

**By-Laws of the Mount Gambier and District Tennis Association Inc.  
2018/2019**

The following By-Laws have been made by the committee pursuant to the constitution.

**1. PLAYER REGISTRATIONS**

A registered player is a player who has played one game for a club and must be affiliated with Tennis SA.

**2. CLEARANCES**

1. A player seeking a clearance from one Club to another within the Association must make an application on the prescribed form. The clearance is effective when the player obtains the signatures of either the Club President or Secretary of both clubs and lodged with the Association Secretary. If a club refuses a clearance that player may appeal to the Association.
2. No clearance is required from a new player entering the Association.
3. Any player not having played competitive tennis in an association or competition for a period of one season will be deemed to be a new player and may play with any club they desire without a certificate of clearance.
4. Only one clearance per season will be permitted to any one player and transfers from one Club to another within the Association will not be permitted until the following season after the fifth minor round has been completed. The Committee may grant a clearance after the fifth minor round to a player who in the previous season played less than 3 games for a Club.
5. In the case of juniors, 16 and under, clearances will be invalid unless their date of birth is shown, and signed by their parent/guardian.
6. In the event of a player who previously played with a Club declared defunct, wishing to transfer to another Club, no clearance is needed.

**3. TEAMS**

- a. Team Nominations - Clubs will nominate their teams in grades.
- b. Relegation System - When a team wins the Grand Final, they are to go up to the next division on the following season. The lowest team in each division must be relegated to the division below.
- c. Can consist of up to 4 men in Division 1 Men, up to 4 women in Division 1 Women, 4 men and 4 ladies in all other Divisions, up to 3 men and 3 women in Mixed Doubles, and up to 5 women in Ladies Doubles. Players must play in order of merit throughout their Grade in accordance with performances in official Association recorded matches. In the event of a player not arriving for a match, within the duration of all singles play, that team may find a substitute player. Permission from the opposing captain is not required. In the event of a team playing out of order due to an absent player, that player will be fined \$50.
- d. Before the scheduled match time captains shall independently list players in playing order on the official match sheet.
- e. In the case of a Club fielding two or more teams in one grade, any player having played four matches for one team shall be ineligible to play for the other teams in that grade in any one season.
- f. A player may only represent one team per round in the senior tennis competition.
- g. Final placement of teams will be at the discretion of the Committee.
- h. The enforcement of this By-Law will rest on the protest of any team or Club to the Association Committee. Such a protest must be lodged by 6pm of the next day and will be subject to the conditions governing Disputes and Protests of By-Law No. 15.

**4. MATCHES**

- a. Singles shall be played first unless agreed upon by both captains.

- b. Singles shall comprise of one 6 game advantage set with a tiebreak at 6 games all.
- c. Doubles shall comprise of one 6 game advantage set with a tiebreaker at 6 games all.
- d. All minor round matches shall be played on the programmed Friday/Saturday times.
- e. Division 1 Men and Division 1 Women matches will be allocated a minimum of one court. All other Divisions, Mixed Doubles and Ladies Doubles matches will be allocated a minimum of two courts.
- f. Match Points System
  - 1. The team winning the match on the day shall receive 8 points. If sets are equal, games will decide. If games are equal, 4 points will be awarded to each team. If match is unfinished because of inclement weather, each team will receive 4 points.
  - 2. Bonus points (1 per set) will be awarded for each set won.
  - 3. If matches are completely washed out each team will receive 4 points. If play is abandoned before a decision is reached, the completed sets shall count and each team will receive an additional 4 points.
  - 4. Byes
    - i. Teams receiving byes shall receive pointed equal to the average winning points in the round.
    - ii. On the occasion of a bye for any team no member of that team who played in the previous match shall play in any lower team on the day of the bye.

## 5. STARTING TIME

### Saturday Competition

- a. All matches shall commence at 1:00pm promptly.
- b. Any team not in a position to commence matches on the allocated courts at 1:00pm shall be liable to forfeit the match on the protest of the opposing teams.

### Night Tennis

- a. All matches shall commence at 6:00pm promptly
- b. Any team not in a position to commence matches on the allocated courts at 6:00pm shall be liable to forfeit the match on the protest of the opposing teams.

## 6. ORDER OF PLAY

The order of singles and doubles shall be rotated

## 7. HEAT POLICY

If the weather forecast is 38 degrees Celsius at 8:00 am Saturday then matches will be cancelled. Announcements to be made by email and SMS (if registered with the Association) and the association Facebook page and website. When there is a cancellation due to heat policy the matches are abandoned and players cannot be qualified and no points issued.

