

# **RULES AND REGULATIONS FOR THE WELLINGTON REGIONAL INTERCLUB COMPETITION**

## **PREAMBLE**

All ties and matches in the competition shall be played in accordance with the Rules and Regulations of the Wellington Regional Interclub Competition, the rules of tennis issued by the International Tennis Federation and, as far as it is applicable, the Tennis New Zealand Code of Conduct.

Any alteration to these rules made after the commencement of any draw will not take effect until the following season.

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## **1 DEFINITIONS**

The following abbreviations and definitions are used in these rules and regulations:

“Club” refers to a tennis club affiliated to one of the four (4) member associations (Wellington, Hutt Valley, KapiMana or Wairarapa).

“Club ranking list” refers to the order of players for a club provided pursuant to rule 4.

“Competition” refers to summer and winter interclub grades and draws.

“Draw” refers to the total number of rounds scheduled in a certain period.

“Grade” refers to a level of competition outlined in rule 2.

“Match” refers to an individual singles or doubles match played as part of a tie.

“Player” refers to a member of a team.

“Postponed ties” refers to ties that were scheduled but never commenced.

“Referee” refers to the person appointed pursuant to rule 16.

“Regional Committee” refers to the Wellington Regional Tennis Committee.

“Round” refers to the ties scheduled on a particular weekend as part of a draw.

“Rules Administrator” refers to the person appointed by the Regional Committee prior to the start of the competition

“Team” refers to players entered by a club in a competition pursuant to rule 3.

“Team playing order” refers to the order of players listed on a team’s result sheet.  
 “Tie” refers to the four singles and two doubles matches played between two teams.  
 “Top Grade” refers to Premier 1 pre-Christmas, and to Cup competitions post-Christmas.  
 “Unfinished ties” refers to ties that were commenced but not completed.

## 2 SUMMER COMPETITION STRUCTURE

### 2.1 Summary of summer competitions in order of status:

	<b>Championship</b>	<b>Promotion</b>
<b>Grades</b>	(pre-Christmas)	(post-Christmas)
Anthony Adams Men’s Cup		4 teams
Katrina Mihaere Women’s Cup		4 teams
ASB Premier 1 Men’s	8 teams	8 teams
ASB Premier 1 Women’s	8* teams	8 teams
ASB Premier 2 Men’s	8 teams	8 teams
ASB Premier 2 Women’s	8 teams	8 teams
ASB Premier 3 Men’s	8 teams	8 teams
ASB Premier 3 Women’s	8 teams	8 teams

- 2.2 Premier 1, 2 and 3 shall each have a championship draw prior to Christmas and a promotion draw after Christmas.
- 2.3 The Anthony Adams Cup and Katrina Mihaere Cup shall each have one draw after Christmas.
- 2.4 For Premier 1, 2 and 3 each draw shall consist of a round robin with eight (8\*) teams and seven (7) rounds.
- 2.5 For the Anthony Adams Cup and Katrina Mihaere Cup each draw shall consist of a round robin with four (4) teams and three (3) rounds, followed by a Grand Final.
- 2.6 At the conclusion of each pre-Christmas draw there will be a Grand Final tie for each grade between the first and second ranked teams in the draw to determine the winner and runner up of each grade for the season, to be held on the first full weekend in December.
- 2.7 For Premier 1, 2 and 3, at the conclusion of each pre-Christmas draw the first, second, third and fourth ranked teams will be promoted to the grade above for the post-Christmas draw.
- 2.8 For Premier 3, at the conclusion of the pre-Christmas draw, the top two teams from each of the Hutt Valley and Wellington divisional interclub competitions, or some combination thereof, will be promoted to Premier 3 for the post-Christmas draw.
- 2.9 At the conclusion of the Anthony Adams Cup and Katrina Mihaere Cup draws all four teams in each draw will return to Premier 1 for the following season.
- 2.10 For Premier 1 and 2 Promotion, at the conclusion of the post-Christmas draw the fifth, sixth, seventh and eighth ranked teams will be relegated to the grade below for the following season.

