

COLUMBIA TENNIS LEAGUE (CTL)

CTL LOCAL LEAGUE RULES – 2024 ADULT SPRING AND FALL LEAGUES

18 & Over, 40 & Over, 55 & Over, 65 & Over, 70 & Over

www.columbiatennisleague.net

***USTA League Tennis National Regulations, Southern Regulations and USTA/SC Regulations shall apply to USTA Leagues and take precedence over CTL League Rules, if a conflict arises. The purpose of the Rules and Regulations is to assure that fair play and good conduct is always maintained and to assist the tennis league in rendering equity to all teams and players.

Columbia Tennis League Local League Coordinator

Susan Turner
(803)-201-1016 cell
turner@sctennis.com

The Columbia Tennis League (CTL) area encompasses tennis facilities located in Richland and Kershaw counties. The CTL Local League Coordinator (LLC) implements and administers the Columbia Tennis League (CTL) tennis programs and interprets the CTL Local Regulations. The CTL LLC organizes, coordinates, and supervises all USTA League tennis activities at the local league level.

TEAM CAPTAIN. Each team shall appoint a team captain to handle administrative affairs and to represent the team in the Columbia Tennis League matters. It is recommended that the team captain be a playing member of the team, but he/she can be a non-playing captain. The team captain, or an acting team captain, must be present at every match. Each team may also appoint a co-captain. CTL Captains have a list of duties they are responsible for, as referenced and attached in the CTL “Duties of Team Captain”, which are herein incorporated into CTL Rules.

LOCAL LEAGUE - League Types:

18 & Over – Player must be at least 18 years of age to participate in a USTA league

40 & Over – Player must reach at least 40 years of age during the calendar year

55 & Over – Player must reach at least 55 years of age during the calendar year

*65 & Over – Player must reach at least 65 years of age during the calendar year

70 & Over – Player must reach at least 70 years of age during the calendar year

**75 & Over – Player must reach at least 75 years of age during the calendar year

(*65 & Over **offered in May and June** – SC State Championship in October)

(**75 & Over does not play locally – SC State Invitational in October)

LEVELS OF PLAY: CTL League has the following levels available if there are at least two teams for the level:

18 & Over Men and Women - 3.0, 3.5, 4.0, 4.5 – roster must have at least eight (8) players

- Team match for these levels consists of 2S and 3D courts.

18 & over Men and Women – 2.5; 5.0 - roster must have at least five (5) players

- Team match for these levels consists of 1S and 2D courts.

40 & Over Men and Women – 3.0, 3.5, 4.0, 4.5 - roster must have at least seven (9) players
- Team match for these levels consists of 1S and 3D courts.

40 & Over Men and Women – 2.5 - roster must have at least five (5) players
- Team match for this level consists of 1S and 2D courts.

55 & Over Men and Women – 3.0, 3.5, 4.0, and 9.0 combined – roster must have six (6) players
- Team match consists of 3D courts.

65 & Over Men and Women – 3.0, 3.5, 4.0, and 9.0 combined – roster must have six (6) players
- Team match consists of 3D courts.

70 & Over Men and Women – 3.0, 3.5, 4.0 – roster must have six (6) players
- Team match consists of 3D courts. (SC league only)

75 & Over Men and Women 3.0, 3.5, 4.0 – roster must have six (6) players
- Team match consists of 3D courts (SC Invitational Championship) (no local play)

NUMBER OF TEAMS

The Columbia Tennis League shall consist of a minimum of two teams in a specific level of competition or division. To accommodate scheduling considerations, CTL may establish two or more flights within a division, as determined by the CTL League Coordinator. If there are two or more flights within a division, the make-up of a flight will be the result of either a random selection or based on geographical location. CTL Local League Coordinator may also schedule alternate match dates, as needed, to accommodate scheduling conflicts.

If any Adult Division Age Group (18 & Over, 40 & Over, 55 & Over) consists of **only two teams** in a level of play, each team must maintain its roster with at least **40 percent of its players at the designated NTRP level of play.**

Singleton teams: If any Adult Division Age Group consists of only one team in a level of play, (singleton team), and that level must play a local league to advance, the Local League Coordinator has the option to:

- (1) Contact the State League Coordinator who can transfer an individual team with no local league play to another area's league tree only if it is agreed upon by both local league coordinators and accomplished before that recipient area's deadline.
 - Complete teams that are moved to play in a local league area other than their home local league must secure home courts in that local league they choose to participate in unless both local league coordinators agree on something different.
 - If an individual team is transferred into an already existing league of at least 2 teams, then that team must secure home courts in that host local league where they have been moved and if that transferred team wins that league, they will represent that host league at the State Championship.
 - The transferred team must follow all the rules and regulations of the host league.
 - The host league is responsible for all awards, state championship fees (if applicable) and state championship registration.
 - If Local League coordinators agree to combine individual teams from more than one area to form a league for those teams to qualify, the winning team from that individual league will be allowed to represent the Local League where they initially registered.
 - Rules and regulation issues that occur during league play for these individual teams will be handled by the State League Coordinator in consultation with the Local League coordinators that are involved.

