

**NORTH EASTERN JUNIOR TENNIS ASSOCIATION**

# **MATCH RULES**

## **SINGLES**

All correspondence and communication other than on a Saturday morning must be submitted by the Junior Secretary

### **SATURDAY MORNING COMPETITION**

**HON. SECRETARY**

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**MATCH COMMITTEE**

Mrs Sue Hill  
Mr Dean Butler  
Mrs Judy Edwards

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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) All players must report ready to play prior to 8:00 am regardless of weather conditions  
*Penalty- loss of sets and fine*

### **9:30 am START**

All players must report ready to play prior to 9:30 am regardless of weather conditions.  
*Penalty- loss of sets and fine*

- (h) No Players name is to be entered on score card until they are physically present.  
*Penalty – Fine*
- (i) No player will be permitted to play in another team within the same section.  
*Penalty – Loss of sets and fine*
- (j) No player will be permitted to play in any section lower than they were graded in.  
*Penalty – Loss of sets and fine*
- (k) Any player having played three (3) matches in any section higher than their graded section will not be permitted to play for their original graded section. They will be restricted to the higher section. *Penalty – Loss of sets and fine*
- (l) No player shall be listed to play in more than one match in the same round.  
*Penalty – Loss of sets for second match played*
- (m) 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.
- (n) 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 two (2) courts per team from 8:00 to 9:30 am. Teams must retain one (1) court originally allocated to them. *Penalty as determined by Match Committee*

### **9:30 am START**

Each Club must provide two (2) courts per team from 9:30 am.  
*Penalty as determined by Match Committee*

- (d) Court allocation for all teams must be displayed. *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. 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 prior 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 their first 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*
- (b) Any player/s filling in for a higher section must be played in the correct order according to their ranking. An (E) must be placed beside their names/s.  
*Penalty for incorrect order is loss of set and fine*

### 6. STARTING AND FINISHING TIMES

- (a) The starting time of **all matches is 8:00 am promptly**. Players may hit-up (**prior to 8:00am**) for their first set only. Hit up time is to be limited to 3 minutes.

#### **9:30 am START**

The starting time of **all matches is 9:30 am**. 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.**
- (c) The team responsible for play not commencing by:
  - i. 8:10 am will forfeit the **first 2 Doubles sets** to 'Love'.
  - ii. 8:20 am will forfeit the **first 2 Singles sets** to 'Love'.
  - iii. 8:30 am will forfeit the **match**.

#### **9:30 am START**

The team responsible for play not commencing by:

- i. 9:40 am will forfeit the **first 2 Doubles** set to 'Love'.
- ii. 9:50 am will forfeit the **first 2 Singles** sets 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, players full Christian and Surnames and doubles pairing on score card first, and then pass it on to the Visiting Team to complete their club name, full Christian and Surnames and doubles pairing.  
*Penalty – Fine issued to offending team*
- (c) A tie-break will be played at 5 games all.
- (d) Players must play in their graded order (ie No player may play below a player who is graded lower than them). *Penalty – Loss of set and fine*
- (e) Order of play can be corrected during the match where a team realises players are out of order. Sets completed or commenced cannot be altered or replayed. A note is to be made in the notes section of the scorecard. No player can play more than 3 sets.
- (f) **Doubles must be played first.** *Penalty – As determined by Match Committee*  
Matches will consist of 8 sets:

	HOME TEAM		VISITING TEAM
<b>DOUBLES</b>	1 & 4	V	1 & 4
	2 & 3	V	2 & 3
<b>SINGLES</b>	No 1 Player	V	No 1 Player
	No 2 Player	V	No 2 Player
	No 3 Player	V	No 3 Player
	No 4 Player	V	No 4 Player
<b>DOUBLES</b>	1 & 2	V	1 & 2
	3 & 4	V	3 & 4

- (g) If the Fourth player has not arrived and ready for play at 8:10 am their first doubles set will be forfeited. If still not present at 8:20 am their singles set will be forfeited and if still not present at 8:30 their second doubles will be forfeited.

