

TENNIS LEAGUES

Indian School Park: 480.312.2740

Operations Supervisor: Andy Passmonick

Tennis Coordinator: Henry Garcia

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Scottsdale Ranch Park: 480.312.7774

Operation Supervisor: Andy Passmonick

Tennis Coordinator: Chet Obidzinski

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Adult Tennis League Rules & Guidelines (18 yrs. of age +)

(Singles, Partnered Doubles & Round Robin Doubles)

A. LEAGUE STRUCTURE

i) The season will consist of a minimum of five league matches to a maximum of eleven league matches during the season. The number of matches is dependent upon the number of weeks available and/or the number of persons registered. A two (2) set format is in effect unless specified otherwise (e.g., round robin divisions or best 2 of 3 leagues). **No credits/refunds will be issued for any player/team that withdraws from the league within 6 days of the starting league date. There is a \$10 processing fee charged for any player/team withdrawing from a league from the time of their registration until 6 days prior to the league starting date. Players/teams must notify the league coordinator if they are withdrawing from their league immediately.**

ii) **Extended league matches** – Due to the difference in number of players participating per league, weeks of play on the league schedules may vary. In an attempt to allow all players to play at least the minimum number of matches as outlined in section A, i above, an extension may be added to the league schedule. ***Extended play league matches are mandatory and part of the league but are not played for points/games. Forfeit, forfeit fee, court fees, substitution, and half-point rules do apply to "Extended Play" matches.

B. PLAYER RESPONSIBILITY – MATCHES PLAYED AS SCHEDULED – See 24 Hr. Rescheduling Rule

Most players go to great lengths to arrange their personal and work schedules to play in a league on the day and time their league is scheduled for. Please either play as scheduled, obtain a substitute, or reschedule the match per the rules in Section G. It is the player's responsibility to seek an eligible substitute for their scheduled match. If the player does not find their own substitute and a substitute is instead obtained by tennis center staff at Scottsdale Ranch Park or Indian School Park, HALF POINTS ONLY will be awarded for that particular match. Please refer to the forfeit rule for penalties. Make-up matches as in Sec. G are not an entitlement. The leagues are scheduled for the same day/time each week and players should be committed to this upon registration. Players that are requested to make up a match have the right of refusal in which the requestor must play as scheduled, obtain a substitute, or forfeit the match. Substitutes must be at the same NTRP rating as the league level or within a half of a point below only. Unplayed matches or matches not completed within 7 days of the final scheduled league match will result in the forfeiture of unplayed games to the player/team that was unable to fulfill their commitment.

C. RULES AND PROCEDURES OF PLAY

1. League rules and schedules may be obtained at the Tennis Center during regular park hours or requested through email. League rules and schedules are emailed at a minimum of 3 days of the first league match.
2. Both players/teams are required to record scores on the sign-in or league sheet at the tennis center desk. If scores are not recorded, the league coordinator may record a forfeit or 0,0 for both opponents involved.
3. League members are to use their Indian School Park, Scottsdale Ranch Park, or NTRP rating for ranking purposes. Once you are participating in City of Scottsdale leagues, your performances will be the basis for league rating movement; either up or down in divisions.
4. The player/team designated by the underline on the schedule (or circled on the sign-in sheet) must bring an unopened can of tennis balls to the match or purchase a can of balls at the front desk.
5. All league matches are to be completed in 90 min. from the scheduled start time. (except Round Robin Leagues which plays for approximately 2.5 hours). Please be prepared to exit your court at the scheduled end time for your match if others are waiting.
6. CELL PHONES must be shut off or put in silent/vibrate mode.
7. Play must be continuous; no undue breaks. 20 seconds between points, 90 seconds on changeovers, and you ca 2 minute break between sets is allowable. No breaks however after the first game of the set. Please be courteous.
8. Determining choice of side and serve will be done by a spin of the racquet or coin flip. The winner will decide to serve, receive or choose side. EXAMPLE: Player "A" wins the spin and chooses to serve or receive, player "B" gets choice of side, OR player "A" wins the spin and chooses side, then player "B" may choose to serve or receive.
9. The player/team that served first in the set that ended in a tiebreaker shall receive in the first game of the following set.

