

River Place WTTA Guidelines

WTTA (Women's Team Tennis of Austin) is a women's doubles league made up of teams from local country clubs and public tennis facilities. The league plays two seasons each year - spring and fall. This document is intended to provide rules and guidelines for WTTA league play at River Place Country Club. For more information on the citywide organization, and to view league rules and bylaws, visit its website at www.wttatennis.com.

Section 1 - Membership

Any female aged 21 or older with a Tennis or Golf level membership in good standing at River Place Country Club is eligible to join the River Place WTTA as a roster player or substitute. Membership dues from each roster player will be collected at the beginning of each season. Current dues (as of Fall 2020 season) are \$28 per season, and are subject to increase or decrease slightly based on expenses and changes in league dues. RP WTTA dues cover the cost of match balls, pro gifts, and citywide league dues. Substitute players do not pay WTTA league dues.

Section 2 - Administration

RP WTTA administrative activities will be managed by two WTTA representatives and the Director of Tennis. Both representative positions will have two-year terms with staggered start dates. One will represent River Place by serving on the citywide WTTA board, and both will serve on the River Place Tennis Committee. Both representative positions will be filled by volunteers from RP members active in WTTA league play as roster players or substitutes. If there are multiple volunteers for an open representative position, it will be filled by a majority vote of active RP WTTA members. The role of the representatives is as follows:

- ensure that WTTA interests are considered at RP Tennis Committee meetings
- represent River Place at citywide league board meetings
- allocate dues appropriately between match balls, pro gifts and citywide league dues
- facilitate any vote and proposed changes to RP WTTA Guidelines

Section 3 - Teams

River Place Country Club can accommodate a maximum of 8 WTTA teams each season. Teams play on flights determined by the citywide WTTA:

- Super Championship
- Championship
- Flight 1
- Flight 2
- Flight 3
- Flight 4
- Flight 5
- Flight 6
- Flight 7
- Senior

Championship and Flight 1-7 teams are made up of 8 roster players, one of whom serves as Captain. Super Champ and Senior teams may have 6 roster players as specified by WTTA citywide league rules, with one serving as Captain. WTTA team definitions:

Existing Team - A team with at least 5 of the 8 roster players returning from the previous season (or 4 of the 6 in a six-player roster).

New Team - A team with 4 or fewer returning roster players (3 or fewer in a six-player roster).

Section 4 - Team Flight Positioning

For existing teams, flight placement is defined by the citywide WTTA rules and determined by the team's win-loss record each season. In general, the WTTA league rules call for teams that place first or second in their flight at the end of the season to move up one flight level; teams who finish last or second-to-last to move down one flight level; all others to remain on the same flight. Some exceptions may be decided by the citywide league board.

When new teams are formed, their flight position is determined by the city-wide Placement Committee per WTTA league rules (not by RP Director of Tennis or RP WTTA representatives).

Section 5 - Letter of Intent

Prior to the beginning of each WTTA season, all individuals who want to play in the WTTA league (whether on a team or as a substitute) must submit a Letter of Intent (see attachment). The Director of Tennis and RP WTTA representatives will set the deadline for submission and distribute a list to team captains of all returning players, substitute players, and new players interested in joining a team.

Section 6 - Filling Open Roster Positions

Open positions are created when a roster player does not return to her team for any number of reasons (job change, schedule change, injury, relocation, personal preference, etc.).

Open positions can be filled by a player from flights below, flights above, the same flight, the substitute list (if a substitute would like to play on a roster), or new club members. Captains may discuss open positions with a player at any time to determine interest level, and players may commit to a team at any time after the Letter of Intent deadline. Captains may also confer with Director of Tennis and other RP tennis professionals for advice and guidance. Captains may NOT recruit more than 3 members from an existing team; and may NOT recruit from existing teams once the existing team's roster submission deadline has passed. Players can only move from one team to another before submission deadlines. Team Captains must be notified immediately (either by the player or the Captain of the player's new team) if a player from their team commits to another team so the Captain has ample time to fill the vacancy. Captains are encouraged to confer with each other throughout the process as much as practical in order to maintain transparency and avoid potential conflicts.

Teams will submit their final rosters in succession of flight order (for example, Super Championship is submitted first, then Championship, Flight 1, Flight 2, Flight 3, etc.). If multiple teams play on the same flight and in the same division (North/South), rosters will be submitted in the order that teams finished the most recently completed season. If there are multiple teams

on the same flight but different divisions, the order in which rosters are submitted will be determined by the percentage of points won to points possible.