## 8. UNCOMPLETED MATCHES & DOUBTFUL WEATHER

Players must be prepared to begin at scheduled time regardless of weather conditions.

- a. During minor rounds opposing captains may agree to abandon the match at any agreed time.
- b. Home club officials may call players off the court if they deem the courts to be unsafe.
- c. Semi Final and Preliminary Final
  - i. Captains must wait until 2.30 p.m. before they can abandon a match due to inclement weather.

In the event of a washout during finals, captains can agree to continue play such that a result is achieved by the following Thursday. If the captains cannot agree when to play at the time the washout is declared, direction will come from the Executive.

- ii. If a player is unable to commence weather affected matches on another day that week, a substitute may be made with order of merit observed. Any matches in progress must be completed without substitution.

- d. Grand Final
  - i. Captains must wait until 2.30 p.m. before they can abandon a match due to inclement weather.
  - ii. That is play cannot be completed on the scheduled Saturday, the match shall continue on the following Saturday and Sunday.
  - iii. That if a decision cannot be reached after 3 scheduled playing days, Joint Winners of the Grand Final shall be declared and the team higher on the minor round premiership table, playing in the Grand Final shall be promoted next season.

## **9.FORFEITED MATCHES**

- a. If a club must forfeit a whole grade that club must forfeit its lowest team.
- b. Any sets forfeited before commencement must be to love. If sets are forfeited after commencement all games won by the forfeiting player will be retained.
- c. An injured player may hold play for five minutes to seek first aid. After five minutes the player must resume play or forfeit the match.
- d. In the event of a team forfeiting a match either voluntarily or compulsorily under the By Laws the forfeiting team shall lose to love. Teams receiving a forfeit must list players available only to receive the points. Forfeit recipients shall be deemed to have played the match and the match will count towards finals eligibility. Players listed to play a forfeited match are not permitted to play in any other teams for that round.

## **10.FINALS**

- a. Time – Saturday matches must start at 12.30pm promptly. Friday night matches must start at 6.00pm promptly. Semi and preliminary finals may be scheduled on Friday nights, rotating grades each season.
- b. Courts – The committee shall allocate courts to be used. All allocated courts must be used until the last two doubles are in progress. If one or both teams refuse to play on all courts for finals, the set is forfeited or there is no result.
- c. Umpires – no umpires will be allocated for finals. Any disputes will be referred to the Association Executive.
- d. Bad Light – In the event if bad light, the Match Referee has the final decision on the continuation of the match if the captains disagree.
- e. Balls – Division 1 Men and Division 1 Women shall provide three new balls each. All other divisions to provide six new balls each. Ladies Doubles and Mixed Doubles shall provide two new balls each.
- f. Order of Play – Singles 3,2,1. Doubles 3&2, 3&1, 2&1.
- g. Forfeits – In the event of a forfeit occurring in any final the next highest qualified team, excluding a forfeited team shall have the right to challenge the team receiving the forfeit.
- h. Grades with only 4 teams
  - 1. The team finishing first on the minor round premiership table will automatically proceed to the Grand Final.
  - 2. Second and Third placed teams on the minor round premiership table will play in the Preliminary Final, winner progressing to the Grand Final.
- i. Drawn Preliminary Finals – In the event of a drawn final, the team higher on the minor round premiership table, playing in the final shall progress to the next final.
- j. Drawn Grand Final – In the event of a drawn grand final, the team higher on the minor round premiership table, playing in the Grand Final shall be declared winner and promoted next season.
- k. The Association Executive will schedule a Match Referee for each finals venue.

## **11.ELIGIBILITY FOR FINALS**

- a. The majority of matches played in a grade qualifies a player in that grade and higher. In the event of equal number of matches in grades then the player qualifies for the lowest grade in question and those above.

- b. No player is eligible for finals unless they have played at least three senior matches for their Club in the current season.
- c. Byes and matches cancelled by the Association cannot be used to qualify players for finals.
- d. Matches not called off by the Committee but abandoned by agreement between both captains can be used to qualify for finals. Score sheets must be filled in, signed by both captains and taken to Olympic Park Clubrooms.
- e. A registered player who has played in another association in the same season will only be eligible to participate in finals if the majority of the matches are played for the Association and have met the above-mentioned criteria.