D. RETIRING RULE:

If one or more players are unable to finish the match because of injury or emergency, the player/team retiring will get credit for games earned and the remaining team will get 6 games for the set. If a player/team retires, it will **not** be considered or recorded as a forfeit.

E. FORFEIT RULE:

1. A match that cannot be played on the assigned day and time and cannot be played with a substitute or make-up shall be a forfeit. The player/team that was unable to play will receive 0 points (0,0) and the team forfeited to will receive 12 points (6,6). A forfeit and fee may be charged when a player/team is eleven minutes or more tardy. If the player/team that has waited for a tardy player/team chooses to stay and play, the match will begin and continue as scheduled until the time allotment has run out. When time has run out, the tardy player/team will forfeit the remainder of the games to be played in the match (no fee).
2. If both teams/players are unable to play the match or are not on the assigned court within 10 minutes of the scheduled match time, a double forfeit will occur and 0 points (FF) will be awarded to both teams/players.
3. The **FIRST** forfeit will be charged \$15. The **SECOND** forfeit, there will be an additional \$15 charge, and you/your team will be contacted to check status for the completion of the current league. It will be at the league coordinator's discretion if you are dropped from the league after the second forfeit. A third forfeit will result in an immediate drop from the league. The league coordinator will monitor any future participation. Any match called in as a forfeit before matches are canceled due to inclement weather shall still be considered a forfeit.
4. If a substitute does not show up for the scheduled match, the league player is still responsible, will receive 0 points (FF) and may be assessed the forfeit fee.
5. Players may avoid forfeit fees by following Section G below.

F. WARM-UP / FORFEITS:

1. All warm-ups and serves must be taken during the first 10 minutes.
2. A forfeit will result if a team/player arrives past the 10-minute warm-up time. If a player/team is eleven minutes or more tardy and their opponent decides to not continue with the match as scheduled, the late/offending player will be charged with a forfeit and forfeit fee. Time is kept according to the Tennis Center official clock (see staff).
3. If the waiting/offended player chooses to begin their match with the offending player that has arrived on the assigned court eleven or more minutes late, they have waived their right to an immediate 6,6 score (for a forfeited match and 0,0 for the forfeiting player) and the match will continue as scheduled. However, if the match has been agreed upon to begin at eleven plus minutes following the schedule start time, the match will continue until the match end time (7:15pm for early matches & 9pm for late matches). If the match is not yet complete, the player that was tardy will forfeit any remaining games in the match (in order for the final set to be won by the player that was originally on time).
4. In case of a forfeit, the player is entitled to the use of the court/court time that the match was scheduled on. (see staff)

G. MAKE-UP PROCEDURES:

1. 24 Hr. rescheduling rule: Matches may only be rescheduled if they are approved by both players/teams of a match, are approved within 24 hours of the scheduled match date/time, AND are emailed to the tennis league coordinator or phoned in to the front desk of the tennis center. All three must apply. Players are not entitled to make-up matches. The leagues are scheduled for the same day/time each week and players should be committed to this. Opponents of players wishing to have their match made up reserve the right to decline thus requiring the requesting player to obtain a substitute or play their match as scheduled.
2. Players/teams are permitted a maximum of ONE (1) FREE make-up match request per league. Following the one free make-up, the requesting player must pay for the court time to play the league make-up match AND will receive only HALF POINTS for score recorded at either Scottsdale Ranch or Indian School Tennis Centers.
3. Approved make-ups may be played at the facility in which the league originated (Indian School Park or Scottsdale Ranch Park). If courts are not available at either ISP or SRP, the match may be played at a mutually acceptable alternate location. Notify the League Coordinator (email preferred) of the make-up match and the alternate court location. Scores must be called in within 72 hours upon completion of match.
4. Once a make-up is scheduled, all players are expected to show up. If someone cannot play on the agreed day and time a substitute must be found or the make-up will result in a forfeit.
5. Once a day and time are agreed upon, schedule the court at the Tennis Center (reservations are required). Let the front desk know if this is a Round Robin make-up as it requires a two hour reservation slot.

