

Latrobe Valley Tennis Association Incorporated

INC A0031977F

By Laws

to guide the conduct of tennis played in this Association

This version of the LVTA Inc Bylaws was adopted at the
Annual General Meeting on 5 September 2023

LVTA Inc. BYLAWS 2023

1.	COMPETITIONS	4
	FINALS	4
2.	TEAM ENTRY FEES	4
3.	TEAM COMPOSITION.....	4
4.	REGRADING OF TEAMS	4
5.	ELIGIBILITY OF PLAYERS.....	4
6.	TRANSFER OF PLAYERS.....	4
7.	TEAM REGISTRATION OF PLAYERS.....	4
8.	GRADING OF PLAYERS.....	5
9.	PLAYERS IN FINALS	5
10.	NAMING OF TEAM MEMBERS.....	5
11.	ORDER OF MERIT	6
12.	MATCHES	7
13.	ORDER OF PLAY	7
14.	HOURS OF PLAY	7
15.	UNFINISHED MATCHES	7
	HOME & AWAY MATCHES.....	7
	FINALS	8
16.	POSTPONED MATCHES	8
17.	PREMIERSHIP POINTS	8
18.	REPLAYS	8
19.	FORFEITS.....	8
20.	BALLS & COURTS.....	8
21.	UMPIRING	9
22.	MATCH RESULTS	9
23.	PROTESTS.....	9
24.	TROPHIES	9
25.	ATTENDANCE AT ANNUAL GENERAL MEETING	9
26.	DRESS CODE.....	9
27.	CODE OF CONDUCT	10
	The Purpose of the Code	10
	Objectives	10
	Scope of the Code.....	10
	The Interpretation of the Code.....	10
	Code Violation Penalties	11
	Code Violations – Specific	11
	(1). Unsportsmanlike Conduct.....	11
	(2). Physical Abuse.....	11
	(3). Dress	11
	(4). Coaching	11
	(5). Spectators.....	11
	(6). Verbal Abuse	12
	(7). Audible Obscenity	12
	(8). Visible Obscenity.....	12
	(9). Abuse of Equipment/Balls	12
28.	HONORARIUMS	12
29.	MATCH VENUES	12
30.	ASSOCIATION CHAMPIONSHIPS	13
31.	BALLS IN PLAY	13
	ATTACHMENT 1. Tennis Australia – Etiquette and Rules for Non-umpired matches	14

1. COMPETITIONS

Home and Away Matches, followed by finals, shall be played as arranged by the Match and Play Committee appointed annually by the Delegates.

FINALS

The four leading teams shall play for the premiership. In the semi-finals, first team shall play fourth and second shall play third. In the final the winners of the semi-finals shall play off.

2. TEAM ENTRY FEES

The annual subscription for affiliated Clubs shall be fixed by the Association at the Annual General Meeting each year. These fees MUST be paid on or before the 30th November each year.

3. TEAM COMPOSITION

The composition of junior teams shall be determined by the Association at the Annual General Meeting each year.

4. REGRADING OF TEAMS

At any time prior to the completion of round 4, the Match and Play Committee may determine to re-grade teams that appear to be in-inappropriately graded based upon completed match results.

Teams being re-graded after the commencement of a season will be positioned in the middle of the new section into which they are being placed.

5. ELIGIBILITY OF PLAYERS

To be eligible to play in competition, a player must be a financial Member of the Club she/he desires to represent and a bona-fide resident within 50 km of that Club. Any non bona-fide player must obtain permission from the Match and Play Committee before playing.

Junior competition players must be enrolled in primary or secondary school at the start of the tennis season.

Players in the lowest junior section must be enrolled in primary school at the start of the tennis season.

6. TRANSFER OF PLAYERS

A player may transfer to another Club, during the current season, by first obtaining a clearance in writing from their present Club and also the approval of the Match and Play Committee.

7. TEAM REGISTRATION OF PLAYERS

Players shall be automatically registered to that Club when their name first appears on a score sheet.

Where a Club is represented by two or more teams in the one competition, such teams shall be registered separately after the completion of round six (6). Special permission may be granted by the Match and Play Committee after this date.

8. GRADING OF PLAYERS

Any player having, during the current season, played six (6) matches in a higher grade shall not play in a lower grade during that season. Special permission may be given by the Match and Play Committee in extraordinary cases.