## 12.UMPIRES

### SELF UMPIRING

- a. It is the responsibility of a player to make calls on his/her side of the net; to help his/her opponent to make calls only when he/she requests it; and to call against him/herself (with the exception of the first service) any ball that he/she clearly sees out on his/her opponents' side of the net.
- b. No player should question an opponent's call. But a player should always request his/her opponent's opinion when the opponent is in a better position to see the ball. Once the opponent has given a positive opinion, it must be accepted. If neither player has an opinion, the ball is considered 'good'.
- c. Any ball that cannot be called 'out' is presumed 'good'. Do not ask your opponent to 'take two'.
- d. In Doubles if one partner calls a ball 'out' and the other one calls 'good', the doubt that has been established means that the ball must be considered 'good'.
- e. Any call of 'out', 'net' or 'fault' must be made instantaneously and clearly. Otherwise the ball is presumed 'good' and still in play. 'Instantaneously' means that the call is made either before an opponent has hit the return or the return has gone out of play. Most importantly, the ball is not 'out' until called 'out'.
- f. If you call a ball 'out' then realise it was 'good', correct your decision.
- g. Remember a ball landing on the line is considered to be in.
- h. The ball must pass over the net before it may be volleyed. A player, his/her racquet or clothing cannot touch any part of the net whilst the ball is in play. But, if the ball has bounced on your side of the net and blown back, you may lean over the net to hit it, providing once again that your racquet or any part of your body or clothing does not touch the net or your opponent's court whilst the ball is in play.
- i. Calls' involving hitting an opponent's return before it has passed the net or double bounce (not up) can be very difficult to make. A player who realises he/she has committed a violation in these areas or similar should announce this immediately.
- j. A PLAYER LOSES THE POINT IF:
  - i. He/she catches the ball, or allows it to hit him/her clothing either inside or outside the court before it touches the ground.
  - ii. The ball hits his/her racquet either inside or outside of the court before touching the ground, unless he/she volleys the ball and makes a good return.

The players may request the assistance of their teammates to help umpire a game. One player from each side should assist to umpire if requested.

Any player has the right to call for a foot fault umpire. In the event of any dispute arising in the course of a match then the players involved should try to resolve it themselves. If they cannot resolve it then they should consult with their captain to assist with resolution and if the dispute is still not resolved then the Captains may consult with the Association Referees.

## 13.MATCH SHEET

- a. Before commencement of a match captains shall independently list players in playing order on the official match sheet.

- b. In the event of a forfeit, players who are unavailable to play on that day cannot be listed on the match sheet.
- c. Score sheets to have full names listed. It is the responsibility of the captain of the winning team to see that the match sheets reach the result box at the Clubhouse, Olympic Park, Margaret Street, no later than 10.00am on the Sunday morning following the match.
- d. Online Competition Software – All scores are to be entered and confirmed no later than 10.00am on the Sunday morning following the match.

#### **14.FINES**

- a. A fine schedule will be presented as part of the Association Budget and adopted by Senior Delegates at the AGM.
- b. Any club of the Association neglecting to pay its subscription and/or fine within one month of the due date being given by the Secretary / Treasurer shall be disqualified from any representation thereon until such payments of such subscription and/or declared levy and/or fine has been made, and will be fined per week or part week until the commitment is in the Association Treasurers hand.

#### **15.DISPUTES AND PROTESTS**

##### **DISPUTES:**

- a. Captains should not sign the score sheet in the event of a dispute but should detail on the back of a score sheet the reason for the dispute. Any disputes referred to the Association shall be endorsed and submitted by an official of the Club involved.
- b. Disputes relating to the result or conduct of a minor round match must be in the hands of the Association Secretary by 6.00 pm. on the Monday following the match. The Association Secretary shall have forwarded to the nominated delegate of the other club involved, a copy of the letter of dispute within 24 hours of receiving the dispute, seeking a written response to the allegation made. Such response shall be endorsed by the Secretary of the Club. The Executive will adjudicate on the dispute and decide on the course of action to be taken to resolve the dispute. Any Disciplinary decision shall be applied immediately but is subject to review at the next scheduled Committee meeting.
- c. In the case of major round matches, all disputes or appeals from a referee's decision shall be in the hands of the Secretary of the Association by 6.00 pm. on the day following the match of the dispute and shall be dealt with by the Executive. Their decision shall be applied immediately, subject to review at the next scheduled Committee meeting.
- d. The decision arrived at by the Executive Committee will be made, if possible within 10 working days after receipt of the appeal, and the decision shall be forwarded to the club secretary as soon as practicable after such decision has been reached.

