

WDTA MIDWEEK LADIES DIVISION – BYLAWS as at 22 June 2023

1. COURTS

The type, condition and surroundings of the courts of each competing club shall be subject to the approval of the Executive Committee. Hard courts are only to be used if no other court surfaces are available for both home & away rounds and finals.

2.1 MID-WEEK LADIES DIVISION–EXECUTIVE COMMITTEE

- (a) The Executive Committee to be elected at the A.G.M. shall consist of President, Vice-President, Honorary Secretary, Assistant Secretary, Honorary Treasurer, one (1) Record Secretary and up to four (4) others. The President and Honorary Secretary shall remain in office only for three (3) consecutive years.
- (b) The Executive Committee shall be responsible for managing the grading of players, emergencies and teams, arbitrating disputes and do all things it considers necessary or desirable to conduct the Mid-Week Ladies Competition.
- (c) The Executive Committee shall have the power to co-opt delegates to fill vacancies which may occur between A.G.M.'s on any Mid-Week Ladies Division Executive or Sub-Committee.
- (d) The Executive shall appoint one (1) member of the Division Committee of the W.D.T.A. Inc.

2.2 ASSOCIATE CLUBS

- (a) An Associate club shall be eligible to participate only in competitions and tournaments as arranged by the Division.
- (b) Affiliation fee by Associate Clubs must be paid on receipt of confirmation of acceptance.
- (c) Associate clubs having voting rights the same as member clubs.
- (d) All by-laws pertaining to Mid-Week Ladies Division shall apply to Associate clubs.

3. AMENDMENTS OF BY-LAWS BY GENERAL MEETING

By-Laws may be revoked, altered or amended by the Mid-Week Ladies Annual General Meeting. Notice of alterations to by-laws must be lodged in writing with the Mid-Week Ladies Hon. Secretary at least twenty-eight days prior to the meeting and shall appear on the notice paper. The Executive Committee will implement the rules associated with a new By-Law.

4. ATTENDANCE AT GENERAL MEETINGS

Each Club must have at least one delegate at each General Meeting. Failure to comply will result in a fine. One vote only per club will be permitted.

5. TRANSFER OF A PLAYER TO ANOTHER CLUB

No player shall transfer from one club to another during the course of a competition without the consent of the Executive Committee, and then only if she shall have obtained a clearance from the club by whom she has been registered, except players from the Association Emergency Pool. Seven days clear notice of such application together with clearance certificate to be given to the Association Mid-Week Hon. Secretary.

6. CLUB FINES

- (a) Late on line entry results \$20
- (b) Incorrect score entry \$20
- (c) Team forfeit 1st forfeit \$20
2nd forfeit \$30
3rd forfeit \$40
4th and elimination \$50

- (d) Failure of club to attend General Meetings \$20
- (e) Withdrawal from competition after draw has been finalised \$70

All fines will be doubled after 60 days outstanding.

7. TENNIS LAWS

The laws of tennis as adopted by Tennis Victoria shall apply to all matches except as hereinafter modified.

8. COMPOSITION OF TEAMS–TYPE OF PLAY

SETS. Sets shall be won by the team who first scores eight games, with a twelve (12) point tie-breaker played at seven (7) games all. There shall be four ladies in a team; each lady shall play one set with each team member.

9. ORDER OF PLAY

Unless agreed upon by both captains, order of play shall be
Home v Away Home v Away
Set 1 + 2 - 1 & 2 v 1 & 2 3 & 4 v 3 & 4
Set 3 + 4 - 1 & 3 v 1 & 3 2 & 4 v 2 & 4
Set 5 + 6 - 1 & 4 v 1 & 4 2 & 3 v 2 & 3
A Set/Match has not commenced until first (1st) ball is served.

10. NUMBER OF TEAMS IN EACH GRADE

Each grade shall consist of eight teams in summer and winter pennant with two complete rounds of matches. If appropriate, the Executive Committee may approve six team grades for any class of play with three complete rounds.

