



BY – LAWS

WEDNESDAY COMPETITION

UPDATED NOV 2014



SCLMWTA BY-LAWS

UPDATED AUG 2015

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1. OVERVIEW

- 1.1. The Management Committee consists of President and Treasurer and any other members of the association that members elect at a general meeting.
- 1.2. Management Committee appointments are annual appointments. These roles are appointed at the AGM and any Registered player wanting to be on the committee can be nominated (*Refer Rule 2.3 and 3.1*)
- 1.3. SCLMWT Inc. is affiliated with Tennis Queensland. Players must be TQ registered through a TQ affiliated club or Association.
- 1.4. SCLMWT Inc. has formally agreed that all matches will be played in accordance with Tennis Queensland Rules.
- 1.5. The Management Committee has the power to change By-Laws from time to time for the internal management of the Association. Members can challenge the By Laws at any AGM or Special Meeting. (*Refer by-law 2.4*). Members are welcome to make suggestions about any By-Law at any time (in writing).
- 1.6. The Management Committee shall be the sole interpreter of the Competition Format.

2. MEETING PROCEDURES

- 2.1. **AGM:** The Annual General Meeting is held within 3 months of the close of the Financial Year. To ensure a maximum number of our members can attend, we hold the AGM late in August on a Wednesday and competition is suspended on this day. Notification of the AGM date is provided at the beginning of the SPRING season via the competition Draw.
- 2.2. **The AGM Agenda** shall include approval of Registration Fees and Fixture Commencement Dates
- 2.3. **Membership of the Committee:** Nominations are held at the AGM. Nomination Forms will be sent to all Captains prior to the meeting. All Nominations must be in writing and signed by the Member and her Proposer and Secunder and must be lodged with the Secretary at least 14 days before the AGM. Members will vote at the AGM (by show of hands) and the person with the highest number of votes will be appointed.
- 2.4. **To set aside a By-Law** at a general meeting of members. A Member must prepare a "Notice of Motion" embodying the proposal, alteration or amendment, in writing signed by the Member and Secunder. This must be in the hands of the Secretary at least 4 weeks prior to the date of the meeting. Members will vote at the meeting (by show of hands).
- 2.5. **Changes to the SCLMWT Inc Constitution:** The Constitution Rules may be amended, rescinded or added to from time to time by a special resolution carried at any general meeting.
- 2.6. **Player complaints must be in writing:** A Registered player may submit a WRITTEN complaint for consideration to the Management Committee at any time.

3. VOTING FOR ALL MEETINGS

- 3.1. Only **REGISTERED** players have the right to vote at an Annual General Meeting.
- 3.2. The President shall have a casting vote as well as a deliberate vote.
- 3.3. Voting by a show of hands, unless otherwise required.
- 3.4. The Management Committee shall have the power to refuse the membership of any player or team.

4. FEES PAID TO THE COMMITTEE

- 4.1. All committee members are to be paid \$50 annually.

5. COMPETITION FORMAT

- 5.1. Any team which fails to comply with the By-Laws of the Association, with regard to any fixture match, in which that team is competing, shall forfeit their match, or sets and the Management Committee has the discretionary power to award the points to the opposing team.
- 5.2. **Doubles Competition:** *SCLMWT – Wednesday Comp* is a doubles competition played on a Wednesday. Teams are made up of 4 players. Teams play a maximum of 8 x 6 straight game sets per match – The exception is Division 1, in which sets that reach 5 games all will be decided by a 7 point tie-break (*Refer By-law 16.2 for tie-break rules*) The win is based on GAMES WON. If equal on games, then the most sets won decides the winner. If sets and games are equal the match is a draw. (*Refer By-law 19*)



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- 5.3. **Seasons:** SCLMWTA play two seasons per year, Autumn & Spring. Autumn season commences in February – Spring season commences in July. Dates will be determined by the Management Committee and announced at the AGM.
- 5.4. **Fixtures:** Autumn & Spring Fixtures with eight teams in each division will play two equal length rounds. Divisions with 6 teams will play 3 equal length rounds. The aim of the Management Committee is to maintain a consistent standard in all divisions.
- 5.5. **The Draw:** The Management Committee determines the Fixture. Changes can only be made with Committee approval.
- 5.6. **Finals Series:** Finalists will be determined by ranking on the point's ladder – at the end of the Fixture season. Note: "Points" are not awarded for victories during the Finals Series.
- 5.7. **Finals Format:** the format for each season will be determined by the Management Committee.
- 5.8. **Finals Series Court Allocation:** The Management Committee will allocate the location of courts for all Finals matches at their discretion. A Member of the Management Committee will be appointed to attend venue matches as Court Captain. Only fully affiliated Tennis Queensland Clubs are eligible to host a finals series.
- 5.9. **Finals Match Costs:** The cost of court hire and balls will be determined by the Management Committee and shared equally by all participating teams.
- 5.10. **Divisional Prizes:** Individual prizes will be presented to the Winners and to the Runners-Up in each Division. A Certificate of recognition will be presented to Minor Premiers in each Division.