9. PLAYERS IN FINALS

No player shall be eligible to play in finals matches unless that player has played three (3) matches in that team. Special permission may be given by the Match and Play Committee in extraordinary cases.

10. NAMING OF TEAM MEMBERS

Before commencement of each match, opposing captains shall record the names of their personnel on the score sheet in the order in which they shall play, with the home team filling out the sheet first.

In the event of a substitute player from a lower grade taking part in a match, such player shall occupy the lowest position, unless approval is given by the Match and Play Committee to vary the playing order.

In matches with singles play, each player shall play one of the opposing team. The Members of each team shall be arranged in Order of Merit by their respective captains. In every case number 1 player shall play the number 1 player of the opposing team, the number 2 shall play number 2, and so on.

In the event of any dispute arising over the playing order of the team, the match shall be played under protest, and the Match and Play Committee shall determine the matter after receipt of a protest in writing from the Club.

The graded order of singles play shall not be changed after the completion of round 6 without first obtaining the approval of the Match and Play Committee.

COMPETITIONS CONSISTING OF FOUR PLAYERS PER TEAM

In teams consisting of four players with doubles play, the number 1 must always play the opposing number 1, but the playing partner can be chosen at the captain's discretion (eg. 1+2 v 1+4; 3+4 v 2+3).

For competitions generally consisting of four players per team, where more than four players are qualified to represent a team in finals play, up to six qualified players may play for a team during the finals. The playing order shall be as follows:

- Five players: Players ranked 1,2,3,4 will play the singles and players ranked 1 and 5 and any two other nominated players will play the doubles
- Six players: Players ranked 1,2,3,4 will play the singles and players ranked 1, 5 and 6 and any one other nominated player will play the doubles

COMPETITIONS CONSISTING OF THREE PLAYERS PER TEAM

For competitions generally consisting of three players per team, a team may play with four players. The playing order shall be as follows:

- Four players: Set A - Players ranked 1 and 2 will play doubles
Set B - Player ranked 3 will play singles
Set C - Players ranked 3 and 4 will play doubles
Set D - Player ranked 1 will play singles
Set E - Players ranked 1 and 4 will play doubles
Set F - Player ranked 2 will play singles

For competitions generally consisting of three players per team, where more than three players are qualified to represent a team in finals play, up to five qualified players may play for a team during the finals. The playing order shall be as follows:

- Four players: as shown above
- Five players: Set A - Players ranked 1 and 4 will play doubles
Set B - Player ranked 3 will play singles
Set C - Players ranked 2 and 5 will play doubles
Set D - Player ranked 1 will play singles
Set E - Players ranked 3 and 4 will play doubles
Set F - Player ranked 2 will play singles

11. ORDER OF MERIT

Order of Merit lists for all junior teams playing in finals, must be submitted by 4.00 pm on the Tuesday before the date of the semi-finals. Names must be supplied starting with the strongest at number 1 down to the weakest.

The order of merit should resemble the order played by the team members throughout the regular season.

The score secretary shall determine the order of merit for all teams where an order of Merit list has not been submitted by the due date for a team playing in the finals.

The order of merit list as submitted by the clubs or as determined by the Score Secretary shall **apply to all finals matches** (ie. semi-finals and the grand final).

Clubs may submit a written request to the Score Secretary by 4.00 pm on the Tuesday before the date of the grand finals, for consideration by the Match and Play committee, for a change to the order of merit or for a substitution of a player in a team playing in the grand finals.

12. MATCHES

Where both teams have four (4) players, junior matches shall consist of two (2) sets of doubles and four (4) sets of singles. Where one or both teams have three (3) players, junior matches shall consist of three sets of doubles and three sets of singles.

The number 1 player must play in the first doubles pair.

In junior sections 1 to 6, all sets will be won by the first team or player to win six (6) games with a tie break occurring at five (5) games all.

In section 7, doubles sets will be won by the first team to win six (6) games and the singles sets will be won by the first player to win four (4) games. Tie breaks will be played at the score of five (5) games all, in the doubles and at three (3) games all, in the singles. All games except tie breaks, are to be played with no advantage scoring (ie. At deuce, next point wins the game).

In junior sections 8 and 9, all sets will be won by the first player or team to win four (4) games. There will be no tie breaks played. All games are played with no advantage scoring (ie. At deuce, next point wins the game).

13. ORDER OF PLAY

Unless agreed by the team captains, the order of play shall be as shown on the score sheets. However, a rotating order of play shall be encouraged.