- The area that is represented by the winning team will be responsible for all awards, state championship fees (if applicable) and state championship registration for that team.
- (2) Offer to move that team to another age division offered in that area in that level, if applicable.
 - (3) Move individual players to another team in that area, if applicable, or move them to an “Extra Players” flight to hold for future play in other leagues, i.e., Mixed, Combo, etc.
 - (4) Refund or credit all or a portion of the registration fee in accordance with the Local League policy.

OUT OF AREA TEAMS. If teams are moved from other leagues and/or tennis associations to play in the Columbia Tennis League, those teams will have home and away matches on the same basis as regular member teams in the Columbia Tennis League. Teams that are moved to play in CTL must obtain home courts at one of the CTL facilities or will be assigned home courts at a CTL facility by the CTL Local League Coordinator and must pay any associated court fees to the CTL facility for its home matches.

COURT FACILITIES. Each team participating in the Columbia Tennis League must guarantee the use of three courts at one location for all CTL regularly scheduled and make-up matches that consist of four or five individual matches per team match. Each team must guarantee the use of two courts at one location for all CTL regularly scheduled and make-up matches that consist of three individual matches per team match. Any approved USTA surface is permissible, including indoor and outdoor (clay or hard) surfaces. The choice of surfaces is the prerogative of the home team, and more than one surface may be used for a single team match. If more than one surface is available at the site of the match, the home team must identify which individual matches will be played on which surfaces prior to either team exchanging the line-up for the team match. The home team is responsible to have courts available and playable at match time.

PLAYING ON MULTIPLE TEAMS

- a. A player may play at the same NTRP level in the same age division (18 & Over, 40 & Over, 55 & Over, 65 & Over, 70 & Over) on teams in separate area Local Leagues in South Carolina during the same season. If both teams in the same age division advance to the State Championships, the player must choose to only play on one team at that same level.
- b. During the SC League Season, a player may participate in more than one NTRP level in the 18 & Over, 40 & Over, 55 & Over, 65 & Over, and 70 & Over age divisions in the same local league during the same season.
- c. A player **may not** play at the same NTRP level in the same age division (18 & Over, 40 & Over, 55 & Over, 65 & Over, 70 & Over) on teams in the same local league.
- d. NO accommodation will be made for scheduling conflicts during the local season or during any championships for players on multiple teams.

ROSTER REGISTRATION

- a. Once a player registers and pays fees on TennisLink, there are no refunds. Credits may be given for future league play in the Columbia Tennis League.
- b. Team roster with a minimum number of legal players must be submitted in TennisLink by the deadline date published by the CTL Local League Coordinator. Team rosters that do not meet this requirement may be deleted. If teams do not meet this requirement, they must contact the CTL Local League Coordinator and discuss their options. The decision to

delete the team or allow players to add on is left up to the discretion of the CTL Local League Coordinator.

- c. Players may be added to a roster on TennisLink until midnight before the next to last match in the 18 & Over, 40 & Over and 55 & Over levels and midnight before the last match in the 65 & Over and 70 & Over levels. A player may not play for a team until the player has registered on the TennisLink roster. If he/she does play a match when not on the roster, the individual match will be considered a default.
- d. Players may not switch from one team to another after the start of the league season unless approved by the CTL Local League Coordinator.
- e. Player must have a USTA membership valid through the local season and SC state championships.
- f. The fee for playing in the CTL League is \$20.15 for all age divisions, which includes the USTA/SC head tax, local league fee and Tennis Link fee. This fee will be collected via credit card when registering on TennisLink and is **not refundable**.

RATING ENTRY

- a. Players with a valid computer rating in TennisLink must play at that NTRP level or higher.
- b. Players with a valid self-rating in TennisLink must play at that level or higher.
- c. Players who do not have a valid computer rating or self-rating on file in TennisLink, shall self-rate in accordance with the National Tennis Rating Program (NTRP) Guidelines and complete the self-rating process on TennisLink when registering for a team. Failure to provide accurate information regarding a player's tennis history will subject the player, the captain and/or others who condoned inaccurate self-rating to possible sanctions and disqualification.
- d. A player may play only one NTRP level above the player's current NTRP level in each Age Division (18 & Over, 40 & Over, 55 & Over, 65 & Over, 70 & Over)
- e. Players may appeal their year-end rating on TennisLink once at any time during the league year.
- f. Once a player self-rates, they may not self-rate lower for another league.