- 2.11 For Premier 3 Promotion, at the conclusion of the post-Christmas draw the fifth, sixth, seventh and eighth ranked teams will be relegated back to the divisional competitions of their respective Associations for the following season.
- 2.12 Post-Christmas draws shall have no bearing on the overall rankings of teams for the season except for the purposes of promotion/relegation.
- 2.13 \*The Regional Committee may change the format of each draw if circumstances so dictate.

### **3 ENTRIES**

- 3.1 Clubs become eligible to enter automatically under the following criteria:
- 3.1.1 There is automatic promotion/relegation as per rule 2 to establish team rankings for subsequent draws and seasons.
- 3.1.2 Clubs wishing to enter in the Regional interclub competition need to notify the Regional Administrator by **7 September**.
- 3.1.3 Clubs wishing to withdraw a team before the post-Christmas competition must do so before **14 December**, otherwise they will incur the full default fees chargeable to them.
- 3.1.4 Clubs may enter a maximum of one (1) team in Premier 1 and two (2) teams in all other grades. Should a club have more teams eligible for a grade than its entitlement, then the lower team(s) will be placed in the grade below.
- 3.1.5 If a team declines its allocated position in a grade, that team shall not be eligible to play in any lower grade, unless the Regional Committee decides that there are extenuating circumstances.
- 3.1.6 If a vacancy occurs in a grade it will be offered to the next team eligible for this place. In order to fill vacancies, the Regional Committee will have the following options:
- Invite entries from the next eligible clubs. For the purposes of this rule, any team relegated at the end of the previous draw from the grade in which the vacancy occurs shall be the next eligible team.
  - Invite entries from clubs not previously entered into the competition. For this entry, the club will have to satisfy the committee that the team is of a calibre to be competitive in that grade.
  - Invite entries from clubs who already have the maximum number of teams in that grade, regardless of rule 3.1.4.
- 3.1.7 If teams offered a position in a higher grade as a result of rule 3.1.5 refuse to accept their promoted position they will be ineligible to play in the Grand Final for their own grade, during that season.
- 3.2 All clubs that enter must make at least two courts of the required standard available for Regional interclub competitions or arrange for two other home courts of satisfactory standard.
- 3.3 The Regional committee shall advise the amount of team entry fees 2 weeks prior to closing date for entries. The Regional Committee may make charges against Clubs that do not make sufficient courts available or make payments to those Clubs that make surplus courts available. These charges shall be advised 1 week prior to the draw being made.

- 3.4 If insufficient entries have been received for a grade, the Regional Committee shall have the power to remove or re-grade any team, reduce the number of teams in a grade, or cancel the grade, providing the affected teams are given the opportunity to enter alternative grades.

#### **4 CLUB RANKING LISTS**

- 4.1 Clubs with teams in any grade must maintain a club ranking list that ranks all players who may play for any of that club's regional interclub teams during the season, in order of merit with reference to the Tennis New Zealand Top Dog ranking system.
- 4.2 Clubs must order players according to the Top Dog grade of each player (S1, S2, S3 etc.) but within each Top Dog grade Clubs may use discretion and are not required to order players according to the Top Dog ranking of each player (100, 101, 102 etc.).

*For example, on a club ranking list, an S5 player may not be ranked above an S4 player, but all S5 players may be ranked in that Club's order of merit, rather than strictly according to the Tennis NZ Top Dog rankings.*

- 4.3 In addition to rule 4.2, for publicity purposes, Clubs with Premier 1 teams must also submit a team list of up to eight players likely to play for the Club's Premier 1 team in that draw, for media and publicity purposes only.
- 4.4 All players on club ranking lists must be affiliated members of their respective clubs and must have obtained a Tennis NZ Top Dog code prior to the submission of the ranking list.
- 4.5 Club ranking lists must be submitted to the Regional Administrator on **14 September** for pre-Christmas draws and **11 January** for post-Christmas draws. Clubs that fail to submit their ranking lists accordingly will be fined \$100.00 by the Regional Committee.
- 4.6 Following the second tie in each draw there shall be a 'change window' during which clubs may re-submit their club ranking lists to the Regional Administrator with changes to the order players are listed in, according to the latest update of Top Dog points. For 2009, the second tie is on 17 October, and Top Dog is updated on the night of 15 October. New club lists must be with the Regional Administrator no later than 22 October.
- 4.7 Clubs who wish to request an exemption to rule 4.2, for a specific player, must do so with their submission of the Club Ranking List, by the dates specified in rule 4.5. The request must detail the reasons for the exemption, and the Committee will decide whether to allow the exemption, or not.
- 4.8 Players may not be named on more than one club ranking list.
- 4.9 Clubs that name a player on the club ranking list who was named on a different club ranking list during the same season must also submit to the Regional Administrator a letter of release from the player's former club as confirmed in the Tennis NZ Top Dog player profile.
- 4.10 In order for a new player to be added to a club ranking list during a draw, the Club must notify the Regional Administrator in writing of that player's place on the club ranking list according to rule 4.2 and that the player is a bona fide member of the Club. Upon the receipt of such notification by the Regional Administrator there shall be a seven (7) day stand down period during which that player is not eligible to play Regional Interclub.

