



Hello captains!

Welcome to another season of the USTA Atlanta Adult 18 & 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 also we wouldn't have our league without all of your efforts.

**Please make note of these important rule changes:**

- In order for players to be eligible to play in the local playoffs, they must play **two times during the regular season** (first match through the last regularly scheduled match of the round robin). A default may count as one of the matches played.
- 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.

**Contact for the Season**

Each team will have a dedicated level representative who has volunteered to answer questions throughout the season. They are here to make this a great experience for you, so please utilize them.

If you are unable to contact your level representative for an immediate question, you are welcome to call another level rep.

|                  |                   |              |  |
|------------------|-------------------|--------------|--|
| 2.5              | Ann Aschenbrenner | 404-353-6481 | <a href="mailto:aaschen1@yahoo.com">aaschen1@yahoo.com</a>         |
| 3.0              | Katie Chumbley    | 404-983-1452 | <a href="mailto:katiech@bellsouth.net">katiech@bellsouth.net</a>   |
| 3.5 Low          | Carolyn Watkins   | 678-468-9065 | <a href="mailto:crwatkins@comcast.net">crwatkins@comcast.net</a>   |
| 3.5 Blue         | Lisa Hills        | 404-431-5425 | <a href="mailto:leehills@comcast.net">leehills@comcast.net</a>     |
| 3.5 Red          | Fong Huang        | 770-309-1186 | <a href="mailto:fong.huang@comcast.net">fong.huang@comcast.net</a> |
| 4.0 Low          | Monica Murray     | 678-231-5962 | <a href="mailto:monicacmurray@me.com">monicacmurray@me.com</a>     |
| 4.0              | Lori Brown        | 404-285-0699 | <a href="mailto:lbrown14@bellsouth.net">lbrown14@bellsouth.net</a> |
| 4.5              | Wanda Loggins     | 770-963-1818 | <a href="mailto:wandal@hotmail.com">wandal@hotmail.com</a>         |
| Program Director | Heather Cotton    | 404-386-4375 | <a href="mailto:hccotton@hotmail.com">hccotton@hotmail.com</a>     |

**Season Schedule for Winter 2019 (2020 League Year) Season**

In most groups, teams will have 6-7 team matches in their local round robin. Some groups may have more. This does not include playoffs and/or city finals.

**Local Match Dates**

- Season starts Saturday, November 9<sup>th</sup> at 1:30 p.m.
- See TennisLink for complete detailed schedule. Click on "Match Schedule" from your "Team Summary" page.
- There is no league play on November 30<sup>th</sup> or December 21 – December 28.



### Playoffs

- Saturday, January 18, 2020 (all levels except 3.5 Low)
- Saturday, January 25, 2020 (all levels)
- Saturday, February 1, 2020 (all levels except 2.5, 3.5 Low, 4.5)

### City Finals

- Saturday, February 8, 2020 at **DeKalb Tennis Center (all levels)**
- Sunday, February 9<sup>th</sup> (8 am – 12 pm) **and** Sunday, February 16 (8 am – 12 pm)

### **Playoffs**

In order for players to be eligible to play in the local playoffs, they must play two times during the regular season (first match through the last regularly scheduled match of the round robin). A default may count as one of the matches played.

The playoff tournament will be comprised of the following teams below. Normal seeding procedures will apply.

- **2.5:** All three first place teams (seeds 1-3); all three second place teams (seeds 4-6); Seeds 7-8 will be determined by taking the top two third place teams (out of all groups) with the best record based first on team losses, then on individual match wins.
- **3.0:** All seven first place teams (seeds 1-7); all seven second place teams (seeds 8-14); Seeds 15-16 will be determined by taking the top two third place teams (out of all groups) with the best record based first on team losses, then on individual match wins.
- **3.5 Low:** Both first place teams (seeds 1-2) and both second place team (seeds 3-4).
- **3.5 BLUE:** All five first place teams (seeds 1-5); all five second place teams (seeds 6-10); and all five third place teams (seeds 11-15).
- **3.5 RED:** All four first place teams (seeds 1-4); all four second place teams (seeds 5-8); and all four third place teams (seeds 9-12).
- **4.0 Low:** All four first place teams (seeds 1-4); all four second place teams (seeds 5-8); and all four third place teams (seeds 9-12).
- **4.0:** All seven first place teams (seeds 1-7); all seven second place teams (seeds 8-14); Seeds 15-16 will be determined by taking the top two third place teams (out of all groups) with the best record based first on team losses, then on individual match wins.
- **4.5:** All three first place teams (seeds 1-3); all three second place teams (seeds 4-6); Seeds 7-8 will be determined by taking the top two third place teams (out of all groups) with the best record based first on team losses, then on individual match wins.

