



# *League Kick-off 2020 USTA Season*

A Guide for Louisville USTA League Captains & Players

November 18, 2019

# Introductions

- Daniel Kalef, President
- Stacey Rice, LLC (Adult League 18+, 40+, 55+)
- Sara Ward, LLC (Mixed, Combo, Fall League)

# Hierarchy of the USTA

## **United States Tennis Association (USTA)**

USTA develops the bulk of the rules and regulations under which we play. These rules and regulations are contained in "Friend at Court: The USTA Handbook of Tennis Rules and Regulations." "Friend at Court" is based on "The Code" which is the authority on the basis rules and customs of tennis. Both "The Code" and "Friend at Court" are available at the USTA website, [www.usta.com](http://www.usta.com).

## **USTA Southern Section**

Southern passes all rules that govern play within its jurisdiction. No rule or regulation adopted by Southern can override or contradict those passed down from USTA. Southern regulations must be approved by USTA

## **USTA Kentucky**

USTA Kentucky passes all regulations specific to Kentucky play, but no regulation may override or contradict those passed down from USTA or the Southern Section. USTA Kentucky regulations must be approved by the Southern Section.

## **The Tennis Association of Louisville Kentucky (TALK)**

TALK is one of 22 USTA Community Tennis Associations (CTA) in the state of Kentucky. CTAs are responsible for passing local regulations specific to their leagues and administering those leagues. The local regulations regulate roster size, flighting, scheduling, forfeits and penalties for violation of local regulations. All local regulations must be approved by USTA Kentucky and may not override or contradict those passed by the USTA, Southern Section or USTA Kentucky.

TALK oversees Adult League Tennis in Louisville (Adult, Mixed, Combo, Fall), with the exception of Tri-Level League, which is run by the Louisville Tennis Association. TALK's board of directors consists primarily of volunteers, with the exception of the Local League Coordinators, who are paid to administer adult leagues (funded by a portion of league registration fees).

## **Kentucky Community Tennis Associations (CTA)**

### **Louisville**

Tennis Association of Louisville Kentucky (TALK)  
Louisville Tennis Association  
Louisville Area "10 and Under" Tennis Association  
Newburg Tennis Association  
West Louisville Tennis Club

### **Lexington**

Tennis Association of Central Kentucky (TACK)  
Bluegrass Tennis Association

### **Greater Kentucky**

Central Kentucky Tennis Series  
Elizabethtown Tennis Commission  
Frankfort Tennis Association  
Georgetown Tennis Association  
Henderson Tennis Club  
Lake Cumberland Tennis Association  
Madisonville Tennis Association  
Mountain Tennis Circuit  
Owensboro Daviess County Tennis Association  
Paducah Tennis Association  
Pennyriple Area Tennis Association  
Purchase Area Tennis Association  
Rising Stars of Kentucky Tennis  
Southern Kentucky Tennis Association

### **Did You Know?**

Your \$25 League Fee Distribution

Tennislink non-refundable fee: \$3

National/Sectional/State: \$12.50  
used for programming and grants

Local CTA: \$9.50  
used for LLC salaries, league incentives, tournament sponsorships

# About TALK

Tennis Association of Louisville, Kentucky (TALK) is a Community Tennis Association (CTA) serving the Louisville area. We are a nonprofit local organization that is a part of the USTA network that promotes and develops the growth of tennis. We are made up of *volunteers* dedicated to the goal of growing tennis in our community.

# 2020 TALK Board

Officers/LLCs	Board Directors
Daniel Kalef, President	Stephanie Mason, Social Media
Lynn Harris, Vice President	Beth McCulley
Jennifer McMahon, Secretary	John Riddick
John Gottbrath, Treasurer	Vicki Noel
Stacey Rice, League Coordinator	Debbie Voss
Sara Ward, League Coordinator	Cammie O'Connell

# Thank You for being a Captain!

- League Captains are the largest group of volunteers in the USTA!
- Your willingness to serve your team and the League in this leadership role is greatly appreciated.
- Questions? Please don't hesitate to contact us
  - Stacey Rice, LLC [srice@talktennis.org](mailto:srice@talktennis.org)
  - Sara Ward, LLC [sara.ward@talktennis.org](mailto:sara.ward@talktennis.org)
  - general questions [talktennisky@gmail.com](mailto:talktennisky@gmail.com)

# TALK Outreach

- Follow us on social media!
  - TALK now has accounts on Facebook, Instagram, and Twitter -- find @TALKTennisKY and give us a follow!
    - League updates!
    - Contests – enter and win!
    - Helpful tips to improve play!
    - Weather updates!
- TALKTennis.org (your source for league regulations)