11. REGISTRATION OF TEAM PLAYERS

- (a) Registered members of teams must be financial members of club registering them.
- (b) When clubs submit teams it is preferable if teams are comprised of players of the same standard but this is not mandatory. Teams submitted will be graded by the Executive Committee in grades (or as advised by the Executive Committee from time to time). Most players in winning pennant teams should expect an upgrading and bottom team/s a down grading. Club Selectors when submitting teams should make comment on any players' changed grading.
- (c) No player may play below her personal grade (unless such player had been approved to play as a permanent player in a lower graded team). All players are eligible for a higher grade. However, once having played their fourth match in the higher grade, that player may not return to the lower grade.
- (d) If any team plays an unregistered player or one who is otherwise ineligible that team shall forfeit each set in which that player participated to nil. Non-offending club will retain any winning points but will receive an adjustment of one point for each losing set in which the ineligible player participated. This adjustment will be made by the Record Secretary.
- (e) In the event of a Club being represented by more than one (1) team in any one (1) grade, no player having participated in more than four (4) matches in one (1) team, shall be eligible thereafter to play in the other.
- (f) Unless they have been granted special permission by the Executive Committee, a team member must have played at least three (3) matches to be eligible to play in Final Series during the current home and away season. Total washouts or total heatouts do not count, even if teams have attended the court.
- (g) No player shall play in more than one (1) team on any one (1) day.

12. THREE TYPES OF EMERGENCY PLAYERS

When using an Emergency Player the type of emergency must be listed in the Comments Box on the scoresheet as follows: (CE) Club Emergency, (PE) Pool Emergency, (GE) Guest Emergency. All types

of emergency players must play in positions 3 or 4, with exception of Section 1 as Section 1 are deemed "Open". No emergency shall play below her approved personal grading without prior permission of the Executive Committee. Once having played a fourth match in a higher grade, the emergency may not return to a lower grade (with the exception of Pool Emergencies).

(a) **A CLUB EMERGENCY PLAYER** must be a financial member of the club using them. Once they have played three (3) matches during the current season and have been accepted and registered as a qualified team member by the Record Secretary, they are then permitted to play further matches and in finals if required. New registrations may be submitted for approval once entered correctly on the score sheet. Details of previous experience to be entered in the comments box. New emergencies are not to strengthen teams; they should be of similar standard as other team members. The emergency player is not automatically accepted in that grade if deemed too strong.

(b) **A POOL EMERGENCY PLAYER** must be a financial member of any club within Victoria and be registered with the Pool Emergency Officer. A Pool Emergency player may play as many times as needed in their personal grade or above for any team in the competition at the discretion of the Record Secretary. They are not permitted to play in their own personal grade for finals but can play for a higher grade. Pool Emergency Players may be regraded DURING the season and this will be noted on the Pool Emergency Availability List on the website.

(c) **A GUEST EMERGENCY PLAYER** must be a financial member of any club within Victoria and MUST be noted in the Scoresheet Comments with details of experience. They are not permitted to play more than three (3) matches per season, nor play in Finals, and must not play for more than one team per season.

13. COMMENCING TIME OF MATCHES

(a) Two courts must be provided for all home and away matches which can only be played on a Thursday.

(b) All Clubs can submit a designated starting time for their home matches on the entry form when entering teams this will be included in the fixture. Starting time is 9.30 a.m. for home matches unless clubs have nominated an alternative commencement time (or) if the two captains have made prior arrangements due to weather conditions. A pair not ready to start to commence the first set fifteen minutes after agreed starting time shall forfeit the first set to nil. The second pair not ready to commence thirty minutes after agreed starting time shall forfeit that set to nil. The complete team must be in attendance one hour after agreed starting time, otherwise the match shall be forfeited.

14. CAPTAINS' EXCHANGE OF PLAYERS NAMES

Before the commencement of any match, the home team must provide the away team with the scorebook that has been completed with players listed in order of play for the away team to fill in.

15. BALLS

For all matches, including finals, four (4) new Tennis Victoria approved balls shall be provided by the home team.

16. TENNIS ATTIRE

Regulation tennis attire shall be worn at all matches. Approved shirts, skirts, dresses, shorts and tracksuits pants are to be worn. Prominent advertising in any form, other than small motifs, ripple shoes or heeled shoes are not permitted.

17. POINTS SCORE

Points shall be awarded to each team as follows: (On line scoring will automatically award points)

(a) 2 points for a winning match (most sets won, or if sets are equal, then for most games scored) PLUS 1 point for each winning set and 1/2 point for each unfinished set OR

(b) 1 point for a draw, washout or heat out or where result has not been reached PLUS 1 point for each winning set and 1/2 point for each unfinished or unplayed set. (Points must always total 8) OR

(c) 2 points for a forfeit (to non-defaulting team only) PLUS 1 point for each forfeited set to non-offending team and 1 point for any sets already completed and won.

