



## WOMEN'S LEAGUE 2025

### RULES & GUIDELINES

The Women's League of the Greater Columbus Tennis Association (GCTA) was formed to facilitate an organized tennis league that promotes recreational and competitive activity for all women of greater Columbus. The GCTA is the USTA Community Tennis Association (CTA) for central Ohio. The progression is: GCTA, Ohio Valley Tennis Association, USTA Midwest Section and National USTA. Organizational meeting(s) will be held each spring to disseminate information to Club Representatives and team captains. If needed, an annual meeting of the Women's Board will be held to address any pertinent issues that have been presented to the board in writing. Any rule changes or additions will be implemented the following summer season. **The changes for 2025 are highlighted in YELLOW.**

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## **1. CLUB GUIDELINES**

**Rule 1:** Club guidelines.

- a. Clubs participating in the Women's Summer League must provide courts for GCTA play, pay membership dues for each player (per team), and abide by the league rules.
- b. A representative from each club participating in the 2025 season must submit a "number of teams" form and a "courts unavailable form" via the <https://GCTA.net> website on or before Friday, April 4, 2025.

## **2. PLAYER QUALIFICATIONS**

**Rule 2:** Players must meet the following qualifications to participate:

- a. Must be at least 18 years old by December 31 of the current year and a high school graduate.
- b. Must be a member of GCTA.
- c. A player may represent multiple clubs and must have a current paid and active tennis or other paid and active membership at the club(s) she represents. All matches played by a player in violation of this rule shall be defaulted.
- d. A team captain, tennis professional and/or club representative who submits a roster to the GCTA certifies that all listed players are members of the club they represent.
- e. As defined by the club or clubs she represents, a player must be a member of a club or clubs in Franklin, Delaware, Morrow, Union Counties, Pickerington City or Granville City.
- f. To roster on a team in the Gold League, players must be at least **50 years old** by December 31 of the current year.
- g. To roster on a team in the Platinum League, players must be at least **60 years old** by December 31 of the current year.
- h. Based upon age and USTA rating, a player may roster on one or multiple teams including Daytime (2.5, 3.0, 3.5, 4.0), Gold, Platinum, and Career (3.0, 3.5, 4.0, Open [4.5 & above]). A player shall not roster on multiple teams at the same USTA rating level unless the same-level teams are daytime and career.

*For example, a 3.5-rated player may not roster on the 3.5-level daytime team at Scioto Country Club and the 3.5-level daytime team at The Players' Club. A 3.5-rated player may roster on the 3.5-level daytime team at Scioto Country Club and the 3.5-level career team at The Players' Club.*

- i. A player shall pay \$15 GCTA membership fee for each team on which she is rostered.
- j. USTA ratings will be used to determine level of play for ALL levels except Gold and Platinum.

- i. EVERY player, except those playing ONLY Gold and/or Platinum, MUST have a valid and verifiable USTA-issued rating (NTRP rating) entered on her GCTA profile PRIOR TO HER TEAM'S FIRST MATCH.
- ii. Captains, Pros and/or Club Reps are responsible for verifying and entering players' USTA ratings into the GCTA Website **prior to the submission of preliminary rosters**.
- iii. Any matches played by a player without a valid USTA rating will be defaulted.
- iv. Any player appealing a USTA rating may NOT play a match for a lower-rated team until her appeal is decided.
- k. For GCTA players without a USTA rating **and for players with an expired USTA rating**, the USTA Rating Web Site shall be used to obtain a USTA self-rating. Once players create their non-member account, they will complete a self-rating after logging in with their new account number.
- l. To complete the USTA self-rating process, use the following links:

Non Member Account Creation:

[http://activesupport.force.com/usta/articles/en\\_US/Article/Non-Member-Account-Creation](http://activesupport.force.com/usta/articles/en_US/Article/Non-Member-Account-Creation)

USTA Self Rate:

[http://activesupport.force.com/usta/articles/en\\_US/Article/Leagues-Self-Rate](http://activesupport.force.com/usta/articles/en_US/Article/Leagues-Self-Rate)

- m. Regardless of whether a player has the option of playing on a team at her level, a player may play UP a maximum of one (0.5) level from her designated USTA rating (*for example, a 3.5-rated player may roster on a 4.0 team regardless of whether there is a 3.5 team at her club*).
- n. Except for the circumstances described in Rule 5(d), higher rated players may not play down a level. All matches played by a player in violation of this rule shall be defaulted.
- o. Anyone wishing to verify a USTA rating should go to <https://tennislink.usta.com/Leagues> and search by entering that player's first and last names for her NTRP rating information.
- p. All questions about USTA ratings and all inquiries about a player's USTA rating should be directed to the appropriate GCTA Level Chair.
- q. Based upon factors including but not limited to GCTA match results, GCTA Level Chairs have discretion to move a USTA self-rated player whose rating is determined by that Level Chair to be above or below the player's actual skill level to a team at her club that plays at a lower or higher level. In the alternative, the Level Chair may decide that the subject player remains on her current team if she plays only on a designated court (for example, on Court One or Court Five).
- r. In the absence of an applicable GCTA rule, the rules and guidelines set forth in *Friend at Court* – the USTA Handbook of Tennis Rules and Regulations, shall apply to

GCTA play. [friend-at-court.pdf](#) This includes The Code; the USTA League Regulations; USTA/Midwest Section Standing Orders; and the respective district and local USTA League Rules and standards of good conduct, fair play and good sportsmanship.