- 4.11 Apart from prior to each draw, during the change window described in rule 4.6 and with respect to new players added in accordance with rule 4.10, no changes to club ranking lists will be permitted regardless of whether the order of players has changed on the Tennis New Zealand Top Dog ranking system.

## **5 START TIMES AND SCHEDULE OF PLAY**

- 5.1 Morning ties are to start at 8.30am, afternoon ties at 1.00pm and evening ties at 6.00pm. The Regional Administrator may change these times for specific ties and will notify any changes on the draw.
- 5.2 Morning ties must vacate the courts by 1.00pm to allow afternoon ties to commence. Unfinished matches are to be finished at a time and venue at the discretion of team members. It is recommended that the tie be finished at another venue on the same day but if it is not then teams must comply with rule 8.
- 5.3 Any player that arrives later than fifteen (15) minutes after the scheduled start time or conclusion of the previous match shall be defaulted from his or her match.
- 5.4 Ties are to consist of four singles matches and two doubles matches all played as best of three tiebreak sets.
- 5.5 Doubles matches are to be played first followed by singles matches in order of rankings. The maximum amount of time between matches is to be five (5) minutes.
- 5.6 For televised matches the Regional Administrator may alter the playing order of any matches. The Regional Administrator will notify team captains of any such changes at least thirty six (36) hours before the tie.

## **6 COMPETITION POINTS**

- 6.1 Each match in a tie is worth one competition point for the team that wins it.
- 6.2 Two bonus points shall be awarded to the team that wins each tie or if there is a draw both teams are awarded one bonus point each.
- 6.3 Results of ties will be decided on the number of matches won. Should matches be equal, the majority of sets shall decide the tie. Should sets be equal, the majority of games will decide the tie. If teams are equal on matches, sets and games the tie shall be a draw. If there is a draw in a Grand Final tie there shall be one standard doubles tie-break to determine the winner. The doubles can be of any combination.
- 6.4 For the purposes of a count back of sets or games, defaulted matches shall be recorded as 6-0 6-0 wins for the team which did not default. If a player retires or is defaulted while the match is in progress, for the purposes of a count back, the score up till that point shall be recorded and the winning player is awarded the minimum number of games and sets necessary for him or her to attain a score that would have otherwise won him or her the match.
- 6.5 The place of teams in each draw shall be determined by the number of competition points each team has obtained. Where two or more teams have equal points, the team that has won the most ties shall be placed above the other team or teams. If two or more teams have equal points and have won equal ties, the team with the best differential shall be placed above the other team or teams. Differential in this case refers to the number of

matches won minus the number of matches lost, then, if still even, the number of sets won minus the number of sets lost, then if still even, the number of games won minus the number of games lost. In the event that two or more teams are even on points, ties, and differential, for the purposes of promotion, relegation or eligibility for final ties, lots shall be drawn to establish the places of the teams.

- 6.6 Competition points from the pre-Christmas draws will not be carried across to post-Christmas.

## **7 DEFAULTS**

- 7.1 If a team defaults a tie during the competition a fine will be imposed of \$50 and two (2) competition points. The team must notify the Regional Administrator **not less** than forty eight (48) hours before the scheduled start time of the tie or the fine will increase to \$100 and four (4) competition points.
- 7.2 Any team that defaults two (2) ties in succession shall be deemed to have withdrawn from the competition unless an explanation can be provided to the satisfaction of the Regional Committee.