14. HOURS OF PLAY

Junior matches shall commence promptly at 8.30 am and play in ALL junior matches shall cease promptly at 12.00 pm.

15. UNFINISHED MATCHES

HOME & AWAY MATCHES

All teams shall present themselves at the home team courts ready to play regardless of the weather conditions, unless a notice of the abandonment of all matches at the home team courts has been placed on the Association's web page.

In all unfinished matches, points shall be allocated according to sets completed and points for uncompleted sets shall be divided equally. The bonus winning points shall only be allocated if a team has already won enough sets to win the match prior to the division of un-played sets. In all abandoned matches, all points shall be divided equally.

Unless a notice of the abandonment of matches has been placed on the Association's web page, junior matches delayed by weather conditions shall not be abandoned until 10.00am. If it is obvious that conditions are such that play is not possible, an earlier decision to abandon play may be made at the discretion of the home team's Junior Coordinator.

FINALS

In finals, the match shall be recommenced on the following day (Sunday) from the exact point at which play ceased. The names that appear on the score sheet when play is postponed are the only players that will be allowed to play when the match is continued. Teams can appeal to the Match and Play Committee if they feel there are special circumstances.

In the event of a draw, all players will play a tie break in their singles pairings, with the team winning the most tie breaks the winner. In the event of this being a draw, the match will be decided by the total number of points won in the tie breaks, unless otherwise decided by the Match and Play Committee. In the case of the match still being drawn each team shall nominate a team member to the officiating referee to play a tie break.

16. POSTPONED MATCHES

No postponement of Home and Away matches will be permitted.

17. PREMIERSHIP POINTS

One (1) point shall be awarded for each set won. Two (2) additional points shall be awarded to the winning team. In the case of a draw, the two (2) winning points shall be shared. Teams having a bye shall be awarded four (4) points irrespective of the weather conditions on the day of play.

18. REPLAYS

The Association shall have the power to order the replay of any match.

19. FORFEITS

All forfeits should be communicated from Junior Coordinator to Junior Coordinator who will then notify relevant team members.

The list of Junior Coordinators can be found on the LVTA Website.

The Junior Coordinator of the club that is forfeiting must notify the LVTA Inc Score Secretary prior to the commencement of play.

If no set combination can play within 30 minutes of the designated starting time, two (2) sets are forfeited by order of play. If any player is not present within 45 minutes of the designated starting time, then the sets they would have played will be forfeited.

20. BALLS & COURTS

Only balls approved by Tennis Victoria shall be used in competition matches. In competition play, the Home Team shall provide the 4 balls for Junior Pennant matches and 2 balls per court for Junior matches.

In finals matches, each team shall provide two new balls.

Orange low –compression tennis balls shall be used for section 8 and 9 junior matches.

Green low –compression tennis balls shall be used for section 6 and 7 junior matches.

Section 9 junior matches shall be played on a shorter court complying with the length of the Tennis Hot Shots “orange” court.

21. UMPIRING

Central umpire to be appointed by the Match and Play Committee at the request of either captain.

Foot-fault umpires shall be appointed by the Association, and they shall announce their presence when officiating at matches.

22. MATCH RESULTS

The Home team shall be responsible to ensure that the scores are submitted as per the instructions found at the bottom of the Official score sheet. The Home Team shall be responsible to ensure that the scores from a match shall be entered directly into the electronic score system by the nominated time following that match. The Home Team shall be responsible to ensure that a copy of the score sheet will reach the Score Secretary by the nominated time following that match. Failure to comply with the above will result in the Home Team losing all points won for that match.

23. PROTESTS

All protests must be lodged with the Secretary of the Association in writing not later than 8.00 pm on the Wednesday following the match in dispute. Protests must be accompanied by a fee of \$25.00, such fee to be forfeited in the event of the protest being deemed frivolous.

24. TROPHIES

Perpetual trophies as donated by the Association or interested bodies shall remain the property of the Association.

25. ATTENDANCE AT ANNUAL GENERAL MEETING

Any Club who participated in competitions in the previous season and intend to take part in competitions in the current season MUST have at least one delegate present at the Annual General Meeting.

26. DRESS CODE

The following conditions shall apply to all matches, Tournaments and Championships. Coloured, recognized tennis garments and footwear may be worn, at the discretion of the Match and Play Committee. Articles such as sweat shirts, dress shirts, tee shirts, bermuda shorts, jogging shorts, football shorts,

board shorts and walk shorts shall NOT be worn by any player while competing in a match.