- s. If, for any reason, a player has been determined to be ineligible to play USTA League Tennis, that player shall not be eligible to roster on a GCTA team for the duration of the USTA period of ineligibility.

### **3. CLUB VOTES**

**Rule 3:** Teams playing at the same courts will be considered one Club and the Club Representative for those teams is entitled to one vote at meetings.

### **4. TEAM ROSTERS**

**Rule 4:**

- a. **On or before Friday, April 25, 2025**, every club must submit a preliminary roster for each of its teams via the <https://GCTA.Tenniscoses.com> website. All players listed on preliminary rosters (except Gold and Platinum rosters) shall be listed with valid and verifiable USTA ratings.
- b. Daytime 2.5, Daytime 3.0, Daytime 3.5, Daytime 4.0, and Gold teams must submit preliminary rosters of at least 12 eligible players. Career 3.0, Career 3.5, Career 4.0, Career Open, and Platinum must submit preliminary rosters of at least 8 eligible players.
- c. Clubs are NOT permitted to add **teams** after **Friday, May 2, 2025**.
- d. The GCTA is working toward requiring that at least 50% of every team (except Gold and Platinum) consist of players rated AT THAT LEVEL. When creating your rosters, please keep this goal in mind. **See, also Rule 2(q).**
- e. If a club submits a team for league play and withdraws that team for any reason after **Friday, May 2, 2025**, that club shall pay a \$250 penalty. If the fine remains unpaid by September 1 of the current year, the team is ineligible to play the following summer.
- f. Substitutions are NOT allowed. A player must be listed on the GCTA website as a member of a team to play a match for that team. All matches played by a player in violation of this rule shall be defaulted.
- g. Name, phone number, email address and current USTA rating (except for those playing only Gold and/or Platinum) must be entered into the GCTA website for each player.
- h. By submitting a player's name and USTA rating on a preliminary roster, the tennis professional, club representative and team captain certify that said player's rating is in fact, a verifiable USTA rating. **A preliminary roster submitted with names of players who lack valid USTA ratings will be rejected and/or non-qualified players will be removed from the roster prior to approval.**
- i. After a **preliminary roster** has been approved, ALL additions and/or changes to the roster must be sent via email to **Emily Saalman at Emily1Tennis@gmail.com (NO TEXT MESSAGES WILL BE ACCEPTED)**.

- j. Between **May 27 and June 27, 2025**, if a player is added to a roster less than 24 hours prior to the start of a match, the captain of the team adding the player must immediately communicate said addition to the level chairperson and to the opposing captain.
- k. Team rosters as of **Friday, June 27, 2025**, will be the final rosters for all purposes.
- l. Invoices for membership fees will be provided on Monday, June 30, 2025.**  
**Membership fees are due Friday, July 11, 2025. Checks must be payable to GCTA and mailed to Lois Dosky, 709 Garrett Drive, Columbus, OH 43214-2913.**
- m. All membership fees that remain unpaid as of August 16 shall be referred to the Women's Board for assessment of appropriate penalties.
- n. **Membership fees are not refundable.**

## **5. LEAGUE LEVELS**

### **Rule 5:**

- a. The GCTA Summer League Daytime levels of play are: 2.5, 3.0, 3.5, 4.0, Gold, and Platinum. The GCTA Summer League Career levels of play are 3.0, 3.5, 4.0, and, Open.
- b. Players currently holding a 4.5 USTA rating or higher are not eligible to play in the Platinum league. All matches played by a player in violation of this rule shall be defaulted.
- c. Switching players BETWEEN teams and/or divisions within a level is not permitted unless that player has not played in any matches prior to the switch and is switching to another team at the same level. **Any such switches may be made only with prior approval of the GCTA Membership Chair.**
- d. If a player's club or location is unable to field a team at a specific level, players are permitted to roster on a team at that location that is one rating level (0.5) below their level provided the player is NOT playing AT OR BELOW LEVEL at ANOTHER location or club.

*For example, Debbie Drop is rated 4.5 and plays at a club without an Open career team. Debbie may roster on her club's daytime 4.0 team and/or that club's 4.0 career team. If Debbie chooses to roster on her club's 4.0 daytime team OR her club's 4.0 career team, Debbie may not play Open career at any other GCTA location. If Debbie chooses to play Open career at another location, Debbie may NOT roster on a 4.0 daytime or 4.0 career team at her own club or any other location.*

*For example, Alice Ace is a member of Club Sunshine and is rated 4.0. Club Sunshine has a 3.5 career team and a 4.0 daytime team but does not have a 4.0 career team. Alice may play on the 3.5 career team at Club Sunshine but may NOT play on a 4.0 career team at another location. If Alice chooses to play on a 4.0 career team at another location, she may NOT roster on a 3.5 career team at*

***Club Sunshine or at any other location.***

e. For players taking advantage of Rule 5(d), only ONE higher-level player may play in a match and must play on Court One.

