

Greenville Jr. Team Tennis RULES AND REGULATIONS

Spring 2015 (2015 Championship Year)

Greenville Jr. Team Tennis adheres to all USTA National, Section and State regulations.
In addition, Greenville Jr. Teams must follow the mandatory regulations listed below.

I. TEAM AND PLAYERS

- a. All team members must be paid members of USTA in good standing. Junior USTA memberships are currently \$20.00/year. All team members must be a paid member of Greenville JTT. Greenville JTT registration fees are \$43.00 per regular season, \$52.00 for the Advanced Invitational weekend.
- b. Scholarship funds may be available for players who show financial hardship. Scholarship requests may be made in writing by a player's parent or guardian and emailed to Coordinator@GreenvilleJTT.com for consideration.
- c. AGE ELIGIBILITY
 1. Minimum age for GJTT: A player must attain his/her 6th birthday during the calendar year in which he/she wishes to play.
 2. U18 (18 and under age group): No player may have reached her/his 19th birthday prior to August 31st, 2015.
 3. U14 (14 and under age group): No player may have reached her/his 15th birthday prior to August 31st, 2015.
 4. U12 (12 and under age group): No player may have reached her/his 13th birthday prior to August 31st, 2015.
 5. U10 (10 and under age group): No player may have reached her/his 11th birthday prior to August 31st, 2015.
 6. U8: Open to children ages 6-9 with some age flexibility .
- d. A player can participate in only two positions per team match event.
- e. Players may obtain USTA memberships by visiting www.usta.com/membership or call 1-800-990-USTA to speak to a membership representative.
- f. RATINGS: All GJTT players must play on a team of their appropriate rating level or above. Local ratings will be assigned according to the USTA's NTRP ratings pilot program.
- g. Players will register online using the USTA's TennisLink website. League registration can be accessed at www.tinyurl.com/gjttregister or at www.GreenvilleJTT.com under the red JTT Registration tab at the top of the pages. Players must obtain a team number from a coach or program coordinator and proceed using the assigned team number. Players looking for a team may contact the appropriate Flight Coordinator (Under10,

Beginner, LocalPlay, Advancing) for placement assistance. Every effort will be made to assign all interested players to an appropriate team.

- h. Greenville JTT Teams will be divided into these levels of play for Spring 2015 (all teams are co-ed):
1. U8 Beginners & U8 Rising Stars using the QuickStart play format: Ages 6-8, each team plays as 4 lines of singles per match on a 36' court with the red balls. Teams would consist of a minimum of 4 players.
 2. U10 Beginners, U10 Rising Stars & U10 Challenger using the Quickstart play format: Ages 8-10, Beginners & Intermediates play as 4 lines of singles per match on a 60' court with the orange balls. Teams would consist of a minimum of 4 players. U10 Challenger plays 1 girls' singles, 1 boys' singles, 1 girls' doubles, 1 boys' doubles & 1 mixed doubles lines on a 60' court using orange balls. Teams would consist of a minimum of 6 players (3 boys and 3 girls for teams qualifying for advancement).
 3. U12, U14 & U18 Beginners play as 4 lines of singles per match on a full size court using green/green dot balls.
 4. All advancing U12, U14 & U18 divisions: Ages 11-18, team plays 1 girls' singles, 1 boys' singles, 1 girls' doubles, 1 boys' doubles & 1 mixed doubles lines on full court per match. All matches are played on a full court with a yellow ball. Teams would consist of a minimum of 6 players (at least 3 boys and at least 3 girls for teams qualifying for advancement).
 5. All U12, U14 & U18 Rising Stars and non-advancing Challenger divisions: Matches are played as 1 girls' singles, 1 boys' singles, 1 non-gender specific singles, 2 non-gender specific doubles and 1 exhibition line of either singles or doubles when extra players are available. U12 Rising Stars divisions use the green/green dot balls. All other divisions play with a yellow ball.
 - a. Teams are encouraged to have a minimum of 6 players with at least 2 girls and 2 boys.
 - b. Suggested order of play 1st round: 1 girls' singles, 1 boys' singles, #1 doubles – 2nd round: non-gender specific singles, #2 doubles and exhibition line (singles or doubles).
 6. Girls' High school tennis league (non-advancing): Ages 11 and up, team plays 3 girls singles & 2 girls doubles per match using the standard yellow ball. Teams would consist of a minimum 4 girls.
- i. Players may be added up until midnight three weeks before the scheduled date of the last match event. All additions to the roster must be paid and their level must be at or below the current level and flight of the team. Fees will not be prorated.

- j. To foster team comraderie, all available players are asked to attend all scheduled team matches, even if every player may not be guaranteed a spot to play. Coach/Captains will designate team lineups and inform players of positions when the team assembles for the match. Non-playing teammates should show good sportsmanship and appropriate courtside manners.

II. COACH/CAPTAINS

Each team must have a Captain or acting Captain present at the beginning of every match event. Captains or acting Captains shall exchange line-ups for all positions simultaneously before the start of the match event. Failure to do so will result in forfeiture of points. Scores of each match must be entered online using the USTA TennisLink System. Scores are to be recorded within 48 hours of the match conclusion.

