

NORTH EASTERN JUNIOR TENNIS ASSOCIATION

MATCH RULES

DOUBLES

All correspondence and communication other than on a Saturday morning must be submitted by the Junior Secretary to: nejtasec@gmail.com

SATURDAY MORNING COMPETITION

Mobile: 0408 587 380 (Saturday morning only)

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1. RULES

- (a) The rules of tennis as adopted by the Governing Body of Tennis in Victoria, shall apply to all matches, except where modified here-in after.
- (b) The Association has the right to request the use of any Affiliated Club courts, for Association competition.
- (c) Application to waive any Rule must be submitted by the Junior Secretary and directed to the Match Committee through the Association Secretary.
- (d) Matches shall be played on Saturday mornings. No match can be played on any date or location other than that prescribed on the fixture, unless approved by the Match Committee.
- (e) A team shall lose to love all sets in which it was represented by an ineligible player.
- (f) A match played with only 2 players will be deemed a forfeit.
- (g) No Players name is to be entered on score card until they are physically present.
Penalty - Fine
- (h) No player will be permitted to play in another team within the same section.
Penalty – Loss of sets and fine
- (i) No player will be permitted to play in any section lower than they were graded in.
Penalty – Loss of sets and fine
- (j) Each player is limited to playing four (4) matches in any section higher than their graded section and then no further games in a higher section are permitted without the **prior** Match Committee approval. *Penalty – First offence: loss of sets and fine, Second and Subsequent offences: loss of all points for offending team and fine. Matches played in breach of rule 1j) will not be counted towards a player’s eligibility for finals.*
- (k) No player shall be listed to play in more than one match in the same round.
Penalty – Loss of sets for second match played
- (l) The receiver may not call a foot fault against the server. Players may be requested to correct their foot faulting problem by a Home Supervisor.
- (m) All disputes or problems must be referred to the Home Supervisor, whose decision will be final.

2. COURT REQUIREMENTS

- (a) The type, condition and surroundings of each competing Club’s courts shall be subject to the approval of the Executive Committee.
- (b) The provision of an alternative venue must be approved by the Executive Committee.
- (c) Each Club must provide a minimum of one (1) court per team from **9:30** am. Teams must retain the court originally allocated to them. *Penalty as determined by Match Committee*
- (d) One court must be allocated for the sole use of each team and court allocation displayed for all teams. *Penalty as determined by Match Committee*

3. ELIGIBILITY

- (a) Players must be 18 years or under for the entire calendar year in which the competition takes place. *Penalty – Loss of sets*
- (b) To be eligible to play in finals a player must have played in a minimum of 5 matches during the season. Players recorded in online scoring system for washouts and forfeits received are considered as match/s played. ***If a player is unregistered they are deemed as ineligible and therefore the match does not count as a match played***
- (c) Any player who plays prior to a transfer being approved shall be deemed as ineligible
- (d) If any team is withdrawn before or after the season commences, the individual players registered for that team will not be permitted to play in another team or to transfer to another club without approval of Match Committee. *Penalty – Loss of sets and fine*
A \$50.00 penalty will be issued to any club/s that withdraws a team after grading

4. REGISTRATION

- (a) All players must be recorded in the NEJTA tennis program. To register a player their full name and date of birth must be provided on the scorecard, or sent to the Association Secretary by 6.30pm Monday following the match. *Penalty – Loss of sets and fine*
- (b) An unregistered player will be deemed ineligible.

5. EMERGENCIES

- (a) If a player has not played before they must provide their full name and date of birth which must reach the Association Secretary by 6:30 pm Monday following the match. *Penalty – Loss of sets and fine*

6. STARTING AND FINISHING TIMES

- (a) The starting time of **all matches is 9:30 am promptly**. Players may hit-up for their first set only. Hit up time is to be limited to 3 minutes.
- (b) **No team will be permitted to start a set after 12:15 pm.**
Penalty as determined by Match Committee
- (c) The team responsible for play not commencing by:
 - i. 9:40 am will forfeit the **first** set to 'Love'.
 - ii. 9:50 am will forfeit the **second** set to 'Love'.
 - iii. 10:00 am will forfeit the **match**.

