

CHICAGO PARK DISTRICT TENNIS ASSOCIATION

Rulebook

2019

Revised & Issued
31MAY2019

**2019 Rulebook
CHICAGO PARK DISTRICT TENNIS ASSOCIATION**

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CHICAGO PARK DISTRICT TENNIS ASSOCIATION

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DIVISION LEVELS

Men's A Open Division

Players ranked 4.5 and above

Men's B

Players ranked 4.0 & above

Men's 40+

Players ranked 3.5 & above / Age Restricted

Men's 55+

Players ranked 3.5 & above / Age Restricted

Women's AA Open Division

Players ranked 4.5 and above

Women's A (4.0)

The team should generally have a 4.0 USTA rating, 3.5 players can play up and one 4.5 player can play 1st singles or 1st doubles in a match per the 1-1-1 Rule.

Women's BB (3.5)

The team should generally have a 3.5 USTA rating, 3.0 players can play up and one 4.0 player can play 1st singles or 1st doubles in a match per the 1-1-1 Rule.

Women's B (3.0)

The team should generally have a 3.0 USTA rating, 2.5 players can play up and one 4.0 player can play 1st singles or 1st doubles in a match per the 1-1-1 Rule.

The Tournament Chairperson has the right to move teams or redefine the level of play in order to create the best parody of play or balance match schedules. Reference Article III, No.2

For the **2019 Season** the following division changes have been made:

Men's B and Men's 40+ have been combined into "**Men's B**" With players ranked 3.5 & above

Women's BB and B have been combined into **Women's B**

The team should generally have a 3.5 USTA rating, 3.0 (or 2.5) players can play up and one 4.0 player can play 1st singles or 1st doubles in a match per the 1-1-1 Rule.

CHICAGO PARK DISTRICT TENNIS ASSOCIATION

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CHICAGO PARK DISTRICT TENNIS ASSOCIATION

The following rules and regulations must be followed and no arbitrary changes are to be made by any of the Chairpersons.

ARTICLE I - REGISTRATION AND ENTRY FEES

1. The **Annual Entry Fee** for **each team** is **\$85.00**. In addition, each player must pay a \$5 annual membership/registration fee. There is no charge to play on a second team, contact an administrator to get the fee wavier electronically within the tennispoint.com system, or a player may choose to make an additional \$5 donation to the organization.
2. All payments must be made through the website, CPDTA.org in conjunction with tennispoint.com.
3. The CPDTA shall set the deadline for team entries and all fees.
4. All players must register on the CPDTA website and provide their name, email address, cell phone number and actual or estimated USTA rating.
5. All captains will receive a list of these bylaws as well as the names, email addresses and cell phone numbers of all CPDTA officers.
6. Players are required to register and pay their fee on tennispoint.com and complete the profile with cell-phone, e-mail and enter a valid NTRP rating.
See Article III, No.8

ARTICLE II - SCHEDULING

1. The Tournament Committee (President, Vice President, Secretary, Treasurer, Tournament Chairperson, Webmaster and Division Chairpersons) shall draw and list the schedule of interclub matches, the Sectional Quarterfinals, Semifinals, and Final Playoffs.

The team entry fee must be submitted through the CPDTA website by the deadline determined by the Tournament Chairperson. Guidelines for submission of rosters and entry fees will be provided to team captains of record. A roster shall consist of no more than 25 players.

ARTICLE II – SCHEDULING Continued

2. A team may make additions to its roster any time during the season. Changes to a team’s roster must be updated on the CPDTA website. A player must be shown added to the roster one hour prior to the scheduled match time. (e.g. 8 a.m. scheduled match – player must be registered and paid by 7 a.m.) If the player is not fully registered (name, e-mail, cell-phone number and USTA rating or Self-rating), listed on the official roster and paid, 1 hour prior to the match they are deemed ineligible and that court will be defaulted.

