

EAST HAWAII COMMUNITY TENNIS ORGANIZATION (EHCTO)
LOCAL LEAGUE RULES AND PROCEDURES

Current Hawaii Pacific Section (HPS) Regulations and USTA League National Regulations, including all addenda, apply to all matches played except for modifications outlined in these East Hawaii CTO Local League Rules and Procedures.

Go to <https://www.ustahawaii.com/easthawaii> for USTA and HPS League Regulations. Click on Adult League, then Rules

All captains and players are responsible for reading and following all of the EHCTO, HPS and USTA league tennis regulations.

The Local League Coordinator (LLC) and the CTO Leagues Committee may confer and authorize an exception to these EHCTO Local League Rules and Procedures.

TEAM PROCEDURES AND FEE

Registration and score reporting will be through TennisLink: tennislink.usta.com

Fees per player: \$25 league fee + \$3.15 non-refundable TennisLink fee.

SCHEDULING OF LEAGUE MATCHES

Team captains will schedule their local league team matches at the captains' meeting. Dates, times, and sites/facilities are considered part of the schedule. The deadline for schedule changes will be announced at the captains' meeting. Both captains are to notify the LLC via e-mail of any changes made after the captains' meeting.

Once the deadline has passed, schedule changes are allowed for unforeseen emergencies only. The captain requesting the change must contact the opposing captain. If the opposing captain agrees to the change, the captain shall notify the LLC, via email, with a cc to the opposing captain. The opposing captain is not obligated to agree to any schedule change. The rescheduled team match must be played within two weeks of the original match date.

RAINED-OUT TEAM MATCHES

Refer to "Rained-Out Team Match" section of the HPS Regulations. Additionally, in the event of a rained-out team match, **BOTH** captains shall notify the LLC on the day of the scheduled rained-out team match. All captains must make every effort to complete rained out team matches as soon as possible within two weeks of the originally scheduled match date. However, should continuous rain prevent the re-scheduled match from being played, this match shall be made up within a week from the original two week make-up period. If teams cannot agree on a make-up date for an individual match, the result will be a double default.

MAXIMUM NUMBER OF ROUNDS FOR ALL LEAGUES

2 teams - 6 rounds (6 matches)	4 teams - 2 rounds (6 matches)	6 teams - 2 round (10 matches)
3 teams - 3 rounds (6 matches)	5 teams - 2 rounds (8 matches)	7 teams - 1 round (6 matches)

The number of rounds to be played will be decided by the captains in this order: (1) captains vote, majority rules; (2) in the event of a tie, the LLC will toss a coin.

The LLC/CTO Leagues Committee may make exceptions to the maximum number of rounds if it is determined that enough courts will be available. Additional rounds may be subject to a fee imposed on each team in the flight/gender for rounds above the maximum number stated to cover additional expenses. Fee amount will be announced at the captains' meeting.

ADVANCING TO SECTION CHAMPIONSHIPS

Any team's decision to not participate in a section championship shall be final upon communication to the LLC by the deadline specified by the LLC. The LLC shall offer the next qualifying team the opportunity to advance.

COURT FEES

EKS, UHH, Hala'i, Waiakea High School, Lincoln: EHCTO will pay the court fees for matches played at these sites except for rained-out matches. If there is a rain-out or rescheduled match, captains shall advise the LLC if courts are not used at all or if used less than an hour. Accurate records must be kept so that the correct payment can be made by EHCTO to the school or County at the end of the season.

BALLS

Balls for matches shall be provided by the league and taken to the matches by the home team. The winner of each individual match shall keep the balls.

PLAYER REFUNDS

A player's fee will not be refunded after the season has started with this exception: The player has not played any matches that season because of **injury or illness**, and the player's captain has informed the LLC in writing (via e-mail) that he/she is unable to play due to injury or illness. If, at the end of the season, the player has not played any matches because of this injury or illness, the player's captain is to request the refund via email to the LLC. The player will receive a refund of the registration fee minus the \$3.15 TennisLink fee.

COURT RULES AND INFORMATION

Court Usage

- 1) Time allotments are assigned for all league matches.
- 2) Matches must vacate the courts at the end of the allotted time.
 - a. However, if there is no other match scheduled, and no one is waiting for the courts, a match may stay on only if a few more minutes are required to complete the match. Otherwise, vacate the courts and reschedule.
 - b. If there is another scheduled match after yours, please vacate the courts as soon as your time is up. Do NOT ask the team captain/players of the next match if you could have just a few more minutes to complete your match. The next match may be long or may have some unforeseen delays, etc.
- 3) **For all school sites** - Follow all school rules. This includes no smoking or drinking. Report any vandalism, litter or adverse conditions to the LLC. We do not want to be blamed for someone else's mess.

Waiakea High School and Hala'i (Hilo Intermediate)

- 1) **Keys – Home team captain(s)**
 - **First match of the league season:** Call the LLC to arrange for pick up at least one day prior to the match. If there is more than one team match for a specific day/time, the home team captain of the match listed first on the schedule will arrange for the keys.
 - Must coordinate for passing the keys to next home team captain.
 - Must not loan or pass keys to anyone else but the next home team captain.
 - Only open the gate to the WHS upper parking lot entrance. Park in the area by the cafeteria or upper parking lot. Do not drive down to or park at the tennis courts. Lock gate, tennis courts, and restrooms upon departure.
 - Keys and courts are to be used for **USTA league matches only**.
 - **Last match of the league season:** Call the LLC to make arrangements for returning the keys.
 - **Lost key fee: \$50.**
- 2) **Toiletries** – Bring your own hand soap, toilet paper, and hand towels. Take your trash with you. Do not dump your trash in any of the school wastebaskets or bin.

UHH

- 1) **Restroom Key – First match of the league season:** Call the LLC to arrange for pick up at least one day prior to the match. If there is more than one team match for a specific day and time, the home team captain of the match listed first on the schedule will arrange for the key. Unlock the gate on the gym side of the building.
 - Must coordinate for passing the key to next home team captain.
 - Must not loan or pass key to anyone else but the next home team captain.
 - The key is to access the bathroom for **USTA league matches only.**
 - **Last match of the league season:** Call the LLC to make arrangements for returning the key.
 - **Lost key fee: \$50.**
- 2) **Court usage** – Matches scheduled for UHH shall be played only on the courts assigned on the online UHH reservation system.
- 3) **Trash** – Pick up your trash, ball cans and aluminum covers and place in trash receptacle.

EKS

- 1) **Court Usage** – If a league reserved court will not be used, the Home team captain must cancel the reservation by the night before the match. Call 961-8720. **Unused courts not cancelled with such notice must be paid for.**
Captains may not contact P & R directly to reserve match courts unless it is for make-up matches. Matches will only be scheduled on dates pre-arranged with P & R and offered at the captains’ meetings.

Lincoln

- 1) Use the 3 courts on the mauka side (the 3 which are farthest from Lincoln Park).
- 2) Park in marked stalls.

+++++

ROLLERS AND SQUEEGEES. One set is available at the Ideta tennis court, 945 Kukuau St (in Sunrise Estates). A second set is available outside the Nishida’s garage at 1018 Kuahiwi Place (by Mohouli Park). Call the LLC to inform of time and location of pick up. Return immediately upon completion of match. Please store properly upon return. Place the roller end up and the foamy part away from the wall (not resting on the wall) so that nothing is touching it to avoid indentations when it dries. Squeegees are stored the same way.

+++++