APPEALS

Players may appeal their 2023 year-end ratings online at any time during the 2024 league year. TennisLink will allow only one granted appeal per league year.

All players are eligible to submit an appeal through the TennisLink automated appeal system. Only players within the applicable range for an appeal will be approved.

Medical appeals must be submitted on the appropriate medical appeal form along with a physician's statement filled out by the attending physician. These forms must be sent by email to PJ Fulmer, USTA SC State League Coordinator, at fulmer@sctennis.com. Medical Appeal forms and procedures can be found on the USTA SC webpage at www.sctennis.com and on the CTL webpage at www.columbiatennisleague.net.

COMPETITION FORMAT

- a. Each division shall consist of one or more flights with a minimum of two teams per flight.
- b. **FULL ROUND ROBIN:** Each NTRP level within a local league may play at least one full round robin competition wherein every team plays every other team. Any NTRP level may be divided into flights and each team shall play every other team in its flight. The flight

winners may enter a playoff structure to establish a local league champion for the NTRP level.

- c. **PARTIAL ROUND ROBIN:** Each NTRP level within a local league may play a partial round robin competition wherein every team plays the same number of matches against randomly selected opponents. A minimum of the top two teams shall progress to a single elimination playoff to establish a local league champion for that NTRP level.
- d. Each team must play a minimum of three team matches.
- e. All team matches will be the best of three sets with a 10-point match tiebreak played in lieu of the third set. (i.e., the first team to win at least 10 points and with at least a two-point margin over the opponent). Set tiebreaks (i.e. first team to win at least 7 points and with at least a two-point margin over the opponent) are played at 6 games all in the 1st and 2nd set. The set tiebreak and the 10-point match tiebreak played in lieu of a third set will use the Coman tiebreak system.
- f. There will be a changeover, but no break, at the end of the first game of each set.
- g. There will be a 2-minute break at the end of each set.

Players must report to scheduled matches on time. **There are no time penalties. There is only the fifteen (15) minute default rule meaning if a player or players do not show by 15 minutes from the scheduled match time, then the player(s) may be defaulted. The opposing captain may elect to allow an extension of time but he or she is not required to. If an entire team does not show by the 15-minute deadline, refer to the rule regarding a full team default.**

The home team is responsible for court fees and providing new balls.

If there are multiple playing surfaces at a site, the visiting captain is entitled to know which specific match will be played on which surface before line-ups are exchanged.

Each team must have a Captain or acting Captain present at every match. Each Captain should have a scorecard printed from TennisLink and exchange written line-ups. An individual match starts when the first ball in that position is put in play.

Cell phones must be turned off. If a cell phone or smart phone rings during a point, the opponent wins the point based on a hindrance. Note: Sending or receiving texts on cell phones or smart watches during match play is not allowed.

TEAM MATCH FORMAT

- a. Each team match in CTL shall consist of:
 - 1. Two (2) individual singles matches, and three (3) individual doubles matches for men and women in the 3.0, 3.5, 4.0 and 4.5 levels in the 18 & Over age division.
 - 2. One (1) individual singles match and two (2) individual doubles matches for men and women in the 2.5 and 5.0 levels in the 18 & Over age division.
 - 3. One (1) individual singles match and 3 individual doubles matches for men and women in the 3.0, 3.5, 4.0 and 4.5 levels in the 40 & Over age division.
 - 4. One (1) individual singles match and two (2) individual doubles matches for men and women in the 2.5 level in the 40 & Over age division.
 - 5. Three (3) individual doubles matches for all flights in the 55, 65, and 70 & Over age divisions.

TEAM LINEUPS

- a. The two team captains shall exchange their team lineups in writing simultaneously prior to the beginning of the team match - no later than the scheduled start time of the match. This means that both teams should have their lineups written down on a piece of paper that they exchange with the opposing captain to fill in their lineup. No substitution may be made in an individual match after the lineup has been presented, except for injury, illness, disqualification, or no-show of a player prior to the start of an individual match. Once the lineup has been exchanged, a team may substitute a player in the affected position within the 15-minute default time, using a player not already listed in the lineup. If no substitution can be made, the affected position will be defaulted, except: if two players in the lineup, not playing with each other, do not show, then the two partners who did show will form a partnership, if it is an otherwise valid partnership, and play together in the higher lineup position. If no such substitution can be made, the affected position will be defaulted. Default will be written on the score line and will count as one of the team's defaults. Players who have received a default on the lineup card may not be substituted in other positions. Players may not be changed in an individual match that has begun. After the start of an individual match, if injury, illness, or disqualification of a player occurs, the opponents will be awarded a retirement for that individual match only.
- b. Starting Match Play. Warm-ups are 10 minutes! All individual matches must begin match play (i.e., the first serve will be made) within 15 minutes of the scheduled match start time.

