

# USTA ATLANTA

Hello captains!

Welcome to another season of the USTA Atlanta Adult 18 & Over League! Thank you so much for volunteering and helping to make our league so successful. Not only will you serve as the communicator and representative for your team, but also, we wouldn't have our league without all your efforts.

## Important Notes About the Winter Season:

- In order for players to be eligible to play in the local playoffs, they must play **two times during the regular season** (first match through the last regularly scheduled match of the round robin). A default may count as one of the matches played.
- If a team forfeits more lines than they have played, making the match invalid, a warning letter will be sent to the team. If this happens a second time in the league season, the team will be removed from the league and reported to the USTA Georgia Adult League Committee for review.
- If the home team facility has special requirements for guests entering their facility, such as: a specific dress code, the signing of a waiver or requiring the collection of personal information (photo ID, email address, phone number, etc.) captains must inform the visiting captain in advance.

## Contact for the Season

Each team will have a dedicated level representative who has volunteered to answer questions throughout the season. They are here to make this a great experience for you, so please utilize them. **Susette Hall** is the Program Director for the Weekday Women's league.

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

2.5	Shannon Rowe	770-597-1611	<a href="mailto:shannondrowe@hotmail.com">shannondrowe@hotmail.com</a>
3.0 (Groups 1 - 4)	Robin Schorr	678-492-3674	<a href="mailto:rschorr44@gmail.com">rschorr44@gmail.com</a>
3.0 (Groups 5 - 7)	Johnnie Collier	404-402-9739	<a href="mailto:jwcollier@mindspring.com">jwcollier@mindspring.com</a>
3.5 Low	Patti Kinneer	770-331-8074	<a href="mailto:pkinncpa@hotmail.com">pkinncpa@hotmail.com</a>
3.5 Red	Joan Marcinko	770-846-5570	<a href="mailto:joanajcl@aol.com">joanajcl@aol.com</a>
3.5 Blue	Maureen Gold	404-431-1724	<a href="mailto:mogo@mindspring.com">mogo@mindspring.com</a>
4.0 Low	Dee Lavender	404-664-3938	<a href="mailto:deirdrelavender@yahoo.com">deirdrelavender@yahoo.com</a>
4.0	Sonya Peel	770-337-2793	<a href="mailto:peel-sonya@comcast.net">peel-sonya@comcast.net</a>
4.5	Tricia Morgan	678-640-8904	<a href="mailto:Pmorgan26@comcast.net">Pmorgan26@comcast.net</a>
Program Director	Susette Hall	404-444-6107	<a href="mailto:susette.hall@comcast.net">susette.hall@comcast.net</a>

## Season Schedule for Winter 2023/2024 Season

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

### Local Match Dates\*

- Season starts Thursday, November 9<sup>th</sup> at 9:30 a.m.
- See TennisLink for a complete detailed schedule. Click on “Match Schedule” from your “Team Summary” page.

### Playoffs

- Thursday, January 18<sup>th</sup> (all levels except 3.5 Low)
- Thursday, January 25<sup>th</sup> (all levels except 3.5 Low)
- Thursday, February 1<sup>st</sup>

### City Finals

- Thursday, February 8<sup>th</sup> at **Harrison Tennis Center**
- Rain date: Thursday, February 15<sup>th</sup>

\*Dates are subject to change

### Playoffs

Any player advancing to playoffs must have played two times during the regular season in order to advance and be eligible for playoffs. A default received may count as one of the matches played.

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

- **2.5:** All five first place teams (seeds 1-5); all five second place teams (seeds 6-10); all five third place teams (seeds 11 – 15).
- **3.0:** All seven first place teams (seeds 1-7); all seven second place teams (seeds 8-14); seeds (15 – 16) will be determined by taking the top two overall third place teams.
- **3.5 Low:** Top 4 teams advance to playoffs.
- **3.5 Blue:** All five first place teams (seeds 1-5); all five second place teams (seeds 6-10); all five third place teams (seeds 11 – 15).
- **3.5 Red:** All four first place teams (seeds 1-4); all four second place teams (seeds 5-8); all four third place teams (8-12).
- **4.0 Low:** All five first place teams (seeds 1-5); all five second place teams (seeds 6-10); all third-place teams (11-15).
- **4.0:** All seven first place teams (seeds 1-7); all seven second place teams (seeds 8-14); seeds (15 – 16) will be determined by taking the top two third place teams (out of all groups).
- **4.5:** All four first place teams (seeds 1-4); all four second place teams (seeds 5-8); all four third place teams (9-12).

