-in the Family name and First name of their own team members prior to commencement of the match.

Any alterations to the card are to be approved and initialed by both captains.

The fully completed match result card must be signed by both captains and forwarded by the winning captain, or for a draw the first named team captain, to the relevant section co-ordinator. Late cards may incur a penalty (see: By-law 19). Unsigned cards may incur a penalty (see: By-law 19) except when the match result is subject to appeal or protest as per by-law 16(e). Where discrepancies exist on the match card, the **match result** shown on the card will be deemed accurate and used for determining ladder positions. Properly signed match cards will be one indication the match result has been accepted by all

participants.

All progressive point scores are to be displayed on notice boards each week for all sections, Junior and Senior and updated weekly.

b) (i) Match Preparation:-

The first named team is to provide score sheets, balls (available from section co-ordinator), unlock courts, turn on lights. The first named team must turn off the court lights after match completion, lock courts, return keys, money and balls to the section co-ordinator. Each player and emergency should deposit match fees into the fixture envelope provided. Junior emergencies are not required to pay match fees.

(ii) Choice of Ends

The choice of ends and the choice to be server or receiver in the first game in each set shall be decided by toss before the warm-up begins. The player/team winning the toss may choose:

- a. To be server or receiver in the first game of the match, in which case the opponent/s shall choose the end of court for the first game of the match or,
- b. The end of the court for the first game of the match, in which case the opponent/s shall choose to be server or receiver for the first game of the match or,
- c. To require the opponent/s to make one of the above choices.

c) Court Preparation:-

Hard courts are to be swept prior to matches where the surface appears

unsafe.

Singles sticks will be provided and are to be used for all singles matches.

Artificial grass courts are to be bagged at the completion of matches.

## 11. FORMATS / ORDER OF PLAY

Rest periods between sets, if desired, are limited to five (5) minutes. Where matches do not consist of sets (usually juniors only), the section co-ordinators will determine suitable rest periods.

After scheduled match commencement time, hit-ups are restricted to five (5) minutes maximum prior to the commencement of each set.

Sets shall be played consecutively in the order indicated on the match card unless by agreement by opposing captains (senior matches) or opposing captains and section co-ordinators (junior matches).

Details of all types of competitions are listed at by-law 4

### Order of Play

#### 2 Person Team

1 vs 1 and 2 vs 2

1 & 2 vs 1 & 2

1 & 2 vs 1 & 2

#### 4 Person Team

1 & 2 vs 1 & 2

3 & 4 vs 3 & 4

1 & 3 vs 1 & 3

2 & 4 vs 2 & 4

1 & 4 vs 1 & 4

2 & 3 vs 2 & 3

or

1 & 2 vs 1 & 2

3 & 4 vs 3 & 4

1 & 3 vs 1 & 3

2 & 4 vs 2 & 4

1 & 3 vs 1 & 3

2 & 4 vs 2 & 4

Sets repeated

or

#### 3 Person Team

1 vs 1 and 2 & 3 vs 2 & 3

2 vs 2 and 1 & 3 vs 1 & 3

3 vs 3 and 1 & 2 vs 1 & 2

(singles order determined by co-ordinator)

1 & 2 vs 1 & 2

3 & 4 vs 3 & 4

1 & 3 vs 1 & 3

2 & 4 vs 2 & 4

1 & 2 vs 1 & 2

3 & 4 vs 3 & 4

Sets repeated

not preferred

1 & 2 vs 1 & 2

3 & 4 vs 3 & 4

1 & 3 vs 1 & 3

2 & 4 vs 2 & 4

1 & 3 vs 2 & 4

2 & 4 vs 1 & 3

For Mixed Doubles assume - Men 1 & 2, Women 3 & 4  
or Women 1 & 2, Men 3 & 4

(Matches  
imbalanced)

## 12. START and FINISHING TIMES (Junior and/or Senior), LATE ARRIVAL

Times for all competitions and late arrivals procedure are detailed below:

a) Saturday Morning: Start - 7.30 am

Finish – 9.30 am, with any game in progress to be completed. (Except in finals series)

b) Saturday Afternoon: Start -

Finish - with any game in progress to be completed.  
(Except in finals series)

c) Sunday Morning: Start -

Finish - with any game in progress to be completed.  
(Except in finals series)

d) Sunday Afternoon: Start -

Finish - with any game in progress to be completed.  
(Except in finals series)

e) Monday Evening through to Friday Evening (ie. Weeknights)

Juniors (other than Junior A) Start 3.30 pm to 5.00pm, 4.00pm to 6.00pm, 5.00pm to Finish 7.00pm depending on section.