3. Team matches in the Women’s divisions will be scheduled on Saturdays. Team matches in the Men’s divisions will be scheduled on Sundays. Team captains shall select a single starting time for home matches, subject to the approval of the local park supervisor, and in accordance with Article IV, No. 4. The starting time shall be designated on the Initial team roster and will remain in effect throughout the season for all scheduled home matches, including the Quarterfinal, and Semifinal Playoffs, unless a different time is needed to accommodate a park event or two teams have scheduled matches at the same time. Other than circumstances described above, the time can only be changed by mutual agreement of both the home and away team captains, and with notification to the Division Chairperson.

4. In the event two teams at the same park are scheduled to play a quarter final or semifinal match the division chair will flip a coin for who plays at 8 a.m. or 10 a.m. to accommodate the second match. The 8 a.m. match will be a timed match, the third set will be a super tie-breaker, first to 10 by 2 points, Coman format. *Reference Article X, No. 7 Coman Tie breaker.*

ARTICLE III - ELIGIBILITY

1. All team members must have reached the minimum age of 19 years or division specified age (i.e. 40+, 55+, etc.), prior to or during the calendar year in which the player’s first league match is played.

2. The *Tournament Chairperson* shall have the authority to determine placement of teams or individuals within divisions. Discussion of appropriateness of placement regarding a team or individual within a division should be promptly brought to the Division Chairperson who will refer the matter to the Tournament Chairperson to provide a ruling. An individual player will have the right to petition the Tournament Committee at the end of the season for a change in his or her division placement.

ARTICLE III - ELIGIBILITY Continued

3. Generally, the team that won the Final Tournament in its division will move up to the next higher division. In addition, the team that finishes in last place in its division during the season may be required to move down to the next lowest division. If the Board determines that there are unusual circumstances, such as a significant change in roster for a team finishing in last place, that team may be allowed to remain in the division for one more year. A team finishing in last place two years in a row **MUST** move down to the next lowest division. Additionally, the Tournament Chairperson and The Board reserve the right to determine movement of teams to help ensure equanimity of player's skills and to facilitate optimum scheduling of matches. Teams **MUST** abide by the ruling of the Tournament Chairperson and he Board.

4. A player may play on two teams, in two different divisions, as long as the player meets both divisions' requirements. If a player is inadvertently rostered on two teams in the same division, that player's official team shall be the one for which the first match was played.

5. If a team plays an ineligible player, the team will lose that court only.

6. A player or captain may become ineligible for league play for conduct deemed unsportsmanlike. Such conduct should be reported to the Division Chair & Tournament Chairperson for review. *Reference Article VII Unsportsmanlike Conduct.*

7. Players must provide ID upon request before a match begins. If a captain requests ID confirmation from any opposing player before the match, the ID must be provided. They have eight (8) hours to produce it via a texted photo to the opposing captain, otherwise the match is defaulted.

8. Rating:

A. Players are required to complete their online profile in tennispint.com with their valid NTRP rating that is on in TennisLink at USTA.com.

B. Players who do not have a valid NTRP rating level on file in TennisLink shall self-rate in accordance with the *General & Experienced Player Guidelines – Supplement to the NTRP Guidelines* and complete the self-rating process on TennisLink when registering for a team. Players who allow someone else to complete the self-rating process for them will be ultimately responsible and held accountable for information submitted or omitted. Failure to self-rate in accordance with the *NTRP Guidelines*, or omission of information regarding a player's tennis history, will subject the player as well as the captain and/or others who completed, assisted, condoned and/or approved an inappropriate self-rating to penalties and suspension. Players whose self-ratings are determined to be inaccurate or inappropriate shall be disqualified. NTRP Guideline can be found at: (https://assets.usta.com/assets/1/15/ExperiencedGuidelines_02142011_V2pdf.pdf)

ARTICLE IV - MATCH PLAY

1. The Home Team is fully responsible for paying all court fees charged by their home park. Every team must have a home court.