**6. WEEKLY SCHEDULE OF PLAY**

**Rule 6:**

- a. Schedule of play for GCTA teams
  - i. **Monday Evenings** – Career 3.0 and Career 4.0
  - ii. **Tuesday** – Daytime 2.5, Daytime 4.0, and Platinum
  - iii. **Tuesday Evenings** – Career 3.5 and Career Open
  - iv. **Wednesday** – Daytime 3.5
  - v. **Thursday** – Daytime 3.0 and Gold
- b. Daytime matches shall begin promptly at designated times but no earlier than 8:00 a.m. and no later than 9:15 a.m. The exception is if staggered play is indicated. When staggered play is necessary, the first team's start time must be no later than 8:30 a.m.
- c. Career matches are to begin at 6:00, 6:30 or 7:00 p.m. The 7:00 p.m. start time is limited to INDOOR clubs and outdoor locations WITH lights (those locations may also choose to start at 6:30 p.m.). The start time selected **by location** applies to ALL career matches at that location. Please also see Rule 7(b) and Rule 8(m).
  1. **Beginning with the 2025 season, all women's career matches played at Northam Park Tennis will begin at 6:00 p.m. To ensure that matches are completed by 8:00 p.m., all women's matches will follow the USTA's two-hour match time limit format. See Rule 8(n).**
  2. **Before a match begins, if the Northam Park captain verifies that there are no matches or court reservations starting at 8:00 p.m., by unanimous decision, a particular court may revert to GCTA rules for match format (see Rule 8(m)) or continue to follow the USTA's timed match format (if there is no unanimous agreement). This will be determined on a court-by-court basis after the Northam Park captain determines court status.**
- d. THE TIME DESIGNATED ON TEAM SCHEDULES IS THE TIME PLAYERS ARE TO TAKE THE COURT TO BEGIN WARMING UP. THE GCTA DOES NOT PUBLISH A "WARM-UP TIME." THE PUBLISHED TIME IS THE "START TIME." See, Rules 8(e, f, g).

## **7. STAGGERING MATCH START TIMES**

### **Rule 7:**

- b. If a club wishes to field three or more daytime teams playing on the same day of the week, that club must be prepared to host two of their teams on the same day but, may stagger start times so that only FIVE courts are in use at one time. **If staggered matches are necessary, Gold and Platinum teams have preference for the earlier time.**
- c. If a club wishes to field three or more career teams on Monday and/or Tuesday nights, that club MUST be able to host two full matches (six courts) with both matches starting at the same time. **Career matches may NOT use staggered start times.**
- d. For all courts and all teams playing matches with staggered start times (including Gold and Platinum), if a third set has not been started by 9:45 a.m. (in the case of the first set of matches) and 11:45 a.m. (in the case of the second set of matches), courts shall play a 10-point match tiebreak in lieu of the third set regardless of any decision made prior to the match. The team that first wins 10 points and is ahead by two points, using the Coman switching procedure, will be the winner. See Coman Tiebreak Instructions.
- e. In the event of staggered court play, the teams waiting to play will take the first available court, unless it is agreed to wait and play on a chosen court.
- f. In case of staggered play, once an early match is completed, the court will be declared open and the default penalties under Rule 8(f) apply.
- g. The host team must notify the guest team in advance of the day of the match as to the courts that will be waiting to play. Court No.5 will wait first, then Court No.4 if two courts must wait. Top seeded courts will play on clay courts if both clay and hard courts are used. Provided there are sufficient courts available, the entire match shall be played on one court surface. If indoor and outdoor courts are both used, the top courts will play outdoors.

## **8. MATCH FORMATS**

### **Rule 8:**

- a. Each level match will consist of the following:

Daytime Levels 2.5, 3.0, 3.5, 4.0:	five courts of doubles
Gold Level:	five courts of doubles
Platinum Level:	three courts of doubles
Career 3.0, 3.5, 4.0, and Open:	three courts of doubles

- b. Except as stated in Rules 6(c)(1) and 8(l), all matches are the best two out of three sets with regular game scoring.**
- c. All matches will use a seven-point set tiebreaker at the end of any set that is tied at 6-games all. The team reaching seven points by a two-point margin wins that set.

d. Players shall use the Coman Switching Procedure (see instructions) for ALL tiebreakers. Each player preserves the sequence of her serving turn during the set. Each serve during the tiebreak is for one point.

**Coman Switching Instructions:**

Coman switching will be used in ALL tiebreaks. The Coman switching procedure is as follows: players switch ends after the 1st point, then after every 4 points thereafter (5<sup>th</sup> point, 9<sup>th</sup> point, 13<sup>th</sup> point, etc.), and at the conclusion of the tie break. Tiebreaks use the normal service rotation.

A copy of instructions for Coman switching must be available through the home team at each match. See Downloadable Forms on the GCTA.net website for a copy. The instructions can also be found in the Friend at Court, USTA Handbook.

e. A warm-up of no more than 15 minutes begins at the designated start time.

f. If a player is late, the following applies after the start time: five minutes or less then loss of toss plus one game, 5:01 to 10 minutes late then loss of toss plus two games, 10:01 to 15 minutes then loss of toss plus three games. More than 15 minutes, the court is defaulted. See, USTA *Friend at Court* – Reference: Penalties for Lateness. See Rule 8(i).