DEFAULTS AND FORFEITS

- a. A default occurs when a team captain cannot field positions for a team match. Defaults must be given "from the bottom" except as provided for in the paragraph above. i.e., the No. 3 doubles or the No. 2 singles must be defaulted before the No. 2 doubles or No. 1 singles.
- b. To receive a win by default, the non-defaulting player(s) must be present on court, ready to play; however, if a team captain advises his/her opponent in advance of the default, he/she waives the requirement for the non-defaulting player(s) to be present to receive the default.
- c. If a captain is advised prior to a match that the opponent must default a position and that captain knows that he/she would also have had to default a position, it is incumbent upon that captain to demonstrate good sportsmanship and declare a double default rather than to accept the win.
- d. If a team defaults an individual match during or prior to the line-up exchange, and inclement weather forces the match to be postponed before a point is played in any individual match, the default is cancelled.
- e. If both teams default the same position, neither team will receive a win and the scorecard will indicate a double default.
- f. Each team will be allowed an average of one individual match default per team match. For example, if a team has 7 matches on the schedule, they will be allowed no more than 7 individual match defaults for the season. If a team exceeds the allowed number of defaults, the Local League Coordinator may file a grievance against that team. Penalties could include barring the team and/or its players from participating in future Columbia Tennis League tennis play for some specific period of time.
- g. **An entire 'team forfeit' is not permitted in CTL.** A 'team forfeit' occurs when a team defaults 3 or more individual matches in a 5-court or 2 or more courts in a 4-court or 3-court team match. If a team commits a 'team forfeit' for any reason during round robin play,

then all matches of that team played, or to be played, shall be null and void when determining standings. However, if all teams in contention for the championships have already played the defaulting team in good faith during a round robin, the matches stand as played. If the schedule for a level consists of more than one round robin, (teams play each other more than once), then the matches will be null and void in the round robin where the default occurred.

- h. A team cannot force a 'team forfeit' against another team. If a 'team forfeit' situation arises, the team captain must contact the CTL League Coordinator who will make the final decision about whether to assess a team forfeit or require the teams to play the match. The team that receives an entire team forfeit does **not** receive credit for the win as the match will be null and void. It is in the best interest of both teams to work it out to play at least the minimum number of positions.
- i. Teams are expected to play all matches on their schedule. A grievance may be filed against any team that commits a 'team forfeit'. The situation will be assessed by the League Grievance Committee and sanctions imposed as appropriate. Penalties could include barring the team and/or its players from participating in future Columbia Tennis League tennis play for some specific period of time.
- j. **A match is not considered legal when:**
 - 1. **One team defaults a singles court, and the other team defaults a singles court. The 2 singles players receiving the default, (one from each team), should play each other in the higher position and the defaulted court should be scored as a double default.**
 - 2. **One team defaults a doubles court, and the other team defaults a doubles court. The players receiving the default, (2 from each team), should play each other in the higher position and the defaulted court should be scored as a double default.**

COACHING AND SPORTSMANSHIP

- a. No coaching will be permitted once play has begun.
- b. There are no linesmen or referees for CTL matches. Players are responsible for their own calls and should abide by "The Code". Every player is expected to call shots on his side, as he would expect his shots to be called on the other side and loud enough for the opponent to hear. If a conflict occurs during match play over line calls that cannot be resolved, the players involved may request their captains to appoint a linesperson for the remainder of the match.
- c. Foot faults are illegal. Constant and blatant foot faulting giving the server a definite advantage should be politely brought to the attention of the server. If the foot-faulting continues, the players involved may request the captains to appoint a linesperson for the remainder of the match.
- d. Players should call the score after each point to avoid confusion. If there is disagreement over the score, players should go back to the last agreed upon point.
- e. Spectators may not aid players in making a line call or determining the correct score. Spectators should not participate in the match in any way and should refrain from doing so even if asked by the players.
- f. Spectators may quietly watch a match in progress. They should not sit or stand at the end of the court immediately behind the servers or receivers as it can be distracting to the players. Spectators may quietly clap for points well played. It should be remembered that the well-played point should be applauded regardless of who won the point. It is poor tennis etiquette to clap for unforced errors.