# USTA League Tennis (indoor season)

League	Level	Registration Opens	Initial Roster Deadline	Session Begins	Session Ends
Adult 18 & over	2.5, 3.0, 4.0, 5.0	December 2	December 10	January 4	March 8
Adult 40 & over	3.5, 4.5	December 2	December 10	January 4	March 8
Adult 55 & over	all	December 2	December 15	not before January 17	May 17
Adult 18 & over	2.5, 3.5, 4.5	January 26	February 6	March 13	May 31
Adult 40 & over	3.0, 4.0	January 26	February 6	March 13	June 7



# USTA League Tennis

League	Last Day for Match Play	Championships	Location	Sectionals	Location
60 & over / 70 & over Invitational	n/a	May 15 -17	Louisville		
Adult 55 & over	May 17	May 29 – 31	Henderson	September 18-21	Asheville, NC
Adult 18 & over	May 31	June 12 – 14	Lexington	July 24 – 27	Rome, GA
Adult 40 & over	June 14	June 26 – 28	Louisville	August 7 – 9 (evens) August 14 – 16 (odds)	Auburn, AL
Tri-Level League	August 2	August 21 – 23	Owensboro	October 16 – 18	Louisville, KY
Mixed Doubles	August 30	September 10 – 13	Bowling Green	TBD	TBD
Adult 65 & over Invitational	n/a	September 25-27	Louisville	November 13-15	Dothan, AL
Combo League	September 20	October 1 – 4	Lexington	December 4-7	Mobile, AL

# *Flight Winner Criteria Reminder*

## Local League and State Championships

- Team wins
- Individual Match
- Head to head
- Least sets lost
- Least games lost
- Percentage games won (as published on Tennislink)

# League Regulations

- All players are expected to read and follow all rules and regulations (National, Sectional, State, Local).
- Each captain should have a copy of the rules with them in order to attempt to resolve any questions or issues prior to seeking clarification from LLC.
- Regulations are posted on our website: [talktennisky.org](http://talktennisky.org)

# Match Rescheduling

- Teams are expected to play what constitutes a "Team Match" (Reg 2.10C2) at the scheduled match time (2 courts of a 3 court match and 3 courts of a 4 or 5 court match).
- In the event a captain can't fill all courts, BOTH captains must agree to reschedule the remaining courts. Note: the entire match does not need to be rescheduled.
- The captain requesting the re-schedule MUST contact the following via email/text:
  - Opposing team's captain,
  - LLC
  - Tennis Club where match is to be played, to cancel the courts.
- If cancellation notification is not made within 24 hours prior to the match, that forfeiting captain will be responsible for any/all court fees.
- The remaining courts must be played within two weeks of the scheduled match date at the same facility originally scheduled.
- *If numerous requests to reschedule are made by the same captain, action may be taken by the TALK Board of Directors*

# Courtesy

- Court Etiquette:
  - No players are allowed on court at any time prior to the scheduled start time
  - All matches are allotted two (2) hours, if the match runs long please consult the front desk for options
  - If a team has STARTED a 3<sup>rd</sup> set tiebreaker, please let them finish.
- Communication
  - Captains must have working email and current phone number in Tennislink. It is good practice to assign a co-captain.
- Match Etiquette
  - Provide scorecards from Tennislink
  - Exchange line up cards 5 minutes before match start time

# Tennis Facilities

## **Indoor Facilities**

Blairwood Fitness and Swim

Louisville Tennis Club (LTC)

Louisville Indoor Racquet Club (LIRC)

The Tennis Club at Springhurst

Bass Rudd/UL

Southern Indiana Tennis Club

Advantage Tennis & Fitness

## **Management POC**

Larry Kline

502.426.8820

9300 Blairwood Road, Louisville

Larry Kline

502.426.4923

2011 Herr Lane, Louisville

Anne Grove

502.426.2454

8609 Westport Road, Louisville

Chris Mather

502.412.2950

4109 Simcoe Lane, Louisville

Meg Peavy

502.852.1684

2350 University Blvd, Louisville

Bob Sutherland

812.288.8424

6113 Appleleaf Ln, Sellersburg

Pete McGrath

502.897.7185

4014 Dutchman's Lane, Louisville

*please communicate ANY court changes to Pete directly: [Pete.McGrath@louisvilleky.gov](mailto:Pete.McGrath@louisvilleky.gov)*

## **Outdoor Courts:**

Louisville Tennis Center (zoo)

Pete McGrath

502.456.8140

3783 Illinois Avenue, Louisville

*please communicate ANY court changes to Pete directly: [Pete.McGrath@louisvilleky.gov](mailto:Pete.McGrath@louisvilleky.gov)*

Plainview Tennis

Matt Mathes

502.974.2920

10235 Timberwood Circle, Louisville

*please communicate ANY court changes to Matt directly (number above) via text or phone call. Please do NOT leave messages at the facility.*