*For example, the match start time is 9:00 a.m. If player arrives on court at 9:05 or less, then there is loss of toss plus one game. If player arrives between 9:05:01 – 9:10 then there is a loss of toss plus two games. If player arrives 9:10:01 - 9:15 then there is a loss of toss plus three games. If player arrives at 9:15:01, then the court is defaulted.*

g. Note that the late player must be on the court and ready to play in the examples above. Despite the imposition of penalties for lateness, no player shall be denied a reasonable warm-up time.

h. If a player fails to show for a match, a substitute may be inserted if present and dressed to play at the time of the match. The substitute shall be inserted into the open spot and all other courts remain unchanged.

i. If a substitute is not available, the bottom court will be defaulted in favor of the non-defaulting team and the other courts will move up with partnerships intact. **IF A PLAYER IS LATE, MATCHES SHOULD NOT START UNTIL THE DEFAULT IS KNOWN.**

*For example, in a three-court match, in which the Courts were originally to be played as follows:*

*South Park vs. North Club*

*Court 1: A & B versus C & D*

*Court 2: E & F versus G & H*

*Court 3: I & J versus K & L*

- *Player H from North Club's Court Two does not appear within the 15-minute default time.*
- ***Players I & J on Court Three are awarded a default. That match is scored 6-0, 6-0 in favor of South Park.***
- ***Player G does NOT play in the match because her partner (Player H) did not appear in time for the match.***
- ***North Club players K & L move up to Court Two and play against South Park players E & F on Court Two.***
- ***No changes are made to Court One and that match is played as is.***

j. At locations where a visible, mounted clock is not available, a cell phone shall be used on each court for accurate timekeeping.

k. All cellular telephones shall be placed in silent mode during play. If a cell phone rings or sounds an audible alarm on court, the opposing player may immediately stop, call a deliberate hinderance, and claim the point. See, USTA *Friend at Court* – Reference: Hindrance Issues.

l. For all teams at all levels and except as set forth in Rule 8(k) below, when an individual court has split sets, the four players may consider using the 10-point match tiebreak to be played in place of a full third set. All four players MUST reach a **UNANIMOUS decision at the end of the second set**. One dissenting vote on the court requires that a full third set be played. The decision is to be made by the players on the court, not by the captain or pro.

m. Other than career matches played at Northam Park, for matches that begin at 6:00 or 6:30 p.m., if a third set has not been started by 8:15 p.m., courts shall play a 10-point match tiebreak in lieu of a full third set. For ALL career matches that begin at 7:00 p.m., if a third set has not been started by 8:45 p.m., courts shall play a 10-point match tiebreak in lieu of a full third set. The team that first wins 10 points and is ahead by two points, using the Coman switching procedure, will be the winner on that court.

**n. RULES FOR TIMED MATCHES (INCLUDING CAREER MATCHES AT NORTHAM PARK) AND MATCHES THAT ARE MOVED INDOORS (RULE 15(e)):**

- Play regular scoring (NOT no-ad scoring).
- The team winning the best 2 of 3 sets wins the match.
- If either the first or second set is tied at 6-6, play a Set Tiebreak, first team to 7 points, winning by 2 points (use the Coman switching rotation).

- If the first and second sets are split, the third set will be a Match Tiebreak, first team to 10 points, winning by 2 points (use the Coman switching rotation). As always, a third set tiebreak is still “a third set,” that is, players may switch receiving sides; players may change serving order within their own doubles team.

**For ALL tiebreaks, use the Coman rotation. In rotation, serve one point from the deuce court and switch ends of court; the other team then serves twice, starting from Ad side; next player serves twice, starting from Ad side; teams switch ends of the court and continue serving two points starting from the Ad side and switching every four points.**

#### **WATCH THE CLOCK FOR THE TWO-HOUR TIME LIMIT:**

- If there is no clock available on the courts, choose a player’s watch or phone to monitor the time. All players can agree on which watch or phone to rely upon.
- If a second set cannot be completed with exactly 20 minutes left to play, complete the game in progress and the following procedure then applies:
  - If there is a difference of two games or more the set is over (for example, 4-2, and is recorded as 4-2). If the result is split sets, play a Match Tiebreak (10-point).
  - If there is a difference of one game, play one more game for the win or the tie (for example, 4-3, is the final set score, and is recorded as 4-3).
  - If the set is tied and there are less than 20 minutes left, play a Set Tiebreak for the set. If the result is split sets, play a Match Tiebreak to determine the winner.
  - If a third set Match Tiebreak is not completed at the designated ending time (2 hours after match start time), the following applies:
    - The team that is ahead in the tiebreak wins (even if it’s just by ONE point).
    - If the tiebreak score is tied, the next point (played in rotation) wins.

#### **9. STANDINGS AND LINEUPS**

##### **Rule 9:**

- a. If two or more teams have identical Won-Lost records within a single-division level or within a subdivision, the winner of the level or subdivision shall be determined by the following formula (in this order):
  - i. Most individual match wins (lines won)
  - ii. Fewest individual match losses (lines lost)
  - iii. Fewest number of total sets lost
  - iv. Fewest number of total games lost
  - v. Highest team game winning percentage

b. If a team cannot field all courts on the date a match is scheduled, the clubs shall play the number of remaining courts available on that date. In the case of defaults, the bottom court shall be defaulted first and then the next court from the bottom up. If a captain communicated a defaulted court or courts to the other captain prior to lineups being exchanged and prior to a rainout being declared, the default(s) stand(s), and the defaulted court(s) shall not be played.