- g. It is the responsibility of each team to control the noise and behavior of its spectators. Also, respect players on neighboring courts. Loud, boisterous, and unsportsmanlike behavior is unacceptable. If a problem arises with a spectator, the player(s) should confer with his/her opponent(s) and should ask the spectator to refrain from the offensive behavior. If the behavior persists, the team captains should be summoned to handle the situation.
- h. Coaches and club professionals must not interfere in discussions or negotiations between players or captains unless specifically asked by both captains for advice. Even then, it is the responsibility of the two captains, not the coach or professional, to decide on the appropriate resolution.
- i. Disputes should be settled between players as soon as they arise. All points played in good faith stand. Players should be able to resolve any dispute by themselves. If, however, they cannot, they should do the following:
 - (1) The player should inform the opponent of the problem and the intention to leave the court to obtain the assistance of the team captain. When leaving the court, the racket should be left on the court.
 - (2) The captain should contact the opponent's captain and they should try to resolve the dispute. If the captains are involved in playing a match, the players may have to postpone their play until the captains are available to assist them.
 - (3) If the captains and players cannot agree on a resolution to the conflict, the offended player(s) may either:
 - (a) Continue to play the match but do so in protest. The score and who was serving at the time of the protest should be indicated on the scorecard with the annotation, "played under protest." At the conclusion of the match, the captain of the offended player(s) may or may not file a grievance. If no grievance is filed, the results of the match stand as completed.
 - (b) Stop playing, ensuring both captains and the opponent know why. Indicate on the scorecard that the match was stopped in protest and indicate the score and who was serving at the time the match was stopped. The captain of the offended player(s) may file a grievance. If no grievance is filed within the required time frame, the match will be scored as a retirement by the offended player.

USTA rules govern play. Also, "The Code" as a handbook of ethics and fair play should be understood and followed by every player.

ENTRY OF MATCH SCORES INTO TENNISLINK

- a. **Winning Team Captain is responsible for entering match scores into TennisLink within 48 hours of the completion of the match.** However, either captain may enter the scores.
- b. If match scores are not entered into TennisLink within 48 hours, a team may receive a warning. Any additional occurrences of not entering scores within 48 hours of match completion may result in the match being excluded when determining the division/flight standings, and/or may result in the captain having a grievance filed by the CTL Local League Coordinator for violation of this rule.

- c. The captain of the visiting team (or the team not entering the results in TennisLink) must either confirm, through TennisLink, that the scores and player(s) as reported are accurate or must dispute the score if he/she believes an error has been made or that the reported score is incorrect. If disputed, the captain is to immediately notify the CTL Local League Coordinator by e-mail (and copy the opponent captain) of the basis for the dispute. Refer to the match number when reporting a dispute and provide specific information about the dispute.
- d. The verification of the match score must be completed within 48 hours of the score being entered into TennisLink. After 48 hours, the reported score will be assumed to be correct, and there will be no opportunity to correct a score even if it is wrong, unless authorized by the CTL Local League Coordinator.
- e. Captains should sign each other's scorecard to confirm match scores and player names at completion of the match. Captains should compare notes and confirm scores with players at the end of the match to avoid incorrect scorecard information being entered into TennisLink.

INCLEMENT WEATHER DURING THE SEASON

- a. It is the responsibility of the home team captain to determine if weather conditions warrant the postponement of a regular season team match. However, if teams have assembled and have started to play or are waiting to start play, they should be prepared to wait one hour to determine if the courts are playable. It is recommended the home team captain consult with the visiting team captain prior to making the "play/no play" decision, especially if match play has already begun.

New balls may be opened by any player on the court to replace damaged or wet balls.

- b. The home or visiting facility should be used for a makeup match. If neither facility is available, captains should contact the CTL Local League Coordinator to help find a neutral site.
- c. If match play has not begun (i.e., no individual match has started), the team captains will arrange or have their individual players arrange, within 48 hours, the mutually agreeable make-up date(s). ALSO, within 48 hours of the original match date, the home team captain is to notify the league coordinator by e-mail of the rain-out status and the make-up date(s) for completion of the team match (e-mail must also be copied to visiting captain). The make-up date(s) must be within two weeks (14 calendar days) of the original match date. This allows both teams reasonable opportunity and flexibility to complete the matches. Once the make-up date is set and the league coordinator is informed, the make-up date is considered the official match date and may not be postponed unless there is inclement weather on such date, or unless approved by the league coordinator. Team lineups on the make-up day do not have to be the same as they were on the day of the postponement even if the lineups had already been exchanged, and any defaults given during or prior to the line-up exchange are cancelled.

NOTE: If the two captains cannot mutually agree on a make-up date that will be within 14 calendar days OR if matches have not been reported in TennisLink within 14 calendar days of the original match date, Captains should contact the league coordinator who will intervene and establish a make-up date for the match.