White, skin coloured or matching (same as shorts) cycle shorts may be worn under tennis attire. Tracksuits shall not be worn during the course of a match. Suitable footwear for tennis matches shall be worn (depending on type of surface).

At the discretion of the Match and Play Committee, juniors may be given permission to wear single coloured tee shirts.

It is the responsibility of the Junior Coordinators and Club Committee Members to ensure that the Dress Code is adhered to by their Members and all visiting players involved in competition matches held at their Home courts.

27. CODE OF CONDUCT

The Purpose of the Code

To preserve the image and integrity of tennis in the Latrobe Valley Tennis Association Incorporated.

Objectives

To maintain the good name of tennis, to promote sportsmanlike conduct and to provide a framework within which the purpose and the objectives are achieved.

Scope of the Code

It shall apply to all sanctioned competition matches, Tournaments and Championships conducted by the Latrobe Valley Tennis Association Incorporated.

The Interpretation of the Code

The Match and Play Committee is the sole authority in interpreting the Code of Conduct.

Notification of Penalties

In the event of a breach of the Code of Conduct, the player will be notified immediately that a report of the incident is to be sent to the Match and Play Committee and the Club that the player belongs to will be notified within 24 hours.

Action taken by the Match and Play Committee will be sent in writing to the player and his/her Club.

Code Violation Penalties

Where, in the opinion of the Match and Play committee, a Code Violation has occurred, the Match and Play Committee shall impose the following penalties on the player/s involved :-

- (a) For the first Code Violation issue a formal warning.
- (b) For the second Code Violation issue a one match suspension.
- (c) For the third Code Violation issue a three match suspension.
- (d) For the fourth Code Violation the player/s involved shall be expelled from the Association.

Code Violations – Specific

(1). Unsportsmanlike Conduct

A player shall not, during any match or at anytime within the precincts of the site of a sanctioned event, engage in conduct to the prejudice of the image and integrity of tennis. Should such conduct occur, the Match and Play Committee has the right to take action in accordance with this Code, or as is necessary.

(2). Physical Abuse

A player shall not physically abuse any official of the Association, opponent, spectator or other person within the precincts of the site of a sanctioned event. For the purpose of this rule, physical abuse is the unauthorized touching of any official of the Association, an opponent, a spectator or other person.

(3). Dress

A breach of this Code occurs if a player does not dress and present himself/herself for play in approved tennis attire (see the Dress Code in these By-Laws). Clean and customarily acceptable attire shall be worn at all times during the match. A player must be given the opportunity to change his/her clothing in order to comply with the Dress Code (particularly before a match starts) before a report is submitted to the Match and Play Committee.

(4). Coaching

A player shall not receive coaching from any person while a match is in progress.

Coaching shall be permitted where there is a ten (10) minute interruption to play caused by bad weather or light, where the players leave the court.

(5). Spectators

Where a match is disrupted or interfered with by the action of spectators known to one of the players, (eg. Coach, parents, family or friends) the Match and Play Committee may utilize this Code against the relevant player to ensure that any future disruptions are satisfactorily controlled.

(6). Verbal Abuse

A player shall not, during any sanctioned event, verbally abuse any official of the Association, opponent, spectator or other person. For the purpose of this rule, verbal abuse is defined as a statement directed to an official of the Association, an opponent, a spectator or other person that implies dishonesty or is derogatory, insulting or otherwise abusive.

(7). Audible Obscenity

A player shall not use offensive or obscene language within the precincts of any sanctioned event. For the purpose of this rule, audible obscenity is defined as the use of words commonly known and understood as profane and uttered clearly and loudly enough to be heard by a person on an adjacent court or outside the fence surrounding the court on which the match is being played.

(8). Visible Obscenity

A player shall not make any offensive or obscene gestures within the precincts of any sanctioned event. For the purpose of this rule, visible obscenity is defined as the making of signs by a player with his/her hands and/or racquet or balls that commonly have an obscene meaning or improper to reasonable people.

(9). Abuse of Equipment/Balls

A player shall not violently or with anger, kick or throw a ball, racquet or other equipment, or in any way unreasonably interfere with any court fixture and equipment.

For the purpose of this rule, abuse is defined as intentionally hitting a ball out of the enclosure of the court, hitting a ball dangerously or recklessly within the court or hitting a ball with negligent disregard of the consequences. In addition, abuse of racquets or equipment is defined as destroying or damaging equipment during a match out of anger or frustration.