# Court Fees

- Court Fees for 2020 League Play
  - Adult League Matches:
    - Indoor:  $\$18.40 + \text{tax} = \$19.50$
  - Mixed/Combo Matches:
    - Outdoor:  $\$8.49 + \text{tax} = \$9.00$
    - Indoor:  $\$12.26 + \text{tax} = \$13.00$
  - Fall League Matches
    - Outdoor:  $\$8.49 + \text{tax} = \$9.00$
    - Indoor:  $\$18.40 + \text{tax} = \$19.50$

*Note: collection of sales tax is REQUIRED under Kentucky state law*

# Grievances

- Filing a grievance is an option for captains when there is a regulation violation or sportsmanship issue
- Captains may file a grievance for a player on a team
- NTRP grievances can only be filed on self-rated (S) or appealed (A) players. Those are submitted to and reviewed by the Southern Section Grievance Committee. All Grievance forms can be found on the USTA - KY website (Adult, USTA League, League Forms).
- Contact our LLCs for more information.





# *Captain's Corner*



# *What makes a Good Captain?*

- Make it Fun and Build Team Spirit
- Demonstrate Good Sportsmanship
- Communicate Team Goals
- Familiarize yourself with the Rules
- Mentor a Co-Captain/Delegate

# Forming a Team

*Teams are formed in many ways.*

- Groups of friends start a team
- If you are a player looking for a team or a Captain looking for players, contact Stacey Rice for assistance.
  - Players needing assistance with the self-rating process should contact Stacey Rice.
- Check with your local facility, coaches, local pro shops, and your teammates. They may know of others who would love to join you.
- Don't limit your team to only those you know. Half the fun of USTA League Tennis is meeting and making new friends.

# Create A Team

- Go to [tennislink.usta.com/leagues](https://tennislink.usta.com/leagues) and log-in to your USTA account.
- Look for My Quick Links on the right side of the page, click on Online Team Creation, and follow the prompts (*see next slide*)
- The state/region and captain's last name(s) must be included and listed in your team name:  
*KY/LOU/Captain's Last Name*
- Record the team number (which begins with 703) and distribute to your teammates.
- Non-playing captain for a team? Contact your LLC for setup.
- Initial Team Registration Deadline: you must have the minimal number of players registered to play a match.
- ***Roster size for ALL leagues administered by TALK is currently 21.***
- Players can continue to register up until the last day of play.
- *Reminder!! All rostered players must be registered prior to playing a match or you will have to forfeit that court.*

### My Quick Links

- [Find a League](#)
- [Local League Coordinators](#)
- [Team Management](#)
- [National Championship](#)
- [Online Team Creation](#)
- [USTA League Tennis Rules](#)
- [Communication Center](#)



Complete the drop-down boxes for the applicable league

[Home](#) > [TennisLink](#) > [USTA League](#) > [Create a Team On-Line](#)

## Create a Team Number On-Line

This option allows a Team Captain to create a Team Number On-Line. If you already have a Team Number, you should use the Register for a Team option.

Section	<input type="text" value="USTA/SOUTHERN"/>
District/Area	<input type="text" value="KENTUCKY"/>
Area	<input type="text" value="KY - LOUISVILLE"/>
League	<input type="text" value="2019 USTA LEAGUE 65 &amp; Over ADULT LOUISVILLE"/>
Flight	<input type="text" value="3.0 Men"/>
Team Name	<input type="text"/>
Home Courts	<input type="text" value="-- Select a Facility --"/> <input type="button" value="Other Facility..."/>
<input type="button" value="Create Team"/> <input type="button" value="Cancel"/>	

# Registering for a Team

- Log-in to Tennislink
- Click on the “register for a team” on the left side of screen
- Boxes 1, 3 and 4 will auto-populate. Enter the team number in box 2 and hit continue.

## Register for a Team

To Register for a team you will need a USTA Account and a team # provided by a Team Captain or Local League Coordinator. If you need to create a new team # online, [click here](#).

\* Required field

* USTA Account:	<input type="text"/>	<a href="#">Not a USTA Member, join</a>   <a href="#">Signup as a Non-Member</a>
* Team #:	<input type="text"/>	<a href="#">Don't have a Team #?</a>
Phone Number:	<input type="text"/>	
Email Address:	<input type="text"/>	
Are you the captain?	<input type="checkbox"/>	