- d. If match play has begun (i.e., at least one point played in one individual match), completed matches stand as played, incomplete matches must be resumed by the same players at

the exact set, game and point as when play halted, and matches not started may change the players listed on the lineup. Defaults given prior to or during the lineup exchange will stand. The matches do not have to be played at the same time and date and can be mutually arranged by the individuals involved in each match. HOWEVER, the decision when to resume matches must be made and relayed to the team captain(s) within 48 hours, and matches must be played within 14 calendar days of the original match date. ALSO, within 48 hours of the original match date, the home captain must notify the league coordinator of the rain-out make-up dates/times by e-mail (e-mail must also be copied to visiting captain). Once the make-up date is set and the league coordinator is informed, the make-up date is considered the official match date and may not be postponed unless there is inclement weather on such date, or unless approved by the league coordinator.

NOTE: If the two captains cannot mutually agree on a make-up date that will be within 14 calendar days OR if matches have not been reported in TennisLink within 14 calendar days of the original match date, Captains should contact the league coordinator who will intervene and establish a make-up date for the match.

- e. If there is a city play-off or if match results are needed to determine an advancing team to state championships, the league coordinator may require an earlier time for completing make-up matches and will set a date/time for completion which will be binding on the teams. Any matches not completed by the deadline set by the league coordinator may be excluded in determining standings.

INCLEMENT WEATHER DURING PLAYOFFS

- a. During playoffs, it is the responsibility of the league coordinator to decide when a match must be postponed due to inclement weather. There is no maximum wait time, and it is at the discretion of the league coordinator to decide when players should be released.
- b. Make-up times and dates will be determined by the league coordinator. Completed matches stand as played. Incomplete matches must be resumed by the same players at the exact set, game and point as when play halted. Matches not started must be played using the same players listed on the line-up at the time of the line-up exchange. If postponement begins prior to the start (playing at least one point of an individual match), line-ups may be changed, and defaults given during or prior to the line-up exchange are cancelled. Every effort will be made to play the match no later than the following day, or as soon thereafter as the league can arrange for courts. (It may be necessary to shift playoff sites and court surfaces.)

PROCEDURES IN THE EVENT OF A TIE

- a. In an individual match for 5-line and 3-line matches
 1. Individual wins
 2. Loser of the fewest number of sets
 3. Loser of the fewest number of games
 4. Games won percentage (%): Total games won divided by total games played.
- b. In an individual match, if an even number of courts are played and the same number of individual courts are won, the tie will be broken in the following manner. (4-court match or a double default in a 5-line or 3-line match)
 1. Loser of the fewest number of sets
 2. Loser of the fewest number of games
 3. Games won percentage (%): Total games won divided by total games played.

4. Team winning #1 doubles position
- c. In the event of a tie at the end of the season, (team standings) the tie shall be broken by the first of the following procedures that does so.
 1. Individual wins
 2. Head-to-head
 3. Loser of the fewest number of sets
 4. Loser of the fewest number of games
 5. Games won percentage (%): Total games won divided by total games played.

(NOTE: Third set tiebreakers are considered as one (1) Set and one (1) game.)

CTL CITY CHAMPIONSHIP FORMAT

- Single Flight for level of play:
 - There are no CTL championship playoffs when there is a single flight for the level of play. The flight winner is the CTL city champion. The 2nd place team in the flight is the CTL runner-up team.
 - In flight levels where additional matches were added against random opponents to round out the season or flight levels were scheduled using a partial round robin method, the top 2 teams in the standings at the end of the season will playoff to determine the CTL city champion.
- Two Flights for level of play: (If there are less than 12 teams total for this level including day and night teams)
 - There will be a CTL city championship playoff as follows:
Flight 1 Winner vs. Flight 2 Winner to determine CTL Winner and Runner-up or
Day Winner vs. Night Winner to determine CTL Winner and Runner-up.
- Two Flights for level of play: (If there are 12 or more teams total for this level including day and night teams)
 - The tops 2 teams in the standings for the day and night leagues will participate in a CTL city championship as follows:
1st round - Day Winner vs. Night 2nd place team and Night Winner vs. Day 2nd place team
2nd round – Winner vs winner of 1st round matches
- Two Flights for level of play: (If there are 12 or more teams total for this level including day and night teams, but less than 5 teams in one of those flights)
 - The top team in the flight with less than 5 teams and the top 2 teams in the flight with more than 5 teams will advance to the city playoffs. The 3 teams will play one round robin and the top team in the standings at the end of the round robin will be the winner for that level.