*For example, a daytime 3.5 team finds itself short of players and must default three courts. The match shall be played on the date scheduled and shall consist of only two actual matches (scored as Courts 1 and 2) and three defaulted courts (scored as Courts 3, 4 and 5).*

c. USTA ratings are in effect for all levels (except Gold and Platinum) and ALL teams are encouraged to play an “order of strength” lineup to achieve fair and competitive matches on all courts.

d. For Gold and Platinum, team lineups **MUST** play in order of ability and strength: the #1 court stronger than #2; #2 stronger than #3; etc.

e. GCTA matches shall not be recorded by video camera, cellular device, or other recording device of any kind, including “SmartCourts” and “PlaySight,” without the express consent of all the players being recorded and the captains of the teams involved.

f. If a Gold player currently has a 4.5 USTA rating, that player **MUST** play on Court One. If a 4.5-rated player plays below Court One in any Gold level match, that court shall be considered a default win for the opposing team. Two 4.5-rated players may play together in a Gold level match so long as they play on Court One.

g. If a Platinum level player currently has a 4.0 USTA rating, that player **MUST** play on Court One or Court Two. If such a player plays below Court Two, that court shall be considered a default win for the opposing team.

h. Beginning with the 2021 season, the Gold level shall be divided into two divisions with an even (or close to even) number of teams in each division. The two divisions shall be known as the Wimbledon division and the French Open division. Team placement into each division shall occur during the scheduling process and shall be based primarily, but not exclusively, on regular season win-loss records from the preceding season. Newly formed Gold teams will be placed in one of the divisions at the time of scheduling. The team with the best record in the Wimbledon division shall be the Wimbledon division champion. The team with the best record in the French Open division shall be the French Open division champion. Division ties shall be broken in accordance with Rule 18. There will not be an overall Gold level championship team.

i. If a match at a particular level consists of four courts of doubles, the team winning that match shall be determined by the formula set forth in Rule 9(b). In the unlikely event that the utilization of that formula results in a tie, the team winning the match on Court One shall be declared the match winner.

## **10. HOST CLUB RESPONSIBILITIES**

### **Rule 10:**

- a. As a courtesy to the visiting team, the captain of the host club shall contact the captain of the guest club to confirm start time and court surface to be used. If there is a staggered match, or any other change in match time or location from the information published on the web site, a person-to-person phone call shall be placed a minimum of three days before the match date. In the case of staggered matches, if text messages or voicemails are used in place of the person-to-person phone call, those must also be placed a minimum of three days before the match date and must be acknowledged by the guest captain to insure receipt.
- b. If a host club has fewer than five outdoor courts available for matches, the GUEST club has the option to either stagger court play, or request play for one or more teams on separate outdoor courts. The location of the separate outdoor courts must be declared in advance and the location approved by the guest team captain.
- c. The host team must notify the guest team in advance of the day of the match as to the courts that will be waiting to play. Court No.5 will wait first, then Court No.4 if two courts must wait. Top seeded courts will play on clay courts if both clay and hard courts are used. Provided there are sufficient courts available, the entire match shall be played on one court surface. If indoor and outdoor courts are both used, the top courts will play outdoors.
- d. For all daytime matches, the host team shall offer cold drinks and post-match refreshments. Failure of the host team to comply with this rule shall result in a total match default in favor of the visiting team and shall be scored as such.
- e. For all career matches, provision of post-match refreshments shall be at the discretion of the host captain. A presumption that refreshments will NOT be provided shall be in place and a decision to the contrary shall be at the host club's discretion.
- f. The host team shall provide courtside score cards and new yellow USTA approved balls, opened when players are on the court. Both teams shall be responsible for their own water during match play. Bathroom facilities must be available at the courts. Portable toilets are acceptable for those locations that do not have permanent facilities and must be located at the courts.

## **11. COACHING**

### **Rule 11:**

- a. Coaches may accompany teams to matches but may coach their players only during the two-minute break between the second and third sets.
- b. Coaching (two-minute limit) is allowed at **the 2.5 Level** between the first and second sets.
- c. Coaching may take place on court but without disrupting surrounding courts.
- d. While on court or during a match, a player shall not receive information via electronic devices capable of receiving communications such as cell phones and smart watches. See, USTA *Friend at Court* – Reference: Coaching.
- e. Any coaching that occurs other than stated in Rules 11(a) and 11(b) shall be considered an infringement and a protest may be in order.

## **12. SCORESHEETS AND PLAYER SUBSTITUTION**

### **Rule 12:**

- a. Prior to arrival at each match, captains should complete a scoresheet with their line-up with names of players for each court on it so that the opposing captain will have a legible copy with players' names.

Scoresheets can be printed by going to the [www.gcta.tenniscoses.com](http://www.gcta.tenniscoses.com) web site, choose "LEAGUE" then choose desired Division and then desired Team. Select the desired Match, select players, and select Print.

- b. Before the start of the warm-up, both captains will exchange scoresheets with the line-up of their teams. Use only GCTA scoresheets.
- c. In case of injury to a player during warm-up, if an eligible player is on-site and available to play, then the captain may insert that player in that specific position. No other changes to the line-up may be made at that time. The inserted player shall be permitted sufficient warm-up time not to exceed 10 minutes.