Adults and Junior A Start 7.00pm Finish – 10.00pm Lights out

Sets will not be limited in duration. Format of sets may be shortened prior to match commencement where time constraints exist (ie first to four). All matches will be limited to the time available for play. Play shall cease at the designated finish time and match scores recorded. Supervision of Junior matches will be encouraged to ensure diligent play.

## **Late Arrival**

### **a) i) Single Court Matches:**

Teams must commence play on or before the scheduled start time for all fixture and finals matches. If either team cannot put on any set (listed on the card) within 15 minutes of scheduled start time the offending team shall forfeit the first set to love.

If play does not commence during each completed 15 minutes thereafter, the next scheduled set/s shall be forfeited to love.

### **ii) Multiple Court Matches**

Players must commence play on or before the scheduled start time for all fixture and finals matches. If any player cannot play any set (listed on the card) within 15 minutes of scheduled start time the offending player shall forfeit the first set to love.

If a player does not commence play during each completed 15 minutes thereafter, the players next scheduled set/s shall be forfeited to love.

- b) If all players in a team have not arrived within three quarters( $\frac{3}{4}$ ) of an hour of the scheduled start time, any sets/rubbers completed are to stand and sets/rubbers that can be completed may be completed, and all sets/rubbers of the defaulting player/s shall be forfeited to love. The match result will be determined by the final score as recorded.

## **13. UNPLAYABLE CONDITIONS**

- a) A match may be abandoned or play stopped by the section co-ordinator (juniors and seniors) or in the case of senior matches, either team captain, under the following circumstances.
- i) Bad Light – As Applicable (Refer By-law 12).

- ii) Rain – If courts are unfit (unsafe or un-playable) for play. Play proceeds at venues not affected by rain. Every attempt shall be made to move affected matches to any other club court available.
- iii) Extreme heat – The heat policy of Tennis Queensland shall apply. The full policy is available upon request from the management committee. The following minimum requirements will determine activation of the Extreme Heat Policy. Temperatures are to be determined courtside, NOT in direct sunlight.

For players 16 years and younger

*A 10 minute break between the second and third sets, in a best of three sets match, must be taken if; The Heat Index is 28 or greater*

*All play must be suspended (on completion of the current game) and no further matches are to commence if; The Heat Index is 35 or greater, or the absolute temperature is 34 or greater*

For players over 16 years of age

*A 10 minute break between the second and third sets, in a best of three sets match, must be taken if; The Heat Index is 28 or greater*

*All play must be suspended (on completion of the current game) and no further matches are to commence if; The Heat Index is 35 or greater*

The Heat Index shall be determined from the Heat Index Table (Page 16) by using the ambient temperature and the relative humidity measured courtside at the same time. For example, if the temperature is 35°C and the relative humidity is 40%, the Heat Index is a value of 37. If the temperature is 35°C and the relative humidity is 60%, the Heat Index is a value of 45.