7. METHOD OF PLAY

- (a) A minimum of three (3) players of each team must be present before a match can commence.
- (b) The Home Team will enter their section, gender, date, club and players' full Christian and Surnames on score card first, and then pass it on to the Visiting Team to complete their club and full Christian and Surnames.
Penalty – Fine issued to offending team.
- (c) Matches will consist of 4 sets: **A set is the first to 6 games – no tie-break is played.**

HOME TEAM		VISITING TEAM
1 & 2 Players	V	1 & 2 Players
3 & 4 Players	V	3 & 4 Players
1 & 3 Players	V	1 & 3 Players
2 & 4 Players	V	2 & 4 Players

- (d) The order in which sets are played can be altered if all players agree, or if it assists with court allocation.
- (e) If the Fourth player has not arrived and ready for play at 9:40 am their first set will be forfeited. If still not present at 9:50 their second set will be forfeited.
- (f) If match is played with a team of three (3) players the **Number 4 position must be forfeited** and sets 2 and 4 awarded to the opposition. *Penalty – Fine*

8. POINTS ALLOCATION (Match is determined by sets first then games)

4 points for win 1 point per set completed 0.5 points per incomplete/ unplayed set
No points will be allocated to either team for sets not played where players were absent from both teams, or where both teams are responsible for forfeit of set.

Total points for match is 8

FORFEIT – 8 points and 8 games awarded to team receiving forfeit.

If a result has been achieved prior to wash out/heat out 4 match points will be allocated to the winning team.

Wash out / Heat out without commencement of play: 4 points awarded to each team.

No match points or set points (incomplete/unplayed sets) will be allocated if Heat out is called prior to temperature reaching 32^o

9. UMPIRES

- (a) All sets will be umpired by an adult from each team, the Home Team umpiring the first and third sets and the Visiting Team the second and fourth sets.
- (b) There will only be **one** Umpire for each set.
- (c) The number of boys doubles sections and girls doubles sections that are to be umpired by the players involved in the set will be determined by the Match Committee and advised prior to the commencement of each season. The server is to call out the score after every point.
- (d) No person other than the Home Supervisor, with the Umpire will attend to any dispute. If a problem arises with the Umpire, or the standard of umpiring, the Home Supervisor alone has the authority to:
 - i. Remove and replace the Umpire, or
 - ii. Nominate an appropriate person to assist the Umpire.

10. UNPLAYABLE CONDITIONS

- (a) A match may be abandoned or play stopped by Home Supervisor under the following circumstances:
 - I Rain – If the courts are unfit / unsafe for play, before or during play.
 - II Extreme Heat – if the temperature reaches 32⁰ Celsius or higher.
 - III Frost – When court surface is frozen and courts are deemed unplayable.
 - IV Lightning – When visible, take shelter until 30 minutes from the last sighting.
 - V Other factors – When courts are deemed unplayable for any other reason.
- (b) The decision to abandon play due to any of the above factors **must be made by the Home Supervisor**, if play has not commenced by 10:00 am play will be abandoned. *Time is a guide only.*
- (c) A heat out must be called by the Home Supervisor when the temperature reaches 32⁰ Celsius at any time during play. Phone calls to be made (by the Home Supervisor) during the morning to the Bureau of Meteorology on 1196 (temperature at View Bank) Games and sets played to be written and totaled on score card.
- (d) **At all times, every attempt should be made to achieve a match result.**
Penalty as determined by Match Committee

11. WASHOUTS

- (a) The Washout Coordinator must check the condition of the courts 45 minutes before scheduled commencement of play. *Penalty as determined by Match Committee*
- (b) The Washout Coordinator is responsible for entering notification of any washed out matches into the trols system 45 minutes prior to scheduled commencement of play. *Penalty as determined by the Match Committee*
- (c) Away team must attend any match where washout has not been recorded on trols. *Penalty match to be forfeited by away team*
- (d) When a washout is declared each team is responsible for entering their player' names into the online scoring system in ranked order. *Penalty fine*
- (e) If players' names are not entered into the trols system in the event of a washout, the match will not count for finals eligibility

