

SOFTCOURT LEAGUE CAPTAINS

At the beginning of each season, you will be asked to register your Softcourt team on the Women's Softcourt League Website. When you register your team on the Softcourt Website, please do not list subs. You will have a 2-week period prior to each season when you will be able to register your teams for the upcoming Softcourt season. Registration will be July 15th through August 1st for the Fall Season and January 15th through February 1st for the Spring Season. Please send one check per team or even better have your club send one check per club.

You will be required to enter your team's Strength Roster on the Women's Softcourt League website each season. Your team's Strength Roster can be entered from the beginning of registration until midnight the day before your level of play begins for each season. (Ex: The 3.0 level has until Sunday at midnight to enter their strength roster before the 3.0 level's season starts on the following Monday). You must present your Strength Roster to your opponent at each match along with your line-up for that match. Players must adhere to their team's Strength Roster. Please read and follow all of the Strength Roster procedure rules as stated in the rulebook. If additional movement is necessary due to injury, new players joining your team or any unusual occurrence, please call your level coordinator for permission.

The captain of either team may enter the scores onto the Softcourt Website within 3 days of the date that the match is played. If it is not entered within 5 days, the level Coordinator will contact the Host captain. Either captain may confirm the scores. If the match scores are not confirmed within 7 days of the match play date the coordinator will automatically confirm the scores. The match scores will stand as entered. Please enter your scores and confirm them ASAP. Keep your original score sheet for your records.

After the season begins, list subs and new members at the bottom of your score sheet. If you add a new member to your team, call your level coordinator to have her added to your online roster. New member dues are to be sent to your level coordinator. Do not send anything to the treasurer. If you use a sub or a new member and she does not show up under your list of players when you are entering your scores online, you must call your level coordinator and have her added to your club's database of players. Please have your subs/new member's name, address and phone number before you call your level coordinator.

Read and be familiar with all of the rules in you Softcourt handbook. These rules are also listed on the Softcourt Website. Bring your current rulebook and calculator to each match so that questions can be correctly and immediately answered and score sheets will be accurately completed. If a match is being protested do not sign the score sheet and when confirming the scores online choose "dispute" instead of confirm. You will need to contact your level coordinator ASAP to let her know that you are protesting a match. A player complaining about the conduct of her opponent should fill out the unsportsmanlike

conduct complaint form. The form should be signed by the captain and then sent to the president with a copy to the level coordinator. Complaints other than written will not be acted upon.

Match Play begins at 9:00 am. Any warm up longer than 5 minutes should be completed before 9:00 am. If a line-up (singles and doubles) is not presented by 9:00 am, the first two games of singles on each court will be forfeited by the team not presenting the line up. Whole match forfeits are not allowed. Forfeits of positions only are allowed. Remember you must forfeit beginning at court 4 and additional forfeits should move up the line up.

Cellular phones and beepers are **NOT ALLOWED** on the courts. Leave them in the pro shop if you must be contacted during match play.

If a match is rescheduled, call the coordinator immediately to let her know. The host captain is responsible for presenting at least 3 dates falling within a 2-week period of the original match date to the visiting captain. Check with your club for availability of courts before committing to the dates. As soon as two teams agree on a make-up date, call the coordinator and give her the date. When the match is complete, enter the scores on the Softcourt Website immediately.

If the singles have started and it begins to rain and NO DOUBLES have started the doubles line-up can change for the make up match but the singles line up cannot change. Please keep in mind that doubles should be started as soon as the singles matches are over and there are courts available. The singles players get 15 minutes to rest before they have to start doubles. Do not delay the start of doubles in the hopes that it might start to rain and your line-up can be changed. Stalling will not be tolerated. If it is impossible to reschedule the match in a team format and individual matches must be played it must also be within the 2-week period. Failure to complete matches within this period will result in a 4 set penalty for both teams. This may seem harsh but matches must be played in a timely manner. All matches must be completed within 10 days of the last scheduled match.

Encourage your team members to know the Softcourt rules as well as the rules of tennis from "The Code" in the book Friends of Court.

Whenever you have a question or problem, call your level coordinator.