



PACIFIC NORTHWEST

Aug 1st, 2011

Dear USTA League Captain,

The 2012 USTA League season is underway. The USTA League program currently has over 24,000 participants throughout the USTA Pacific Northwest (USTA/PNW). I am starting my 10th year as your USTA League Coordinator and am looking forward to another successful season.

Many people contribute to the continued success of this league, not the least of who are the team captains. You are responsible for setting the tone of good sportsmanship for your team as well as overseeing the daily management of your players.

Please make sure you read and understand all policies and procedures which includes everything in this packet as well as the *2012 USTA League National Regulations*. It is also important to visit the USTA/PNW website pnw.usta.com for important news and information regarding USTA League play in our section. Scroll over 'league tennis' in the left-hand column of pnw.usta.com and click on the link dedicated to the subject matter you wish to review. USTA League National and Section Rules and Regulations can be found by clicking on 'Regulations'.

It is important that your players know the rules, scoring procedures and principles of good conduct. If necessary, copy some of these materials for your players and review the materials with them. It is also a good idea to discuss rules with the opposing team captain at the start of each of your matches.

Thank you for your support of USTA League tennis in Northern Oregon. I look forward to assisting you this season.

Sincerely,

Mike Yee
USTA Adult Mixed Doubles League Coordinator for Northern Oregon

5/07/11

Forms and Information

The following items are in your packet:

- Captain's letter
- Team Confirmation Form
- USTA Pacific Northwest League Regulations

Tennis Link Registration and Fees

All USTA League Registration is through the Tennis Link Registration system.

Upon being accepted into the League, each team will be given a team number that each player will need in order to register.

IF A PLAYER CANNOT LOCATE HIS/HER USTA NUMBER, THEY MUST CONTACT THEIR LOCAL COORDINATOR PRIOR TO REGISTRATION.

- Player will go to the following web site: <http://national.usta.com> and follow the directions to register.
- It is important that the 2012 be selected as the League season.
- If a player has a current computer rating then Tennis Link will indicate this and the player will not be given the option to self-rate.
- A new player will be prompted to self-rate and be sent to the site to look at the NTRP descriptions. The registration can then be completed. The USTA and PNW strongly recommend that new league players register and complete the self-rate questionnaire on TennisLink themselves. The questionnaire asks information about a player's tennis history that only the player may know. Captains who register players on TennisLink on behalf of the player's should be aware that they are responsible for any errors or omissions, which may occur when they complete the self-rate questionnaire. Such errors or omissions may result in disqualification of the player.
- Total individual Fee of \$19.00 (\$ 16.00 plus \$3.00 Tennis Link registration fee) will be paid through the Tennis Link Registration system through his/her credit card.
- **USTA Membership/renewal fee: \$42.00 per person/single.** All participants must be current members of the USTA through the entire Local League season. Players will renew or join the USTA through the Tennis Link Registration system using his/her credit card. Players who are not current members of the

USTA will not be allowed to play in any league program managed by the USTA Pacific Northwest.

2012 USTA League Schedule

Sept 1st, 2011 - Team Confirmation

Team confirmation Form completed and returned to your local coordinator, with approval from manager or tennis pro at your club/facility. This information is IMPORTANT because it is necessary for scheduling.

Dec 31st, 2011 – Tennis Link Registration Deadline:

At least the minimum number of individuals in order to have a team must be registered into the Tennis - Link system by this date. Instructions will be provided by your Coordinator.

Oct 1st, 2011 - League season begins

Dec 31st, 2011 - Deadline for roster additions

All Individuals must be registered through the Tennis Link Registration system by this deadline or receive approval from local coordinator. A team must have at least two matches left in their regular season schedule in order to add a player to their roster.

Jan 29th, 2012 - League regular season ends:

Feb 1st, 2012 – Deadline for filing NTRP Grievance in Local League:

Feb 11th & 12th, 2012 – Local Area Playoff: THPRD

Sectional Championship Dates

<i>Senior Sectionals</i>	<i>June 21 - 24</i>
<i>Super Senior Sectionals</i>	<i>June 24 –27</i>
<i>70 + Sectionals</i>	<i>June 24 - 27</i>
<i>Adult League Sectionals</i>	<i>August 10 - 12</i>
<i>Mixed Doubles Sectionals</i>	<i>August 17 - 19</i>
<i>Senior Mixed Doubles Sectionals</i>	<i>August 19 –21</i>

League tennis rules and guidelines for 2012

2.01A Levels of Play (National Regulation) Allows for up to two players on a team to be from the next highest level at 5.0 Adult and 4.5 Senior. This means that two