6. TEAM REGISTRATION: TQ AFFILIATION GRADING

- 6.1. A registered **TEAM** must consist of a minimum of 4 players. It is recommended that where possible Teams register at least one additional reserve player.
- 6.2. **Team nominations:** Forms will be sent at the appropriate time to clubs / teams. Captains must complete and return these forms including all relevant information and the nominated Team Registration Fee. Player information must include: (all players) full name, address, phone numbers, email, **Current TQ Affiliation No.** This will become the "**Original Registration**" of the player.
- 6.3. **Original Registration** is the first time a player is registered. She cannot play in a lower division for the remainder of the current season. (*Exception by-law 7.8*).
- 6.4. **Grading a new team member:** All new players must nominate the grade achieved in any other competition. The Management Committee has the discretion to determine if a player is too strong, therefore ineligible for that grade.
- 6.5. **TQ Affiliation** All players must be registered with a TQ affiliated club or Association. It is each Captain's responsibility to ensure all team members have current TQ Affiliation.
- 6.6. **Grading Teams:** The grading of teams is at the discretion of the management committee. Grading is complex and is dependent on the number of teams registered, past performance of the teams and registered members in each team.

7. MID SEASON REGISTRATION: RESERVES, NEW REGISTRATIONS, FILL-IN PLAYERS.

- 7.1. **TQ Affiliation:** A Reserve must be TQ registered (*refer 6.5*). The playing of a non-TQ registered player may result in points penalties.
- 7.2. **TQ Cards:** Proof as a TQ registered player may be required by SCLMWTA Inc committee at any time. It is each captain's responsibility to ensure team members have "current TQ Affiliation".
- 7.3. **Reserve:** A reserve is a player who is not registered for any team but is a TQ registered player. Reserves may play in more than one division. These reserves are classed as floating reserves. If a reserve intends to play in more than one division, approval from the committee is required at the beginning of the season or before their first match. The divisions in which a floating reserve may play is determined by the committee. A reserve may choose to register with a team during the season but as of that time is subject to the rules concerning registered players (*refer by-law 6.3*). Reserves details and signature must be recorded on the Score Card as shown on next page:



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RESERVE	PLAYER NOT YET REGISTERED WITH A SCLMWTA TEAM. (IT IS THE RESERVE PLAYER'S RESPONSIBILITY TO ENSURE SHE IS A TQ REGISTERED PLAYER AND BY SIGNING BELOW ACKNOWLEDGES THIS REQUIREMENT)			
CHRISTIAN NAME	SURNAME	TQ NUMBER	PHONE	PLAYER SIGNATURE

7.4. **Reserves will be unable to play in finals** unless they register with a team and play the required number of games for that team (*refer by-law 13.1*)

7.5. **A new player or reserve may choose to register with a team during the season.** This will be her Original Registration (*refer by-law 6.3 & 7.1*) Her details must be recorded on the Score Card on the day of registration as below:

NEW REGISTRATION	PLAYER REGISTERING WITH A SCLMWTA TEAM FOR THE FIRST TIME THIS SEASON			
CHRISTIAN NAME	SURNAME	ADDRESS	SUBURB	POSTCODE
PHONE	MOBILE	EMAIL	CLUB	TQ NUMBER
I consent to being registered with _____ team			PLAYER SIGNATURE	

7.6. **FILL-IN Player:** A player already registered with another SCLMWTA – *Wednesday Comp* team will be identified as a Fill-In player. A Fill-In may be borrowed from another team in the same or lower division. A player can play 3 matches in a higher grade, but must remain in that higher grade once 4 matches are played. No player can play in a grade lower than her Original Registration without special written permission from the Management Committee. (*Exception by-law 7.8*) A FILL-IN player can only play for ONE team per fixture match. Details of Fill-In players must be recorded on the Score Card as below:

FILL - IN PLAYER	PLAYER REGISTERED WITH ANOTHER TEAM IN SAME OR LOWER DIVISION THIS SEASON (CAN ONLY PLAY IN A HIGHER DIVISION 3 TIMES BEFORE BECOMING INELIGIBLE TO RETURN TO LOWER DIVISION)			
CHRISTIAN NAME	SURNAME	TQ NUMBER	PHONE	TEAM REGISTERED WITH THIS SEASON

7.7. **When a player plays her fourth match in a higher Division than her Original Registration**, she and the captain of the team in the higher division may apply in writing to the Management Committee for her registration to be transferred to that team.