## Heat Index table:

		AMBIENT (AIR) TEMPERATURE (°C)																		
		25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	
R	0%	24	25	26	27	27	28	29	30	31	32	32	33	34	35	35	36	37	37	
	5%	24	25	26	27	27	28	29	30	31	32	32	33	34	35	36	36	37	38	
E	10%	24	25	26	27	27	28	29	30	31	32	32	33	34	35	36	37	38	39	
	15%	25	25	26	27	27	28	29	30	31	32	33	34	35	36	37	38	39	40	
L	20%	25	25	26	27	27	28	29	30	31	32	33	34	35	37	38	39	40	42	
	25%	25	26	26	27	28	28	29	30	31	33	34	35	36	38	39	41	43	45	
T	30%	25	26	26	27	28	29	30	31	32	33	35	36	38	39	41	43	45	47	
	35%	26	26	27	27	28	29	30	31	33	34	36	38	39	41	43	46	48	50	
V	40%	26	26	27	28	29	30	31	32	34	35	37	39	41	43	46	48	51	54	
	45%	26	26	27	28	29	30	32	33	35	37	39	41	43	46	49	51	54	57	
H	50%	26	27	27	28	30	31	33	34	36	38	41	43	46	49	52	55	58	62	
	55%	26	27	28	29	30	32	34	36	38	40	43	46	48	52	55	59	62	66	
U	60%	26	27	28	29	31	33	35	37	40	42	45	48	51	55	59	63	67	71	
	65%	26	27	28	30	32	34	36	39	41	44	48	51	55	59	63	67	72	77	
I	70%	26	27	29	31	33	35	38	40	43	47	50	54	58	63	67	72	77	82	
	75%	26	27	29	31	34	36	39	42	46	49	53	58	62	67	72	77	83	88	
I	80%	26	28	30	32	35	38	41	44	48	52	57	61	66	71	77	83	89	95	
	85%	26	28	30	33	36	39	43	47	51	55	60	65	70	76	82	88	95	102	
Y	90%	26	28	31	34	37	41	45	49	54	58	64	69	75	81	88	95	102	109	
	95%	26	28	31	35	38	42	47	51	57	62	68	74	80	87	94	101	109	117	
	100%	26	28	32	36	40	44	49	54	60	66	72	78	85	92	100	108	116	125	

- iv) Frost-when court surface is frozen and courts are deemed unplayable.
- v) Lightning-when the threat of thunder storm is imminent.
- vi) Other factors - when courts are deemed unplayable by the section organiser or team captains for any other reason.

b) If due to rain, frost, extreme heat or other factors as above the court is deemed to be unplayable prior to match commencement, then the match shall be declared a draw with the teams being notified by phone or reasonable attempt. If after match commencement, a match will be determined incomplete in accord with by-law 15. If a team is not notified they must attend the courts.

c) In the case of rain or frost, such declaration must not be made earlier than one hour prior to the scheduled commencement of play.



- d) In the case of extreme heat, a match may be cancelled at, or prior to, the scheduled commencement of play, if after consideration of the recent weather conditions, it is considered that unplayable conditions will be present at the time of play.
- e) If play has commenced, a delay of one hour must be allowed before a match is abandoned due to inclement weather, unless both captains (senior matches), or in the case of junior matches the section co-ordinator, close the courts the match is abandoned. If during the hour delay the courts become playable or the heat index drops to acceptable levels, play shall be resumed, if there is sufficient time to obtain a result.
- f) If the teams do not attend the courts, both teams must forward a match result card listing team members for the day and signed by team captain or a club official, with annotation stating the reason for non-play, to the appropriate section co-ordinator. Late cards may incur a penalty. (see By-law 19).

#### **14. FORFEITS/WITHDRAWALS**

- a) Fixture matches are to be played on the day they are scheduled. Finals (by-law 25) and championships may be re-scheduled where unplayable conditions exist.
- b) Any team that cannot field a team for any match shall inform the opposing team and the appropriate section co-ordinator as early as possible prior to proposed commencement of play. The defaulting team will forfeit the match to love.
- c) Once a forfeit has been given, it cannot be retracted.
- d) The team receiving a win as a result of a forfeit must forward an official match result card, with team member's names for the match, with a forfeiture notation, to the appropriate section co-ordinator. Late cards may incur a penalty, (see By-law 19).
- e) If a player is named on a forfeit card and also plays in a match in the same round of the same competition, the team playing the player from the forfeit card shall lose any match points accrued. Winning match points will be awarded to the non-defaulting team.
- f) Fines and penalties are detailed in By-law 19.

- g) A team receiving a forfeit will be awarded premiership points in accord with the appropriate scoring schedule being used in that section.
- h) Upon approval for a team to withdraw from competition, deemed from when the team last fielded a complete team, all matches shall be a forfeit.

## **15. INCOMPLETE MATCHES**

- a) An incomplete match is one in which heat, inclement weather, bad light or time expiry causes play to cease before the match has reached its conclusion.
- b) If a match cannot finish, the actual scores shall be recorded on the match result card signed by both captains and forwarded to the appropriate Record Secretary, by the first named team captain.
- g) For incomplete matches, all rubbers and/or sets and games completed will be counted towards determining if a result can be reached. Points will be awarded in accord with the scoring system adopted for the competition. (Refer By-law17). Incomplete fixture matches (other than finals By-law 25) will not be re-scheduled.

