

**BY-LAWS OF
SHEPPARTON & DISTRICT LADIES MIDWEEK
TENNIS ASSOCIATION INCORPORATED.
A 27027 Z
(Amended November 2003)**

1. Teams

- (a) Affiliated clubs shall enter a team or teams for the competition in a series of matches to be arranged each season.
- (b) Team entries together with a list of anticipated players must be lodged with the Secretary by the closure date set by the Executive.
- (c) All affiliation fees and outstanding monies such as, extra trophies etc., **MUST** be paid prior to the commencement of the season. Clubs in default shall have no game points or premiership points awarded.
Note: Clubs must also pay the appropriate VCTA player affiliation fee.

2. Registrations

- (a) All players participating in Association matches or closed tournaments must be bona-fide members of an affiliated club.
- (b) Players registered with a Club will be deemed to be registered for both the Tuesday and Thursday Competitions. Cut off time for permission from the Registrars to play an unlisted player is 9 p.m. Monday or between 9 a.m. and 12 noon Tuesday for the Tuesday Competition and 9 p.m. Wednesday or between 7 a.m. and 8 a.m. Thursday for the Thursday competition. Written details regarding the player **MUST** be included with the next result sheet. **If both Registrars are unavailable, please contact the President or Secretary to gain permission.**
- (c) The appearance of a player's name on a result sheet shall constitute registration of that player. Players can only be named on one result sheet for that round.

- (d) No player being a registered member of one club within the Association will be eligible to play with another club unless a clearance is granted in writing from her previous club and no clearance can be granted again to that player until two (2) playing days have elapsed. Any team may borrow a player/s from any team playing in their grade or grades below. The borrowed player/s name, team name and grade borrowed from must be clearly written on the score sheet. The borrowed player/s is/are not eligible to play finals for the borrowing team.
- (e) A player is eligible to play with another club in the Thursday competition or vice versa without a clearance within the Association.
- (f) Any teams playing an ineligible player will have a forfeit registered against their team. The opposing team will receive four (4) points and 1/3 %. The defaulting team will not receive any points or percentage.

3. Permits

- (a) A player may not play except with the permission of the Executive in a lower grade after that player has played three (3) home and away matches in a higher grade or grades. Where a club has two or more teams in the one grade a player may not transfer from one team to the other team in that grade after playing three (3) home and away matches with the one team in that grade.
- (b) A player who has played three (3) or more matches with any team in a previous season and has not been named in a team on the official entry form is ineligible to play more than one (1) grade lower in the current season without the permission of the Executive.
PENALTY: the match is forfeited to the opposing team if an unqualified player is used.
- (c) No permits will be granted for finals.

4. Matches

- (a) The tennis season will commence on the dates decided by the Executive.
- (b) (1) in the event of adverse weather during the morning of the match date, the Adverse weather Committee shall make a decision as to whether there shall be any play for that particular round on the fixture. Adverse Weather Committee is permitted to cancel tennis in heatwave conditions. If their decision is that matches be abandoned for that round, such decisions shall be made by 11.15 a.m. for the Tuesday competition and 7.30 a.m. for the Thursday competition, and shall be broadcast over 98.5 3 One FM between 11.30 a.m. and 12 Noon for the Tuesday competition and between 7.30 a.m. and 8.00 a.m. for the Thursday competition.
For Tuesday competition: If on the day prior to the competition, on the 6.30 p.m. WIN news, the weather report states that the maximum temperature in Shepparton will be 37 degrees or more, competition on the following day will be cancelled.
No premiership points are awarded when play has been cancelled by the association, but a signed score sheet may be submitted by the correct time, with the names of ladies deemed to have played that match.
 - (2) When play has been cancelled by the Association due to adverse weather, no points will be awarded for a forfeit received.
 - (3) Four (4) premiership points and percentage will be awarded to all winning teams of completed matches. Two (2) premiership points and percentage will be awarded to each team in uncompleted matches.
 - (4) If tennis has not been officially cancelled one (1) hour prior to commencement of play for home and away matches only, opposing captains may agree by telephone to cancel play due to adverse weather at the home tennis venue. In such an event each team must submit a signed score sheet showing the names of players in the team and the words "play cancelled due to rain" written across the page. Two

(2) premiership points will be awarded to each of the two teams involved.

NOTE: 9. Results (a, b, c, d & e) rules must be adhered to.

- (5) If due to wet weather, play has not commenced by 9.45 a.m. Thursday or 1.30 p.m. Tuesday, the match shall be abandoned.
- (6) In the event of rain stopping play in a home and away match, when play has not resumed after twenty (20) minutes or a total of twenty (20) minutes has elapsed during the match, then the match will be abandoned.

NOTE: Captains to write time of leaving court due to adverse weather on score sheet.