## **Scheduling Matches**

Default Match Start Times:

- 9:30 AM: 1S and 1D
- 10:30 AM: 2S and 2D (to follow 1S and 1D)
- 11:30 AM: 3D (to follow 2S and/or 2D)

Both captains must agree if start times and order of lines differ from the “default.”

If you schedule your match start times/order of play differently from the default time, you must get e-mail confirmation from opposing captain. Refer to the USTA Atlanta rules and regulations for all match time scenarios.

## **Make-up Matches**

Teams have 13 days to make up matches (with the exception of the last 2 matches of the season – see paragraph below). Please refer to the 2024 league rules and regulations for specifics.

If inclement weather occurs on the makeup default day (Wednesday), the new default time moves to the following Friday at 9:30 AM and continues weekday-to-weekday until weather permits the match to be played. If the makeup day continues to a Tuesday, and either 18 & Over team has a conflict with a 40 & Over match, the teams must declare Tuesday as an inclement weather day and continue day-to-day afterward. The captain having the conflict on that Thursday should notify the coordinator of such conflict.

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

## **Finding Phone Numbers for Opposing Captains**

- Go to TennisLink (<http://tennislink.usta.com/leagues/>);
- Log in your USTA account (if you don't have one – create one);
- Go to your team's “Team Summary” page (the default page for your team)
- Click “Match Schedule” – you will see the opposing captain's phone number.

## **Finding E-mails for Opposing Captains**

If you would like to find an e-mail for an opposing captain, you may find this information by doing the following:

- Go to TennisLink (<http://tennislink.usta.com/leagues/>);
- Log in your USTA account (if you don't have one – create one);
- Go to your team's “Team Summary” page (the default page for your team)
- Select “Captain Email Report;”
- You will see opposing captain e-mails.

## **Add or change the co-captain**

1. Go to TennisLink (<http://TennisLink.usta.com/Leagues/Common/>).
2. Login to TennisLink (Refer to the “Login to TennisLink” section of this document).
3. Click on “Team Management” under the heading “Quick Links”
4. On the page that comes up, click on your team under the heading “Team Name/Team #”

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5. You are now on the team's management homepage. Cursor on "Edit" next to "Co-Captain" and make the changes via the drop-down box that appears.

Note: You must be listed on TennisLink as the captain of the team to add or change the co-captain.

## Captain's Corner

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

## Line-ups

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

## Adding a Player After Season Begins

You may add players at any time up until 11:59 PM on the Wednesday before the last local round robin match (for many of you, this would be 11:59 PM on January 11, 2024).

## Scoring

Teams have the option to play a 10-point tiebreaker in lieu of a 3<sup>rd</sup> complete set. This does not mean teams are required to do this, but it is merely an option. Before the racket spin, the individuals on the court (involved in the match) can decide to play the 10-point tiebreaker or not. This must be decided prior to the racket spin. The **default scoring will be a complete 3<sup>rd</sup> set**, so if all players do not agree, the default scoring will be used. If a tiebreaker is elected, players should communicate this to their captain prior to starting their match. If a 10-point tiebreaker is chosen, coaching is not allowed after the 2<sup>nd</sup> set and only a 2-minute rest period is allowed.

When recording the score in TennisLink, you would record a winning 10-point tiebreaker as 1-0 retired in the 3<sup>rd</sup> set. For example, if a team wins 4-6, 7-5, 10-8, they will report the score as 4-6, 7-5, 1-0 ret.