ADVANCEMENT TO STATE CHAMPIONSHIP

The winning team from each specific NTRP level in each age division in the CTL local league competition shall be entitled to advance to the S.C. State Championship. The top two teams will be automatically invited when a level has sixteen (16) or more teams. If the winning team is unable to attend, an alternate team, preferably the 2nd place team, can be asked to advance. Should the 2nd place team not be available to attend, then, a 3rd place team from the Local League affected may be invited to advance to State Championships if approved by

the State League Coordinator. If the 3rd place team from the affected Local League is unable to attend, then the wild card procedure will be utilized to complete the draw. Wildcards will be offered, if needed to fill the draw, to local leagues. The State League Coordinator will notify the LLC of each league if any wildcards are being offered to their area. Wildcards will not be offered to areas who automatically receive 2 berths, and areas with less than 4 teams in a division are not eligible to receive a wildcard.

When there are levels with only 2 teams, the 2nd place team does not automatically get asked to advance to a state championship if the 1st place team cannot attend. This is decided by the State League Coordinator based on the standings in that level.

Each team must play at least three matches to qualify for championship play.

Players must have played in at least two (2) CTL local league matches to play in city, state or sectional championships in the 18 & Over, 40 & Over and 55 & Over leagues. Players must have played in at least one (1) CTL local match to play in city, state, or sectional championships in the 65 & Over and 70 & Over leagues. One match can be a default received, but defaults given do not count for meeting this requirement. A retirement counts as a match for this requirement.

Players who qualify for an Adult 18 & Over, 40 & Over, Adult 55 & Over, Adult 65 & Over and/or Adult 70 & Over team may advance on more than one team within an age group only if they are at different NTRP levels but with no schedule accommodations.

The championship draw is a random draw done by the championship referee once the local league competition is completed in all USTA SC areas. If possible, teams from the same local league will be put in separate flights. The number of flights at a given level will depend on the number of teams eligible. The championship referee will determine, before league competition is completed, if wildcards are needed to balance out the flights. The wild cards will be chosen by a weighted random draw (i.e., one entry per local league team in that local league division). A flight typically will have four teams. Local leagues receiving a wildcard for the championships will be eligible for a wildcard at the same level/flights the following year. Flights must have a minimum of four (4) teams to be eligible for a wildcard.

SCHEDULING ACCOMMODATIONS OF CTL LOCAL MATCH FOR TEAMS AT STATE, SECTIONAL OR NATIONAL CHAMPIONSHIPS

CTL will schedule through state or southern functions such as state championships or sectional championships to minimize the interruption in CTL scheduling. However, should a CTL team progress to a State, Sectional or National Tennis Championship that conflicts with a CTL regular local league match, team captains must make accommodations for the affected positions in CTL match play upon request of the team captain with player(s) advancing to championships, AND with notification to the league coordinator. **The captains should make every effort to reschedule the match to a date PRIOR to the originally scheduled match date.** If that is not possible and if time permits, then the rescheduling procedures are the same as the inclement weather guidelines and the team captains must notify the league coordinator of agreements by e-mail (e-mails sent to league coordinator must be copied to the opponent captain).

RULES FOR RESCHEDULING DUE TO MATCH CONFLICTS WITH OTHER EVENTS

All other matches scheduled by CTL league are expected to be played as scheduled unless inclement weather forces postponement. Rescheduling of a match may be permitted at the discretion and agreement of **BOTH** team captains if it can be scheduled **and is completed**

PRIOR to the scheduled match date. The team captains **MUST** notify the league coordinator of their agreement, specifying the details and dates(s) for playing all or part of the match early.

During the season, it is quite possible that a team will have a scheduled match that conflicts with **other events that do NOT require accommodation**. These might include events such as the Capital One Charleston Open, school holidays or spring breaks, extending weekends of a holiday, etc. Requests for accommodation for such other reasons should only be made by a captain if a team has a problem fielding a complete team for a match. The team requesting to reschedule a match for such other reasons should do so at the beginning of the season and give the other team several available dates prior to the match date. **If the other team does not agree to accommodation, the match must be played at the original scheduled time.** If both captains agree to an accommodation, the captains should, if possible, reschedule the match to a date **PRIOR** to the original match date. If the reschedule date is after the original match date, the teams **MUST** contact the league coordinator who will make the decision to grant or deny the request for rescheduling. If denied, the match must be played at the original scheduled time.

GRIEVANCE PROCEDURES GRIEVANCE COMPLAINTS.