12. FORFEITS / WITHDRAWALS

- (a) Any club that cannot field a team for any match shall inform the opposing team Junior Secretary as early as possible prior to the proposed commencement of play. It is the responsibility of the Junior Secretary of the forfeiting club to advise the Junior Secretary of the opposing team of a forfeit. If a Junior Secretary is absent due to leave etc, then a pre-nominated replacement can be the only other person to advise forfeits.
- (b) Once a forfeit has been given it cannot be retracted.
- (c) The team receiving a forfeit must complete their section, gender, date, club, players full Christian and Surnames on score card and enter the details into the online scoring system by 6:30 pm Monday following the match
- (d) Any team forfeiting three (3) matches in the one season shall **be withdrawn** from the competition. Any games and points gained or lost in matches against a withdrawn team in the formation of the ladder, will be disregarded and those matches treated as **byes**.
Penalty – First Forfeit \$10 Fine – Second Forfeit \$20 Fine – Third Forfeit \$30 Fine.
- (e) If a team is withdrawn during the season, matches played will still count for an individual players' records for all purposes for that season. This includes qualifications for finals for emergencies and player gradings.

13. SUBSTITUTES / INJURIES

- (a) In the event of a player becoming incapacitated whilst playing, the current set shall be forfeited to the opposing team. Games already played shall count. An eligible substitute may then play in the remaining set. Once a player has forfeited a set they may not play in any other set. *Penalty – loss of set*
- (b) In the event of a player becoming incapacitated in their first doubles set, and substitute playing their second doubles set the score card may be altered to include the name of the substitute player. A note must be recorded on the scorecard detailing the change, and entered into the online scoring system.
- (c) Any substitute must be ready to commence play at the beginning of the next set in which the incapacitated player is scheduled to play as per listed order of play (unless by mutual agreement). If not ready to play, unplayed set relative to the substitute player shall be forfeited.
- (d) **A one time 3 minute** suspension of play will be permitted for **an injury sustained during play**, and the match **must** resume at the expiration of that 3 minutes.

14. BALLS

Home Teams shall supply two (2) balls per court, which may be **new** or **used but of uniform good quality**. Green dot balls must be used in those sections nominated by the Committee.
Penalty as determined by Match Committee

15. SCORE CARDS

- (a) No pencils, felt pens, red pens or white out to be used. *Penalty - fine.*
- (b) **Home team** is responsible for Section, Start and finish times, date and games/sets totals and Home Supervisor signature.
Each team is responsible for completing Club Name, Fixture number, players full Christian and Surnames and Captains signatures.
Penalty – fine for offending team.
- (c) Once entered, Score Cards **should not to be altered**. Results must be recorded by the Home Team at the completion of each set. If an error requires correction, it should be crossed out with a single stroke and the correct entry made. The change **must be** initialled by **both captains**. *Penalty - fine.*
- (d) Where a match is not completed for any reason, the exact score at cessation of play must be shown on the Score Card and totaled. *Penalty - fine.*

- (e) Score cards must be entered into the online scoring system by 6:30 pm Monday following the match
Penalty - First Offence per team \$ 15.00 fine for one score card - \$ 30.00 fine for multiple score cards
Penalty – Second and subsequent Offences per team - Loss of 2 points per team
- (f) The away team has until 6.30pm Wednesday following the match to notify the Association Secretary of any error they believe has occurred in the input of the scorecard. After 6.30pm Wednesday following the match the score as recorded on the online system stands.
- (g) Scorecards must be keyed correctly into the online scoring system. First offence per club \$10.00 fine, second offence \$20.00 fine, third and subsequent offences \$40.00 fine.
- (h) Scorecards must be kept by the home club for the entire season. *Penalty – fine.*

16. HOME SUPERVISOR

- (a) All clubs must provide a Home Supervisor who must be in attendance **for the full duration of all matches** played at the venue. *Penalty as determined by the Match Committee*
- (b) Enforce the NEJTA Match Rules, Code of Conduct and Dress Code.
- (c) All disputes or problems must be referred to the Home Supervisor.
- (d) Check the start/finish time, games and sets totals and sign all score cards. *Penalty - Fine*

17. TEAM MANAGERS & SPECTATORS:

All teams must be accompanied to all matches by a Team Manager, who is to remain for the duration of the match. *Penalty as determined by the Match Committee*

18. TEAM CAPTAINS

Team Captains are responsible for entering results and signing score cards.