7.8. **Fill-in Players for lowest division:** To ensure all Divisions have access to Fill-in players, teams registered in the lowest division in a season can borrow players registered in the division immediately above.

7.9. **Fill-In Players permanently transferring from one team to another:** Any player, registered in one team, cannot be transferred to another team unless sanctioned by the Management Committee – Captains of teams involved and the player must seek approval in writing.

8. INJURED PLAYER, SUBSTITUTE PLAYER

8.1. **Injured Player:** Only ONE substitute player is allowed during any home and away fixture match.

8.2. **If a player receives an injury** or suffers an illness during a set and cannot continue, all remaining games in that set are to be forfeited. A substitute can be called. (*Refer by-law 8.3*). If a substitute is unavailable within 30 mins all scheduled games for the injured player in following sets are to be forfeited.

8.3. **A SUBSTITUTE player**, a registered player, not listed to play on match day may be called to replace an injured/ill player in the next scheduled set. During the Fixture season, a substitute must be available to play within 30 minutes of the injured player being unable to continue. At Finals matches, the substitute must be present. The injured player shall take no further part in the match. *It is the responsibility of the injured player to determine when they are unable to continue play. The SCLMWTA committee does not encourage nor recommend any player cause herself further injury by continuing to play whilst injured.*

9. MATCH DAY

9.1. **The Official Start time** Teams must commence play at 9.30am for all home and away 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. In the event of one player in a team not being in attendance, that player's sets shall be forfeited but all remaining sets must be played and shall commence as soon as practical.



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- 9.2. By mutual agreement, **matches may commence earlier**. No team can unilaterally decide that a match must commence before 9:30am. If two teams cannot agree on a start time, then they have to accept the official 9.30am start.
- 9.3. **All play ceases at 3pm** and the result is finalised at the end of the game in progress.
- 9.4. **Matches are to be played on two courts:** The only valid exceptions include 2 courts not being available from the club and emergency child minding. It is the responsibility of all Home teams to arrange for the availability of two courts of the same surface. Where the Club does not have two courts of the same surface available, by mutual agreement, the Captains can agree to play on two different surfaces. (*Finals will be played on one court unless the venue has sufficient courts. This decision will be at the Management Committee's discretion.*) (*Common-sense applies: If both Captains are willing to play on one court they can, if the Captains do not agree, then no further discussion is required and Rule 9.4 must be adhered to.*)
- 9.5. **Ten Minute Break between the TWO sets:** The ten minute break commences from the conclusion of the set that finishes last. eg. If the first set takes 30 minutes, the second set takes 45 minutes – the ten minutes commences from the end of the set that takes 45 minutes.
- 9.6. **Four new balls** "approved by Tennis Queensland" are to be supplied by the home team per match.
- 9.7. **Score Card:** Full names of players are to be written on the Score Sheet before the commencement of the match. Full details for any New Player Registration, Reserve or Fill-in Player must be included (*refer by-law 7*). The Away team may choose to write their team on a separate piece of paper to be transferred onto the Official Score sheet – ensuring neither team has an advantage. (*In finals, the Substitute player must be nominated on the card prior to commencement of play*)
- 9.8. **Precedence of play** shall be decided by the toss of a coin for all matches. The Winner of the toss has the option to serve or receive. Teams alternate serving first in each set. The Loser of the toss chooses which end is to be served from in the first game of the first set. Subsequent sets commence from the same end.
- 9.9. **Morning Tea & Lunch:** The Home team is to provide morning tea and lunch. Unless mutually arranged otherwise.
- 9.10. **Umpire alternately** unless mutually agreed upon, umpiring is not compulsory. The Home Team umpires the 1st set.
- 9.11 **Minimum Number of registered team members for each fixture match:** At each fixture match, all teams must contain at least one player who is registered with that team (*Up to three fill-ins and/or reserves can be included per team*)

