



Hello captains!

Welcome to USTA Atlanta's Tri-Level 40 & Over League! Thank you so much for volunteering and helping to make our league so successful. Not only will you serve as the communicator and representative for your team, but we wouldn't have our league without all of your efforts.

This introductory letter will serve as an information source throughout the entire league season. Refer to it whenever you have a question. If there is a question not listed in this information source, or if you need clarification on a topic, please do not hesitate to contact me.

**A reminder about an important rule regarding invalid team matches:**

- If a team forfeits more lines than they have played, making the match invalid, a warning letter will be sent to the team. If this happens a second time in the league season, the team will be removed from the league and reported to the USTA Georgia Adult League Committee for review.

**Contacts for the Season**

Program Coordinator	Chris Clayton	770-416-4333	<a href="mailto:cclayton@ustaatlanta.com">cclayton@ustaatlanta.com</a>
Director of Leagues	Maegan Kulich	770-416-4333	<a href="mailto:maegan@ustaatlanta.com">maegan@ustaatlanta.com</a>

**Match Formats for Tri-Level**

- Line 1 Doubles – Player's rating must not exceed 4.5
- Line 2 Doubles – Player's rating must not exceed 4.0
- Line 3 Doubles – Player's rating must not exceed 3.5

**Scheduling Matches**

Default Match Start Times:

- Women – Saturday at 2:00pm: 1D (4.5) and 2D (4.0)
- Women – Saturday at 3:00pm: 3D (3.5)

Both captains must agree if start times and order of lines differ from the "default."

If you schedule your match start times/order of play differently from the default time, you must get e-mail/text confirmation from opposing captain. All matches should be attempt to be played at the regularly scheduled match time. However, with the agreement of both teams, the league has a play by time of Sunday at 6:00 p.m.

**Make-up Matches**

**START TIMES & MAKEUP DEFAULT TIMES**

Makeup Deadline\* 2<sup>nd</sup> Saturday (14 days later) 6:00 PM (Women)

Example: If a match scheduled for March 16<sup>th</sup> is rained out, players have until March 29<sup>th</sup> to make the match up.



**Extended makeup default times are in place only for the first five matches for teams with a seven week season or the first four matches for teams with a six week season.**

If inclement weather occurs on the makeup deadline day (Saturday), the new deadline moves to Monday evening at 7:00 PM and continues weekday-to-weekday at 7:00 PM until weather permits the match to be played.

**\*Exception:** If inclement weather occurs on the second to last match of the regular season, the makeup default time is Saturday (7 days later for women) at 6:00 p.m. If inclement weather occurs on the last match of the regular season, the makeup deadline is Wednesday at 7:00 PM and continues day-to-day at 7:00 PM until weather permits the match to be played.

If inclement weather occurs during the playoffs, the makeup deadline is Wednesday at 7:00 PM and continues day-to-day at 7:00 PM until weather permits the match to be played.

**Forfeits:** If the start of any team match is cancelled due to inclement weather, any forfeits awarded in advance are voided, and all three lines may now be scheduled for make-up play. However, if any line has already started when weather stops the match, the forfeit(s) stands

#### **Match Schedule**

- Matches will be played Saturdays at 2:00 pm beginning August 17, 2019.

#### **Playoff Schedule**

- Women's 3.5, 4.0, 4.5 league - Two teams will playing each other seven times. The winner at the end of the 7 matches will be the champion.

#### **Finding Phone Numbers for Opposing Captains**

- Go to TennisLink (<http://tennislink.usta.com/leagues/>);
- Log in your USTA account (if you don't have one – create one);
- Go to your team's "Team Summary" page (the default page for your team)
- Click "Match Schedule" – you will see the opposing captain's phone number.

#### **Finding E-mails for Opposing Captains**

If you would like to find an e-mail for an opposing captain, you may find this information by doing the following:

- Go to TennisLink (<http://tennislink.usta.com/leagues/>);
- Log in your USTA account (if you don't have one – create one);
- Go to your team's "Team Summary" page (the default page for your team)
- Select "Captain Email Report;"
- You will see opposing captain e-mails.