- (c) All finals series matches must be played to completion.
- (d) Order of play for home and away matches. Each team shall consist of four (4) ladies who must be numbered 1, 2, 3 & 4 combining to play three (3) sets of doubles in the following manner:

Set One	1 & 2 v 1 & 2	Set Two	3 & 4 v 3 & 4
Set Three	1 & 3 v 1 & 3	Set Four	2 & 4 v 2 & 4
Set Five	1 & 4 v 1 & 4	Set Six	2 & 3 v 2 & 3

Opposing captains must exchange teams fully written out before the match commences. If correct order of play is not followed, incorrect sets must be replayed or the match be abandoned.

- (e) In the event of a player, through sickness or injury during any match or unavailability in a postponed finals match, not being able to continue, that player shall forfeit the rest of the set. A substitute not otherwise debarred by these rules shall be allowed to play in any subsequent sets. The time allowable for the substitute player to be at the courts ready to play is until she is required to play the next set.
Note: Three minutes is the time allowed off the court for any reason during a set, before the set must be forfeited to the opposition.
- (f) In the event of a set reaching five games all, a tie-breaker is to be played as set out in the by-laws and Player Information section.

5. Team composition and method of play.

The composition of teams and method of play in the various grades shall be decided at the annual general meeting.

6. Time of match commencement.

Starting Time Tuesday 1.00 p.m. Thursday 9.15 a.m.
There is a penalty for a late start. If play has not commenced on both courts by 1.00 p.m. Tuesday or 9.15 a.m. Thursday, there is a loss of one (1) game per court or courts for every five (5) minutes or part thereof late against the team responsible.

If the player who is late, arrives on the court ready to play before the first set is finished, the penalty (one game for every five minutes or part thereof late) shall be deducted from that set against the offending teams score before play commences. (Example: A player ten minutes late, the set would begin at 0/2 (love two) against the offending player.)

The non-offending team would be deemed to have won the toss and has choice of serving, receiving or ends.

There is a penalty for a player who arrives on the court ready to play after the first set is finished. The late player must forfeit her first set. This set will be shown and 0/6 against the offending player. If a player is not available when called upon to play her second set, the entire match must be forfeited by the offending team. If play has not commenced by 9.45 a.m. Thursday or 1.30 p.m. Tuesday, then the offending team must forfeit the match to the opposing team.

7. Forfeits

- (a) The offending team shall notify the contact of the opposing club as soon as it is evident that a forfeit is necessary.
- (b) The team not in default shall forward a signed result sheet with their team written out and shall be awarded one third of the possible games for premiership purposes. The team in default shall have one third of the possible games points added to their against points.
- (c) Players named on any such sheet shall be deemed to be registered. Refer to 2. Registrations.

(d) Forfeit sheets to be signed by the captain receiving the forfeit and to have the same penalty as 9 (b).

(e) When play has been cancelled by the Association due to adverse weather, no points will be awarded for a forfeit received.

8. Premiership Points

These will be awarded as follows:-

- Four premiership points for a win or forfeiture.
- Two premiership points for a tie. The winner shall be decided on games; if equal on games the result shall be on sets, if sets are equal the match shall be a tie. No points shall be awarded for a bye, but a signed score sheet may be submitted by the correct time with the names of ladies deemed to have played that match.

9. Results

(a) It is the responsibility of both Captains to see that the result sheet is filled in correctly. An incorrect result sheet will not be altered after it has been signed by both Captains. The result sheet needed for registration purposes shall be lodged at the completion of the match at a place to be determined at the Annual Meeting.

(c) If no result sheet is to hand by 5.p.m. on the Wednesday after completion of the match for Tuesday and by 3.p.m. on the Friday for the Thursday competition, then no premiership points will be allotted to either team.

(d) Only the winning result sheet need be submitted to the Registrar/Ladder Secretary, but this sheet must be correct in all details to obtain the four (4) premiership points. Teams submitting an incorrect result sheet will incur a penalty of two (2) premiership points. A forfeit sheet or late sheet will still incur a penalty of four (4) points.

(e) Phone results are acceptable but correct result sheet must be received by the Registrar, postmarked prior to 5 p.m. Wednesday for the Tuesday competition or prior to 3 p.m. Friday for the Thursday competition, otherwise no premiership points will be awarded.

(f) Results may be faxed to the appropriate Registrar up to 9 p.m. or after 7 a.m..

10. Rules of Play

The rules of play shall be those as set down by the Tennis Australia. Balls used in all matches shall be those approved by the Tennis Australia (Slazenger or VCTA Alinta recommended.)

Regulation tennis attire (skirt, dress, shorts or tracksuit pants) must be worn on the court at all times, summer or winter.