## **8 POSTPONED AND UNFINISHED TIES**

- 8.1 If a referee has been appointed for the venue it shall be the referee's sole discretion whether to suspend play or postpone ties. If no referee has been appointed, team captains may mutually agree to suspend play or postpone a tie due to inclement weather or bad light. Team captains may not suspend play or postpone ties for any other reason. No ties may be postponed before 10.30am, 3.00pm or 7.30pm for morning, afternoon and evening matches respectively.
- 8.2 When a match in progress is suspended all sets, games and points completed stand.
- 8.3 All postponed or unfinished ties must be played within two (2) weeks of the scheduled date for the tie at a date, time and venue to be mutually agreed upon by team captains.
- 8.4 If team captains cannot agree on a date, time and venue for a postponed or unfinished tie, or any tie remains uncompleted within two (2) weeks of its scheduled date, the Regional Administrator will re-schedule the tie. If the tie is not played on the rescheduled date for any reason other than default, inclement weather or bad light, the tie is null and void and no points will be awarded to either team. If inclement weather or bad light prevents the tie from being played, then the Regional Administrator will continue to re-schedule the tie.
- 8.5 Team captains must update Top Dog with the date, time and venue agreed by both captains to complete postponed or unfinished ties. This information must be added to the Notes for Administrator field, by **5pm on the Monday** following the scheduled date of the suspended tie.
- 8.6 When playing postponed ties, teams may change the players named in their original team squad list.
- 8.7 When playing unfinished ties, teams may only change the players named in their original team squad list if the replacement player is ranked below the original player on the club's

ranking list and the replacement player plays in the correct order of merit according to the club's ranking list. Players in unfinished matches cannot be replaced.

## **9 DISPENSATION FOR NATIONAL AND INTERNATIONAL EVENTS**

- 9.1 If, on a day scheduled for an interclub match, a team has at least two (2) players required for one or more of the events listed in rule 9.4, the team's Club may apply to the Regional Administrator for the matches that involve those two (2) players to be rescheduled. All other matches must be played as scheduled.
- 9.2 All reschedule requests must be made in writing to the Regional Administrator at least twenty-one (21) days before the scheduled date of the tie and the opposing team must be notified of the date and time of rescheduled matches at least fourteen (14) days before the scheduled date of the tie.
- 9.3 Rescheduled matches must be completed within fifteen (15) days of the original scheduled date.
- 9.4 Events for which dispensation may be granted under rule 9.1 include:
  - 9.4.1 TNZ National Senior Teams Event.
  - 9.4.2 The New Zealand Residential Championships.
  - 9.4.3 TNZ National Junior Age-Group Championships and Teams Events.
  - 9.4.4 All events at which New Zealand representative team(s) compete.
  - 9.4.5 All professional ITF/ATP/WTA events held in New Zealand.
  - 9.4.6 All ITF junior circuit events held in New Zealand.
  - 9.4.7 The Spring Tri Series (TC, WB, NT), and Tennis Central Masters Event.

(Note: For the Tennis Central Masters Event only, Clubs are required to notify and warn the Regional Administration and the opposing team as required under Rule 9.2 that they are likely to require a dispensation for this event. However for the Tennis Central Masters event only, final confirmation of the dispensation will be provided to the Regional Administrator and opposing team no later than 10 days before the TCM event (Wed 28<sup>th</sup> Oct).

## **10 TEAM SQUAD LISTS**

- 10.1 Before the start of each tie teams must name on the result sheet, in order of merit from the club ranking list, the four or five players that will play for the team in that tie. This list shall constitute the team's squad list for the tie.
- 10.2 After naming their squad lists, teams must name their doubles pairings for the tie and exchange result sheets with their opponents.
- 10.3 Any of the players on a team's squad list may play doubles but the highest singles-ranked player playing doubles must play in the top doubles. If the highest singles-ranked player playing doubles does not play in the top doubles, that player's team is deemed to have defaulted the bottom doubles match to the opposing team.
- 10.4 Singles players are to be named on the result sheet before the start of their match
- 10.5 Any of the players on a team's squad list may play singles but they must play according to the rankings on the club ranking list.