## **16. PROTESTS- APPEALS**

- a) When a team captain/player/club member desires to lodge a protest or appeal against an action or situation at 'the club', they shall notify the relevant grading or rules committee no later than five (5) working days following the match/event. A copy of such correspondence must be forwarded immediately to any/all affected persons.
- b) Teams/players/club members have the right to appeal against any decision, penalty or suspension to be heard by the relevant sub-committee.
- c) A fee, if determined by the committee, must accompany a protest or appeal. Such fee will be forfeited, if the protest or appeal is considered frivolous. No fee currently exists.
- d) Any protest or appeal shall be ruled upon within 14 days of lodgement, by the relevant sub-committee or management committee as appropriate.
- e) If a protest relates to a matter on the scorecard, the scorecard may remain unsigned however a note 'protest pending' is to be noted on the card.

- f) In all instances of protest and appeal, resolution shall be sought in accord with the process as outlined in Appendix A (information management and dispute resolution).

## 17. SCORING

Two scoring options exist. Options 1) or 2).

Section Co-ordinators are to decide prior to each season, in agreement with section players, which scoring system will be adopted for the entire season by a section. The relevant fixture sub-committee will be advised by the section co-ordinator of the section choices prior to commencement of play.

### Option 1 - Points Format:

Match results shall be determined on games first, if games are equal, then on sets. If all is still equal at the end, the match shall be a draw. Four (4) points shall be awarded for a win. Two (2) points shall be awarded to each team for a draw. One (1) point shall be awarded for a loss, not a final. 0 points for a forfeit.

Each match consists of 6 sets. **Tie Break** as determined by the relevant sub-committee. (See By-law 22)

Note: It is possible for a team to win 4 sets or more and still lose as the opposing team may have more games. This ensures a match is usually not over after only four sets.

In the event of an 'incomplete match', a result counts if one team cannot lose the match. Points are therefore awarded for the match.

In the event of an 'incomplete match' at one venue and not another (ie. Jimboomba vs Tully), points are awarded for play completed, regardless of the outcome at other venues.

In addition to points awarded for win, loss and draw, games scored for and against are recorded for each team to enable separation of teams on equal points. A percentage is therefore determined by dividing games for by games

against multiplied by 100. In the event of rain during a match for/against games are recorded at the time of cessation of play.

Sample Ladder:

Round 6 (20/8/05)	W	L	D	F	A	%	Pts
4 Cedar Grove	6	0	0	193	143	135.0	24
5 Woodhill	3	2	1	183	171	107.0	14
2 Flagstone	3	2	1	177	168	105.4	14
1 Camp Cable	3	3	0	184	181	101.7	12
3 Jimboomba	1	5	0	158	188	84.0	4
6 Veresdale	1	5	0	148	192	77.1	4

## Option 2 - Games Format

Each match consists of 6 sets. **Tie Break** as determined by the relevant fixture sub-committee. (See By-law 22)

The match is decided on **games**. The team with the most games at the completion of play is declared the winner. Each team will be awarded a point for each game won.

In the event of unplayable conditions during a match, points will be awarded for the games completed unless that match is determined by both captains to be an incomplete match, in which case an average score will be allocated for each team.

In the event of an incomplete match caused as outlined in by-laws 13 or 15, teams will be awarded an average points score for incomplete matches by calculation of their average weekly scores. The average weekly score will be allocated during the season and adjusted at the end of the season for the purpose of determining ladder positions.

In the event of an 'incomplete match' at one venue and not another (ie. Jimboomba vs Tully), points are awarded for matches completed, regardless of the outcome at other venues.

### **Ladders**

Top 4 teams at end of season play semi finals. 1v4 and 2v3. Winners to play off in Grand Final.

Positions on the ladder shall be determined by the points (as specified above.) In the event of points being equal, percentage of games won shall follow and if still equal, the percentage of sets won shall apply. If at the end of the season, all of the above are equal between teams eligible for final positions on the ladders, matches as advised by the appropriate sub-committee shall be played to determine these positions.

Ladders shall be made available at regular intervals and upon request to the Record Secretary.

### **Player Changes**

Captains may change players one grading position on match day (ie.1&2 or 2&3 or 3&4 before the match begins. (ie. a 1&3 player change will most certainly be frowned upon).