### 9:30 am START

If the Fourth player has not arrived and ready for play at 9:40 am their first doubles set will be forfeited. If still not present at 9:50 am their singles set will be forfeited and if still not present at 10:00 am their second doubles will be forfeited

- (h) If match is played with a team of three (3) players, player not present must forfeit their three (3) sets to the opposition.
- (i) When a match is played with three (3) players they may play in their graded order. (i.e. if No 2 not playing No 2 position may be forfeited).

## 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

### Total points for match is 12

FORFEIT – 12 points and 16 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:** 6 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<sup>o</sup>**

## 9. 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 32<sup>o</sup> Celsius or higher.
  - III Frost – When court surface is frozen and courts are deemed unplayable.
  - IV Other factors – When courts are deemed unplayable for any other reason.
- (b) The decision to abandon play due to rain / frost **must be made by the Home Supervisor**, if play has not commenced by 8:30 am play will be abandoned. *Time is a guide only.*

<b>9:30 am START</b>
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If play has not commenced by 10:00 am play will be abandoned. <i>Time is a guide only</i>
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- (c) A heat out must be called by the Home Supervisor when the temperature reaches 32<sup>o</sup> 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*

## 10. 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.
- (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 and doubles pairing 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*

## 11. SUBSTITUTES / INJURIES

- (a) In the event of a player becoming incapacitated whilst playing, their 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 singles and second doubles set the score card may be altered to include the name of the substitute player and to reflect the correct order of singles and doubles.
- (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, the 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.

## 12. BALLS

**Home Teams** shall supply two (2) **NEW** balls per court, **which must be approved by Tennis Victoria**. If a club is using additional courts (more than two) balls may be new or **good quality/standard used balls**. *Penalty as determined by Match Committee*

### 13. 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, Doubles pairs and Captains signatures. *Penalty – fine for offending team.*
- (c) Once entered, Score Cards **should not 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.

### 14. 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) Be the official arbitrator of all disputes and make the **final** decision.
- (d) Check the start/finish time, games and sets totals and sign all score cards. *Penalty - Fine*

### 15. 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*

### 16. TEAM CAPTAINS

Team Captains are responsible for entering results and signing score cards. *Penalty - fine*

### 17. PROTESTS

- (a) When a team wishes to lodge a protest against the opposing team, they shall notify their Junior Secretary, who will complete a Protest form 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 Form 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's decision is final.**

### 18. 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) The Executive Committee have the power to inquire into all complaints arising out of or in connection with NEJTA matches. The Executive Committee shall be responsible for dealing with any breach of the Association's Match Rules, Procedures, Codes of Conduct and Dress.
- (d) The Executive Committee will investigate the Complaint and inform the relevant parties of the outcome within 30 days of receiving Complaint.
- (c) **The Executive Committee's decision is final.**





# APPENDIX A

## 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 (all will advise all teams) that track suits may be worn.*

#### ACCESSORIES

**BADGES** — Those pertaining to tennis only are permissible.

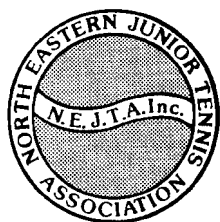
**HEADWEAR** — Tennis hats, caps, eyeshades, visors or towelling headbands may be worn.

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**



## APPENDIX B

### NORTH EASTERN JUNIOR TENNIS ASSOCIATION INC.

# CODE OF CONDUCT

To apply to all competition and events under the control of the NEJTA (Inc.)

No player 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.

#### **PLAYERS:**

Players shall not use audible obscenities or make obscene gestures.

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.

Players shall not at any time verbally abuse any official, opponent, spectator or other person within the precincts of the court, Club or venue.

Physical abuse of any person **will not** be tolerated **under any circumstances**.

No mobile phones / ipods etc. are to be taken onto the court during play.

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.

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

#### ***One Warning***

Advise player that if they offend again they will lose a point.

#### ***Offending player loses a point***

Advise player if they offend again they will forfeit current and all remaining sets.