H. SUBSTITUTION RULE:

1. All substitutes must be called in to the front desk or emailed; Indian School Park 480-312-2740 ISPL leagues@ScottsdaleAZ.gov , Scottsdale Ranch Park 480-312-7774 SRPL leagues@ScottsdaleAZ.gov .
2. A person unable to play their match may use an eligible substitute. If a sub is not used, the score will be recorded as a forfeit and the player will be penalized in accordance to the forfeit rule.
3. A maximum of 2 subs per person will be allowed during the season to remain in prize contention.

4. All subs must be 18 years or older.
5. Subs must sign in for the league member on the sign-in sheet (SRP only) at the front counter or check in at the front desk (ISP). Subs not signing or checking in may result in a forfeit. Please make arrangements to provide a new can of tennis balls if it is your obligation to do so.
6. To ensure a sub of appropriate skill level, the sub must be of equal or lower ranking (within a half of a point). For example, a 4.0 player may sub up in a 4.5 level, but you cannot sub down in a 3.5 level or lower. If a player is playing up due to their doubles partner's rating, they cannot sub lower than the level that the team is playing in leagues; however, this does not change their individual rating level.
7. Players may not substitute within their own league regardless of Bye weeks.
8. Substitutes are responsible for finding their own substitute if they become unable to play. Notify the appropriate tennis center within 24 hours of the match.

I. SUBSTITUTION SCORING RULE:

1. First sub (per person) will receive total points, second sub (per person) will receive half points. After two subs per person, that person will be out of trophy (prize) contention (OTC).
2. If a substitute is present, and the opponent does not show up for the match, the player finding the sub will receive points according to whether it is first or second sub.
3. If a match begins with a substitute but is delayed due to rain or wind, the match that is completed later, will reflect the substitutes earned points and the actual league player would begin from that point in a make-up match.

J. SUBSTITUTION RULE ABUSES:

1. If the maximum number of subs is exceeded, forfeits will be awarded and the possibility of being dropped from the league may result.
2. Abuse of a substitute's ranking could result in a forfeit and the possibility of being dropped from the league.

K. SCORING:

1. All play will consist of two, six-game sets using conventional scoring, exception: round robin leagues. One point per game won is recorded for league standing purposes.
2. The total number of points obtainable during a two-set match is 12. If there is a split, there is no third set.
At a score of 5 games all (not 6), the 12 point tie-breaker will be employed; first to seven points by two. The winner of the tie-breaker wins the set **6-5**.
3. Round robin league scoring rules are described in a separate rules sheet; ask for details.
4. Unplayed matches or matches not completed within 7 days of the final scheduled league match will result in the forfeiture of unplayed games to the player/team that was unable to fulfill their commitment.

L. MOVEMENT WITHIN THE LEAGUE:

1. Upward movement from one division to another is allowed when: (1) it is approved by the league coordinator or facility coordinator; (2) it is based on tournament wins and/or dominance of league division; or (3) upon your second league win within a twelve (12) month period.
2. Any player/team within twelve points of the required 50% obtainable points WILL be placed on probation. However, any player/team with 13 or more points below the 50% requirement will be automatically moved down one division.
3. Round Robin players within eighteen points of the required 67% obtainable points WILL be placed on probation. However, any round robin player with 19 or more points below the 67% requirement will be automatically moved down one division.
4. If the team/player has been put on probation for two leagues/two seasons, the team/player will be automatically moved down one division.
5. Remember, winning your division once does not automatically qualify you to move up a division. The league coordinator will determine movement.
6. League participants may not be re-rated by a teaching professional or instructor at the end of any season to stay in the division that they did not make their rating requirement. League ratings are based on your performance in league play.
7. Substitutes and forfeits are not calculated towards a player/team league rating evaluation.

