

WOMEN'S LEAGUE INFORMATION HELPFUL HINTS FROM EXPERIENCED CAPTAINS

Storage:

At the Aviary facility there is a storage closet to keep team supplies. Each team has a bin labeled with their division. The code to the closet lock is 1931. To lock the closet you must punch in the 1931 code and press the lock button. Trails facility has no storage provisions or Ice availability.

Team Captain Match Procedure:

1. Book courts for your home matches as soon as schedules are received.
2. Additional courts maybe booked for League matched after 9:00am the day before match play.
3. Make a player roster with phone numbers and emails of the players on your team.
4. Ask players for preferred dates of play. Byes will be given to players who cannot play on designated dates.
5. A playing schedule is then worked out giving an equal number of playing opportunities to each team member when possible.
6. Distribute, roster, playing schedule, substitute list and snack schedule to team members.
7. Email match reminders to your team prior to league matches with lineup, and directions for away matches and snack schedule for home matches.
8. Tennis balls are provided by the home team for scheduled match.
9. Know the specific league rules and regulations that apply to your league.
10. USTA Rules "The Code" apply to all match play.
11. Print from the web site the captain contact list for your league.
12. Know the directions to opponents club, and phone numbers.
13. Your match lineup should be filled out and ready to present to your opponents before play.
14. Fill in opponent names from their line up before match play begins.
15. Start match after all line ups are complete and players have arrived.
16. Players record their scores after play on both captain's score sheets.
17. Home match- it is the captain's responsibility to report scores on line in a timely manner.
18. Away matches – check to see if your match scores have been recorded correctly.
19. No communication devices are allowed on the courts.

Please note the following:

1. You may or may not be playing with your preferred partner every week.
2. Players are obligated as team members to make scheduled match commitments.
3. Let your captain know ASAP if you have a conflict with one of your scheduled matches.
4. Bye players will be scheduled as substitutes to adjust the line ups.
5. If you lose your partner during the season, you will finish the regular schedule with a sub.

For more details see the Captains Guidelines.

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