##### **APPEALS AGAINST THE COMMITTEE DECISIONS ON DISCIPLINARY MATTERS:**

Any member club or any member of any member club who is aggrieved by any decision of the Committee relating to any disciplinary matter (but not in respect of any decision of the Committee relating to any financial or administrative matter) may appeal in writing to the Association to have that decision reviewed. In the event of notice of any such appeal being received by the Secretary:-

- a. The Secretary shall place the notice of appeal on the agenda for the next Association meeting, or if no Association meeting shall be held within a reasonable period, the Secretary shall convene a special meeting of the Association with a tribunal to consider that appeal.
- b. The tribunal shall consider the appeal and may then:-
  - i. Dismiss the appeal;
  - ii. Amend or revoke the Committee's decision; or
  - iii. Require the Committee to reconsider the subject matter of its decision.

The decision of the Association on any such appeal shall be final and binding.

## HEARING PROCEDURE:

- a. The Association shall have power to summon any persons, who are members of any member club or who are otherwise connected with the Association, to give evidence in respect of any matter being heard.
- b. The procedure to be followed at any hearing conducted by the Association shall be as follows:-
  - i. Any member club or other person charged with any contravention of this Constitution, any by-laws or any other relevant rule, or against whom a complaint is made or who is involved in a dispute or interpretation matter, shall be given at least seven (7) days written notice of the date of the hearing. That member club or person shall be entitled to attend the hearing at which the charge or complaint is heard and must be given an adequate opportunity to answer the charge or complaint or to put their case and any other relevant information before the hearing.
  - ii. Any member club or person appearing before a hearing may be represented or assisted by an adviser who may be a friend or a member or official of a member club. No member club or person shall be represented or assisted by a legal practitioner at any hearing.
  - iii. The Association must give full consideration to any matters put to the hearing by the member club or person before making any decision.
  - iv. The member club or person shall be notified in writing of any decision made as a result of the hearing.

## 16.CODE OF CONDUCT

To be applied to all fixtures sanctioned by the association.

- a. No player shall, during any match, and at all times while within the precincts of the site of the approved tennis match, engage in conducts to the prejudice of the integrity of the game of tennis.
- b. Leaving the court – A player must not leave the court area whilst playing a match, without the permission of the umpire, opposing captain or referee. Violation of this rule shall be default of the match the player is participating in. All games or sets won will be retained.
- c. Physical abuse – Players or spectators shall not at any time physically abuse any official, opponent, spectator or other person within the precincts of the match site. Violation of this rule shall be default.
- d. Verbal abuse – Players or spectators shall not at any time verbally abuse any official, opponent, spectator or other person within the precincts of the match site. Violation of this rule in the first instance will be a warning and in the second instance will be default.
- e. Offences – Violation of any of the following rules in any one match shall in the first instance be a warning, second instance one point, third instance one game, fourth instance one set and fifth instance the match. These penalties are to be added to the opponent's score.
  - i. Unreasonable delays – A player shall not unreasonably delay a match for any reason.
  - ii. Audible or visible obscenity – Players shall not use audible obscenity or make obscene gestures within the precincts of the match site.
  - iii. Abuse of balls, racquets or equipment – Players shall not violently or with anger hit, kick or throw a tennis ball, racquet or other equipment or in any way interfere with any court equipment.
- f. Reports – An Umpire shall complete a report form (in score book) in respect of every offence resulting in a default. A copy shall be forwarded to the Association Secretary within 48 hours of completion of the match. The Association Secretary will forward a copy of the form to the offending player's Club. The Umpire must also show the defaulted match on the score sheets.
- g. Additional penalties – The Committee reserves the right to take further action upon receipt of a report from and/or letter. If further action is deemed necessary, all parties involved will be required to attend an appropriate meeting conveyed by the Association Committee.
- h. No alcohol is to be consumed on the court by players or officials during any official competition.
- i. Right of appeal – There is no right of appeal against any penalty awarded under By-Law 18.

## 17.EQUIPMENT

All equipment used during official matches must comply with the ITF 'Rules of Tennis'.