M. WEATHER/RAIN/WIND PROCEDURES:

If play is interrupted due to rain, excessive wind, or other weather related issues, the match will be continued from the exact point of delay any time during that season but no later than the designated make-up deadline (7 days after the final scheduled match). Report the scores to the Tennis Center via email or phone. If there is any doubt about a league cancellation (due to weather), email or call the Tennis Center. Don't assume that a league match has been cancelled as weather varies in all parts of the greater Phoenix/Scottsdale area.

N. GENERAL RULES:

1. If a first place tie develops, the winner of the head-to-head match will be declared the winner of the league. If there is still a tie, the league standing will reflect a tie (T1). However, if a tie results when a sub was used, the placement will go to the player who played all of their matches.
2. If a tie for second place develops, the winner of the head-to-head match will win second place. If there is still a tie, the league standing will reflect a tie (T2). However, if a tie results when a sub was used, the placement will go to the player who played all of their matches.
3. Do not enter a court if a match is in progress. If your court is not available, please return to the Tennis Center desk and see if your court should be available or if another court can be assigned. Check in at the front desk nightly for court assignments.
4. Please do not bring children to league matches. No adults or coaching are allowed on court during any league match. Children may not be left unattended at the facility during play.
5. The Tennis Center staff has the authority to forfeit any league match due to blatant unsportsmanlike conduct or failure to comply with the City of Scottsdale Behavior Policy. Please report any such behavior to staff. The league coordinator cannot take any action without verbal/written notification. Upon the receipt of any concern regarding a league player's behavior on court, the league or facility coordinator will send a memo of concern regarding the situation. Continued problems will result in league dismissal.
6. The City of Scottsdale Tennis Leagues will abide by the **USTA** Code of Conduct and On Court Rules.
7. No credits/refunds will be issued for any player/team that withdraws from the league within 6 days of the starting league date. There is a \$10 processing fee charged for any player/team withdrawing from a league from the time of their registration until 7 days prior to the league starting date. Players/teams must notify the league coordinator if they are withdrawing from their league immediately.

TIE BREAK PROCEDURES

TIE BREAK PROCEDURE for Singles:

1. A player who first wins seven points shall win the game and set provided they lead by a margin of two points. If the score reaches six points all, the game shall be extended until this margin is achieved. Numerical scoring (1,2,3) shall be used throughout the tie-breaker when the set score reaches 5-all.
2. The player whose turn it is to serve shall be the server for the first point, which is delivered from the deuce court. The opponent shall be the server for the second and third points (delivered from the ad court, then the deuce court). Each player shall then serve alternately for two consecutive points until the winner of the game and set has been decided.
3. Players shall change ends after every six points and at the conclusion of the tie-breaker. Note that after any change of ends, the server will be serving the second point.
4. The player who served first in the set that ended in a tie-breaker shall receive service in the first game of the following set.

TIE BREAK PROCEDURE for Doubles:

1. The procedure for singles shall apply. The player whose turn it is to serve shall be the server for the first point. Each player shall then serve in rotation for two points until the winner of the games and set have been decided.
2. Players change ends after every six points and at the conclusion of the tie-breaker.
3. The team that served first in the set that ended in a tie-breaker shall receive in the first game of the following set.

TIE BREAK PROCEDURE for Round Robin Doubles:

1. The procedure for singles shall apply. The player whose turn it is to serve shall be the server for the first point. Each player shall then serve in rotation for two points until the winner of the games and set have been decided.
2. Players change ends after every six points and at the conclusion of the tie-breaker.
3. The first team to seven points will win the round robin tie breaker. If the score is tied at 6-all, the receiving team has the choice of serve and the next point determines the tie break winner.
4. The team that served first in the set that ended in a tie-breaker shall receive in the first game of the following set.