III. ORDER OF PLAY

Captains shall agree upon the order of play. In case of conflict, the default order of play for advancing divisions are: Boys' Singles, Girls' Singles, followed by Boys' Doubles, Girls' Doubles and Mixed Doubles.

Advanced Invitational only: Each team must have a minimum of 3 boys and 3 girls to qualify for the event. If a player is needed to "double up", playing two positions within a single team match, he or she must play in the mixed doubles for one of their two events. Only one girl and one boy may "double up" within a team match. Slips will be used to track players doubling up prior to each match to ensure no player in a line-up plays twice prior to doubling up another player in that line-up. This is to prevent violations of playing limitations as described in USTA Regulations 11.D. (Friend at Court, p.97, Table 6.)

- If you double up a player, the second position must be the Mixed Doubles position.
- At the start of a championship or playoff match, the fixed rotation is no longer required.
- If a team is reduced to 2 players of a given gender, they must default the singles slot in which they are short the player.

For non-advancing divisions, the default order of play is Boys' Singles, Girls' Singles, 1st Doubles, followed by non-gender specific Singles and 2nd Doubles. 10 and under divisions alternate between Boys' Singles and Girls' Singles lines of play.

IV. TEAM PRACTICES

- a. Teams are required to practice at least one time per week, except for the High School boys' league.
- b. Captains determine practices at the time and place of their choosing.
- c. Practices should be a minimum of 45 minutes and should focus on skill development.
- d. Clinics or lessons that a player participates in, even if separate from the team, will be counted as qualifying weekly practice time.

V. MATCH EVENTS

- a. All divisions except High School are scheduled for matches on Fridays at 6:00pm. High School matches are scheduled for Sunday afternoons, time to be agreed upon by opposing captains. Makeup match times are provided for the case of rain, weather delays or USTA sanctioned local Jr. Tournament participation. (Local Jr. Tournaments located in the Upstate, SC area only and player participation should be able to be verified via TennisLink.) Matches may be made up as a team or by individual positions. Home captains are to give visiting captains at least 3 dates to play. The visiting team must choose from the dates offered. All positions on the team must complete their matches within 15 calendar days of the original match date.
- b. Excessive rainouts for non-advancing divisions: A designated rainout match day will be announced for all non-advancing team division schedules (usually the last Friday of the season). Captains are to schedule the first rainout match on this day. If there are additional rainouts, and opposing captains are in agreement, captains have the option to not make up these matches without penalty. However, if the flight /league coordinator determines a flight standings need for the additional rainouts to be played, the flight /league coordinator will work with the captains to schedule the makeups (see section VII.c.). *This exception only applies to makeups for rain/weather. **Tournament makeups are not to be made up on the rainout match day** and must be scheduled according to regulations in section V.a.*
- c. Excessive rainouts for advancing divisions: A designated rainout match day will be incorporated into advancing team schedules (the last Friday of the season). Captains may use this day for their choice of tournament reschedule or a rainout. However, all scheduled matches must be played in this division. If additional rainouts or tournament reschedules are needed, it is required that the matches be played according to the rules stated in section V. a.
- d. U8 matches will be best 2 of 3 games, first player to 7 single points wins a game scores reported as played.
- e. U10 matches will be 2 of 3 four-game sets, no-ad scoring, 3rd set tiebreak is played as first to 7 points, 3rd set and scored 1-0.
- f. All U12, U14 & U18 flight matches will be the best 2 of 3 four-game sets, no ad scoring. Set tiebreaks will be held at 3-all (first to 7 by 2), and the set win is scored 4-3. 3rd set are played as a 10 point tiebreak (first to 10 points by 2) and scored 1-0. Deciding points will be receiver's choice for boys doubles and girls doubles. For mixed doubles, deciding points must be played gender-to-gender.
- g. High School league matches will play best of three 6-game sets, no- ad scoring. Set tiebreaks (first to 7 by 2) will be held at 6-6, and match tiebreaks will be held in lieu of a third set (first to 10 by 2).