#### ***Offending player is to be removed from the court and must forfeit current and remaining sets.***

**If any player violates the Code of Conduct and is addressed by the Home Supervisor then a Match Rule Violation Report must be completed by the Home Supervisor. This report must be submitted through the Junior Secretary. It must reach the Association Secretary by 6:30 pm Tuesday (Round 14 - 6:30 pm Monday) following the match. (Match Violation Report Forms available through Club Junior Secretary or Association Secretary).**

#### **SPECTATORS:**

- (a) Team Managers or spectators will not interfere at any time while juniors are playing.
- (b) There will be no coaching of players from court side during play.
- (c) Spectators shall applaud all good play from both sides.
- (d) Spectators shall not applaud mistakes, e.g. Double Faults

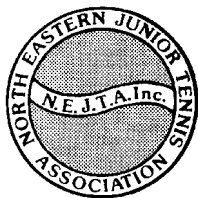
If the conduct of a spectator is deemed by the Home Supervisor to interfere with the conduct of a match, then play must be stopped and that person must be advised that play will not continue until their conduct improves **The Association must be notified immediately by phoning the NEJTA mobile 0408 587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



## 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.



**NORTH EASTERN JUNIOR TENNIS ASSOCIATION INC.**

**CORRECTING ERRORS**

<b>ERROR</b>	<b>GAME</b>	<b>TIE-BREAK</b>
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.	



# APPENDIX E

## NORTH EASTERN JUNIOR TENNIS ASSOCIATION INC.

### Adaptation of Tennis Australia Rules for Matches Played Without a Chair Umpire

All players should be aware of the following basic principles when playing a match without an Umpire:

- ❖ Each player is responsible for all calls on his/her side of the net.
- ❖ If in doubt, the player must give the benefit of the doubt to his/her opponent.
- ❖ A service "Let" may be called by either player/team.
- ❖ The receiver must play to the reasonable pace of the server.
- ❖ All "out" or "fault" calls should be made promptly after the ball has bounced and loudly enough for the opponent to hear.
- ❖ If a player incorrectly calls a ball "out" and then realises that the ball was good, the point should be replayed, unless it was a point winning shot or unless that player made an incorrect "out" call earlier in the match. In these circumstances, the player who called "out" loses the point.
- ❖ The server should call the score before each 1<sup>st</sup> serve, loudly enough for his/her opponent to hear.
- ❖ If players cannot agree on the score, they should calmly discuss the points/games that are disputed. If they then cannot reach agreement they should only replay the number of points/games that are in dispute i.e. two players cannot agree on whether the score is 40-30 or 30-40, but they do agree that they have won two points each. The game shall continue from 30-30. When the game score is in dispute the same principles apply with all agreed games standing and only disputed games being replayed.
- ❖ When a player has created an involuntary hindrance (ball falling out of pocket, hat falling off, etc), the first time a "let" should be called and any similar hindrance thereafter will be ruled deliberate.
- ❖ Any hindrance caused by a player that is ruled deliberate by the relevant official will result in the loss of a point.
- ❖ Where a ball interrupts play, either by rolling/bouncing onto the court, and/or creating a visible interruption behind the court a let should be played. Either player can call a let in these circumstances provided they do so in a timely manner. Where this is between a 1<sup>st</sup> and 2<sup>nd</sup> serve, a second serve only should be played.
- ❖ If at the completion of a match, the players involved realise that the scoring format used is incorrect, the match result shall stand provided all players have left the court enclosure. If the mistake is realised *before* the players have left the enclosure, the correct scoring format should be used to finalise the match. If this is not possible (ie the match has progressed beyond the point where the correct scoring format can be implemented), then the score based on the incorrect format stands.
- ❖ If a player is unhappy with his/her opponent's actions or decisions, he/she should call the Home Supervisor immediately. This may include any disputes regarding Lets, Foul Shots or Not Up situations where players cannot reach agreement.