2. The Home Team – **NOT the Chicago Park District** – is responsible for having courts in playable condition as close to the start time as reasonably possible. Playable condition is defined as all conditions within the control of the individual team such as water and small debris. In the spirit of good sportsmanship, both teams are encouraged to participate in getting courts into playable condition. If courts are not playable because of inclement weather, the match may be rescheduled upon notice by the Home Team captain to the Visiting Team captain in accordance with Article IV, No.11

3. Inter-club matches shall be played at the direction of the Tournament Committee in each division. All players can only participate in one event, either Singles or Doubles in each team match. There will be five matches at each team match. Each division competition (except any 55+ divisions) will consist of two (2) Singles and three (3) Doubles matches. A team must have eight (8) players for each competition; two (2) for the Singles and six (6) for the Doubles. The 55 + divisions must have nine (9) players for each competition; one (1) Singles and four (4) Doubles.

4A. Exchanging of lineups

A written list of all singles players and doubles pairings and their positions, in accordance with the provisions of Article IV, shall be exchanged simultaneously by the captains at the top of the hour for the scheduled match. Members of doubles teams must be determined prior to the commencement of any matches. After the exchange of the lineup, in the event an unforeseen circumstance a ONE-Player substitution will be allowed within the 15-minute warm-up period. A captain with an available alternate can make a one-player substitution, slotting the alternate player into the unavailable players position and not a lineup reconfiguration. No extra warm-up time will be given.

4B. Any player may be played in either of the Singles or Doubles matches; however captains are behooved to play their most skilled players in the #1 and #2 matches to ensure fairness of play.

5. 1-1-1 Rule

The following rule is a guideline of play for the women's division.

You may **ONLY** play **ONE** player per match who is above the stated level & they **Must Play 1st Singles OR 1st Doubles**. This rule is called the 1-1-1 Rule.

Rule 1-1-1 continued. (Article IV – Match Play)

Players should be at the stated level of play, Furthermore, a player BELOW the level can play up one half (.5) level, and you may roster a player who has a half (.5) level ABOVE the stated level. The level of play is stated below for “A”, and “B”:

Women’s A - 4.0

This means the team should generally have a 4.0 USTA rating, 3.5 players can play up and one 4.5 player can play 1st singles or 1st doubles in a match.

Women’s B - 3.5

That means the team should generally have a 3.5 USTA rating, 3.0 (or 2.5) players can play up and one 4.0 player can play 1st singles or 1st doubles in a match.

Women’s AA is considered “OPEN” and there is no limit.

1-1-1 Rule Defaults: If 2 higher rated players play a match - the courts will be considered a default.

If there is no rating available on the USTA site, a player will be considered 'self-rated' at the team's level. If players are clearly above that level and are self-rated, the following year they must transfer to a new higher-level team. Captains questioning players self-ratings may file grievances with the Tournament Chair and Board for player review and placement.

6. All team matches must be played on the weekend scheduled and shall start no earlier than 8 a.m. and no later than 11 a.m. on Saturday or Sunday, unless necessitated by circumstances or by mutual agreement of both team captains. Postponements shall be permitted in case of inclement weather, and shall be rescheduled in accordance with Article IV, No. 11.

7. All players participating in the match must be ready to play (not warm-up) within fifteen (15) minutes after the scheduled time to play. Any player not adhering to this rule shall be subject to default. Match play will be continuous as soon as courts become available. If home courts are not playable, the match can be played elsewhere on that day by mutual agreement.

8. When a team intends to default any or all courts, immediate notice must be given to the opposing team captain by the team captain of the defaulting team. Captains must inform one another of any additional defaults prior to exchanging written line-ups. The written line-ups shall be considered “official” when simultaneously exchanged between captains at the beginning of match play. Failure to adhere to this may result in an unsportsmanlike conduct charge.

Article IV – Match Play continued.

9. A team match will consist of the matches as follows:

There will be five (5) courts at each team match. Each division competition except any 55+ divisions will consist of two (2) Singles and three (3) Doubles matches. 55+ divisions shall compete in of one (1) Singles and four (4) Doubles matches.