### **Add or change the co-captain**

1. Go to TennisLink (<http://TennisLink.usta.com/Leagues/Common/>).
2. Login to TennisLink (Refer to the "Login to TennisLink" section of this document).
3. Click on "Team Management" under the heading "Quick Links"
4. On the page that comes up, click on your team under the heading "Team Name/Team #"
5. You are now on the team's management homepage. Cursor on "Edit" next to "Co-Captain" and make the changes via the drop-down box that appears.

Note: You must be listed on TennisLink as the captain of the team to add or change the co-captain.

### **Line-ups**

Since this is a flex league and there is not a set match time every week, captain's will have the option to either assist in scheduling each of the lines with the other captain or agreeing to exchange line-ups.

### **Adding a Player After Season Begins**

You may add players at any time up until 11:59 PM on the Friday before the last local round robin match week begins (September 27th at 11:59pm).

### **Scoring**

This season, the default scoring method will be a 3<sup>rd</sup> set 10-point Coman tiebreak in lieu of a full third set.

### **USTA Georgia State Tournament for 2020 Championship Year**

We are currently in the 2020 Championship Year. The City Champion from USTA Atlanta will advance to the USTA Georgia State Tournament to be held in August 2020. Please visit the USTA Georgia's site at [www.ustageorgia.com](http://www.ustageorgia.com) (USTA League Tennis > State Championships) for more information on logistics.

### **Qualifying for the State Tournament**

If your team receives an invitation to the state tournament, each player (going to state) must be on the scorecard for one match in the regular season in order to qualify for State. The one match may be recorded as a default received.

### **Facilities**

Make sure you have the keys to the bathrooms and that they stay open throughout the match. If your facility has time constraints for courts, please make arrangements for them to stay open and lighted to allow you to complete long-running matches.

Another important note regarding facilities: Once you have indicated your official home facility in TennisLink, all home matches should be played at that facility. If you cannot play at your designated home facility, the visiting team has the option of supplying courts for the match. Of course, you can always agree to play your match somewhere else if it eases the commute... but home captains may not arbitrarily choose to schedule matches at an alternate facility.



### **The Grievances Process (found in captain's corner)**

When viewing the [captain's corner](#), you will notice a grievance section with two types of complaints that can be filed from a captain.

#### NTRP Grievance

If you believe that you (or one of your players) have played against a player that has misrepresented their playing ability within the **self-rating** process (i.e., their playing level is at the top of the next level or higher), you should file a NTRP Grievance ASAP before the next match is played. However, you must have evidentiary support for your claim (i.e. college background). An opinion is not a valid back-up for a self-rate grievance.

#### Sportsmanship Grievance

All complaints alleging a violation of USTA League Regulations shall be filed in writing by a team captain via email ([grievances@ustaatlanta.com](mailto:grievances@ustaatlanta.com)) to the chairman of the USTA Atlanta Grievance Committee. Examples of valid grievances include but are not limited to: misrepresenting a player's identity on a scorecard or in TennisLink; falsifying scores in TennisLink; recording a score without playing the match; using ethnic slurs or obscene language; coaching; abusive behavior; or physical violence.

Grievances must be filed prior to whichever occurs first: (a) the involved team's next match in that flight (or playoff match), whether or not the involved player participates OR (b) within 24 hours after the end of the local league season

There is a \$25 fee for filing a sportsmanship grievance, which must accompany the written grievance. If the grievance is kept on file or penalties are imposed, USTA Atlanta will refund the \$25 fee. All grievance filing fees retained by USTA Atlanta will be donated to the Atlanta Youth Tennis and Education Foundation.

#### **Important Tips**

- Be sure to thoroughly read through and be well-versed with USTA Atlanta local rules and regulations.
- Assign a co-captain for your team! Contact your captain at least 3 days in advance to coordinate logistics for the team match.
- Each player should bring a can of balls for their match. After the match is finished, the "winners" of the match should receive/have the unopened can.

Make sure your player is registered on your team before stepping foot on the court. If your player's match is started at 2:00 PM, and they registered on the team at 2:02 PM, it is an illegal match and will be disqualified and awarded to the opposing team.

Good luck – and have a great season!