

## **Before Leaving Home:**

***Print out a blank match scorecard.***

- Go to: <http://tennislink.usta.com/Leagues/Common/Home.aspx>
- Under “Stats and Standings”, search for your name. Then click on your team in the search results. Scroll down to the match date and click on it – an option will be presented to print the blank scorecard.
- Make sure you have your written copy of the 2016 MCTA League Procedures and the 2016 chart on Scoring Timed Matches, as you may need both.
- Take the cell phone numbers of the players in your lineup and your team captain. Make sure all the players in the lineup have your cell phone number. Keep your cell available up until match time.

## **At the Match**

### **Official Time-piece (MCTA 2015 Procedure H.6.a)**

If the facility uses a bell/horn system to announce time, it must be used. However, even if the facility has a bell, a time-piece may be necessary for determining penalties for any late-arriving players. At line-up exchange, be sure to specify/agree upon the one official time-piece governing all courts (HOME captain decides) and who is authorized to use that timepiece to call “Time” (VISITING Captain decides). While USTA allows cellphones in silent/vibrate mode, we do not recommend that since players may claim a hindrance – loss of point if a cellphone disrupts play.

### **Line-up Exchange (MAS 2015 Rule 6.a)**

By 5 minutes prior to the scheduled start of the match, captains are required to exchange written lineups, showing first and last name for each player. **Lineups MUST be exchanged in writing and on paper – cell phone messages, email, or voice mails are not acceptable as official lineups. Unless a player is injured or becomes ill during warm-up, no changes or substitutions to the lineups can be made after they have been exchanged, except to comply with MAS Rule 8.d allowing reconstitution of line-ups to yield a “valid” match. Note Rule 8.d applies only where both teams are short of players on different courts in the exchanged line-ups.**

Do not provide your line-up to the opposing captain without getting his/her line-up in return. If the other captain is NOT ready at five minutes to match time, lateness penalties can be claimed – loss of toss and 1 game for each court. Please refer to the MCTA League Procedures on Lateness below.

If the line-up exchange has not occurred by the official start time for the match as listed in TennisLink, the “late” team **forfeits all matches** (MCTA 2015 Rule H.2).

### **Court Assignments (MCTA 2015 Procedure H.1)**

The **HOME** captain is responsible for assigning courts to each individual match from those designated by the facility as available for MCTA league use. Court assignments should be written on the HOME line-up at exchange for Visiting Team to copy. The **HOME** captain also acquires the match balls from the facility and distributes them to the players.

### **Lateness, Forfeits and Defaults (MAS 2015 Rule 7.b, 6.b)**

If all players are NOT present at the official start time for the match, captains should inform their players to begin warm-up, but do NOT commence playing their individual matches until otherwise notified.

## **2016 MCTA Captain's & Acting Captain's Match Checklist And Rules Summary**

At 15 min after the start time of the match the **VISITING** captain/team announces "Begin Play," using the official timepiece. At that point, the teams must enforce the default rule (i.e., where a team must default #3 doubles before #2 and #1; or #2 singles before #1.) The remaining line-up of the defaulting team moves up, with no adjustment to player partners allowed. If a player is later than the match start time, the following penalties must be enforced:

Up to 5:00 minutes late – Loss of toss + 1 game;

5:01 to 10:00 minutes late – Loss of toss + 2 games;

10:01 to 15:00 minutes late – Loss of toss + 3 games.

At 15:01 minutes late the opponent forfeits the individual match.

### **Matches Timing Out (MCTA 2015 Procedure I.2)**

When the 2-hour time limit for the match is over, the **VISITING** captain/team calls "time" to stop play. (MCTA 2015 Rule H.6.a, H.6.b)

- If the match times out in either a set or match tiebreak, the tie-break counts **only if** at least (6) points have been played **and** one team is ahead by at least (2) points.
- **If the match times out in the second set, and neither team is ahead by two games, then the winner of the first set is declared the winner of the match.**
- **If the match times out in a set tie-breaker for the second set, (6) points have been played in the tie-breaker, and one team is ahead by (2) points when time is called, then that team is declared the winner of the set. If this then results in "split sets," with each team winning one set, then the match is awarded to the team that has won the most games in this individual match on this particular court.**
- If BOTH teams have each won (1) set, the winner of the match is the team that has won the most total games on that court. **Only if the total number of games each team has won are equal,** is a "sudden death point" then played. The winner of the point wins the individual match. **In TennisLink, the match is listed as a "Timed Match" when scores are recorded.**
- **Sudden death points are rarely needed, so make sure the match is truly tied and your math is correct before starting a sudden death point. Once played, the score will stand as the point was played in good faith.** We recommend captains or acting captains and players have the procedures for timed-out matches and the chart on scoring timed matches handy for reference.

### **Official Scorecard (MCTA 2015 Procedure I.1)**

After the completion of the match, **confirm with your players the scores of each set.** It is recommended that your players concur with their scores **on the scorecard** before leaving the facility. Both captains need to sign each other's scorecards to show agreement of the facts. If there is a dispute over a rule interpretation or result, note it on each scorecard before signing; then inform your captain so the resolution process may be initiated.

### **Enter the match results in TennisLink within 48 hours.**

***The Handshake: The handshake indicates that all players on that court agree the match is over, whether by natural conclusion or expiration of time. The handshake does NOT preclude disputes arising about fair application of the rules to those facts. When disputes do arise, they should be noted on each scorecard prior to captain signature.***