10. Standings: The team winning the majority of individual matches will be awarded one point PER TEAM WIN.

Procedures in the event of a tie for determining final standings for playoffs:
The tie shall be broken by the first of the following procedures that does so:

- (1) Individual Matches. Winner of the most individual matches in the entire competition.
- (2) Head-to-Head: winner of head-to-head match.
- (3) Sets: loser of the fewest number of sets.
- (4) Games: loser of the fewest number of games.
- (5) A coin toss by the Tournament Chairperson.

11A. DEFAULTING for Divisions that play (2) Singles and (3) Doubles format shall be defaulted in the following manner: If a team has seven (7) players, Second Singles shall be defaulted; if a team has six (6) players, Third Doubles shall be defaulted; if a team has five (5) players, Second Singles and Third Doubles shall be defaulted; if a team has four (4) players, Second and Third Doubles shall be defaulted.

At least four (4) members of a team must be present and ready to play as scheduled, or the entire team match is forfeited. A forfeited competition results in awarding one match win comprised of all five (5) courts to the opposing team. A team that forfeits two complete matches (five points per match) may not be allowed to play the following year. The Tournament Committee will decide team and player eligibility.

11B. Double Defaults: A double default will occur when both teams do not have enough players to play one or more courts and neither team will receive points for those individual court matches. Any situation not covered by the *order of default rule* will be decided by the team with the **most** players for the competition. This team would then decide where to position the players. If it is decided to play #1 Singles, #2 Singles, #1 Doubles and #2 Doubles, both teams must default #3 Doubles. If it is decided to play all three doubles matches, both teams default #2 Singles, and the team with only six (6) players also defaults #1 Singles.

Article IV – Match Play continued.

11C DEFAULTING for Divisions (55+) that play (1) Singles and (4) Doubles format shall be defaulted in the following manner: If a team has eight (8) players, the Singles shall be defaulted; if a team has seven (7) players, Furth Doubles shall be defaulted, if a team has six (6) players the Singles and Fourth Doubles shall be defaulted; of a team has five players (5), Third and Fourth Doubles shall be defaulted.

At least five (5) members of a team must be present and ready to play as scheduled, or the entire team match is forfeited. A forfeited competition results in awarding one match win comprised of all five (5) courts to the opposing team A team that forfeits two complete matches (five points per match) may not be allowed to play the following year. The Tournament Committee will decide team and player eligibility.

11D. Double Defaults (55+ Division) : A double default will occur when both teams do not have enough players to play one or more courts and neither team will receive points for those individual court matches. Any situation not covered by the *order of default rule* will be decided by the team with the **most** players for the competition. This team would then decide where to position the players.

12. Players must win two of three sets to win a match. The 12-point tie-breaker (see Article X, No. 3) will apply to each set when the score is tied at 6-6 in both singles and doubles. In extenuating circumstances, the Home Team before the match begins, a regulation Third Set may be replaced by a Super Tie-break (first to ten points by 2). In the absence of this being clearly stated at the beginning of a match, the third set will be played out. The team winning the most matches wins the inter-club play match for that day. A ten-minute rest period following the Second Set will be allowed in all untimed matches. In extreme weather conditions, such as rain or extreme heat, the captains may mutually agree after the second set to play a super tiebreaker in lieu of a third set.

13. If a player is injured, s/he shall “retire”, a time limit of **15 MINUTES TOTAL PER MATCH** will be allowed for an injured player who wishes to continue. The injured player must tell his or her opponent about the injury immediately upon ceasing play. If an injured player neglects to inform the opponent about the injury, USTA rules apply to the allowable time between points, games, and sets.

Article IV – Match Play continued.

14. In case of **inclement weather** it is not necessary to meet at the match site. Captains are to follow the options below, in the order listed:

- i) If indoor courts can be secured for the day of the match, the match can be relocated and played as scheduled, with both teams splitting the court costs. Both captains must agree upon this and are responsible for informing their team of the new location no later than 45 minutes prior to the match start time.
- ii) If a scheduled rain date is available in the schedule, the match will moved to that date.
- iii) If a rain date is NOT available, captains will electronically send their line ups for that match, complete with players phone numbers and emails, to their Division Chairs no later than NOON of the match date. Within 24 hours the Division Chairs will send an email, with both lineups to said Captains, who are responsible for distributing it out to their players within 24 hours of receiving it from the Division Chair. Note if the Division Chair is unavailable that weekend, Captains are to send their complete lineups and contact information to the Tournament Chairperson to carry out. (*Checkout Tennispoint.com's 'rainmode' feature.*)