## **18. BALLS/MATCH FEES**

Only balls approved by Tennis Australia will be used.

**Seniors:** Four new balls shall be provided by the co-ordinator for fixture and finals matches.

**Juniors:** Four balls of appropriate quality shall be provided by the co-ordinator for fixture and finals matches. Minimum Junior A New Balls, Section 1 New Balls for finals.

## **19. FEES and PENALTIES**

Where the Management Committee is required to issue a judgement following protest or appeal, the following may be considered: The list is neither complete nor exhaustive.

a) Late Cards:

Juniors and Seniors

Loss of Match and Percentage points

- |    |                                |                                     |
|----|--------------------------------|-------------------------------------|
| b) | Forfeit<br>Juniors and Seniors | Loss of Match points                |
| c) | Late score notification        | Nil                                 |
| d) | Failure to register emergency  | Forfeit of Player Games             |
| e) | Failure to sign Score Card     | Loss of Match and Percentage points |
| f) | Ineligible/Unregistered Player | Loss of Player Games / Match Points |

## 20. TROPHIES

- a) The winning team in each section shall receive a premiership pennant, trophies or prizes as determined by the Management Committee. The runners-up teams shall receive a minor pennant, trophies or prizes as determined by the committee.
- b) Certain sections will also have perpetual trophies/shields in addition to the above, but these remain the property of the Club. After being held by the winning team/player for approximately twelve (12) months, these must be returned to the club.
- c) Failure to return perpetual trophies will result in replacement cost being the responsibility of the team/player concerned.
- d) Perpetual Trophies/Shields shall be awarded to sections, determined by the appropriate committee.

## 21. JUNIOR COMPETITION

- a) Competitions are open to all players aged 18 years and under. Players must be 18 years and under when the first fixture match for the season is scheduled.
- b) All junior matches shall be played in accordance with association by-laws.
- c) At least one parent/representative of each team is required to be present to provide supervision of matches. To ensure compliance with match completion times, the supervisor in conjunction with the section-coordinator, will encourage efficient play by assisting with umpiring, scoring or discipline as required.

## 22. TIE BREAKS

**Seniors** Standard tie-breaks are to be played in all junior and senior competitions.

Monday Mixed Tie-Break at 5 games all

Tuesday Men Tie-Break at 6 games all

Wednesday Ladies Tie-Break at 5 games all

Thursday Mixed Tie-Break at 5 games all

Each section may vary the timing of tie-breaks by consensus of the players within a section. This by-law will reflect existing practices as adopted by individual sections.

**Juniors** Section 3– No Tie Breakers

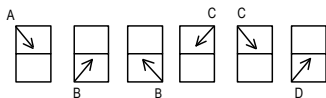
Sections 1, 2 and Junior A Tie Break at 5 games all or 6 games. The section co-ordinator shall determine play for Tie-Breaks generally determined on time available for the completion of matches.

### Standard TIE-BREAK

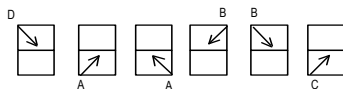
The player/s who wins seven points first, shall win the tie-break, provided they lead by a margin of two points. If the score reaches 6 points all, the game shall be extended until the two point margin has been achieved.

The player whose turn it is to serve shall be the server for the first point, from the right court. Thereafter each player shall serve in rotation for two points, beginning from the left court, and in the same order as previously in the set, until the winner is/are decided. Players shall change ends after every six points - see diagram:

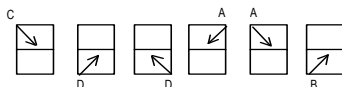
The first server initially serves for the first point (first and second serve), but thereafter each player serves for two points.



Change Ends  
After 6 points



Change Ends  
After 12 points



Change Ends  
After 18 points

The tie-break is regarded as one game played, therefore a change of ends is made at its conclusion. The player/s who served first in the tie-break shall receive service in the first game of the next set if the match is on-going.

### Super TIE-BREAK

Same as standard tie break except the player/s who wins ten points first, shall win the tie-break, provided they lead by a margin of two points. If the score reaches 9 points all, the game shall be extended until the two point margin has been achieved.