24 October 2016

ROUND ROBIN TENNIS LEAGUE FORMAT/PROCEDURES
3 Set Format

1. **STRICT 10-MINUTE WARM-UP PERIOD.** No personal conflicts can be rescheduled; matches are played as scheduled. **PLEASE REMEMBER, YOU NEED TO SIGN-IN BEFORE THE START OF EACH MATCH AND RECEIVE YOUR COURT ASSIGNMENT FROM THE FRONT DESK STAFF**
2. Finding a sub is the responsibility of the player in need. A sub list is available at the front desk. As a courtesy, if you are required to bring a new can of tennis balls to the match, please leave them at the front desk for your sub; also, please call (ISP at 480.312.2740 or SRP at 480.312.7774 or at 480.312.8402) to let us know of your sub. All substitutes must be called in prior to your match. There is now a 36 HR Rescheduling Rule; all players must agree; please refer to the rule for specific details and how to contact SRP if a match is rescheduled.
3. Points are awarded as follows:
 - a) one set is played with each person, NO AD Scoring;
 - b) first team to 4 points wins that game;
 - c) at 3-3, it will be the receiving team's choice of serve;
 - d) a no-ad tie-breaker will be played when the score is 5-all; if the tie-break score is tied at 6-all, the receiving team has the choice of serve;
 - e) awards are given for first place.
4. The running individual score is based on the number of games earned.
5. When using a sub, full points will be recorded for the first sub; half points will be recorded for all subsequent subs. After two subs per person, that person will be out of trophy contention (OTC). If ISP or SRP provides a last-minute sub, the league player will have half points.
6. There is a \$15 charge for each forfeit. In case of a forfeit, the remaining players will receive "AVG" at the time of the match. The league coordinator will evaluate the forfeit circumstance, and points earned, if greater than your average, may be recorded. At the end of the season your league average will be used as your match score for the forfeit week. Points earned by forfeit win(s) will not count towards the 2/3 rating level (84/126).
7. Substitutes brought in with a higher rating than they are playing in, may result in a forfeit for the original league member. Please remember, a player can sub up, but cannot sub down, e.g. a 3.5 player cannot sub in a 3.0 league, however a 3.0 player can sub up in a 3.5 league. Please notify SRP of any substitute inequities within 24 hours of the completed match, otherwise the match will stand as played with the points received.
8. If someone has to default the second or third rounds of play, the remaining three league players will be awarded either 6 games per set, depending on the number of rounds defaulted. These points will not be computed into the 2/3 rating level.
9. **CELL PHONES & PAGERS** must be shut off or placed in pulse mode. USTA rules states that play must be continuous. SRP rules state that these items should not be on the court. Please be courteous.
10. Determining choice of side and serve will be done by a spin of the racquet. The winner of the spin will decide to serve, receive or choose side. **EXAMPLE:** Player "A" wins the spin and chooses to serve or receive, player "B" gets choice of side, **OR** player "A" wins the spin and chooses side, then player "B" may choose to serve or receive.
11. At the completion of the first game of each set, there is no rest break. Play is continuous; you walk to the other side and start game two.
12. If all players agree to a reschedule of the match, SRP must be notified 36 hours prior to original match schedule day/time. Matches must be completed by the make-up date on league roster.

ON COURT RULES

(Excerpted from the official USTA publication, "The Code", whose principles and guidelines shall apply in any match conducted without officials and not addressed specifically in the house rules.)

- ❑ If you have any doubts as to whether a ball is out or good, you must give your opponent the benefit of the doubt and play the ball as good. You should not play a let.
- ❑ It is your obligation to call balls on your side, to help your opponent make calls when the opponent requests it, and to CALL AGAINST YOURSELF (with the exception of the first service) any ball that you clearly see out on your opponent's side of the net.
- ❑ Any "out" or "let" call must be made instantaneously (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.
- ❑ Do NOT enlist the aid of spectators in making line calls.
- ❑ If you call a ball out and then realize it was good, you should correct your call.
- ❑ To avoid controversy over the score, the Server should announce the set Score (e.g., 5-4) before starting a game and the game score (e.g., 30-40) prior to serving each point.
- ❑ If players cannot agree on the score, they may go back to the last score on which there was agreement and resume play from that point, or they may spin a racquet.
- ❑ Foot faults are not allowed. If an opponent persists in foot-faulting after being warned not to do so, the Referee should be informed.
- ❑ Do not stall, sulk, complain or practice gamesmanship.