10. SCORE CARD

- 10.1. **ALL Score Cards** must be lodged with the Recorder **within 7 days**. Failure to do so will incur a penalty of two points.)
- 10.2. **The Winning Team** must lodge the Score Card, signed by both Captains.
- 10.3. **Incomplete Score Cards:** It is the responsibility of the person signing the Score Card to ensure that all relevant information is recorded. Incorrect or incomplete Score Cards will incur a penalty of two points. The erring Captain will be notified.
- 10.4. **Forfeit:** The winning team *by forfeit* must lodge a Score Card.
- 10.5. **Wash Out:** The HOME Team must lodge a Score Card and include any new registrations for both teams.
- 10.6. **Phone the Results:** Twice per season, to enable results to be published in a timely manner, **on the day of play** Captains are asked to telephone results to the recorder and **lodge the score sheet within 7 days** - at the conclusion of the first round of matches and the last fixture match – (*if a split round, after each 7 matches*)

11. WASH OUTS & FORFEITS

- 11.1. **A Wash Out before the commencement of a match** due to wet weather and unplayable courts, must be by mutual agreement of both Team Captains by 8.30am (or by 8am if players are required to travel more than 30km). If Captains cannot agree, ALL players must arrive at the courts, ready to play.
- 11.2. **Unplayable Courts:** In the event of the courts being unplayable, but the weather is fine, every effort must be made to relocate the match to another court.
- 11.3. **Wash Out during the match:** A WASH OUT is called when play is delayed either prior to the official commencement of the match or during play, for an accumulated period of 1 hour. Captains must agree on delayed time. If, owing to rain, a match is unfinished, the result shall be based on the number of games played, providing 5 sets have been completed. In the event of equal Games, Sets will determine the result. In



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the event of equal Sets and Games then the match will be drawn. If less than 5 sets have been played the match shall be scored as a draw. *(For Finals refer Rule 14.3 & Rule 17)*

- 11.4. **The fitness of the court** shall be decided by the Captains of the teams, by mutual agreement prior to play or during play. If the court is in an unplayable condition for that match, the Captains may choose another court.
- 11.5. **Forfeit:** The club not being able to field a team must notify the opposing team on the day, not later than 8.30am (or 8.00am if the team they are to notify is travelling more than 30 kilometres). During the season, three players can be played to avoid forfeiting a whole match.

12. STANDARD OF THE COURT SURFACE

- 12.1. **Standard of playing surfaces** and court surrounds must be of a safe quality and condition. If visiting teams find that the court condition is unacceptable a letter of protest must be sent to the Management Committee via the recorder who will submit the "protest" to the Management Committee.

13. FINALS: PLAYER QUALIFICATION & TQ AFFILIATION

- 13.1. **Player Qualification:** Players may only participate in a Finals match with the team that they are currently registered. To be eligible to play, a registered player must have played 2 matches throughout the current season for that team. Teams may register new players (i.e. new player, existing player who is a reserve or player transferring from another team) throughout the season, however no new registrations will be received later than 2 weeks prior to the last fixture match of the season.
- 13.2. **Special Circumstances:** Where a team cannot field 4 qualified players due to an emergency situation, special consideration may be given. Teams are asked to apply by email to the Secretary nominating the special circumstances along with names of three available Fill-in players. In the case of requiring two Fill-in players, six names would be required. The Fill-ins must be registered Wednesday players. The Secretary will distribute the request to the committee who will consider the request. The Secretary will notify both teams of the outcome and the ensuing process. The decision regarding which teams are ultimately invited to play in the finals, remains at the discretion of the Management Committee. eg. if a team does not have 4 qualified players available to play in the finals, (depending on assessment of individual circumstances), the management committee may invite another team to participate in the finals instead of the original team.
- 13.3. **TQ Affiliation:** Proof as a TQ registered player may be required by SCLMWTA Inc committee at any time. It is each captain's responsibility to ensure team members have "current TQ Affiliation". Any player not TQ registered will be deemed ineligible to participate.