19. PROTESTS

- (a) When a team wishes to lodge a protest against the opposing team, they shall notify their Junior Secretary, who will inform the Association Secretary via email and attach a statement. This must reach the Association Secretary no later than 6:30 pm Tuesday (Round 14 – 6:30 pm Monday) following the match. A copy of Protest and accompanying correspondence **must be forwarded immediately to the opposing team.**
- (b) The protest fee of \$10.00 must accompany the Protest form.
- (c) Any protest shall be ruled upon within 14 days of receipt.
- (d) **The Match Committee decision is final.**

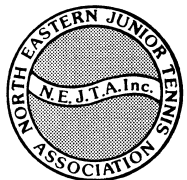
20. COMPLAINTS

- (a) All Complaints must be made in writing, endorsed and submitted by the Junior Secretary.
- (b) The Complaint must reach the Association Secretary no later than 6:30 pm Tuesday (Round 14 – 6:30 pm Monday) following the match. The Association Secretary will notify the Club that a Complaint has been received.
- (c) Sub-committee
 The NEJTA Committee shall appoint a complaints sub-committee to deal with complaints received.
- (d) Sub-Committee Scope
 The complaints sub-committee shall consider and deal with all complaints reporting to the NEJTA Committee. Such reporting to include:
 - i. Results of investigations into complaints received.
 - ii. Advising of actions taken (including penalties imposed).
 - iii. Consideration of issues referred to it by the Committee of Management.

21. POWERS OF THE NEJTA COMMITTEE

The NEJTA Committee shall have the widest and most absolute power and discretion relating to the NEJTA or any matter or thing arising from or in connection with NEJTA and without limiting the foregoing it shall have the power and discretion at any time without giving or assigning any reasons therefore to:

- (a) Demand from any club any information of any nature relating to any matter or thing arising from any match, and in the event of any club refusing or neglecting to supply such information to the NEJTA Committee within the time as prescribed by the NEJTA Committee to suspend or disqualify such club from competition for such time as the NEJTA Committee determines and to cancel points previously awarded to such club.
- (b) Demand the replay of any match wholly or in part, and to alter or extend the place, day or time for the playing of any match.
- (c) Suspend or disqualify a player from NEJTA competition as a result of a player's conduct or behaviour, or a player's support persons conduct or behavior, (Parent, Spectator or Team Official) arising from or in connection with a match.
- (d) Impose penalties whether by fine, suspension or disqualification or by forfeiture of points for any non-compliance or breach of any of these By Laws.



NORTH EASTERN JUNIOR TENNIS ASSOCIATION INC.

CODE OF DRESS

Players shall dress and present themselves for play in clean, correct tennis attire at all times.

Designs and logos on all apparel must be in good taste.

FOOTWEAR

SHOES — The sole should be of a pattern appropriate to those court surfaces being used within the competition. Soles should be non marking. Athletic boots, leisure shoes, cross trainers are not acceptable.

SOCKS — Must be worn at all times. Ankle socks are acceptable; stockings and tights are not appropriate.

BOYS WEAR

TENNIS SHORTS — Cargo, football, squash, casual shorts and denim shorts/jeans are unacceptable.

TENNIS SHIRTS — With or without a collar, they may have a 'V' neck (with or without buttons) or a round neck. Hawaiian shirts and bonds singlets are not tennis wear and are unacceptable.

GIRLS WEAR

TENNIS TOPS — May be worn with or without a collar. Appropriate sleeveless round neck and singlet style tops are acceptable when coordinated as a set to a matching skirt or shorts.

Short crop tops and off one shoulder tops are not permitted. Minimal exposure of the midriff is acceptable.