Captains will submit their completed rosters to the Director of Tennis per the deadlines below, and once submitted, the rosters are final. Official rosters will be distributed by the Director of Tennis after each flight deadline passes.

Captains should make every effort to complete their teams in advance of the roster deadline so that all that remains to be done on the deadline is to turn in the final roster.

The roster deadlines will be determined by the WTTA reps and the Director of Tennis in accordance with the following timeframes, with exact dates for each season to be set out in that season's Letter of Intent:

1. Letters of Intent due - players must submit a Letter of Intent by the deadline to be eligible to play.
2. Within 3 days after the Letter of Intent deadline, the Director of Tennis will send Captains a list of all eligible players noting their preference for being on a team or serving as a substitute.
3. Two to three weeks after sending the list to captains, final rosters will be turned in as follows:
 - a. First day: Super Championship - 8 am, Championship - 9 am, Flight 1 - 10 am, Flight 2 - 11 am.
 - b. Second day: Flight 3 - 9 am, Flight 4 - 10 am, Flight 5 - 11 am
 - c. Third day: Flight 6 - 9 am, Flight 7 - 10 am, Senior - 11 am, New teams - 12 pm.

Captains may submit their rosters at any time before their stated deadlines, however, the rosters will not be considered official until the respective deadlines have passed. The final rosters will be distributed to the WTTA membership by the Director of Tennis per the schedule above.

If four members of a team do not return to the team (either by opting out through the Letter of Intent or by moving to fill open positions on other teams), the remaining players may choose to form a new team, make themselves available for open positions on other existing teams, or place themselves on the substitute list.

Section 7 - Forming New Teams

New teams submitted by players must have no more than 3 players from a single existing team roster. When circumstances allow, RP Tennis Professionals may assist in managing the formation of a new team. The formation of new teams may only occur in a season in which there are less than eight (8) returning teams. New teams must submit a New Team Form (available on www.wttatennis.com) to the Director of Tennis.

The deadline for submitting a new team roster will be subsequent to deadlines for final rosters from returning teams and will be at least 10 days prior to the deadline set by the citywide WTTA league for team submissions. For clarity, new teams will not have priority over existing teams, no matter what flight level, and will not be able to pull players from teams after final roster deadlines. New teams will be accepted in the order that New Team Forms are submitted.

Section 8 - Team Roster Deadlines

Rosters will be finalized on or before January 15th for the spring season and on or before July 15th for the fall season. In the event that season start dates are adjusted by the citywide WTTA league in any particular season, then RP WTTA rosters for existing teams will be finalized no later than 15 days prior to the deadline set by the citywide league for team submissions. RP WTTA rosters for new teams will be finalized no later than 10 days prior to the deadline set by the citywide league for team submissions.

Section 9 - Team Drills and Player Responsibilities

Roster players must participate in weekly team drills. If a roster player is unable to attend a drill, it is her responsibility to secure a substitute. Roster players will be charged for all drills. Captains will select drill days and times in succession of flight order at pre-season Captains Meetings.

For home matches, roster players are expected to arrive ready for a 30 minute pro warm-up one hour prior to the scheduled start of the match. All players (whether roster players or substitutes) participating in pro warm-up on match day will be charged.

Prior to the beginning of each season, roster players are required to participate in a Team Bootcamp. If unable to attend, the roster player must secure a substitute. The roster player will be charged for bootcamp unless alternate arrangement has been made to charge the substitute.

Section 10 - Captains

Each team shall elect a Captain who serves a maximum of four consecutive seasons. Captains can serve additional seasons if teams and Captains mutually agree. Teams may also choose to elect a Co-captain to share the leadership role, and if so, the same term limits apply. Responsibilities of Captains include:

- Attending RP WTTA Captains Meetings a minimum of twice each year (or designating a substitute).
- Keeping accurate records of each team player and team results.
- Entering and/or verifying match results at the WTTA website immediately following a match (or designating a team member to do so).
- Finalizing the team lineup for each match and exchanging lines with the opposing team captain (or if absent, designating a team member).

At any time, Captains may seek advice from River Place tennis professionals.

Section 11 - Substitutes

Members who would like to serve as substitutes for WTTA league play after the start of a season must contact the Director of Tennis or one of the WTTA representatives to ensure they are listed on the WTTA website.

Section 12 - Modifying or Amending These Guidelines

These guidelines may be modified or amended at any time by a majority vote of current WTTA members, inclusive of roster and substitute players. The WTTA representatives, with guidance from the Director of Tennis, shall draft the proposed modifications/amendments and submit them to the members for voting.