## "Low" Levels (3.5 Low and 4.0 Low)

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

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

## Important Tips

- Be sure to thoroughly read through and be well-versed with USTA Atlanta local rules and regulations.
- Ensure a proper scorecard exchange before each match. Both captains should simultaneously exchange COMPLETE scorecards before the start of the match.
- Assign a co-captain for your team! Contact your captain at least 3 days in advance to coordinate logistics for the team match.

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- If both captains agree, you may play your match earlier or at a different time on match day. Keep your level rep informed if you do this!
- Make sure your player is registered on your team before stepping foot on the court. If your player's match is started at 9:30 AM, and they registered on the team at 9:31 AM, it is an illegal match and will be disqualified and awarded to the opposing team.
- Stay in the know:
  - Subscribe to the [USTA Atlanta e-newsletter](#)
  - Connect with us on [Facebook](#)
  - Connect with us on [Instagram](#).

## **Georgia State Tournament for 2024 Championship Year**

We are currently in the 2024 Championship Year. City Champions from USTA Atlanta will advance to the USTA Georgia State Tournament to be held in May 2024. Please visit the USTA Georgia's site at [www.ustageorgia.com](http://www.ustageorgia.com) (USTA League Tennis > State Championships) for more information on logistics. **There is no state tournament for the 3.5 Low level.**

## **Qualifying for the State Tournament**

If your team receives an invitation to the state tournament, each player (going to state) must be on the scorecard for two matches during the regular season in order to qualify for state. One of these times may be recorded as a default received, but at least one must be an actual match played.

## **Facilities**

Bathrooms are required. Home teams must have restrooms with running water and flushable, functioning toilets that remain unlocked for the entirety of match play. Porta Potties are not approved restrooms. If restrooms are out of order, the visiting team must be given the option to provide courts. If the visiting team cannot provide courts, then it goes back to the home team to find nearby courts with acceptable restroom facilities.

If your facility has time constraints for courts, please make arrangements for them to stay open and lighted to allow you to complete long-running matches.

If the home team facility has special requirements for guests entering their facility, such as: a specific dress code, the signing of a waiver or requiring the collection of personal information (photo ID, email address, phone number, etc.) captains must inform the visiting captain in advance.

Another important note regarding facilities: Once you have indicated your official home facility in TennisLink, all home matches should be played at that facility. If you cannot play at your designated home facility, the visiting team has the option of supplying courts for the match. Of course, you can always agree to play your match somewhere else if it eases the commute... but home captains may not arbitrarily choose to schedule matches at an alternate facility.

## **The Grievances Process (found in captain's corner)**

When viewing the captain's corner, you will notice a grievance section with two types of complaints that can be filed from a captain.

## NTRP Grievance

If you believe that you (or one of your players) have played against a player that has misrepresented their playing ability within the **self-rating** process (i.e., their playing level is at the top of the next level or higher), you should file a NTRP Grievance ASAP before the next match is played. However, you must have evidentiary support for your claim (i.e. college background). An opinion is not a valid back-up for a self-rate grievance.

## Sportsmanship Grievance

All complaints alleging a violation of USTA League Regulations shall be filed in writing by a team captain via email ([grievances@ustaatlanta.com](mailto:grievances@ustaatlanta.com)) to the chairman of the USTA Atlanta Grievance Committee. Examples of valid grievances include but are not limited to: misrepresenting a player's identity on a scorecard or in TennisLink; falsifying scores in TennisLink; recording a score without playing the match; using ethnic slurs or obscene language; coaching; abusive behavior; or physical violence.

Grievances must be filed prior to whichever occurs first: (a) the involved team's next match in that flight whether or not the involved player participates OR (b) within 24 hours after the end of the local league regular season. For all grievances arising during playoffs (including city finals), Grievances must be filed within 30 minutes of the completion of the involved team's match.

There is a \$40 fee for filing a grievance under this Section VIII, which must accompany the written grievance. If the grievance is kept on file or penalties are imposed, USTA Atlanta will refund the \$40 fee. All grievance filing fees retained by USTA Atlanta will be donated to the Atlanta Youth Tennis and Education Foundation.

Good luck – and have a great season!