## **13. SCORING MATCHES**

### **Rule 13:**

- a. After all match scores have been recorded, completed paper scorecards must be signed by both team captains/acting captains.
- b. On the [www.gcta.tenniscoses.com](http://www.gcta.tenniscoses.com) web site, host captains or acting captains shall input the completed scorecard selecting the winning team for each court. If the court was not completed, select which team won the match from the drop-down list and choose one of these TWO options:
  - **Default** – the captain was notified before lineups were exchanged that player(s) were unavailable; a player did not show up the day of the match; or player arrived more than 15-minutes past start time.  
SCORING: 6-0, 6-0 and include winning team player names only.  
**Disregard the options of Forfeit, Early Default and Late Default; these are not applicable to our league.**
  - **Retired** - Injury to a player or another intervening event causing a match to end. SCORING: record whatever the set scores were at the time of retirement in favor of the non-retiring team.
- c. **Regardless of whether a court plays a match tiebreak for the third set OR plays a full third set, the captain shall record the third set score as 1-0. (The 1 given to the team who won the match tiebreak OR won the third set without regard to the actual set score).**
- d. Beginning with the 2020 season, no "extra point" will be awarded to the winning team at any level.

## **14. DEADLINES FOR RECORDING SCORES**

### **Rule 14:**

- a. Daytime home team captains (or the acting captain) shall enter scores into the GCTA website **no later than noon of the day following the match**. Visiting team captains must review scores by noon of the second day. The visiting captain must contact the appropriate Level Chair with any scoring discrepancy before noon of the second day following the match, or the scores will stand as reported by the home team captain. (Note that a player may be designated as “captain” for a single match by using the “captain change-up function” on [www.gcta.tenniscoses.com](http://www.gcta.tenniscoses.com) website.)
- b. In case of a postponed or suspended daytime match, captains shall contact the appropriate Level Chair immediately after the match is postponed or suspended to notify her that your scores will not be posted by noon the next day.
- c. Career home team captains must enter scores no later than 10 p.m. on the day following the match. Visiting team captains must review scores and contact the appropriate Level Chair with any scoring discrepancy by 10 p.m. on the second day following the match or the scores will stand as reported by the home captain.
- d. In case of a postponed or suspended career match, contact the appropriate Level Chair immediately after the match is postponed or suspended to notify her that your scores will not be posted by 10 p.m. the next day.
- e. Do not enter ANY scores until the entire match has been completed.
- f. Questions about entering scores should be directed to the appropriate Level Chair. Level Chair contact information is posted at [www.gcta.tenniscoses.com](http://www.gcta.tenniscoses.com) and can be accessed by clicking on the “Contact” button.
- g. Captains and/or Club Reps must notify the appropriate Level Chair within 24 hours of an infraction of level play that has occurred during a match.

## **15. RAINOUTS**

### **Rule 15:**

- a. The captains of both teams should contact each other if weather is questionable on the day that play is scheduled. Personal, spoken communication (not text messaging) between captains is strongly preferred.
- b. At the scheduled match start time, the **captain** of the host team shall determine if the courts are playable or if play should be suspended after the match has begun.
- c. The captain of the host team may consult with others including a club professional to determine whether the courts are playable; however, **the host captain is responsible for verbally communicating any decision to postpone or suspend the match to the visiting captain**.
- d. **If the courts are not playable or the match is suspended, moving indoors to play the match is the first option** and captains should be aware of indoor club summer hours.

- e. If a match is moved indoors, a two-hour time limit shall be in place for all courts at all levels. All courts and all matches that are moved indoors shall play a match tiebreak (with Coman switching) for the third set. **NOTE: the two-hour time limit does not automatically apply to matches already scheduled to be played at an indoor club. All indoor clubs are responsible for determining the court time allotted to match play at their clubs.**
- f. To make up a match that has been postponed or suspended, common sense, and the guidelines below are to be followed:
  - i. On the day of the match, BOTH TEAMS could agree to take the match inside at the host team's choice of courts, and the cost to be shared evenly by ALL players. **Moving indoors to play shall be considered the first option.**
  - ii. If lineup sheets have NOT been exchanged prior to a rainout being declared, captains may change court assignments and/or players.
  - iii. If lineup sheets have been exchanged, the court assignments and players shall stand as listed.
  - iv. If a captain has communicated a defaulted court or courts to the other captain prior to lineups being exchanged and prior to a rainout being declared, the default(s) stand(s) and the defaulted court(s) shall not be played.
  - v. Matches must be played or completed within ONE week following the originally scheduled date and play **shall be scheduled on a court-by-court basis**. For good reason and with the approval of the appropriate Level Chair, the time for completing rescheduled matches may be extended.
  - vi. Captains shall include Level Chairs in communication about rescheduling if that communication extends beyond the date of the originally scheduled match.
  - vii. If play has started and is interrupted by rain, the rain date match is started from the point of interruption, using the same exact teams and scores completed. New balls may be used if there is a day or more delay in resuming the match or if the balls are wet or damaged.
  - viii. There shall be a five-minute warm-up when there is a change from outside to inside.
  - ix. Home team captains must contact the appropriate Level Chair immediately following the match suspension to notify her that the scores will not be posted by the next day. Captains shall also inform Level Chair of when the matches are scheduled to be completed.
  - x. Do not submit ANY scores until the entire match is completed.
  - xi. CAPTAINS AND PLAYERS SHOULD RECOGNIZE THAT RAIN CREATES UNFORESEEN CIRCUMSTANCES AND CHALLENGES THAT NEED TO BE ADDRESSED IN A CIVIL AND ACCOMMODATING MANNER.