- 10.6 If a team is one player short for a tie or becomes one player short during a tie, all remaining players shall play in the highest available positions for both singles and doubles.
- 10.7 If a team has less than three players the entire tie will be awarded to the opposing team by default.
- 10.8 If a team lists a player below another player who is ranked lower on the club ranking list, that match is deemed to be a default to the player's opponent.
- 10.9 If after medical treatment or rest, a player who withdrew from an earlier match due to illness or injury is able to play in a later match, he or she may do so.
- 10.10 Only team captains or players on a team's squad list may sit courtside and offer coaching to players at changeovers and set breaks. For the Top Grade, a maximum of one person per team for each court is permitted to sit courtside.
- 10.11 Except for the completion of postponed or unfinished ties, players may not be listed on more than one Regional Interclub Competition team squad list on any one day of interclub play.

## **11 PLAYER ELIGIBILITY**

- 11.1 For any player to be eligible to play in any Regional ties, they must be listed on their Club ranking list as per Rule 4.
- 11.2 The top two players in a team playing in their last tie in a draw, or the Semi-Final, or the Grand Final, must have played in at least two (2) previous ties in the present draw for his or her club in that team. The bottom two players in a team playing in their last tie in a draw, or the Semi-Final, or the Grand Final, need not have played in two (2) previous ties, provided that they are already on the Club Ranking list, and that they play in order according to the Club Ranking list. Hence, no such player may play in that team if they are ranked above the top two players in that team.  
  
*For example, if the #1 and #3 ranked players on the Club Ranking list have only played in one tie in a draw, and #2 and #4 have played in 2 ties, then neither #1 nor #3 may play in the final tie (or Grand Final), and any replacement players used must therefore be ranked lower than #4 on the list.*
- 11.3 If a player has played in three (3) ties in a particular grade that player will not be eligible to play in a lower grade for the duration of that draw.
- 11.4 If a Club has more than one team in a particular grade, when a player has played twice for one of that Club's teams in that grade that player is ineligible to play in any other of that Club's teams in that grade.
- 11.5 If a player does not play according to their order on their club's ranking list, that player is deemed to be ineligible.
- 11.6 If a player is not on the club ranking list at least one week prior to the date of the tie, that player is deemed to be ineligible.

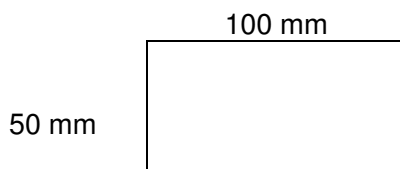
- 11.7 If a team plays an ineligible player, that match is deemed to be a default to the player's opponent and all lower ranked matches played below the match of the ineligible player are also deemed to be defaults.
- 11.8 If the first ties in the pre Christmas Premier 1, Anthony Adams Cup or the Katrina Mihaere Cup draws are later than the first ties in the lower Premier grade draws, the top four ranked players on the Club Ranking List of a club with a team in the respective pre-Christmas Premier 1, Anthony Adams Cup or Katrina Mihaere Cup draw are deemed ineligible to play in those lower Premier grades until the day of the first Premier 1, Anthony Adams Cup or Katrina Mihaere Cup ties.

## **12 BALLS**

- 12.1 Slazenger Championship balls must be used.
- 12.2 Top Grade teams are to supply six new balls per tie.
- 12.3 All other teams are to supply four new balls per tie.

## **13 TENNIS ATTIRE**

- 13.1 All players in all grades must wear matching team shirts and display the Regional Tennis sponsor's logo on the chest of their shirts as instructed by the Regional Committee. For the Top Grade, in addition to matching team shirts, players must wear substantially identical shorts or skirts. Except for logos approved under rule 13.2, all other tennis attire must comply with the TNZ Code of Conduct. The referee may allow warm up clothing to be used during a match because of inclement weather or player injury.
- 13.2 The logos of teams' sponsors or clubs displayed on the front of team shirts must be within the following dimensions. On the back of team shirts players may only display their club name.



## **14 ADJUDICATORS**

- 14.1 All Top Grade singles matches must be umpired by a player adjudicator who calls the score, lets and foot faults and adjudicates on disputed line calls according to the Tennis New Zealand Adjudication Procedure.
- 14.2 Adjudication responsibilities must be shared equally between opposing teams.
- 14.3 At any time, any player can request an umpire.