Bike pants, leggings and three quarter leggings are acceptable only when worn underneath a skirt.

TENNIS SKIRTS / SHORTS — Netball skirts are unacceptable.

TENNIS DRESSES — Short sleeved or sleeveless tennis dresses are allowable.

OUTER WEAR

WARM-UP ATTIRE — May comprise a sports tracksuit jacket, tracksuit pants, windcheater or vest.

TRACKSUITS — *Should be removed prior to the commencement of play, however in extremely cold weather the Home Supervisor only is empowered to extend the time (and will advise all teams) that track suits may be worn.*

ACCESSORIES

BADGES — Those pertaining to tennis only are permissible.

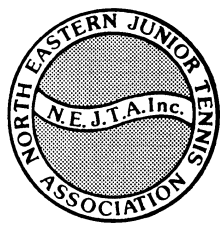
HEADWEAR — Tennis hats, caps, eyeshades, visors or towelling headbands may be worn.

If there is a breach of the Dress Code the Home Supervisor must advise the player and Team Manager. They shall place an * asterisk next to players name on score card and a brief comment on back of score card indicating type of Dress Code breach (i.e. no shorts or skirt).

The Offending Club will be issued a written warning for the first offence. A fine will be issued for the second and subsequent offences by any club member.



PLAYERS ARE ENCOURAGED TO BE SUN SMART



NORTH EASTERN JUNIOR TENNIS ASSOCIATION INC.

CODE OF CONDUCT

To apply to all competition and events under the control of and/ or representing the NEJTA (Inc.) or any matter arising from or in connection with the NEJTA.

Any event not covered by the following NEJTA rules will be deferred to the Tennis Victoria Code of Conduct

GENERAL – APPLIES TO ALL PARTICIPANTS/PARTIES

- a. No person shall, during a match or at any time whilst on location at any tennis club or other court venue, engage in conduct to lower the integrity or standing of the NEJTA (Inc.) or of the game of tennis.
- b. All parties will conduct themselves in a sportsmanlike manner and give due regard to the authority of officials and the rights of opponents, spectators and others. For the purposes of this policy, unsportsmanlike conduct is defined as misconduct by a person, prior to, during, or subsequent to a match that is clearly abusive or detrimental to the sport, but does not specifically fall within other violation categories.
- c. Respect and co-operate with others at all times.
- d. No person shall at any time verbally abuse any official, opponent, spectator or other person within the precincts of the court, Club or venue. No person shall use audible obscenities or make obscene gestures. Intimidation, bullying and harassment will not be tolerated.
- e. Physical abuse/threat of physical abuse of any person **will not** be tolerated **under any circumstances**

PLAYERS

- a. Co-operate with your team-mates, opponents and the Court Supervisor.
- b. Players shall not violently, or with anger, hit, kick or throw a tennis ball, racquet, or any other equipment, or in any way interfere with any court equipment.
- c. No player of either team is permitted to leave the match venue before the completion of the match without prior permission from the Home Supervisor.
- d. Players cannot receive coaching/advice/instruction of any kind whilst on the tennis court.

IF THE CONDUCT OF A PLAYER IS DEEMED BY THE HOME SUPERVISOR TO HAVE VIOLATED THE CODE OF CONDUCT THE FOLLOWING SHALL BE APPLIED:

- 1) ***One Warning***
Advise player that if they offend again they will lose a point
- 2) ***Offending player loses a point***
Advise player if they offend again they will forfeit current and all remaining sets
- 3) ***Offending player is to be removed from the court and must forfeit current and remaining sets***

The Court Supervisor can, taking into account all the facts, determine that a significant violation warrants immediate set default without progressing through the above stages.

If any player violates the Code of Conduct and is addressed by the Home Supervisor then a Match Rule Violation Report must be submitted by the Home Supervisor. This report can be sent via email and must be submitted through the Junior Secretary. It must reach the Association Secretary by 6:30 pm Tuesday) following the match.

