



Ladies Tennis Singapore

Guidelines for Team Captains – Autumn Season 2019

1. Team captain and Co-captain

Each team selects a captain and a co-captain (LTS rule 9.2).

2. Home matches

The **home** captain must contact the **away** captain by phone or e-mail - at least 3 days prior to the match (LTS rule 16).

Information to the away team captain should include:

- Match venue, Address - with clear directions on how to get there.
- Time for match start. Match play must start **no later than 9.00 a.m.** (LTS rule 22)
- Time for the 15 min warm-up starting **no later than 8.45 a.m.** (LTS rule 22)
- Inform away captain whether water is available at match venue (LTS rule 50)

3. Score Sheet/Team Line-up

For match play, both captains bring the LTS score sheet with their team line-up completed (LTS rule 18.1)

The score sheet is exchanged between team captains simultaneously no later than match start time (LTS rule 18.2)

After score sheet exchange, changes are **not allowed** to team line-ups (LTS rule 18.3). However - if the match is suspended due to rain before match start, changes **are allowed** for a rescheduled match (LTS rule 35).

4. Court Booking and Balls

The home team is responsible for providing two (2) courts with the same surface type for a minimum of 3 hours; taking into account warm-up time and availability of follow-on booking of courts (LTS rule 16.1)

Six (6) new standard balls are provided by the home team (LTS rule 17).

5. Mobile phones

Captains should remind team members to switch off their mobile phones to avoid penalty points for phone interruptions. (LTS rule 42)

6. Match results – Reporting scores

The match result is added to team score sheets upon match completion.

Both captains review and sign score sheets (LTS rule 19.1) and communicate **results and a sportsmanship rating** of the opposing team, by email or text message to The Division Representative, no later than 5pm on the scheduled match day (LTS rule 19.2)

Example of scores sent – from “Team A”:

Team A: 3 points - Team B: 6 points - Sportsmanship rating to Team B: 4 points

If a score sheet scan **or photo** is not sent on the scheduled match day (rule 19.2), the home captain must send the **original score sheet by post** to The Division Representative no later than 3 days after the match is completed. (LTS rule 19.3)

7. Sportsmanship rating

Players on match day determine the sportsmanship rating of an opposing team after a match; the scale is 1-5 (LTS rule 44.1).

8. Minimum match requirement

All players must play a minimum of 2 matches per season. (LTS rule 14)

9. The use of Substitute players

If a team is unable to field 4 players for a match, the team may use a substitute player. (Premier A: LTS rule 39, **Premier B: LTS rule 40.**)

The Division Representative **must** be notified, 24 hours **before** the substitute player is entered or the team risks point deduction (LTS rule 39.2, 40.2)

10. LTS rules

The team must have a copy of the LTS rules available for every match.

Captains and team members are urged to familiarize themselves with the rules.

11. Rain

Both teams **must** turn up for the match unless BOTH captains agree to re-schedule the match (LTS rule 33.1)

Captains should agree on a rescheduled match time - and notify the Division representative within 48 hours of the original match date.

12. Haze

With haze conditions listed at the 3-hour PSI reading on the government website: <http://app.nea.gov.sg/psi/> of 100 or more at 8.00am or after on match day,

players should NOT go to the match venue but await team decisions to play or to postpone (LTS rule 36).

The captain will contact own players and inform the opposing captain of their team decision - whether to postpone or to play the match (LTS rule 36.4)

13. Sportsmanship

The LTS rule of conduct shall apply to all players participating in the LTS league (LTS rule 43).

Each week a team shall rate their opponents for sportsmanship, on a scale of one to five (LTS rule 44)

The game of tennis depends upon courtesy and fairness. The highest sportsmanship is expected from every player in the league. To knowingly disregard the rules or take unfair advantage of the fact that the matches are self umpired by, e.g., foot faulting, calling balls that are in out, not volunteering violations such as double bounce, ball touching your body or clothing, touching the net, reaching over the net, etc. is cheating.

Whilst your opponent can do little to prevent this, it does make for a very unpleasant game and defeats the purpose of competing, which is to win or lose in a fair and honest manner.

14. Disputes and interference

The captain should not interfere during match play but can clarify the rules on request (LTS rule 45, 46)

15. Coaching

During the ten (10) minute interval between set 2 and 3 **only** - coaching by the team captain or team members is permitted (LTS rule 45.2)

Coaching or interference from a qualified coach or from any other third party during the course of a match is not allowed (LTS rule 45.3).

16. Refreshments

All players are required to bring their own drinks for the whole match (LTS rule 50.1)

For all to enjoy after the match play, the home team provides refreshments, water and sports drinks to the opponents (LTS rule 50.2)

17. Questions and complaints

All questions and concerns can be directed in writing to the Division Representative by the captain. (LTS rule 47).

The decision of the LTS Committee in all matters will be final.

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