## **16. PROTESTS**

### **Rule 16:**

- a. There shall be a Protest Committee to resolve any allegations of rule infractions that may arise during summer play. The decision of the Protest Committee is final and there is no further appeal.
- b. The Protest Committee shall consist of the members of the Women's Board and the Club Representatives of two clubs not involved in the protest. The Club Representatives shall rotate alphabetically each year.
- c. If either of the two clubs designated to serve on the Protest Committee is involved in the protest, the next alphabetical club will serve on the committee for that one situation.
- d. No Women's Board member shall serve on the Protest Committee if her club is involved in the protest.
- e. A protest must be filed by the captain of the team affected by the alleged infraction.
- f. The captain filing the protest shall use the form available on the GCTA's Tenniscores.com website. The form must be submitted within 48 hours of the alleged rule infraction. The Protest Form is available at [www.gcta.tenniscores.com](http://www.gcta.tenniscores.com): select "Forms," select "Downloadable Forms," and, select "Protest Form."
- g. When a protest is filed, copies of the protest form must be provided to the Women's Chair, Level Chair, and opposing captain.
- h. Any response to the allegations in the protest shall be submitted by the captain of the team committing the alleged infraction within 48 hours of receiving the protest. Copies of said response shall be provided to the Women's Chair, Level Chair and opposing captain.
- i. Regardless of whether a protest has been filed, a Level Chair or the Women's Chair may bring unsportsmanlike conduct to the attention of the Protest Committee for appropriate action and disposition. Action and disposition by the Committee may include suspension of the offending player from all GCTA activities including matches. Unsportsmanlike conduct as set forth in *Friend at Court*, USTA Reg. IV.C.18, shall include but is not limited to the following:
  - i. **Verbal abuse.** Swear at an official, a spectator, or an opponent in a voice that can be heard by any person;
  - ii. **Visible or audible profanity or obscenity.** Use profanity or insulting, abusive, or obscene language in any way that may be heard by any person or use obscene, insulting, or abusive gestures;
  - iii. **Racket abuse.** Throw or break a racket other than in the normal course of play;
  - iv. **Ball abuse.** Deliberately hitting, throwing, or kicking a ball that is not in play if the ball: leaves the playing area; hits or comes close to hitting any person; or could cause damage or harm;
  - v. **Physical abuse.** Threaten or inflict bodily injury to anyone; or,
  - vi. Other unsportsmanlike conduct.

## **17. POST SEASON PLAYER ELIGIBILITY**

**Rule 17:** To be eligible for play-off and/or championship matches, team members must have played in at least two regular season matches. A player is considered to have played in a match if she is listed on the official scoresheet. This rule applies to either a completed court or to a defaulted court.

## **18. PLAYOFF MATCHES**

### **Rule 18:**

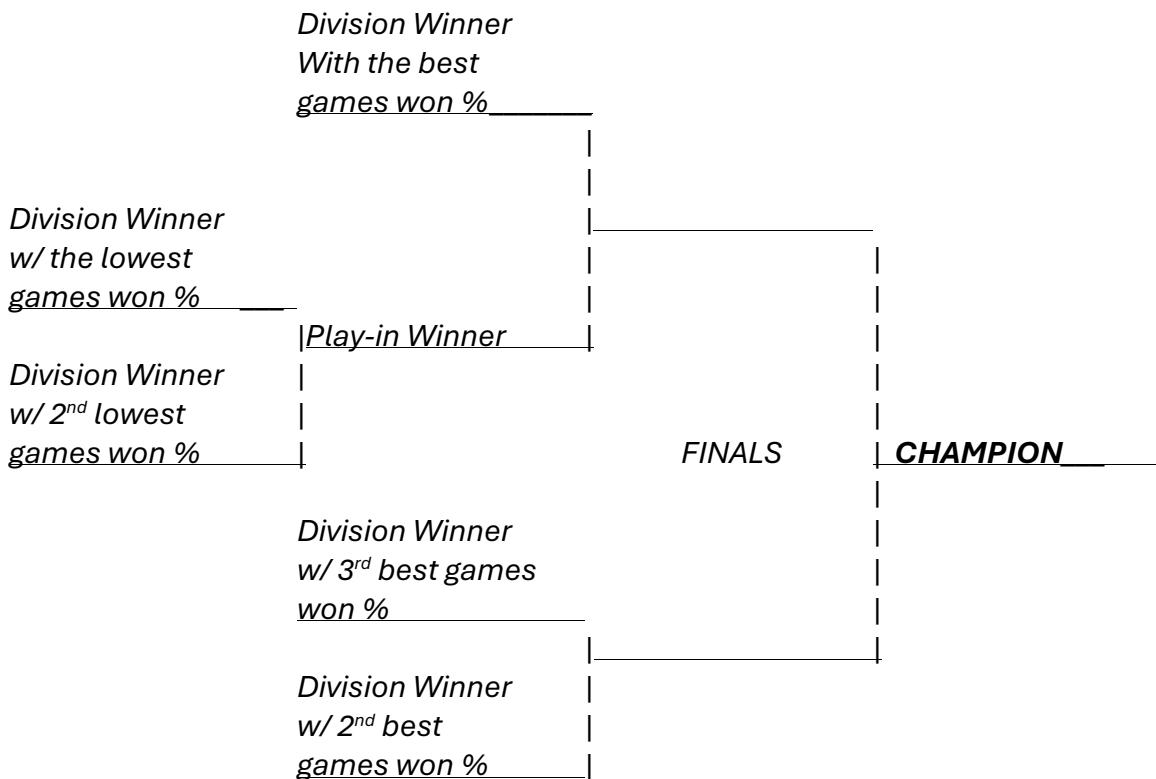
- a. The formula set forth in **Rule 9(a)** shall be used to determine division standings and single-division level winners.
- b. In the unlikely event that there is a tie for first place in any division of a level, a playoff match shall be played on a predetermined date following the last scheduled match of the regular season. All Playoff Match dates can be found on your level of play "LEAGUE" tab at [www.gcta.tenniscoses.com](http://www.gcta.tenniscoses.com).
- c. The location for a playoff match will be at one of the two clubs involved.
- d. If both teams can host the match, the location will be determined by the spin of the racquet (conducted by Level Chair).
- e. A team not able to field enough eligible players to fill the appropriate number of courts for a full match is to notify the Level Chair before 6:00 p.m. the night before the playoff match. See level schedules for playoff dates at [www.gcta.tenniscoses.com](http://www.gcta.tenniscoses.com).
- f. In the unlikely event that two teams in a single-division level are tied for first place, a playoff match will be played in accordance with Rule 18 to determine the level champion.