### Matches played on Clay Courts

For matches played on clay courts, there are some additional procedures that all players should follow:

- ❖ A ball mark can only be checked on a point ending shot, or when play is stopped (a return is permitted, but then the player must immediately stop).
- ❖ Players are prohibited from checking the mark of the ball on their opponent's side of the court, unless invited by their opponent to do so.
- ❖ If a player erases the mark, he/she is conceding the call.
- ❖ If there is a disagreement over a ball mark, the Home Supervisor can be called to make a final decision.
- ❖ If a player calls a ball "out", he/she should, in normal circumstances, be able to show the mark.
- ❖ If a player incorrectly calls a ball "out" and then realises that the ball was good, the player who called "out" loses the point.



## NORTH EASTERN JUNIOR TENNIS ASSOCIATION INC.

### TIE-BREAK

The player whose turn it is to serve shall be the server for the FIRST point from the right court.

Thereafter each player shall serve in rotation for two points, beginning from the left court, and in the same order as previously in the set.

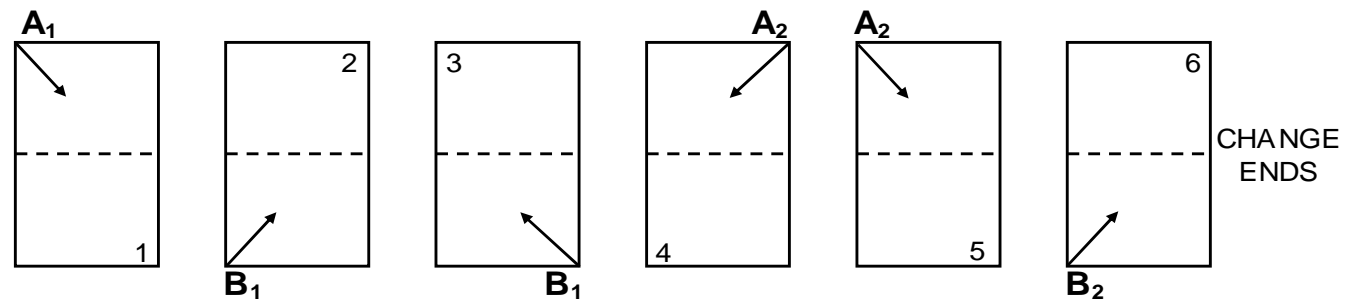
Players change ends after every 6 points.

The first server initially has one serve, but thereafter each player has two serves.

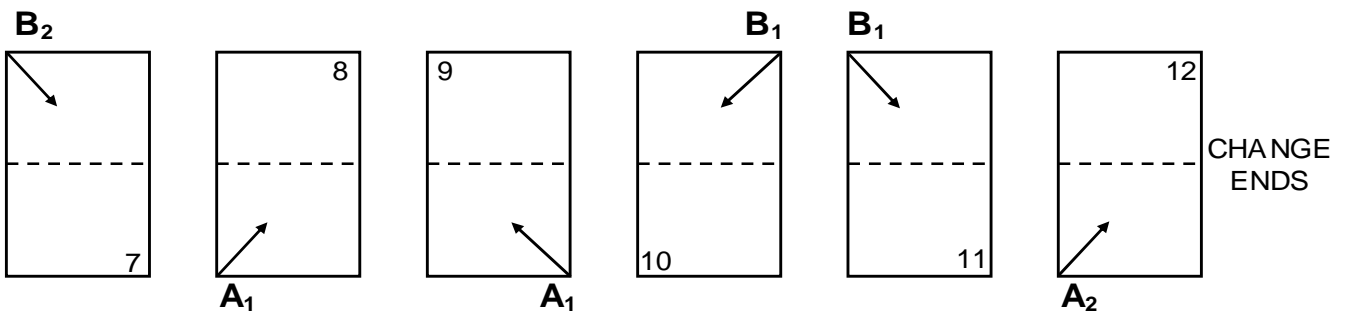
The player/s who wins 7 points first, shall win the game and the set, provided they lead by a margin of at least 2 points. If the score reaches 6 points all, the game shall be continued until a 2 point margin has been achieved.

The tie-break is regarded as one game played, therefore a change of ends is made at its conclusion.

The player/s who served first in the tie-break shall receive service in the first game of the next set if the match is on-going.



CHANGE ENDS (6 POINTS)



CHANGE ENDS (12 POINTS)