## 23. DUECES

**Long Deuces.** Standard rules apply in accord with the rules of tennis available from Tennis Queensland.

**Short Deuces.** When the second deuce in any game has been achieved, the team/player winning the next point will win the game. At the commencement of the last point of the game, the team receiving (other than mixed doubles) has the opportunity to decide whether to receive from the forehand or backhand court.

In doubles, the players of the receiving team cannot change positions to receive the deciding point.

In mixed doubles, the player of the same gender as the server shall receive the deciding point. The players of the receiving team cannot change positions to receive the deciding point.

**Seniors** Long deuces are to be played in all senior competitions unless otherwise determined by the rules committee.

**Juniors** The section co-ordinator shall determine play for Deuces generally determined on time available for the completion of matches.

## 24. TOURNAMENTS AND CLUB CHAMPIONSHIPS

- a) Tournaments and Club Championships will be conducted in accord with the rules published on the appropriate tournament/championship application form and under Tennis Queensland regulations where applicable.
- b) Players shall be available for play within 15 minutes of schedule match times as advised by the relevant sub-committee.
- c) In addition to meeting the registration/eligibility requirements of these by-laws, players must have played at least three(3) matches at the grade for which application is made, for inclusion in graded championships.
- d) For Junior Age Championships, age shall be determined at the last day of the month in which the event is being played

e) Draws for Aged Championships, Club Championships and Tournaments will be prepared using 'Tournament Management System (TMS) and published as required by license on the tennis results webpage ([www.tennisresults.com.au](http://www.tennisresults.com.au)), unless requirements of child protection legislation require otherwise.

f) Tournaments may be scheduled on public holidays or school holidays.

## **25. FINALS**

a) The relevant section co-ordinator shall arrange finals, conditions of play and courts to be used.

b) Courts at which finals matches are to be played, must be opened and available for play at least thirty (30) minutes prior to scheduled commencement of play. This is a responsibility of the section co-ordinator.

c) In all final matches both complete teams must be in attendance.

d) In all finals matches, sets shall be played concurrently. Each team will submit a completed card nominating their team in order of play to the section co-ordinator/or opposition captain prior to play commencing.

e) Should play be postponed due to inclement weather or failing light, unfinished matches shall continue from where play ceased. By agreement between team captains (seniors) or section co-ordinator, team captains and parents (juniors), an incomplete final (not a Grand Final) may be completed at any time prior to the next scheduled final. An incomplete Grand Final must be completed within 2 weeks of the scheduled match date and prior to the commencement of the next season. Where finals (including Grand Final) matches cannot be completed, the team highest on the ladder will be awarded the match win.

f) The committee reserves the right to appoint neutral umpires in special circumstances or if requested to do so by a team at least two (2) working days prior to the match. In the event of a draw, each team shall submit one undisclosed pair (mixed pair for mixed competition) to the section co-ordinator/or opposition captain and they will play one (1) additional super tie-break set to determine the match.

h) In the event of an unfinished final, the Captain of the first-named team (seniors) on the card, or section co-ordinator (juniors), shall be responsible for the balls and card until the match can be resumed.

The unfinished score shall be telephoned to the appropriate section co-ordinator at times as advised. Late notification may incur a penalty (see By-law 19).

The final score shall also be telephoned through to the appropriate section co-ordinator at times as advised. Late notification may incur a penalty. Completed match cards must be received by the section co-ordinator within three (3) working days following the completed match and prior to the next scheduled final. Late notification and/or cards may incur a penalty (see By-law 19).

## **26. SUPERVISION OF MINORS**

All committee members are required to apply for and hold 'Volunteer Blue Cards'. In addition, all section co-ordinators and volunteer helpers involved with the supervision of persons under the age of 18 years are required to apply for and hold 'Volunteer Blue Cards'.

## **27. MISCELLANEOUS**

### **FOOD & BEVERAGES**

Food and alcohol are not permitted within the confines of a tennis court. Water only, in a suitable drinking container, is permitted and encouraged on a court.

### **SCORING**

Players are encouraged to call the score between points and games.

**ETTIQUITE** To promote a friendly atmosphere and enjoyment of tennis.

All players should conduct themselves in a sportsperson like manner.

Bad language and behaviour will not be tolerated.

Bikes, Rollerblades, Skateboards and toys generally are not permitted on courts.

Please ensure all players are introduced.