1. Grievance complaint forms, procedures and rules are posted on the USTA SC website and CTL website and are incorporated herein by reference. There are specific time limits, procedures, and rules for filing a grievance. Grievance complaints may be filed not only for infractions of the regulations but also for failing to abide by good conduct, fair play, and good sportsmanship. Such grievances must be filed by the captain in writing and emailed to the CTL League Coordinator prior to commencement of the next team match involving such player or team or within 24 hours after the end of local league play, whichever occurs first, except a complaint based on ineligibility may be filed at any time after learning the player is ineligible.
2. A \$100 filing fee will be required for all General/Sportsmanship, Championship and/or Administrative Grievances. The filing fee will only be returned to the grieving party if the grievance is upheld.

USTA South Carolina Local League Grievance and Grievance Appeals Committee – 2024

**James Teal – Co-Chair Grievance Committee
Scott Zobrist – Co-Chair Grievance Committee
Debby Bosselman – Chair – Grievance Appeals Committee**

Local League Representatives

**Jeannette Hammers (AATL)
Jonathan Watkins (BBTL)
Toni Odom (CTL)
Malinda Griffin (FTA)
Abby Martin (GATA)
Susie Honeycutt (GSTL)
Sue Cook (HHTL)
Thea Salmonson (LATA)
Art Welling (LCTA)**

Becky Williamson (LCTA)
Chris Jones (LCTA)
Stephanie Stanton (MCTL)
Kim Northcutt (PD)
Frank Thompson (SATL)
Terri Errington (UPTA)

Please note that a chairman and 2 committee members will be assigned to handle each grievance or grievance appeal but will not be assigned to any grievance or grievance appeal from their local area.

The decision of the League Grievance Committee may be appealed to the League Grievance Appeals Committee.

The decision of the League Grievance Appeals Committee is final and binding.

3. **NTRP Grievance.** Self-rated players who enter the USTA League Tennis Program by misrepresenting their actual skill level are considered to have violated the standards of good conduct, fair play, and good sportsmanship, and may be subject to a grievance complaint and possible disqualification. Grievances against such self-rated players may be filed by a team captain or the Local League Coordinator. NTRP grievance complaints against a self-rated player must be filed in writing by email to the CTL League Coordinator, who will forward it to the State League Coordinator, who will review and forward it to the Southern Section NTRP Grievance Committee Chairman, as appropriate.

The advice and recommendations of the USTA SC District League Coordinator shall be secured by the LLC when deemed necessary.

DUTIES OF TEAM CAPTAIN

1. Secure at least eight players for team roster for 18 & Over divisions (five players for 2.5 and 5.0 levels); seven players for 40 & Over divisions; six players for 55 & Over, 65 & Over, 70 & Over, 75 & Over divisions, preferably more to allow for substitutes. Be sure players meet eligibility requirements listed in regulations.
2. Secure permission from facility for home courts and pay any court fees to facility.
3. Register your team in TennisLink. Type your team's name in TennisLink to include your team codes. (Area and age division/Captain's last name/home court facility code, i.e., CTL18/Turner/SEP). Ensure you have a 'legal team' roster by registration deadline.
4. Check roster printed from TennisLink to be sure player has registered before playing in a match.
5. Report scores through TennisLink immediately after the match. Winning Captain enters scores within 48 hours and visiting captain confirms scores within 48 hours. Confirm player names and match scores with opposing captain/players at time of match to avoid mistakes!!! If disputing scores on TennisLink, captain must notify league coordinator by email of details/basis for dispute and copy opponent captain with email. Score reporting is responsibility of both captains.
6. If you have made a mistake in entering the scores, you will need to contact the Local League Coordinator who can make that correction for you. Please make sure to give the match #, age division and level of your team. Copy the opposing captain.

6. Be sure each team member is notified of the schedule posted on TennisLink. Copies of USTA, STA, SCTA and CTL League rules should be available to team members if requested. Rules are posted on the CTL website.
7. **Home captain should contact Visiting captain by email, text or phone three (3) days prior to match date to confirm match time, court location, and number of courts.** Home captain is responsible to confirm with home facility the number of courts given to start the match. Some facilities have multiple teams playing; some facilities give less than five courts. Home captain must communicate to the Visiting captain the number of courts given at match time, and the plans to start any matches early or late.
8. **Home captain should convey to visiting team, at time of match and before exchanging lineups if he/she is using multiple surfaces and which positions are on what surfaces.** If the home captain neglects to do so and the visiting captain desires to know the surfaces being used, he/she should make a request to the home captain prior to exchanging line-ups.
9. Team captain is responsible for representing his/her team at all League meetings. Team captain is responsible for notification/communication to each team member all needed information from the League.
10. Be sure you, as a captain, and your team practice good sportsmanship.
11. Contact information for the other captains in your flight can be found on your team's home page in TennisLink. Click on the tab "Captain's Report" and you will find phone #s and email addresses for every captain in your flight.