28. HONORARIUMS

Honorariums for the Secretary/Treasurer and Score Secretary shall be determined at the Annual General Meeting in each year.

29. MATCH VENUES

All venues for Association events such as finals and Championships shall be decided at the Annual General Meeting of each year. These venues will be made available at no charge and the Association shall be responsible for such events.

Clubs must nominate at the Annual General Meeting if they will play Home and Away matches anywhere other than their deemed Club courts.

30. ASSOCIATION CHAMPIONSHIPS

Association Championships shall be conducted at a time specified at the Annual General Meeting of each year. The rules of the tournament may be decided at the Annual General Meeting or otherwise shall be the responsibility of the Officers of the Association.

31. BALLS IN PLAY

Section 8 and 9 junior matches prior to the competition Christmas break, will play an alternative to Rule 24(b) of the ITF Rule of Tennis regarding when a point is lost after the ball bounces two times.

Instead, the rule is amended for section 8 junior matches, to allow two (2) bounces of the ball to occur within the court before being returned over the net and the ball shall be deemed to be still in play. For section 9 junior matches, the rule is amended to allow multiple bounces of the ball to occur within the court before being returned over the net and the ball shall be deemed to be still in play.

After the competition Christmas break, section 8 and 9 junior matches will be played in accordance with Rule 24(b) of the ITF Rules of Tennis whereby a point is lost after the ball bounces two times.

ATTACHMENT 1. Tennis Australia – Etiquette and Rules for Non-umpired matches

Rules for Non umpired Matches

- a) Each player is responsible for all decisions in his/her half of the court. He/she should be completely honest on all “calls”, but if in doubt he/she should give his opponent the benefit of the doubt and play the ball as good. You should not play a let.
- b) It is your obligation to call all balls on your side, to help your opponent make call when the opponent requests it, and *to call against yourself* (with the exception of the first service) any ball that you clearly see out on your opponent’s side of the net.
- c) Any “out”, “let” or “fault” call must be made immediately (i.e. made before either an opponent has hit the return or the return has gone out of play); otherwise, the ball continues in play. “Calls” should be verbal and clearly audible to the opponent, followed by a signal if necessary. “Lets” may be called by any of the participating players.
- d) On all court surfaces except clay, if a player incorrectly calls a ball “out” and then realize that the ball was good, the point should be replayed on the first occasion (involuntary hindrance) and the point lost on each subsequent occasion (deliberate hindrance). In the case of a point winning shot, a let would not be played.
- e) In doubles, when returning service, the partner of the receiver should call the service line for him, the receivers should generally call the centre and side service lines.
- f) If players cannot agree on the score, they should calmly discuss the points/games that are the areas of disagreement. If they cannot reach agreement they should replay only the points or games in question. All points or games which the players agree on stand. For example, two players cannot agree on whether the score is 40-15 or 30-30 but agree on the winner of the first, second and fourth points. Therefore, only the third point needs to be replayed.
- g) Player are prohibited from checking the mark of the ball on their opponent’s side of the court unless invited by their opponent to do so. Ball Mark inspections are only permitted on clay courts. On clay courts, if a player incorrectly calls a ball “out” and then realizes that the ball was good, the player who called “out” loses the point.
- h) Where a ball interrupts play either by rolling/bouncing onto the court and/or creating a visible interruption behind the court, a let should be played.
- i) If a player hinders his/her opponent, it can be ruled involuntary or deliberate.
- j) When a player has created an involuntary hindrance (ball falling out of pocket, hat falling off, etc.) the first time a “let” should be called and the player should be told that any such hindrance thereafter will be ruled deliberate.
- k) Any hindrance by a player that is ruled deliberate will result in the loss of a point.

Etiquette

- A) When Ballpersons are not available, all balls on your side of the net are your responsibility to pick up and, where appropriate, return directly to the servicer.
- B) The receiver should not return the first service if it is an obvious fault – let it go by or ground it.
- C) Do **not** enlist the aid of spectators, including parents, coaches etc, in making line calls or attempting to determine other on –court matters.
- D) To avoid controversy over the score, the server should announce the game score before starting a game and the point score prior to serving for each point.
- E) Wait until a point is over before walking behind a court where a match is in progress.
- F) To retrieve a ball from another court or to return a ball to another court, wait until the players have completed a point t,
- G) Do not stall, sulk, complain nor practice gamesmanship.