12 POINT TIE BREAKER

How played:

Next server shall serve one point from the right court. Thereafter, each player shall serve two points in turn beginning from the left court. Players shall change ends after every six points, and at the conclusion of the tie-breaker game.

Winning margin:

The first to seven wins the tie-breaker game (and set) provided there is at least two-point margin (say 7 to 5). Otherwise, at six points all continue until a two point margin is achieved (say 8 - 6). Example of Played: A and B play C and D

Comments:

First server has only one serve to the "forehand" court (from the right court).

Thereafter,

Each player serves two points, the first to the "backhand" court (from the left court).

During the tie-breaker, total points should always be odd before the next server commences.

Change ends when total points are 6, 12, 18, 24 etc. The server at this time serves only one point from each end.

Umpire should officiate, if not call out score after each point played.

The tie-breaker is regarded as one game played, therefore, in a rubber, the pair who served first in the tie-breaker shall receive service in the first game of the following set of that rubber.

18. SCORE BOOKS

(a) Each home team Captain must record the results in the Waverley Tennis Mid-Week Ladies Score Book. Match entries are to be entered online to www.waverleytennis.asn.au no later than 8pm Friday after the match. Each away captain must check the results entered and report to the Record Secretary any discrepancies.

Results stand after 2 weeks even if incorrect.

(b) Where non-attendance at a match is agreed upon due to wet weather or forfeit, both captains must enter their own player's names via the By Ph. link on the club zone results entry page.

(c) Any captain can write a comment in the comment section of the score book and it is the responsibility of the home captain to record this in the on-line entry for the Record Secretary to see.

19. LATE RESULTS

Late results must be reported to the Record Secretary by email or phone. A duplicate Score sheet must be provided to the Record Secretary. Late results will result in a fine. Failure to have a duplicate score sheet in the hands of the Record Secretary within 24 hours of receiving phone or email advice for non-receipt of results will incur loss of all point scores for such match by the home club.

20. UNCOMPLETED MATCHES

Where a match is uncompleted on the laid down date, there shall be no further play excepting final series which will continue at the

same venue until a result has been reached, at the next available date.

21. UNABLE TO ARRANGE A TEAM

- (a) A club unable to arrange a team for any match must notify the opposing Captain and Record Secretary as soon as possible. The forfeiting club is subject to a fine unless a satisfactory written explanation is provided to the Executive Committee.
- (b) Where there is no attendance both teams must enter their own players names via the "By Ph" Link on the Club Zone Website.
- (c) In the event of team withdrawal from the competition during the season, all premiership points and percentage scored in respect of the matches against that team shall be cancelled. A fine will be imposed as per By-Law 6.
- (d) In the case of a full association washout or heat out, any matches that have been forfeited will incur a 0-4 result.

21.1 THREE PLAYER TEAM

- (a) Team/teams with only 3 players for any match are permitted to play thus avoiding a forfeit. Contact with the opposing captain must be made as soon as possible.
- (b) Non offending team will receive 3 points for unplayed sets (each being forfeited 8 games to love). Remainder of points awarded for sets as normal.

22. COURT / WEATHER CONDITIONS

- (a) The home club/captain has the right to decide whether the courts are fit for play.
In the event of moderate inclement weather all teams must attend courts before a washout/heatout can be called.
- (b) In extreme weather conditions however, teams are not required to attend the courts once advised by the home club/captain. Extreme weather conditions are described as continuous heavy rain, storms or thundery rain, extreme wind and excessive heat.
Where there is no attendance both teams must enter their own players names via the "By Ph." Link on the Club Zone Website.
- (c) If play has not commenced by one hour after agreed starting time due to adverse weather conditions, then play is to be abandoned.
- (d) Both teams (all players) are to assist in preparation of courts between sets, and when courts need mopping in wet weather.
- (e) If any player becomes heat affected during play and the temperature has reached 30 C, play may be stopped at the option of either captain. Confirmation of temperature must be by a thermometer in the shade of the clubhouse at club where match is being played. If no thermometer is present then check the Australian Bureau of Meteorology App to ascertain the temperature at nearest location to courts.