Add  more registration(s) + Add

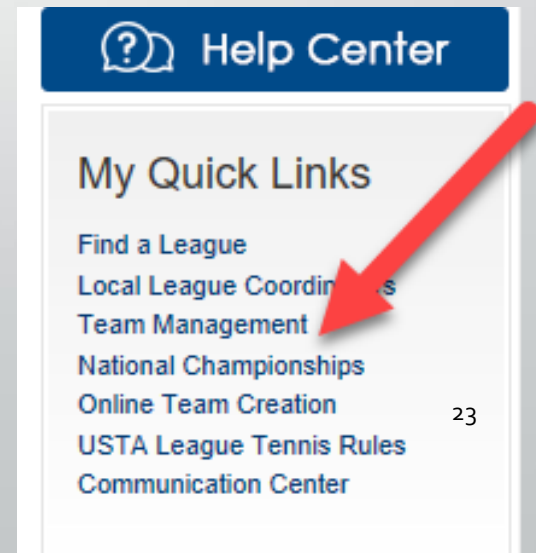
[CONTINUE](#)

NOTE: A non-refundable processing fee per player per registration will be added to local league fee for users of the TennisLink Web Registration System. You will receive immediate verification of registration and a player identification number. Then you are ready to experience the fun of league play!

[League Registration Help](#)  
For assistance, please visit our [Help Center](#).

# Team Management Tool

- The “Team Management” link provides information about your teams.
- It can also be used to track availability and match line-ups.
- Ask each player to go through the schedule and enter their availability for your team’s matches. Some captains choose to create a spreadsheet from this data.
- Be sure to ask them if they can attend the STATE CHAMPIONSHIP!



# Did you Know?

- All of your opposing Captains contact information is available to you
- Log into Tennislink
- Click on your Team Name
- Find the “Captains Report” tab



The screenshot displays a team page on the Tennislink website. At the top, it shows the team name (blurred) and options to 'Follow This Team', 'Send to Excel', and 'Print Report'. Below this is a table with the following data:

Section	District/Area	League	Flight
USTA/SOUTHERN	KENTUCKY - KY - LOUISVILLE	2019 USTA LEAGUE 18 & Over SOUTHERN COMBO DOUBLES	6.5 Women

Below the table, there are fields for 'Captain' and 'Co-Captain' (both blurred), 'Facility' (Louisville Tennis Club Inc, 2011 Herr Ln Louisville KY 40222), and 'League Date' (07/12/2019 - 09/22/2019). There are also sections for 'Admin's Message:' and 'Captain's Message:'. At the bottom, a navigation menu includes 'Team Summary' (highlighted), 'Match Summary', 'Match Schedule', 'Player Roster', and 'Captains Report'. A red arrow points to the 'Captains Report' tab.



# Timing and Communication

- One week before each match
  - Set a roster using the availability information
  - Make sure all players are registered on Tennislink.
  - Contact all players to confirm roster, match location and identify back-ups
- One to 2 days prior to each match
  - Remind players on the roster
  - Verify your starting lineup. Arrange pairings and alternates

# Match Day

- Match Day
  - Print match scorecard from Tennislink. All eligible players, including any last day additions to the roster, will be listed.
  - Confirm whether your team is home or away. *Home teams provide the balls and use the scorecards with darker background or the black numbers.*
  - Exchange scorecard lineups 5 minutes before the schedule start time. Line-ups MUST be exchanged before match play begins.
- Immediately After the Match
  - Get the score from each court and record on your scorecard. Note the winner and record the score from the winner's perspective.
  - Verify with your opponent, both captains should agree on the winners and scores.
  - Meet with your players and discuss any questions or disputes.
  - If possible, have a drink/meal together to promote team bonding!

# How to print a blank scorecard

My Matches			
Match Date	Partner	Opponent(s)	Result
12/15/2019			Enter Score
12/07/2019			Enter Score
12/06/2019			Enter Score
12/01/2019			Enter Score
11/30/2019			Enter Score

- Log into Tennislink
- Scroll down the screen to “My Matches”
- Click on “Enter Score” for the match
- Scroll to the bottom and click “Print Blank Scorecard”

	HOME TEAM	VISITING TEAM	FINAL SCORE Ex: 6-3, 2-6, 1-0 3rd Set Tie Break	MATCH STATUS
Singles #1 9:00 AM	- select player - Winner <input type="radio"/>	vs. - select player - Winner <input type="radio"/>	<input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/>	Completed <input type="text"/>
Doubles #1 9:00 AM	- select player - - select player - Winner <input type="radio"/>	vs. - select player - - select player - Winner <input type="radio"/>	<input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/>	Completed <input type="text"/>
Doubles #2 9:00 AM	- select player - - select player - Winner <input type="radio"/>	vs. - select player - - select player - Winner <input type="radio"/>	<input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/>	Completed <input type="text"/>

Next Cancel Print Blank Score Card

# Post Match

- Either team captain should record the match scores within 24 hours of the match and the opposing team should confirm within 48 hours of the match. Carefully check the entered scores and confirm or dispute the entry.
- If disputing the entry: confirm correct name or score with the other captain. Send final email thread to your league coordinator including the ***match number*** for correction.



*Thank You!*

*Have a safe and fun season!*