5.5 players may play on a 5.0 Adult team and two 5.0 players may play of a 4.5 senior team. This gives players who have been rated out of the program at these levels a place to play. This should also help the number of 5.0 Adult and 4.5 Senior teams to increase

- ** The league allows players to play on more than one team in a local league as long as it is in two different levels (i.e. 3.0 and 3.5)**
- ** A player may play at the same level as long as it is in two separate local leagues (i.e. No. Oregon, SW. Washington)**
- **If your team plans to participate in tournament play then you should have extra players to allow for tournaments scheduled during the league season.**

Eligibility

It is important to be familiar with the following rule change effective for the 2012 USTA League season.

3.03A(3) A player is eligible to advance to National Championship competition if that player has played on that same team in at least three (3) matches through Section Championships with NO defaults counting. A retired match shall count for all players involved.

Captain responsibilities

- Be sure your players understand *the 2012 USTA League Regulations*. Bring copy to every match.**
- One week prior to each match both captains must verify match information with each other.**
- One week prior host captain verify match schedule with host club.**
- Discuss rules with opposing captain before each match and agree on a single official clock.**
- Encourage teammates to arrive 15 to 30 minutes prior to the match start time. If possible and courts are available and it is allowed by the club to do so, you may be able to start a match early.**
- Fill out your team lineup on your score card and on that of the opposing team. Verify correct scores at the end of each match and sign both cards. Enter scores immediately into the Tennis Link system within 48 hours and prior to your next scheduled match.**
- We encourage you to use PENN tennis balls for each match as Penn has been our National sponsor for over 20 years.**
- Enforce the 10-minute warm-up on all courts. Both opponents must be on court for warmups. All matches are scheduled for 1 1/4 - 2 hours depending on court times at each club/facility.**

Scoring and play

- Use regular scoring for all matches. Discuss scoring rules with opponents before play begins.
- Change ends on odd games unless both players and doubles teams agree to change only between sets.
- Play a Set Tie-break for any set tied at six all. (Play matches to the end of court time without interruption. There is no extra break between the second and third sets. Avoid delays because of limited time for matches.)
- Play Match tie-break for deciding set.

Lateness

The following rules are adopted for Local League play and apply when one player or team is on court and the other has not yet shown up: Local League playoffs may defer to the Friend at Court rules for a default.

5 minutes or less late:	Loss of service toss plus one game
5:01 – 10 minutes late:	Loss of service toss plus 2 games
10 or more minutes late:	Default

Players must have the full 10-minute warm-up even when one player or team is late.

Inability to field a full team

- Always approach a scheduled match expecting your full team to play. If an opposing captain calls to tell you about an expected default, the default does not take effect until the time of the actual match. The opponent may still bring a full team and play the match, so be prepared.
- Although you are not required to let your opponent know when you cannot field a full team for a match, you may want to call if you are absolutely certain one or more of your player(s) will not show. You and your opponent may be able to cancel the court and avoid fees for any courts you do not use - if you call far enough in advance (24 or 48 hours depending on club/facility). Always play as many individual matches as you can.
- Remember that you must default courts from the lowest positions first. That means if your number one player or team does not show up, you must default the lowest position first (number two singles or number three doubles) and move lower players or teams up.

Scoring of Team Defaults

If a team forfeits an entire team match for any reason during round robin play, then all matches of that team, played or to be played, shall be null and void. If all teams

in contention for championships have already played the forfeiting team in good faith, the matches stand as played.

Explanation:

Whenever a team cannot field at least four players (two of the three doubles positions) or (three out of 5 positions), that team loses the match by team forfeit. No matches for that team count toward league standings, though individual matches do count toward players' computer ratings. Even when your team has to forfeit a match, please try to complete the rest of your matches so your players and opponents can enjoy the individual matches.

If teams are scheduled to play multiple round robin flights, then each flight will be considered individually. This means that if a team defaults in any one flight, they are taken out of standings for that flight only and may continue to play in the other flights.

If an individual player is disqualified for any reason, all matches played by that player are null and void.

Rescheduled matches and court cancellations

Teams may reschedule matches. Schedule conflicts were requested before the start of the league therefore, there will not be any rescheduling of matches. Please do your best to provide at least four players for the team match.

Note to Coordinators: It is preferred that all Adult and Senior matches be completed prior to the next match for either team is played. If this is not possible, then no match may be entered until the final match has been completed. We do not prefer this as it can cause players to be DQ'd due to matches not entered in order as played.