## **15 RESULT SHEETS AND TOP DOG UPDATES**

- 15.1 Results of each match are to be recorded by each team on a result sheet and when the tie is completed the sheet is to be signed by the opposing team captain.
- 15.2 The winning team is responsible for entering the results of each match in the tie into the Tennis New Zealand Top Dog ranking system by 5pm on the Monday following the scheduled date of the tie.
- 15.3 For Top Grade ties played at the Wellington Renouf Tennis Centre, completed result sheets are to be placed in the result box in the foyer on the day of play, before 7.00pm. For Top Grade ties not played at the Wellington Renouf Tennis Centre, completed result sheets are to be faxed (384 6291), or phoned in (385 9709), to the Wellington Renouf Tennis Centre on the day of play, before 7.00pm.
- 15.4 If a team fails to update the Tennis New Zealand Top Dog ranking system as required the team's Club may be fined up to \$100 and/or two (2) competition points by the Regional Committee.

## **16 RULINGS AND APPEALS**

- 16.1 The Referee is responsible for ruling on matters of tennis law and matters pertaining to these rules and regulations that are raised on the day of competition at the scheduled venue of the contest.
- 16.2 Subject to rule 16.1, when there is no referee present, teams have forty eight (48) hours after the relevant day of competition to notify the Rules Administrator of any matters of tennis law or matters pertaining to these rules and regulations that are in dispute.
- 16.3 All rulings made by the Rules Administrator must be communicated either verbally or in writing to both parties as soon as is practicable.
- 16.4 Rulings by the Referee or Rules Administrator on these rules and regulations may be appealed to the Regional Appellate Committee by submitting an appeal in writing to the Regional Administrator within two (2) days of the party being notified of the ruling.
- 16.5 All decisions of the Regional Appellate Committee will be communicated in writing to all affected parties, these decisions are final and cannot be appealed.

## **17 CODE OF CONDUCT**

- 17.1 Any player who commits an offence outlined in the Tennis NZ Code of Conduct may be subject to further penalty as decided by the Regional Committee. The Regional Committee may penalise players for gross breaches of the Code of Conduct regardless of whether or not a formal code violation was issued in respect of that offence.
- 17.2 Individual Suspension Points
  - 17.2.1 There shall be a cumulative suspension point system for players penalised under the Tennis NZ Code of Conduct by the referee or an official umpire.

- 17.2.2 For each code of conduct penalty the following suspension points shall be issued to the offending player:
- 17.2.2.1 Warning: 1 point
  - 17.2.2.2 Point Penalty: 2 points
  - 17.2.2.3 Game Penalty: 3 points
  - 17.2.2.4 Default 4 points
- 17.2.3 Suspension points are tallied cumulatively across each tie. If a player reaches seven (7) or more suspension points during the competition then the player is suspended from playing in that team's following tie. Seven (7) suspension points are then removed from the player's total suspension points.
- 17.2.4 If a player reaches seven (7) or more suspension points during a tie, the player is able to complete that tie before the suspension is imposed.
- 17.2.5 A suspended player may be replaced by another player from a club's ranking list, however, if the team cannot name another player for the next tie they lose the suspended player's matches by default.

### 17.3 Team Suspension Points

- 17.3.1 For the Top Grade there shall be a cumulative suspension point system for teams that are penalised by the Referee, Regional Administrator or the Regional Committee.
- 17.3.2 For each of the following offences two (2) suspension points will be issued to the offending team:
- 17.3.2.1 Failure to provide an adjudicator for one (1) or more singles matches.
  - 17.3.2.2 Failure of one (1) or more team members to wear matching team uniforms or display the designated Regional sponsor's logo.
  - 17.3.2.3 Failure to notify the Regional Administrator of the mutually agreed upon date, time and venue for the completion of a postponed or unfinished tie.
  - 17.3.2.4 Defaulting one (1) or more matches in a tie for reasons other than injury, illness or bereavement.
- 17.3.3 Suspension points are tallied cumulatively across each tie in a draw. If a team reaches five (5) or more suspension points then that team has three (3) competition points removed from their total number of competition points. Five (5) suspension points are then removed from that team's total number of suspension points.