14. FINALS: SPECIAL FINALS RULES

- 14.1. **Home or Away Team:** Teams will toss a coin to determine the Home team. The winner of the toss has the choice.
- 14.2. **Nominate Substitute Player:** Before the commencement of play each team must nominate on the Score Card, the name of their Substitute Player.
- 14.3. **Tie Break Pair:** Before the commencement of play each team must nominate on the Score Card, the pair to play a 7 point tie-break in the event of a draw. If a team has not nominated a "Tie-Break pair" the pair who play the 8th set must play. *In the case of a nominated player being injured, the Substitute may replace the injured player.*
- 14.4. **Tie Break is considered as Set 9:** Therefore the team to serve first in the tie-break is the team who served first in the odd sets of the match.
- 14.5. **Match Result:** All sets are to be completed unless a team is in an unbeatable position. eg 13 games ahead with two sets to play, either team may forfeit any remaining sets once the Captains agree upon the score.
- 14.6. **A Drawn Match:** In the event of a Draw (equal games and equal sets) a tie-break is to be played *(Refer Rule 16)*.

15. FINALS: SUBSTITUTE PLAYERS

- 15.1. **Substitute Players for Finals:** In all finals, teams are permitted to have ONE qualified substitute per match, in the event of physical injury to a member of her team during that match. She must be a qualified registered team member and be present at the match to ensure no delays *(Refer Rule 8 & Rule 13.1)*

16. FINALS: TIE BREAK

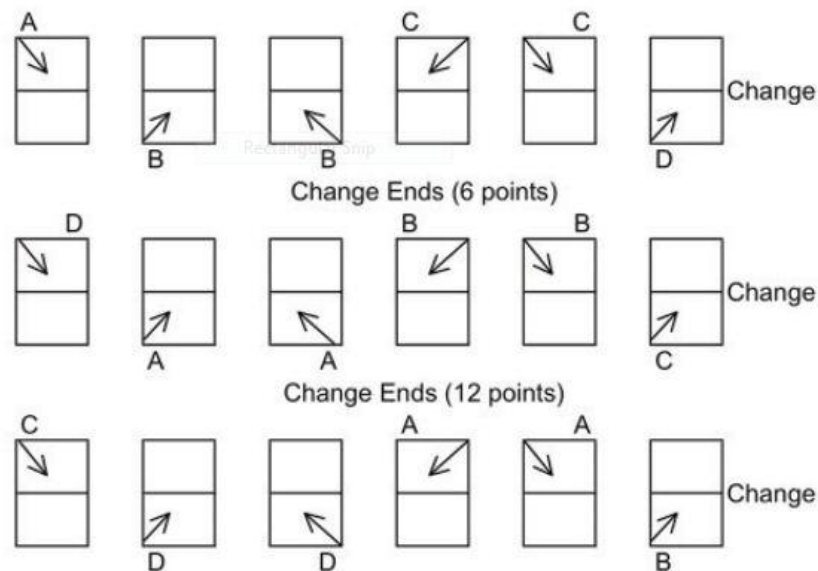
- 16.1. **Tie-Break:** The two nominated players from each team will play a *7 point tie-break*. The Winner of the Tie Break will add ONE game to their total.



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16.2. The pair who wins seven points first, shall win the tie-break, provided there is 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 (forehand) court. Thereafter each player shall serve in rotation for two points, beginning from the left (backhand) court, and in the same order as previously in the set, until the winners are decided. Players shall change ends after every six points (see diagram below). The first server initially serves for one point, but thereafter each player serves for two points.



17. FINALS: WASH OUT

- 17.1. **Washed Out Semi Finals Matches:** If rain washes out play prior to the commencement of the match or during the match for an accumulated 1 hour, the team finishing on top of the points ladder goes through to the Grand Final and the teams finishing second and third play the Preliminary Final the following week. The team finishing fourth is eliminated.
- 17.2. **Washed out Preliminary Finals Matches:** If rain washes out play prior to the commencement of the match or during the match for an accumulated 1 hour, the team finishing higher on the points ladder plays the Grand Final and the lower team is eliminated.
- 17.3. **Washed out Grand Finals Matches:** If rain washes out play prior to the commencement of the match or during the match for an accumulated 1 hour, the team that finished higher on the points ladder of the two teams competing, will be nominated the Winner.

18. FINALS: UMPIRES

- 18.1. **Umpires:** Teams requiring umpires for Finals must umpire alternately themselves with the home team commencing first. Captains may agree not to have umpires.