## **19. CHAMPIONSHIP MATCHES**

### **Rule 19:**

- a. Location of matches:
  - i. In a **two-division level**, championship matches shall be played at a neutral site unless otherwise mutually agreed upon by the captains of the participating teams. If a neutral site is to be used and is not otherwise agreed upon, court surface shall be determined by a spin of the racquet conducted by the Level Chair.
  - ii. In a **three-division level**, each team in the championships will host a match.
  - iii. In a **four-division level**, the home team for first-round matches shall be determined by a spin of the racquet conducted by the Level Chair. If one team is unable to host the match on the scheduled date, the match shall be played at the other team's home site on the scheduled date. The championship match shall be played at a neutral site unless otherwise agreed upon by the captains of the participating teams. If a neutral site is to be used and is not otherwise agreed upon, court surface shall be determined by a spin of the racquet conducted by the Level Chair.

iv. In a **five-division level**, a “play-in” match shall be played between the two division winners with the LOWEST total games winning percentages. See bracket below. The play-in match shall be played at a neutral site unless otherwise mutually agreed upon by the captains of the participating teams. If a neutral site is to be used and is not otherwise agreed upon, the court surface shall be determined by a spin of the racquet conducted by the Level Chair. The winner of the play-in match shall play its first-round match against the division winner with the HIGHEST games winning percentage. The remaining first round match shall be played between the team with the second-best games winning percentage and the team with the third-best games winning percentage. The home team for first-round matches shall be determined by a spin of the racquet conducted by the Level Chair. If one team is unable to host the match on the scheduled date, the match shall be played at the other team’s home site on the scheduled date. The championship match shall be played at a neutral site unless otherwise agreed upon by the captains of the participating teams. If a neutral site is to be used and is not otherwise agreed upon, the court surface shall be determined by a spin of the racquet conducted by the Level Chair.



v. At all levels, for a club to host a championship career match, that club must be an indoor club or have courts with lights. An outdoor club without lights is considered “not available” for a career championship match.

- b. For match format, see Match Formats – Rule 8.
- c. Teams participating in the championship matches (division winners) shall be determined by the formula set forth in Rule 9(a) (and, if necessary, Rule 18).
- d. Championship matches shall be played on predetermined dates. Championship matches facing impending inclement weather including a rainout or the possibility of a rainout, may be played indoors at a location to be determined by the Level Chair. The Level Chair and/or the Women's Chair have complete discretion as to whether a championship match is played indoors.
- e. A team that is not able to field eligible players to fill the appropriate number of courts for a full match shall notify the Level Chair before 6:00 p.m. the night before the championship match is scheduled to be played.
- f. In the event of a tie resulting from championship matches conducted pursuant to Rule 19, whether in round robin or single elimination competition, the tie shall be broken by the first of the following procedures that does so:
  - i. Individual Matches: Winner of the most individual matches in the championship.
  - ii. Sets: Loser of the fewest number of sets.
  - iii. Games: Loser of the fewest number of games.
  - iv. Head-to-Head: Winner of head-to-head match.
  - v. A method to be determined by the Women's Board.

g. **Three Division Level Championship Order of Play (Round Robin)**

- Day 1      Division #1 Winner AT Division #2 Winner\*
- Day 2      Division #2 Winner AT Division #3 Winner\*
- Day 3      Division #3 Winner AT Division #1 Winner\*@

*\*Unless the home club's courts are not available in which case the match shall be played at the other team's club.*

*@This match shall be played regardless of the results of Day 1 and Day 2.*

h. **Four Division Level Championship Order of Play (Single Elimination)**

- Day 1      Division #1 Winner vs. Division #3 Winner.  
Division #2 Winner vs. Division #4 Winner.

- Day 2      Winning teams from Day 1 play each other for Level Championship.

- i. Level Chairs shall make the arrangements for all championship matches, including providing balls, arranging for courts, and facilitating the payment of any court fees incurred. All questions concerning the above arrangements should be directed to the appropriate Level Chair.