### **Scheduling Matches**

Default Match Start Times:

- 1:30 PM: 1S and 1D
- 2:30 PM: 2S and 2D (to follow 1S and 1D)
- 3:30 PM: 3D (to follow 2S and 2D)



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 confirmation from opposing captain. Refer to the USTA Atlanta rules and regulations for all match time scenarios.

### **Make-up Matches**

Teams have 14 days to make up matches (with the exception of the last 2 matches of the season – see paragraph below). Please refer to the 2020 league rules and regulations for specifics.

The make-up deadline for the second to last match of the regular season is the following Saturday, 6:00 p.m. The make-up deadline for the last match of the season and playoff matches is Wednesday, 6:00 PM. If it rains on Wednesday, day-to-day, 6:00 PM.

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

### **Scoring**

This season, we are giving teams the option to play a 10-point tiebreaker in lieu of a 3<sup>rd</sup> complete set. This does not mean teams are required to do this, but it is merely an option. Before the racket spin, the individuals on the court (involved in the match) can decide to play the 10-point tiebreaker or not. This must be decided prior to the racket spin. The **default scoring will be a complete 3<sup>rd</sup> set**, so if all players do not agree, the default scoring will be used. If a tiebreaker is elected, players should communicate this to their captain prior to starting their match. **When recording the score in TennisLink, you would record a winning 10-point tiebreaker as 1-0 retired in the 3<sup>rd</sup> set. For example, if a team wins 4-6, 7-5, 10-8, they would report the score as 4-6, 7-5, 1-0 ret.**

### **“Low” Levels (3.5 Low and 4.0 Low)**

It is every captain’s responsibility to check low eligibility before registering a player on a roster and/or playing them. If a player is not eligible for a low level and plays a match, the match will be reversed. There is a published list of eligible players on the USTA Atlanta website.

USTA Atlanta does a weekly check every Friday to ensure eligibility of newly-added players. If there is a player not eligible, USTA Atlanta will notify you as soon as possible. USTA Atlanta is NOT responsible for a captain or player registering and/or playing someone who was not on the eligibility list and/or checked by USTA Atlanta first.

### **Important Tips**

- Be sure to thoroughly read through and be well-versed with USTA Atlanta local rules and regulations.
- Ensure a proper scorecard exchange before each match. Both captains should simultaneously exchange COMPLETE scorecards before the start of the match.



- Assign a co-captain for your team! Contact your captain at least 3 days in advance to coordinate logistics for the team match.
- If both captains agree, you may play your match earlier or at a different time on match day. Keep your level rep informed if you do this!
- Make sure your player is registered on your team before stepping foot on the court. If your player's match is started at 1:30 PM, and they registered on the team at 1:31 PM, it is an illegal match and will be disqualified and awarded to the opposing team.
- 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.

#### **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.

#### **Captain's Corner**

The Captain's Corner is another key resource tool for captains. You can find the Captain's Corner by going to <https://www.ustaatlanta.com/18bwcaptainscorner>.



### **Line-ups**

Avoid having matches reversed by ensuring that your players are registered on your roster (not registered as a USTA member). Players must be registered before they step foot on court to play their match. If they are not registered in time, the match will be reversed/disqualified and the point will be awarded to your opponents even if you win. No exceptions.

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

You may add players at any time up until 11:59 PM on the Saturday before the last local round robin match (for many of you, this would be 11:59 PM on January 10, 2020).

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

We are currently in the 2020 Championship Year. City Champions from USTA Atlanta will advance to the USTA Georgia State Tournament to be held in May 2020. Please visit the USTA Georgia's site at [http://www.georgia.usta.com/leagues/league\\_state\\_championships/](http://www.georgia.usta.com/leagues/league_state_championships/) for more information on logistics. **There is no state tournament for the 3.5 Low level.**

### **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 two matches during the regular season (including playoff matches) in order to qualify for State. One of these times may be recorded as a default received, but at least one must be an actual match played.

### **Conflicts with USTA Adult State Tournament**

Per section II.4.F of the USTA Atlanta rules, we do not penalize players who are participating in a USTA league-related tournament. USTA Atlanta expects all teams to cooperate with each other in pre-scheduling any matches due to this conflict. Only players actually attending those tournaments will be allowed to pre-schedule their individual line/match. Teams with this concern must notify the affected opponents at least **two weeks** prior to the scheduled match to reschedule individual matches, or as soon as the schedule is known if there is less than two weeks notice. If the teams cannot agree to an earlier schedule, the match will be rescheduled using inclement weather rules. Any individual match rescheduled for after the regularly scheduled time under this rule must include at least one player who **played** in the state or sectional tournament; else this match may be defaulted and awarded to the other team.

### **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 grievance under this Section VIII, 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.

Good luck – and have a great season!