Players are responsible for scheduling the match against their opponent via text, phone call or e-mail. You have one (1) week to establish your rain make-up date. The Players are then responsible for rescheduling their individual matches. They can be played inside or out. The home court advantage is not in effect and the location should be central. The objective is to play the match at any agreed upon location, inside or outside. Communicate with your scheduled date to both captains. **Failure to do so will result in a court default.**

All matches must be completed, at the latest, one-week before Playoffs.

If, however, the postponed match occurs the week before the Playoffs, then the players and teams will have until Tuesday at midnight to make up the match. A minimum of 3 courts must be played. Any courts not played will be considered a default; the recipient of the default receives the credit towards eligibility for playoffs.

Once your make-up has been scheduled (date/time/place) any cancellation will be considered a default. Players are to notify both captains of the agreed upon scheduled date, time and location and then the scores once played. If the rain date is rained out, you have until one week before any play-off to complete the match.

In cases of inclement weather, wining CAPTAINS are to enter the scores only ONCE, when ALL the matches have been completed.

Article IV – Match Play continued

15. When an Inter-club match cannot be finished (e.g. rain begins), at the point of interruption, the scores will be held until the players can reschedule their individual match themselves and finish playing from that point on. They can be played inside or out. The home court advantage is not in effect and the location should be central. The objective is to play the match at any agreed upon location, inside or outside. If there are court fees they will be split between the players.

All continued matches must be completed, at the latest, one week before Playoffs. If, however, the postponed match occurs the week before the Playoffs, then the players and teams will have until Tuesday at midnight to make up the match.

Once your make-up has been scheduled (date/time/place) any cancellation will be considered a default. Players are to notify both captains of the agreed upon scheduled date, time and location once decided. Players are responsible for sending both Captains their final scores. If the Rain date is rained-out, you have until one week before any play-off to complete the match.

In cases of inclement weather, winning CAPTAINS are to enter the scores only ONCE, when ALL the matches have been completed.

16. A line judge satisfactory to both team captains shall be furnished at the request of any player of either team. Alternately, each team can provide a line judge to stand at diagonal corners of the court so that they are each responsible for two of the four lines.

17. The Home team shall select and provide one new, sealed can of three championship balls for tournament play for each match in each inter-club competition. The Home team pays for all the match balls and keeps them. If three new balls are not provided, that match will be defaulted. New balls will NOT be provided for a third set, and balls will not be changed unless by mutual agreement and availability.

18. Official Score sheets showing the date of each match, the total points won and lost, the score of each match, and all defaults shall be filled out on the date play is scheduled and kept by both captains until end of season for verification of results. The score sheets must be legibly written and signed by both captains. It is recommended you take a picture of your opponent's final score sheet. Official Score sheets are available through the tennispoint.com site and will include your roster.

Article IV – Match Play continued

19. The winning captain must post the complete results of the match, including players' name and scores of individual matches on the Website within 48 hours of the end of the match. Any discrepancies or failure to promptly post the score should be reported to the Division Chair and Webmaster.

20. Defaults: If a team defaults a court, the winner receives the default win and records their player's name, and one default win may count toward playoff eligibility. The score should be recorded as 6-0; 6-0. See playoff eligibility Article V.

21. Player Retirement

Should a player become injured once a match has begun, the win goes to the opponent despite the score. All players receive match credit towards play-off eligibility.

ARTICLE V – PLAYOFFS

All division quarterfinals (if scheduled), semi-finals and finals shall consist of five (5) matches; two (2) Singles and three (3) Doubles, with eight (8) players participating.

The “**Men's 55+**” play off format 5 courts: one (1) Singles and four (4) Doubles, with nine players participating.