COURT SUPERVISORS/UMPIRES

- a. Home Supervisors/Umpires must be fair, considerate and honest in all dealings with others. Language used, presentation, manners and punctuality should reflect high standards. Home Supervisors are role models for others.
- b. Home Supervisors/Umpires must demonstrate a high degree of individual responsibility especially when dealing with persons under the age of 18 years, as words and actions used are an example to others.
- c. Strict impartiality must be maintained at all times.
- d. Home Supervisors/Umpires must make decisions fully supported by the NEJTA Match Rules and Code of Conduct.

PARENTS/SPECTATORS/TEAM OFFICIALS

- a. Parents/Spectators/Team Officials must not interfere at any time. Your position is in an encouragement capacity only.
- b. No coaching of players or conversation with players is permitted from court side.
- c. Parents/Spectators/Team Officials shall not applaud mistakes, e.g. Double Faults.
- d. Take action if requested to do so by the Home Supervisor.

If the conduct of a Parent/Spectator/Team Official is deemed by the Home Supervisor to interfere with the conduct of a match, then play must be stopped and that person must be advised that play will not continue until their conduct improves **The Association must be notified immediately by phoning the NEJTA mobile 0408 587 380**

NEJTA COMMITTEE MEMBERS/CLUB OFFICIALS

- a. NEJTA Committee members/Club Officials must act in a professional manner at all times.
- b. Maintain total confidentiality on all NEJTA matters.
- c. NEJTA Committee members/Club Officials must be fair, considerate and honest in all dealings with others. Language and manners used should reflect high standards. Officials are role models for others.
- d. NEJTA Committee members/Club Officials must demonstrate a high degree of individual responsibility especially when dealing with persons under the age of 18 years, as words and actions used are an example to others.
- e. Strict impartiality must be maintained at all times.
- f. NEJTA Committee members/Club Officials must make decisions fully supported by the NEJTA Match Rules and Code of Conduct.



NORTH EASTERN JUNIOR TENNIS ASSOCIATION INC.

TENNIS ETIQUETTE

- ❖ Display good sportsmanship at all times.
- ❖ **SINGLES**
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.
- ❖ **DOUBLES**
To avoid controversy over the score, the umpire should announce the game score before each game and the point score prior to each the point serve.
- ❖ Always be fair on line calls - remember the edge or any part of the line is still "in".
To be called out a ball must be completely out.
- ❖ All balls on your side of the net are your responsibility, to pick up and, where appropriate, return directly to the server.
- ❖ The receiver should not return the first service if it is an obvious fault – let it go by or ground it.
- ❖ Wait until a point is over before walking behind a court where a match is in progress.
- ❖ To retrieve a ball from another court or to return a ball to another court, wait until the players have completed a point.
- ❖ Don't talk during a point unless to call 'yours' etc. to your partner.
- ❖ Do not deliberately waste time.
- ❖ Spectators should applaud all good play shots on both sides and not just their own players and children.
- ❖ Do not enlist the aid of spectators, including parents, coaches, etc, in making line calls, or attempting to determine the score or other on-court matters.
- ❖ Screaming regularly and loudly, whether in relation to winning and/or losing a point is likely to cause interference to play on nearby courts and may be considered unsportsmanlike conduct.



APPENDIX D

NORTH EASTERN JUNIOR TENNIS ASSOCIATION INC.

CORRECTING ERRORS

ERROR	GAME	TIE-BREAK
Player serves from wrong half of the Court.	Point stands. Correct immediately.	Point stands. Correct immediately.
Player serves from wrong half of the Court. One Fault.	Correct immediately. Second Serve.	Correct immediately. Second Serve.
Player serves out of turn	Point stands. Correct Immediately A fault served shall not count. In doubles if partner serves out of turn a fault served shall count. If game completed order remains as altered.	Point stands. Correct Immediately. A fault served shall not count. In doubles if partner serves out of turn a fault served shall count. If turn of service completed order remains as altered.
Error in order of receiving doubles	Remains as altered until the end of game. Resume original order of receiving for next game of that set.	Remains as altered until the end of game.
Tie-break game/Advantage Game	If error discovered before second point, point stands, correct immediately. If error discovered after second point remains as altered.	