Players are encouraged to return balls to the server in an appropriate manner.

Make line calls quickly, loudly and fairly. An out call may be made by an audible call, or an audible call with a visual out signal (finger to the air).

Don't waste time between points or sets.

Don't return obvious faults.

Don't walk on courts while play is in progress.

All players are encouraged to learn the 'Rules of Tennis'.

## **FOOT FAULTS**

Foot Faults can only be called by a Referee (or assistant) and not by the receiver. However, to call foot faults the official must be standing on court for the match. Officials standing off the court are not allowed to make foot fault calls".

Any player who believes the server is continually committing Foot Faults, should ask for the court supervisor or Section Co-ordinator to come onto the court and supervise. If that official believes the complaint to be correct, he or she has the right to stay on the court and call Foot Faults wherever necessary during the match.

## **INTERNATIONAL TENNIS NUMBER (ITN)**

All playing members will be encouraged to obtain an ITN. The ITN will assist the relevant sub-committee with grading of players for fixtures, championships and tournaments.

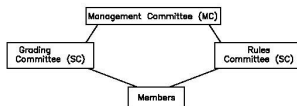
## **BALL ON COURT**

A ball entering a court from another court can be a safety concern and general distraction. A point may be replayed where a player, during play, immediately indicates the existence of an intruding ball.

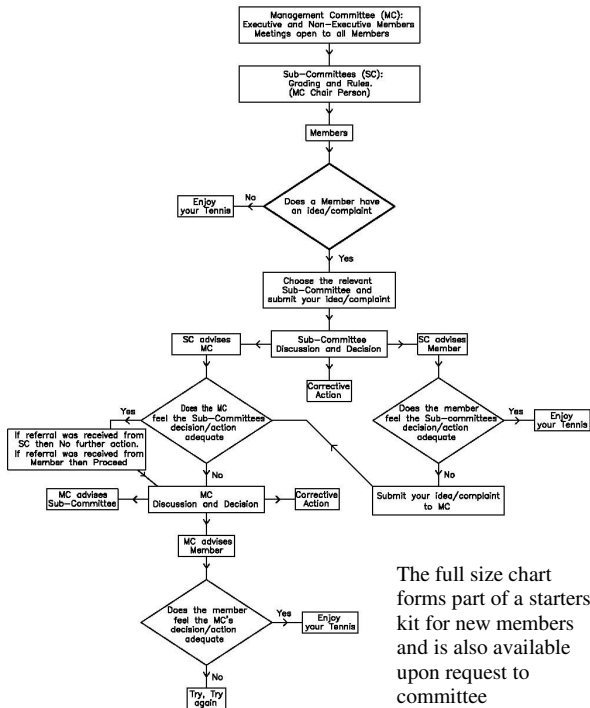
# Appendix A

## JIMBOOMBA TENNIS CLUB INC.

### Committee Structure



### Information Management and Dispute Resolution Process



The full size chart forms part of a starters kit for new members and is also available upon request to committee

## **APPENDIX B – FORMS**

List of Forms (prepared and approved for use by the Management Committee)

- Form 1. Membership Application Form
- Form 2. Team Nomination Form
- Form 3. Match Score Card
- Form 4. Emergency Registration Form
- Form 5. Media Release Consent Form
- Form 6. Incident Report Form

## **APPENDIX C – EXCEPTIONS TO ELIGIBILITY/ VARIATIONS TO RULES (Seniors)**

At senior level, the Management Committee acknowledges advice that some teams have difficulty obtaining player numbers and agree to swap players between the teams playing in a particular match, the match may continue. A notification of the players swapped shall be included on the result card. Appendix C shall apply equally to by-law 14(e).

Every endeavour shall be made to obtain consent from all team captains present in the same section prior to proceeding with player swapping.

Match points will be awarded for the match in accord with the match result unless the relevant sub-committee receives a protest in accord with by-law 16, or the result is unduly influenced in accord with by-laws 6, 7 or 8.

In all circumstances not expressly covered by these by-laws, the management committee acknowledges that flexible solutions may be sought during the execution of matches. The management committee reserves the right to examine new and innovative practices and apply match points in accord with these by-laws.

If uncertainty exists and where possible, consent of the relevant committee should be sought, prior to proceeding with any practice not expressly described in these by-laws.