1. In divisions with ONE SECTION, there will be a playoff between the first and fourth place teams and the second and third place teams.
2. If applicable, in divisions with TWO SECTIONS, the first place team in each section will play the second place team in the opposing section. Winners of these matches will play each other for the championship.
3. If two teams are tied for a playoff spot, the team that won their head-to-head match will advance. If the head-to-head results are equal, the number of sets won by the entire team in head-to-head matches will decide who advances. If the number of sets won is equal, the number of games won by each team will determine who advances.
4. If there is a **TIE** for the standings in any division between playoff teams, the Tournament Chairperson will flip a coin either in person or by video/Facetime, of the captains of the respective teams, or their representatives, to decide the order of the playoff draw.

Article IV – Match Play continued

5. A player is eligible to play in the Divisional Semifinal Playoffs and Championship match if he or she has played at least two prior matches during the regular season. One default win may count toward eligibility. Quarterfinal matches may also be credited as the 2nd match prior to the Divisional Semifinal match.

6. If a team drops out of a division after the team has played any matches, the points won against that team will be removed from the final scoring. However, players who participated in the match will get credit toward playoff eligibility.

Placement in the division's playoffs will be determined strictly by total match wins. Each team will be awarded one point per win.

Procedures in the Event of a Tie for determining final standings for playoffs

The tie shall be broken by the first of the following procedures that does so:

- (1) Individual Matches. Winner of the most individual matches in the entire competition.
- (2) Head-to-Head. Winner of head-to-head match.
- (3) Sets. Loser of the fewest number of sets.
- (4) Games. Loser of the fewest number of games.
- (5) A Coin Toss by the Tournament Chair.

7. For the championship matches, a photo ID is required at check-in prior to playing.

ARTICLE VI – DISPUTES

All disputes or protests concerning inter-club matches shall be filed to the respective Division Chairperson by a team captain or acting captain within two days of the match. The Division Chairperson shall make best efforts to resolve the dispute informally and strictly in accordance with the rules. The Division Chairperson shall submit their original written decision regarding the dispute to The Board to approve it for format and professionalism. The Board shall have no authority to change the substance of the decision of the Division Chairperson at the first level of appeal.

The decision of the Division Chairperson may be appealed to the Board in writing within seven (7) days of receipt of that decision. Copies of the appeal shall be sent to all CPDTA Officers.

ARTICLE VII – UNSPORTSMANLIKE CONDUCT

1. Players, coaches and spectators affiliated with any team or player are expected to conduct themselves in the spirit of good sportsmanship. Any alleged unsportsmanlike conduct should be raised in the first instance at the time of the alleged conduct, by raising the issue with the opposing team captain. Team captains are required to make a good faith effort to resolve the issue peacefully upon notification of such instances.

2. If the issue is not resolved to the satisfaction of one team or the other, it may be reported to the Division Chair within two days of the match. The Division Chairperson shall make best efforts to resolve the issue within 10 days. If the Division Chairperson cannot resolve the issue, or believes the issue is sufficiently severe as to warrant discipline or Board review, they shall refer the matter to the Board.

3. If, after 10 days from the date the alleged conduct was reported, the Division Chairperson is unable to resolve the issue to the satisfaction of one team or the other, a team captain may appeal to The Board. The Board shall conduct an in-person hearing at which time both sides may be heard.

4. Discipline shall be at the discretion of The Board, and shall be proportionate with the offense and commensurate with the history of disciplining others. The Board shall keep all records of discipline handed down from past issues of unsportsmanlike conduct or gross misconduct. Any player or captain receiving 3 formal unsportsmanlike conduct violations shall be permanently expelled from the league. All records will be permanent and will be considered in the event of future alleged infractions.

5. Gross misconduct shall include physical acts of violence against another person or any physical contact with another player or coach, threats to use a weapon, brandishing a weapon and similar acts that jeopardize the safety of players, coaches and persons in the vicinity. A player, captain, coach or spectator associated with a team who engages in such conduct shall be asked to leave the park immediately and such conduct should be reported to the Board immediately after the match but in any event within two days of the match.

