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Adult 18 & Over Business Women League

Winter 2027 Captain Information

2027 League Year

Season begins: Saturday, November 14, 2026 at 1:30 p.m.

Hello captains!

Welcome to the winter 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 Rules Update for 2027 League Year

Rules Update: Section IV.4B and 4C

For team matches or rescheduled matches scheduled within 2.5 hours of a facility's posted closing time, the home team should notify the visiting team of the closing time prior to match day.

If a facility closes and such notice was not provided, the visiting team is not required to interrupt or reschedule play. If this occurs, the visiting team has the option to:

a) Continue play at their home courts or

b) Declare a default against the home team and win the uncompleted individual matches

Comment: When scheduling a team match or rescheduled match, the home team should notify the visiting team in advance if the facility is expected to close within 2.5 hours of the scheduled start time. This notice should be provided when finalizing the match date and time. If notice has been given or if a match begins more than 2.5 hours before closing time teams should refer to rule IV.6 if the facility closes.

Important Reminders

- To start the team match, complete written lineups showing all individual matches must be simultaneously exchanged. If the captain will not be there at start time, they should send the lineup with a player who is playing in the first time slot. **If Team A will not provide a written lineup within the default time, Team B may claim a default of the positions that were to start first. The remaining positions will play at the next scheduled time(s), provided a written lineup has now been exchanged.**
- 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 email 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.

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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. **Heather Cotton** is the Program Director for the Business Women's league. If you are unable to contact your level representative for an immediate question, you are welcome to call another level rep or the program director.

2.5	Ann Aschenbrenner	404-353-6481	aaschen2@gmail.com
3.0 Red	Lisa Hills	404-431-5425	leehills@comcast.net
3.0 Blue	Wanda Loggins	678-266-7275	wandal@hotmail.com
3.5 Low	Monica Murray	678-321-5962	monicacmurray@me.com
3.5 Blue	Michelle Wilkinson	404-277-6510	michellewilki12@gmail.com
3.5 Red	Leigh Coyle(Leigh Coyle)	678-764-5976	leigh.coyle1023@gmail.com
4.0 Low	Monica Murray	678-231-5962	monicacmurray@me.com
4.0	Debbie Adams	678-993-4407	debadamsapple@aol.com
4.5	Heather Cotton	404-386-4375	hhcotton@hotmail.com
5.0	Ann Aschenbrenner	404-353-6481	aaschen2@gmail.com
Program Director	Heather Cotton	404-386-4375	hhcotton@hotmail.com

Local Match Dates*

Item	Season information
Season start	Season starts Saturday, November 14 at 1:30 p.m.
Schedule	See TennisLink: Team Summary → Match Schedule.
Holiday byes	November 28 and December 19 - December 26

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Playoff Format

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

Division	Teams advancing and seeding (normal seeding procedures apply)	Playoff Dates
2.5	All four first place teams (seeds 1 - 4); all four second place teams (seeds 5-8)	Jan 30 Feb 6
3.0 Blue	All six first place teams (seeds 1 - 6); all six second place teams (seeds 7 – 12); Seeds 13 - 16 will be determined by taking the top four best overall third place teams (out of all groups).	Jan 23 Jan 30 Feb 6
3.0 Red	All five first place teams (seeds 1 - 5); all five second place teams (seeds 6 – 10); all five third place teams (seeds 11-15)	Jan 23 Jan 30 Feb 6
3.5 Low	Top 4 teams advance to playoffs.	Jan 30
3.5 Blue	All six first place teams (seeds 1 - 6); all six second place teams (seeds 7 – 12); Seeds 13 - 16 will be determined by taking the top four best overall third place teams (out of all groups).	Jan 23 Jan 30 Feb 6
3.5 Red	All five first place teams (seeds 1 - 5); all six second place teams (seeds 6 – 10); all five third place teams (seeds 11-15)	Jan 23 Jan 30 Feb 6
4.0 Low	All four first place teams (seeds 1 - 4); all four second place teams (seeds 5-8)	Jan 30 Feb 6
4.0	All six first place teams (seeds 1 - 6); all six second place teams (seeds 7 – 12); Seeds 13 - 16 will be determined by taking the top four best overall third place teams (out of all groups).	Jan 23 Jan 30 Feb 6
4.5	All three first place teams (seeds 1-3); all three second place teams (seeds 4-6); Seeds 7-8 will be determined by taking the top two best overall third place teams (out of all groups).	Jan 30 Feb 6
5.0	The winner at the end of the round robin is the city champion.	N/A

City Finals*

City Finals		Rain date
Saturday, February 13, 2027	Harrison Tennis Center	Sunday, February 14, 2027

***Dates are subject to change**

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Default Match Start Times

Default start time	Lines
1:30 PM	1S and 1D
2:30 PM	2D and 3D (to follow 1S and 1D)
3:30 PM	4D (to follow 2D or 3D)

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 or text confirmation from opposing captain. Refer to the USTA Atlanta rules and regulations for all match time scenarios.

USTA Rules state that during the regular winter season for Adult 18 & Over Business Women (except for the final match), the match should attempt to be played at the regularly scheduled match time but must be played no later than Sunday at 6:00 PM. If captains cannot agree on an alternate match time, then the match must be played at the regularly scheduled match time.

Make-up Matches

Teams have 14 days to make up matches (except for the last 2 matches of the season – see paragraph below). Please refer to the 2027 league rules and regulations for specifics.

The make-up deadline for the second to last match of the regular season is the following Saturday, 6:00 p.m. The make-up deadline for the last match of the season and playoff matches is Wednesday, 6:00 PM. If it rains on Wednesday, day-to-day, 6:00 PM.

Defaults: If the start of any team match is cancelled due to inclement weather, any defaults 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 default(s) stands.

Finding Phone Numbers for Opposing Captains

- Go to TennisLink (TennisLink)
- 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 (TennisLink);
- 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 (TennisLink).
2. Login to TennisLink (Refer to the "Login to TennisLink" section of this document).
3. Click on "New Team Management Tool" under the heading "Quick Links"
4. On the Team Details section, click the pencil icon and choose a player on your team in the drop-down menu to assign as co-captain.

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 Business Women's Captain's Corner.

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 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 opponents 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 Friday before the last local round robin match (for many of you, this would be 11:59 PM on January 15, 2027).

Scoring

Teams have the option to play a 10-point tiebreaker in lieu of a 3rd 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 3rd 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 2nd 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 3rd set. For example, if a team wins 4-6, 7-5, 10-8, they would 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.
- 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 1:30 PM, and they registered on the team at 1:31 PM, 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 2027 Championship Year

We are currently in the 2027 Championship Year. City Champions from USTA Atlanta will advance to the USTA Georgia State Tournament to be held in May 2027. Please visit the USTA Georgia's site at www.ustageorgia.com (USTA League Tennis > State Championships) for more information on logistics. **There is no state tournament for the 3.5 Low level.**

3.0 - 4.5 Teams that advance to the state tournament will play a 2S, 3D format.

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 to qualify for state. One of the matches may be recorded as a default received, but at least one must be an actual match played.

Home Court Requirements

Restrooms

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.

Court Time and Lighting

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.

Guest Requirements

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 3 days in advance so traveling teams can make necessary changes if needed.

Official Home Facility

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)

The Captain's Corner includes information about the two types of complaints a captain may file.

USTA National instituted a Suspension Point System. To learn more about the new point system, please click here: USTA Suspension Point System

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) 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 $50 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 $50 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!