Mixed, Super Senior, Senior Mixed are not as critical since ratings are not run until early December so it is up to you how you want to handle the reschedule issues.

Exchanging out scorecards and reporting scores

- Set your lineup before you arrive for each match. Remember, a player must play *twice*, including league playoffs to qualify for sectional championships or get a computer rating. Players must play three times in order to advance to a National Championship. This does not apply to Senior Mixed Doubles Invitational as they may advance by playing two matches with one default counting.
- Exchange lineups and discuss the rules with the opposing captain as soon as you arrive.
- Enter match scores into the Tennis Link system within 48 hours and **PRIOR TO YOUR NEXT SCHEDULED MATCH.**



Grievances

The league recognizes a grievance about an opponent's violation of USTA regulations or standards of good conduct, fair play and good sportsmanship. Send all Grievances and Complaints to your local league coordinator who will forward the complaint to the USTA Pacific Northwest Grievance Committee and Sheila Banks, Director of Adult/Senior Recreation.

In order to complain about an opponent's violation of USTA Adult League regulations or standards of good conduct, fair play and good sportsmanship, you must submit your grievance in writing along with a \$50.00 check made out to USTA Pacific Northwest before the next team match involving that player or within 24 hours after the end of the Area (local) league season, whichever occurs first.

USTA Pacific Northwest NTRP Grievance Procedures:

The USTA Pacific Northwest has approved a new policy for adjudicating NTRP grievances. This policy only applies to grievances filed against players with an M, T, A, D, S designation and asserts that the player is playing below their true playing ability. This assertion must be proven by verifiable match results or other tennis related information as defined in the NTRP Grievance Protocol.

National Regulations provide that an NTRP grievance can be filed at anytime up to 48 hours following championship play. The new USTA Pacific Northwest policy affects the date and time when this type of grievance will be processed.

Claims that a player has falsified or omitted information when self-rating can be filed up to 48 hours following championship play and will be processed immediately without time limitations.

For an NTRP grievance based on playing ability to be processed prior to playoffs, it MUST be filed TWO WEEKS prior to the start of local league playoffs and/or THREE WEEKS prior to the start of the Sectional Championships. This timeline provides the grievance committee the time necessary to conduct a thorough investigation. Complaints that are filed following the TWO and THREE WEEK window will still be accepted, but will be processed after the completion of the local league playoffs and/or Sectional Championships.

THE DEADLINE FOR FILING THE LOCAL LEAGUE NTRP GRIEVANCE IS:

NTRP Rating Procedures

Player Ratings

Any USTA member who played at least three matches against computer rated players during the 2011 season will have a year end (early start) computer rating listed on the <http://www.pnw.usta.com> web site if the player is planning to play in the 2012 league (early start leagues).

The 2011 year end ratings will appear on the pnw.usta.com web site and can be found also a <http://national.usta.com> and link to Find NTRP Rating Info. That rating determines each player's minimum level of play for the 2012 season. A player may complete an automatic appeal when he/she registers on line for a 2011 team. A player may also go to: <http://www.pnw.usta.com> and link to leagues and appeals for instructions.

Players who are less than 60 years old during the 2011 season will have their most current computer ratings on file in Tennis Link. They must self rate if their NTRP rating is older than 3 years.

Players who will 60 years or older in 2011 will have their most current computer ratings on file in Tennis Link. They must self-rate if their NTRP rating is older than 2 years.

Refer to inside back cover of the USTA National League Regulations

DYNAMIC NATIONAL TENNIS RATING PROGRAM

The Dynamic National Tennis Rating Program (DNTRP) will be the governing rating program for the USTA League Tennis program.

Each player will begin with their current computer or self-rating. As the season progresses each players rating will change based on match play. A player who is clearly over level (predetermined by the USTA) three times then the player will be promoted to the next higher level and all wins will be reflected as a loss to the player's team. An appeal may be filed for the purpose of making sure that the results are entered correctly.

All players whose ratings are adjusted up or down when early start ratings are published and have a E following their name will be subject to the Dynamic disqualification.

IMPORTANT: Information regarding who is protected as well as subjected to the Dynamic Calculations is found inside the back cover of the 2012 USTA League

Regulations. It is important to note that NO early start rated players are protected if the yearend rating is moved to the next higher level of play.

In order for the DNTRP to operate effectively, both captains will be required to:

ENTER MATCH SCORES WITHIN 48 HOURS FOLLOWING THE COMPLETION OF EACH MATCH.

Failure to do so may cause penalties imposed by the USTA League Sectional administration.