ARTICLE VIII – AWARDS

1. A team that wins its Division's Finals shall be the Chicago Park District Tennis Association Champion. The losing team is the runner-up for that year. Both teams are entitled to not more than sixteen (16) individual awards. The awards shall be granted by the CPDTA upon verification by the Tournament Committee and approval by the CPDTA.
2. The overall winners will receive Championship awards. Finalists will receive Finalist awards.
3. Awards will be awarded to the winners in all divisions, and awards similar in kind or cost will be awarded to all Finalists in all divisions.
4. Additional awards requested by the winning teams must be paid for at the time of ordering.

ARTICLE IX – RESPONSIBILITIES OF DIVISION CHAIRPERSONS, CAPTAINS AND PLAYERS

A. DIVISION CHAIRPERSONS RESPONSIBILITIES

1. The division chair must be a player from a different division unless all teams from a division agree otherwise.
2. DIVISION CHAIRS MUST BE PRESENT TO ASSIST AT THE END OF SEASON TOURNAMENT.
3. **READ** and understand the **CPDTA Rule Book**.
4. **ATTEND** the Captain's Meeting to meet all your captains.
5. **Ensure** that your team captains have entered their rosters on the online.
6. **Ensure** that winning captains enter match results on the Website within **48 hours**.
7. **Ensure** that all captains keep the original or photo of the match score sheets until after the Final Tournament.
8. Resolve disputes according to Article VI

DIVISION CHAIRPERSONS RESPONSIBILITIES continued

9. In the event there is no rain date available, and individual courts need to be played the Division Chairpersons are required to collect opposing teams rosters by noon on the rain date and reissue the match lineups to the opposing captains within 24 hours.

10. Review player eligibility prior to the playoffs and finals.

B. CAPTAIN RESPONSIBILITIES

1. LOCATE A PARK with quality tennis courts. Contact park supervisor and obtain permit.

2. SELECT YOUR TEAM! Make sure your players are only rostered on one CPDTA team in your division. Select a co-captain (if desired). Complete a roster on CPDTA.org in conjunction with tennispoint.com.

Register your team on \$85 ENTRY FEE by the date stated on the website or any official communication from the CPDTA.

ATTEND CAPTAINS' MEETING. As soon as possible after the meeting:

- A. Inform park supervisor of home matches as required for permit. Advise of practice schedule if appropriate. Please note that reserved practice times will also require a permit.
- B. Post schedules
 - * Post your home schedule on the bulletin board at your home park.
 - * Post multiple laminated copies of your home match schedule on fence of tennis courts
 - * Replace these postings during the summer as needed.
- C. **Familiarize yourself with the CPDTA Rule Book.**

Team Members

- A. Make sure players are rostered on only one CPDTA team per division. Be sure your team members have paid their \$5 annual membership fee. Players who have not paid their \$5 fee prior to one hour of their scheduled match time are considered ineligible and will default their court.
- B. Note: Continue to update your roster on the website as necessary.

Captain's responsibility for MATCH PLAY

Weekly Confirmation - Contact the opposing team captain early in the week to verify the time and location of scheduled match. Discuss rain procedures.

CAPTAIN RESPONSIBILITIES Continued

What to Have at Each Match

- Bring Official Score sheet with team roster to verify players.
- Provide proper identification, if asked for verification by opposing team.
- Provide new balls for all home matches.
- **The CPDTA Rule Book** and official score sheets (fill out match results/both captains sign/retain copy)
- Have broom & squeegee available incase of inclement weather.

Scoring

Winning captains must post match results on the website within 48 hours. Losing captains have 24 hours after the posting deadline to verify the results and email both the opposing captain and the division chair if there is disagreement. No communication assumes agreement. After 72 hours of the match, the score entered will be considered final. Any disputes should be brought up to their Division Chairperson and Webmaster.

Scoring for Rain Dates

Captains should keep records for any interrupted, rescheduled or individually played courts for the match and enter once the entire match is complete.