- a. BALLS – All balls must meet the requirements of the 'Rules of Tennis' and be endorsed for play by Tennis Australia and be labelled for Hardcourt use. It would be preferred if clubs used balls manufactured by the associations ball sponsor.
  - i. Number of balls to be supplied by each club for each grade are as follows:
    - 6 player team – 3 balls
    - 4 player team – 2 balls
    - 3 player team – 2 balls
- b. NETS - The bottom of all nets must be fastened at each end to the net post and shall have a net strap in the centre of the net fastened to the court. As per the 'Rules of Tennis' the net height shall be 3 foot at the net strap.
  - i. Failure to adhere to this By-Law will incur a fine of \$20 per net per week.
- c. RACQUETS – All racquets are to comply with the dimensions as specified by the ITF in 'The Rules of Tennis'
- d. TENNIS ATTIRE – Regulation tennis attire is preferred for competition play. For Guidance please refer to Tennis Australia 'Dress and Equipment Regulations' available from their website.

## 18.TENNIS ETIQUETTE

The following are basic point of etiquette during play in tennis. Further information can be gained from the Tennis Australia publication 'Rules for Matches Played Without a Chair Umpire'

- a. Never walk through a court on which a rally is in progress, and always close all gates and doors behind you as you enter or leave courts.
- b. Place foreign objects, balls, cans, sweaters, spare racquets, etc. near net post or bench – never at the back of the court.
- c. Never catch or deflect a ball you assume is going to fall out of bounds; the ball is not out until it hits the ground or fence.
- d. Attempt to observe the foot-fault rule – stay behind the baseline until the service is completed. Concede the serve when you catch yourself in a foot-fault.
- e. The receiver should not return the first service if it is a fault – let it go by or ground it.
- f. At the end of each point retrieve balls in your area and return them to the server. Also return all let serves immediately.
- g. Always keep your feeling under control no matter how upset you may be, so your comments or actions do not discredit you.
- h. Upon completion of set do not leave area until all of the balls are located and returned to owners.
- i. Do not leave it to you opponent to keep the score. It is your job as much as his and it makes the game run smoother and faster.
- j. Accept and play on the Umpire's or Linesman's decision, whether it is for or against you.
- k. Upon changing ends balls on your side of the net should be gathered and either handed to or left in position for the next server.
- l. Always return balls from the other courts which stray in your area, at the end of your rallies.
- m. If a member of the gallery, remember that a moving background is a most disturbing condition for a player, and you should restrict your movements to between games or between sets.
- n. Do not applaud or give vocal expression to your feelings, while a rally is on, and do not applaud errors.
- o. Each player is responsible for all decisions involving balls in his half of the court. He should be completely honest on all 'calls', but if in doubt, he should give the point to his opponent, or call a 'let'.

## **19.I.T.F TIE-BREAK SYSTEM**

The following system shall be used in the tie-break game.

### **SINGLES:**

- a. A player who first wins seven points shall win the game and the set provided he leads by a margin of two points. If the score reaches six points all the game shall be extended until this margin has been achieved. Numerical scoring shall be used throughout the tie-breaker game.
- b. The player whose turn it is to serve shall be the server for the first point. His opponent shall be the server for the second and third points and thereafter each player shall server alternatively for two consecutive points until the winner of the game and set has been decided.
- c. From the first point, each service shall be delivered alternatively from right and left courts, beginning from the right court. Players shall change ends after every six points and at the conclusion of the tie-break game.

### **DOUBLES:**

- a. In doubles the procedure for singles shall apply. The player whose turn it is to sever shall be the server for the first point. Thereafter each player shall serve in rotation for two points, in the same order as previously in that set, until the winners of the game and set have been decided.
- b. **ROTATION OF SERVICE:** The player (or pair in the case of doubles) who served first in the tie-breaker shall receive service in the first game of the following set.

## **20. LIMITED CLUB LICENCE OLYMPIC PARK CLUBHOUSE**

1. All visiting players are honorary members of the Mount Gambier and District Tennis Association Inc. for the day or days of their stay. All players and officials of the Mount Gambier and District Tennis Association are honorary members during the period of all competitions and activities.
2. No member shall introduce more than five visitors on any one time.
3. The maximum number of persons at any function in the licensed area of the Clubhouse shall not exceed 220.
4. Liquor shall only be consumed in the main entertainment area and the veranda area adjoining the main building.
5. No person under the age of eighteen years of age shall be supplied with or consume liquor.
6. No person under the age of eighteen years of age shall be allowed to serve behind the bar.