23. SUBSTITUTE DURING MATCH

- (a) If because of illness, accident or other emergency, a player cannot continue in a match, the set is to be forfeited to the opposing team, but the games already scored by the defaulting player shall count and a substitute may then be played for the remaining sets.
- (b) Matches completed using a substitute player are designated as played "under protest" unless the opposing captain signs the match score sheet after confirming the substitution as being fair.
- (c) If a substitute player is not available immediately, the sets shall be continued in order of By-Law 9, postponing those for which the substitute is awaited.
- (d) The substitute should be at the court ready to play within forty-five (45) minutes. Name and grading of substitute must be entered on the Score sheet.
- (e) Substitute to be allowed an appropriate warm-up.

24. PROTESTS/DISPUTES

- (a) All protests shall be made on the courts, prior to the teams separating, the score sheet is to be endorsed "under protest" in the comments section and signed by captain of protesting team captain. Alternately, the Club Convenor may refer a dispute to the Executive Committee by forwarding a statement in writing of the matter to the Mid Week Honorary Secretary within three days of the dispute.
- (b) It shall also, within the same time, forward a copy of the statement to the secretary of the affected club.

25. TROPHIES

The winning team in each grade shall be awarded a pennant and a trophy as determined by the Executive Committee. The runners-up in each grade shall be awarded a pennant.

26. REFRESHMENTS

Light refreshments may be offered during or after matches at the discretion of home team.

27. FINAL SERIES

- (a) (i) At the completion of the home and away matches the four leading teams in each eight team section of each grade shall play off in a final series.
The team first mentioned is regarded as the "Home Team".
1st semi-final–1st team plays 2nd team.
2nd semi-final–3rd team plays 4th team.
Preliminary final–loser of 1st semi-final plays winner of 2nd semi-final.
Grand final–winner of 1st semi-final plays winner of Preliminary final.
- (ii) At the completion of the home and away matches the four leading teams in each six team grade shall play off in a final series. The team first mentioned is regarded as the "Home Team".
1st semi-final–1st team plays 4th team
2nd semi-final–2nd team plays 3rd team.
Grand final–winner of 1st semi-final plays winner of 2nd semi-final.
It is the responsibility of the Home Team Captain to bring the score book and enter the results on-line and the Away Captain to check the results on-line.
- (b) Final series matches to commence play at 9.30am or alternatively captains from both teams can mutually arrange to start earlier or later. A pair not ready to start the first set fifteen minutes after the agreed starting time shall forfeit the first set to nil. The second pair not ready to start thirty minutes after the agreed starting time shall forfeit the set to nil. The complete team must be in attendance one hour after the agreed starting time, otherwise the match shall be forfeited.
- (c) All players are responsible for the preparation of the courts prior to the start of matches and in between sets.
- (d) Opposing captains should exchange their separate lists showing names of players in order of play and then fill in the score sheet. The score sheet should then be readily available throughout the match for reference. Once the score sheet has been filled in, the playing order cannot be altered.
- (e) In the event of a postponement due to inclement weather during final series, play shall continue from where left off, as decided by the Executive Committee who has the right to postpone any of the finals series.
- (f) In the event of a total washout, or an unfinished match, the home captain shall email the Record Secretary the exact position of the match and retain the score sheet and home captain shall retain their balls. The score sheet and balls should then be brought to the continuation of the match, as arranged.
- (g) Washout finals are not to be transferred to indoor courts.
- (h) In the event of a drawn semi-final, preliminary final or grand

final match, the last four players concerned on the court, shall then play a twelve point tie breaker to decide the match.

(i) Home team to provide 4 approved balls. Both participating teams are to provide their own refreshments.

(j) Host Clubs must provide tea towels.

(k) Teams should leave facilities offered to them in a clean and tidy state.

(l) Any team playing in finals may request the committee provide supervisors to be present at their match. Captain is to make request to Honorary Secretary or Record Secretary as early as possible before the match.

CURRENT COMMITTEE – 2024/25:

President: Jenny Lomdahl 0404 831544

Hon. Secretary: Loreta Piggott 0413 267839

Record Secretary: Noela Steinfort 0409 423825

Treasurer: Kim Horton 0408 368657

Vice President: Marg Clark 0418 580337

General Committee:

Judy Searl, Joy Kaias, Kym Bircham

Marjo MacDonald & Michelle Rato