11. Protests.

- (a) Any infringement of these By-laws should be reported to the Secretary of the Association. All protests must be lodged within seven (7) days of the infringement occurring. In the case of an infringement occurring in a finals match, the protest must be lodged within 24 hours. All protests must be accompanied by a deposit of \$20.00 which shall be refunded if the protest is not deemed frivolous.
- (b) All protests shall be decided by a majority of the Executive.

12. Finals

Please refer to **GENERAL INFORMATION for Finals. (Page19)**

- (a) No umpires/linespersons be appointed for any finals matches.
- (b) Finals matches shall be played on dates and courts as decided upon by the Executive and /or the Registrar. The match time and venues shall be advertised in the Shepparton News. The four teams having the greatest number of premiership points for the season shall play off for the premiership. Where premiership points are equal, percentage points shall decide position. In the first semi-final, the third team shall play the fourth. In the second semi-final, the first team shall play the second team. In the preliminary final, the winner of the first semi final shall play the loser of the second semi-final. In the Grand final, the winner of the second semi-final shall play the winner of the preliminary final.

- (c) A player must play three (3) matches with an affiliated club to be eligible to play in a final series match.
- (d) No player shall take part in a finals series match in a lower grade than which she has played in the current season.
- (e) In the event of a tied match in the finals, a tie-breaker must be played by the last pair off the court. If the last two (2) sets finish simultaneously, the last set listed on the score book shall play the tie-breaker.
- (f) Finals will not be cancelled due to adverse weather, all players and umpires must meet at the venues to arrange an alternative time and place where the match can be played. Tuesday competition matches must be completed by the following Sunday (5.00 p.m.) and Thursday matches by the following Tuesday (5.00 p.m.)
- (g) In the event of rain stopping the completion of all sets, then sets not completed after 20 minutes have elapsed or if time off the court totals twenty (20) minutes during the match, the match will be played at a time and place agreed upon by both teams. Completed sets will stand, sets which are partially played will be deemed incomplete and will recommence with a nil all score line. Captains to write time of leaving court due to adverse weather on the score sheet.
- (h) The decision to play rests with the captain of individual matches and only completed sets to be counted.
- (i) All finals matches to be played to completion.
- (j) No permits will be granted for finals.
- (k) In the event of a player, through sickness or injury during any match or unavailability in a postponed finals match not being able to continue, that player shall forfeit the rest of the set. A substitute not otherwise debarred by these rules shall be allowed to play in any subsequent sets. The time allowable for the substitute player to be at the courts ready to play is until she is required to play the next set.
- (n) Each team to provide two (2) hard-court Slazenger balls.

14. General

- (a) Any matter not specifically covered in these by-laws shall be referred to the Model rules.
- (b) Any portion of these by-laws shall be altered or amended only by affirmative vote of a simple majority at an Annual General Meeting or a Special general Meeting called for that specific purpose.
- (c) A minimum of four (4) balls is to be supplied by the home team. Teams participating in finals matches to supply a minimum of two (2) hard-court Slazenger balls each.
- (d) Clubs shall be responsible for maintaining their courts in a condition satisfactory to the Executive Committee.

General Information for Finals

1. Venues for matches will be published in the Shepparton News.
2. Courts and clubhouses being used for finals matches must be opened at least thirty (30) minutes prior to the match commencement time. When there is more than one final to be played at the venue, please place court numbers on tables. This helps the teams place their morning or afternoon tea on the correct table.
3. **Adverse weather in finals.** Refer to By-Law 13 (g), (h), (l), (j) and (k).
4. Players of ***both teams*** are responsible for:
 - (a) Filling out the score sheet ***prior*** to arriving at the courts and handing to the officiating umpires, who will fill in the names of the opposing team before the match begins.
 - (b) The ***home team*** is the team which ***finished highest*** on the ladder.
 - (c) ***Both*** teams must supply two (2) new ***Slazenger hardcourt*** balls.
 - (d) Putting up and taking down of nets.
 - (e) Filling urns and turning off urns at the end of the day.
 - (f) Providing morning or afternoon tea, tea, coffee, sugar.
 - (g) Clearing up after morning or afternoon tea, ensuring cups are washed and put away and clubhouses are left clean & tidy.
 - (h) Locking up facilities at the end of the day.
 - (i) Score sheets must be placed in the box at the shop as soon after the match as possible or handed to the registrar if she is present. Please phone or fax results of the match to the registrar if unable to place the results in the box by 5 p.m. on the day of play.

Please also refer to the following By-Laws with regard to the finals.

- (a) 3. (c) Permits
- (b) 4. (c) All finals series matches must be played to completion.
- (c) 6. Time of match commencement
- (d) 10. Rules of play. Please note **Slazenger hardcourt** balls only to be used for finals.
- (e) 12. **Finals**