

30 May 2006

Hampton Hall Swim & Tennis Club Procedures and Guidelines for Organized Tennis Teams

Mission Statement:

Organized tennis teams, both ALTA or USTA, are intended to enhance the enjoyment and camaraderie at Hampton Hall Swim and Tennis club (HHSTC). For a team to play on HHSTC courts, 75% of the team roster must be club members. The Tennis Coordinator and the full Board must approve a waiver of the percentage. Teams must ask for the waiver prior to the season.

Team Captain and Co-captain:

Each team must appoint a team captain and co-captain prior to the start of the season. The team captain must be a club member in good standing. The co-captain does not need to be a club member. The captain is responsible for ensuring adherence to all club procedures and guidelines.

HHSTC Members:

Hampton Hall Swim and Tennis Club Members shall have first priority to be regular members on the organized teams that play out of Hampton Hall.

Non-Members

Non-members may be placed on a roster as a regular member or as an alternate in order to have a full team. Once a non-member is asked to be on a team as a regular member and the team has paid it's fees the non-member should have the same rights within the team as a member. Non-members are not permitted to play on the courts except at practice and the match unless as a guest of a member. It is hoped that non-members will join the club and play all year.

Regular Members of a Tennis Team

HHSTC members and non-members that are on the team roster are considered regular members of the team. It is the intent of HHSTC that all regular members of the team play as equally and as fairly as possible in regularly scheduled matches while still trying to be as competitive as possible. Regular members should commit to play in the regularly scheduled matches with as few exceptions as possible.

Playoffs

If a team should make it to the playoffs, the team may/should field the most competitive line-up possible. This is a difficult task for any captain and all members should be cooperative.

Alternates

In order to avoid defaults, alternates, members or non-members, may be on the roster. An alternate can play in a match if needed and if regular members of the team cannot play. Alternates are NOT to attend practice.

Fees

Hampton Hall Swim & Tennis Members who have paid their dues, (usually due in May of each year), shall have tennis playing privileges through April, (spring tennis season), of the next year. - Prior to the first practice the team captain must submit a copy of their official roster to the tennis coordinator along with a \$40 fee for each qualifying non member on the roster. Non members are NOT to attend practice or play in a match until the fee is paid. The sum of HHSTC members plus PAID non members must be sufficient for a legal roster (ie twelve). Non HHSTC members who belong to another neighborhood swim & tennis club will pay a fee of \$60 per season.

Necessity of dues and fees

There are many expenses that must be paid by the club to support the tennis teams. The courts are resurfaced every 5-8 years. The lights are changed out every 7 years. The electricity for the lights and the utilities of the bathhouse must be paid. The tennis teams also need to pay their share of the insurance and other maintenance costs pertaining to the tennis courts. Every dollar of the non-member fees and a share of the member's dues go to the operation and upkeep of the tennis courts.

Payment of non-member fees to Tennis Coordinator

The captain or co-captain is responsible for submitting a check for all fees to the tennis coordinator prior to the first practice. Non-members shall not be permitted to play until all team fees are paid.

Notification

Teams must submit their roster and fees BEFORE the first practice. The tennis coordinator will have final say on which night a team can reserve courts for practice.

Practice

All team members are encouraged to attend and participate in practice. Each team is entitled to one practice per week beginning 3 weeks prior to the season and each week during the season. Practices should be scheduled for 7:30 PM in the evening and must end prior to 11:00 PM. The intent of the 7:30 PM start time is to permit other members of the club to schedule the courts after work each night. Each team captain shall mark their practice night on the tennis schedule posted at the courts at least a week ahead of the scheduled practice. If the team does not schedule the courts and a non-team member signs up for the courts accommodations should be made for the non-team member.

Lights

Lights must be off by 11:00 PM as required by county ordinance and our written agreement with the neighbors. This applies to make up matches. Make up matches shall be scheduled to start early enough so that they do not extend past 11:00 PM. If an official match is not over by 11:00 PM it shall be treated as a rain out and completed at another time. Please inform your opponents of this ahead of time.

Coaching

It is beneficial to have coaching for organized teams. Coaching is the responsibility of each team to procure. If a team decides to have coaching each regular team member should pay for a prorated share of the coaching. The coaching fees are as agreed upon between the team and the coach. The club will not charge the coach of an organized team a fee to coach the team.

Exceptions to rules

Exceptions to any of the above rules may be requested of the Tennis Coordinator.

Housekeeping

Please make sure you turn the tennis court lights out at the push button switch. Last one out shall lock the bathhouse, the pool gate, the court gate and the chain at the driveway. In the fall, each team is responsible to blow the courts off before their match. When the pool is closed, each team should help keep the pool and grounds clean. Pick up trash and police the area. Take the trash out to the curb after your matches. In the winter turn the bathroom heaters up before a match and back down to a minimum before you leave. Team captains may request a key to the bathhouse from the tennis coordinator.

HAMPTON HALL SWIM AND TENNIS CLUB
TENNIS COURT RULES

- Both Courts #1 and #2 may be reserved for tennis play. Courts may be reserved up to seven days in advance.
- Reservation will be considered cancelled, and the courts available for “walk-on” play, if the person(s) who made the reservations has not shown up ten minutes after the reserved time.
- No back-to-back reservations will be allowed. For example, two members of a doubles match may not reserve a three-hour block of time by each signing up for a reservation.
- Play may continue beyond the one or one-and-a-half hour reservation time if no other members are waiting to "walk-on, or if there is no reservation for the court. If play continues based on this rule, the court must be relinquished within ten minutes if a walk-on appears to play. For example, you play a one-hour match and no one has reserved the court after you and no one is waiting. You then start another set. Fifteen minutes into the set, another member shows up to play, you must relinquish the court ten minutes later whether or not you have completed the set.
- Sanctioned tennis teams may reserve the courts once per week at 7:30 PM

Hampton Hall Swim & Tennis Club
Tennis Court Rules

- 1) This is a PRIVATE facility for members and accompanied guests only
- 2) Tennis only, no rollerblades, skateboards, bicycles, baseball, ...
- 3) Wear non-marking tennis shoes on the courts
- 4) Respect reservations, use the sign up sheet to schedule court time
Singles = 60 min Doubles = 90 min
- 5) Clean up all trash
- 6) Lock the gate when the courts are not being used
- 7) Turn off the lights when finished
- 8) This is a family facility, no smoking or profanity
- 9) **Tennis Teams:**

All teams must be registered with HHSTC

Captains are responsible for collecting fees from non members before placing them in a match lineup, no exception

Make up matches have priority over practice sessions