CODE OF CONDUCT

The highest type of sportsmanship is expected from every player! Players are under an obligation to avoid acts that are unsportsmanlike or detrimental to the game of tennis. In USTA sanctioned tournaments, violators of this are subject to disciplinary action.

Loud, abusive, or profane language, racquet throwing, or hitting balls indiscriminately is prohibited.

Do not stall. The Rules of Tennis allow a maximum of 1-1/2 minutes (90 SECONDS) for changing ends of court on odd games and 30 seconds between points and between games when there is no changeover.

Intentional waving of a racquet or arms or making distracting noises is prohibited.

Coaching is prohibited. (Spectators, including parents, friends and coaches, should not interfere with or participate in on-court matters; only players or officials are allowed on the tennis court.)

Do not withdraw from tournament after the draw has been made or default in a tournament (whether during the course of a match or prior to its commencement) except for illness, injury or personal emergency.

Tennis Etiquette

Wait until a point is over before walking behind a court where a match is in progress; DO NOT WALK INTO OR THROUGH A MATCH 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.

Players should present a neat appearance and abide by local dress regulations.

PARK BEHAVIOR POLICY

PARK MISSION STATEMENT AND GOAL

The mission of Scottsdale Parks and Recreation Division is to ensure that a positive environment is maintained within all programs and parks, so that all persons can play, recreate, and spend leisure time in a safe environment. Our goal is to provide a positive atmosphere in which self-esteem is maintained and all individuals are treated with dignity and respect.

PARK BEHAVIOR POLICY

The Park and Recreation Division will not tolerate any form of discrimination, abuse, and/or unacceptable behavior.

Unacceptable behavior includes, but is not limited to, the following:

- Any violation of federal or state law, or city ordinance
- Deliberate or reckless disruption of any park activities or programs
- Failure or refusing to obey park ordinance or park rules as directed by city staff or sign
- Threatening or intimidating others through verbal abuse, profanity, obscene gestures, or other means
- Intentionally or recklessly damaging or defacing any park property or equipment, or personal property of others
- Fighting or other assaultive behavior

SANCTIONS FOR VIOLATING PARK BEHAVIOR POLICY

When there are reasonable grounds to believe that there has been a violation of the park behavior policy, park staff will take appropriate action and document the incident. Appropriate action may include requesting compliance of park ordinance or rules, working with parents of disruptive youth, conflict resolution which may involve other city staff, police notification, or formal sanctions. Formal sanctions include, but are not limited to, documented oral reprimands, written reprimands, suspension from a park program or activity, or suspension from a certain park or all parks for a specified period of time.

PROCEDURE FOR PARK SUSPENSION

When all other remedies have been exhausted or a violation is severe or repeated, offenders of the park behavior policy may be suspended from a certain park or all parks for a specified period of time. The location and length of any suspension will be based on the character and severity of the discrimination, abuse, or unacceptable behavior. Prior unacceptable behavior and prior sanctions may also be considered in determining the location and length of the suspension.

Failure to comply with a suspension will result in arrest for trespassing (in violation of ARS 13-1502.A1 or 13-1503.A).

Suspensions are initiated by the park coordinator and reviewed by the Park and Recreation Division manager and director. The Police Park Unit may also be consulted for advice. When necessary, suspensions can be immediately issued by the park coordinator or his designee with subsequent review by the division manager and director.

The park coordinator or his designee will do the following:

1. Determine if the violation(s) merits suspension.
2. If so, complete a *Letter of Suspension* which details the incident(s) leading up to the suspension, the location(s) the subject is prohibited from entering, the length of time of the suspension, consequences of violating the suspension (arrest), and the authority of the person writing the letter.
3. Complete the Park, Recreation and Facilities Division *Notice of Suspension* form.
4. Request the presence of a police officer prior to serving the *Letter of Suspension* and *Notice of Suspension*. Request a report number from the police officer and provide him with a copy of the *Letter of Suspension* and *Notice of Suspension* for his report.
5. If possible, take a photograph of the suspended subject.
6. Provide the report number and the photograph to the Police Park Unit for tracking and future prosecution purposes.
7. Maintain the original forms and the police report number. Share the information with park staff.