If a match is rained out, and no rain date is available then courts will be played individually. On the morning for the designated match the line-ups must be sent to the division chair with cell-phone and e-mails for all players (and positions in the lineup where they are slated to play) by NOON that day. **Failure to do so will result in a match default.**

C. PLAYERS RESPONSIBILITIES:

1. All players must register on the CPDTA website and pay their \$5 annual membership fee as well as provide their name, email address, cell phone number, and actual or estimated USTA rating. If players do not have a USTA rating they must self-rate using the USTA self-rating guidelines.
2. In the event a match is interrupted or rescheduled where individual courts are played, players are responsible for rescheduling the match against their opponent via text, call or e-mail, following the guidelines for the rain date. You have 1 week to establish your rain make-up date. Communicate your scheduled date to both captains. **Failure to do so will result in a court default.**
3. If inclement weather occurred recently before a match is played, all players should plan to arrive early to assist in any water and /or debris removal from the courts so the match can begin the scheduled time or as soon as possible thereafter.

ARTICLE X - USTA

1. The rules of the United States Tennis Association shall apply in all cases not covered by the bylaws, stated in this rulebook.

Two-Hour Rule: In the event the home courts must be vacated after two hours of play, it must be made known when team captains confirm match play. Due to the two-hour playing time limit, it is necessary to keep play continuous. You may not leave the court at any time during the match. After the first game of each set, play is continuous. A 90-second break is allowed, according to USTA rule when changing ends for all other games. However, you may not leave the court. Players should plan to take water with them on the court before play begins at 15 minutes after the hour. Time between points and games is 20 seconds. **You are allowed a two minute break after each set up until the last 20 minutes of the match. During the last 20 minutes of play, there are no breaks, including the two minutes set break. Play is continuous; however, you will continue to change sides with no stopping.**

2. 10-15 Minute Rule: If you are in the ***Second Set*** at 15 minutes to the end of match, the game in progress becomes **NO-ADD; whomever is ahead wins the set**. If games are then tied, a 12-point tiebreaker is played to determine the outcome of the match. **Tiebreakers will be played out in full**. If you are in the ***Third Set***, play stops at 10 minutes prior to the end of match time. The game in progress becomes **NO Add; whoever is ahead wins that set**. If games are tied, a 12-point tiebreaker is played to determine the outcome of the match. A completed tiebreaker is recorded as a game with the actual tiebreak score in parenthesis.

3. USTA – 12-POINT TIEBREAKER

The tiebreaker goes into effect when the set score reaches 6-all.

4. SINGLES: A player who first wins seven points shall win the game and the set provided he or she leads by a margin of two points. If the score reaches 6 points all, the game shall be extended until this margin has been achieved. Numerical scoring shall be used throughout the tiebreaker.

ARTICLE X – USTA continued

5. The player whose turn it is to serve shall be the server for the first point, which is delivered from the deuce court. His or her opponent shall be the server for the second and third points (delivered from the ad court, then the deuce court), and thereafter each player shall serve alternately for two consecutive points (ad court, deuce court) until the winner of the (game and) set has been decided.

6. DOUBLES: In Doubles, the procedure for Singles shall apply. The player whose turn it is to serve shall be the server for the first point. Thereafter, each player shall serve in rotation for two points; in the same order as previously in that set, until the winners of the (game and) set have been decided.

7. TIEBREAKERS:

A **SET** tiebreaker is first to 7 ahead by 2 points.

A **SUPER** tiebreaker in **lieu of a third set** is first to 10 ahead by 2.

All tiebreakers, whether in doubles and singles, must be played Coman style.

*The **Coman Tiebreak Procedure** is the same as the present tiebreak (set or match), except that ends are changed after the first point, then after every four points (i.e., after the 5th, 9th, 13th, 17th points, etc.), and at the conclusion of the tiebreak. The scoring in the Coman Tiebreak Procedure is the same as a traditional set or match tiebreak, and the procedure for playing the Coman Tiebreak is the same as a set or match tiebreak.*

The player who served first in the set that ended in a tiebreaker shall receive service in the first game of the following set.

CHICAGO PARK DISTRICT TENNIS ASSOCIATION

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