19. POINTS SCORING SYSTEM

WIN	3 points, plus 0.01 for each game won
LOSS	1 point, plus 0.01 for each game won (nil for a forfeit given)
WET MATCH	2.24 points each
FORFEIT	the winning team receives 3.48 points
DRAW	2 points each plus 0.01 per game won
BYE	2.24 points awarded

20. ORDER OF PLAY

1	1&2	v	1&2
2	3&4	v	3&4
3	1&2	v	3&4
4	3&4	v	1&2
5	1&3	v	1&3
6	2&4	v	2&4
7	2&4	v	1&3
8	1&3	v	2&4



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21. TQ RULES

- 21.1. Each player is responsible for all decisions in her half of the court. She should be completely honest on all "calls", if unsure, she should give her opponent the benefit of the doubt and play the ball as good. You should not play a let.
- 21.2. It is your obligation to **call all balls on your side**, to help your opponent make calls when the opponent requests it, and to call against yourself (with the exception of a first service) any ball that you clearly see out on your opponent's side of the net.
- 21.3. Any "out", "let" or "fault" call must be made immediately (i.e. made before either an opponent has hit the return or the return has gone out of play); otherwise, the ball continues in play. **"Calls" should be verbal and clearly audible to the opponent, followed by a signal if necessary.** "Lets" may be called by any of the participating players. *If the opponents had not called the ball out before you hit their return, the ball is considered to still be in play. Your opponents are NOT "allowed to now say that the shot two hits before was out and claim the point".*
- 21.4. If a player incorrectly calls a ball "out" and then realises that the ball was good, the **point should be replayed on the first occasion** (involuntary hindrance) and the point lost on each subsequent occasion (deliberate hindrance). In the case of a point winning shot, **a let would not be played.**
- 21.5. When returning service, the partner of the receiver should call the service line for her. The receivers should generally call the centre and side service lines.
- 21.6. **If players cannot agree on the score**, they should **calmly** discuss the points/games that are the areas of disagreement. If they cannot reach agreement they should replay only the points or games in question. All points or games, which the players agree on stand. eg, two players cannot agree on whether the score is 40-15 or 30-30 but agree on the winner of the first, second and fourth points. Therefore, only the third point needs to be replayed.
- 21.7. **Players are prohibited from checking the mark of the ball on their opponent's side of the court**, unless invited by their opponent to do so. Ball mark inspections are only permitted on clay courts.
- 21.8. **Where a ball interrupts play** either by rolling/bouncing onto the court and/or creating a visible interruption behind the court, a let should be played. If a player hinders her opponent, it can be ruled involuntary or deliberate. (*refer rule 21.11*)
- 21.9. **Where a ball interrupts a serve** Whenever a ball from another court interrupts play, the **whole** point is started over. The server is entitled to another first serve. (ITF Rule 23)
- 21.10. **When a player has created an involuntary hindrance** (ball falling out of pocket. hat falling off, etc.), the first time a "let" should be called and the player should be told that any such hindrance thereafter will be ruled deliberate.
- 21.11. Any hindrance by a player that is ruled deliberate will result in the loss of a point.
- 21.12. **Receiving out of turn** (ITF Rule 27e): "During a standard game or tie-break in doubles, if there is an error in the order of receiving, this shall remain as altered until the end of the game in which the error is discovered. For the next game in which they are the receivers in that set, the partners shall then resume the original order of receiving."
- 21.13. **Serving out of turn** : During a game of doubles, it is discovered that a partner served out of turn. What happens if it is discovered after (1) First service fault? (2) Point has been played? (3) Game is complete?
Answer: (1) & (2): The partner who ought to have served shall serve as soon as the mistake is discovered, but all points scored and any fault served before such discovery shall stand. (3): The order of service remains as altered. (ITF Rule 27c)

22. ETIQUETTE

- 22.1. When Ball persons are not available, all balls on your side of the net are your responsibility to pick up and, where appropriate, **return directly to the server.**
- 22.2. The receiver should not return the first service if it is an obvious fault - let it go by or ground it.
- 22.3. **Do not enlist the aid of any spectators** in making line calls or attempting to determine any other on-court matters.
- 22.4. To avoid controversy over the score, the **server should announce the game score before starting a game** and the point score prior to serving for each point.
- 22.5. **Wait** until a point is over before walking behind a court where a match is in progress.



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- 22.6. To retrieve a ball from another court or return a ball to another court, **wait** until the players have completed a point.
- 22.7. **Do not** stall, sulk, complain nor practise gamesmanship. First Service Faults: shall be called by receiving team only. (*Refer 21.2*)
- 22.8. **First Service Faults:** should be called by receiving team only (*Refer 21.2*)