- h. "Home" Captains must contact the "Visitor" team Captain at least 3 days before the match event (Wednesday) in order to confirm match courts and time. It is highly encouraged that communication for the non-advancing divisions begin between captains on Mondays in order to begin focusing on setting up what the captains will believe will be the most competitive match-ups between the teams and to finalize lineups by Wednesday.
- i. "Home" team has the option of providing food/snack/drinks and will notify the "Visitor" of provisions as well as availability of water on the courts. "Home" teams will provide tennis balls for play on each line. Captains should also exchange mobile phone numbers for ease of communication during the organization of the match.
- j. GJTT will not provide linesmen or umpires for matches.
- k. GJTT governs play. In cases not specifically covered by these rules, USTA rules govern play. In addition, "The Code" as a handbook of ethics and fair play should be understood and followed by every GJTT players, "Greenville Jr. Team Tennis Rules" and "The Code" should be available for consultation at all match events.
- l. Players listed on a scorecard may be moved upward to fill a vacancy created by players absent or injured during warmup. Once a player's name is removed from the scorecard, that player will not be allowed to play in the match event.
- m. The 20-minute default rule, as defined in the Glossary under "Default", is in effect for all scheduled matches. A defaulted match is scored as 7-0, 7-0 for U8, 4-0, 4-0 for U10 Beginners & Intermediates, 4-0, 4-0 for all U12 & up flights, and 6-0, 6-0 for High School flights in credit for the opposing team.
- n. Warm-up is limited to 10 minutes, including practice serves.
- o. For advancing divisions, coaching is permitted only by team coaches and captains (listed as such in TennisLink), with discretion. Coaching is allowed during changeovers of the match exclusively at the sidelines and not to include any assistance in line calls. However, according to the USTA's National Regulations, coaching is not permitted in the event of a tiebreak. It is the Coach or Captains' responsibility to control his/her spectators' conduct during the match play.
- p. Advancing & non-advancing divisions: To assist with tiebreak scoring, an adult court monitor from each team who is familiar with tiebreaks may assist on court with tiebreak scoring and calling disputed lines during the tiebreaker. While assisting on court, court monitors and coaches/captains must refrain from coaching players during this time. The court monitors have permission to overrule errant line calls during the tiebreaker only.
- q. For non-advancing divisions, coaching is permitted only by team coaches and captains listed in TennisLink, with discretion. Coaching is allowed during changeovers of the match exclusively at the sidelines and not to include any assistance on line calls.

However, coaches/captains in non-advancing divisions are provided with some flexibility with match assistance according to the following rules:

- a. 1st match of season – in the case that players are new to the game and need help working through their first tennis match, coaches and captains may spend limited time assisting their players on court with scoring, positioning and general match play, keeping in mind that this is a temporary help and that the matches must proceed at a good pace.
- b. 2nd match of season and on -- If it appears a match has completely “derailed” (ie. lots of arguing, multiple and continuing errors in scoring and following rules of play, etc.), a coach or captain from both teams together may stop match play by calling all players to the net and explaining the rules of the game and how to proceed properly. Play will resume at the place that all players can agree upon with assistance from the coaches/captains if needed.
- c. If coaches or captains observe minor issues regarding scoring and/or rules of play, he/she can address their own players on the sidelines during a changeover. Opposing team errors should be addressed captain-to-captain only. It is to be expected that scoring errors and positioning errors will be possible throughout the season with a general weekly improvement. Matches are valid as long as all players on the court are agreeable to the scoring and outcome. If players are not able to come to agreement on court, they are to ask for help from their own coach/captain by stopping play and coming to the sidelines to speak. A conflict must be resolved by all players communicating with each other and with coaches/captains from both teams represented.
- d. The spirit of coach/captain assistance with a match is to educate and assist as needed, with the goal for all players to be self-management, good sportsmanship and communication with their opponents.
- r. Team Captains are required to ensure that all parents annually electronically sign the “GJTT Release & Parent Code of Conduct Form” which can be found at <http://greenvillejtt.com/parentform>.
- s. No spectator is permitted to sit on the court or be involved in match play, even if there is on-court seating.
- t. The GJTT Program makes efforts to assign an equal number of “Home” versus “Visitor” match events. Court availability may or may not allow an even split. “Home” court status does not necessarily correlate with match location.

VI. PENALTIES AND FORFEITURES

- a. Upon agreement by the Captains present at the match event, a player may be removed for the match event and defaulted for unsportsmanlike conduct on the court. Removal from the match event will occur after one warning has been issued. Any incidents of unsportsmanlike behavior must be reported in writing to the GJTT Program Coordinator and may lead to suspension.
- b. In all match events in which an ineligible player participates, the guilty team will be penalized by forfeiting the points earned by the ineligible players. If the ineligible player is played at either Singles' or Doubles', any points earned at Singles' or Doubles' and so forth will be forfeited.
- c. In a match event where a team lineup does not consist of the appropriately-gendered players, the match should be played and scored accordingly:
 1. If a team is ready to play the match with the correct gender, but the opponent does not have the correct genders, then the correctly-gendered team has the option to play the match line with whatever gender they choose. The team who was ready to play with the correctly-gendered lineup will receive a default to the incorrectly-gendered team. To ensure that all players receive credit for playing the match, the "default" function of TennisLink should not be used. All of the players who participated in the match should be listed, regardless of gender. The incorrectly gendered team will receive 0 games for the match and should be entered accordingly by the home team. If games won are entered for the incorrectly gendered team, the flight coordinator will remove the games credited towards the team by the end of the season.
 2. If both teams are arriving to play the lineup with incorrectly gendered players, then the both teams will play the match with the genders that they choose. For TennisLink scoring, the Home team must enter the players and scores as played so that all players are given credit for playing a match. The flight coordinator will create a separate standings calculation by the end of the season which will remove all games credited towards each team.
 3. To ensure that the best lineups are arranged with incorrectly-gendered lineups, captains should notify the opposing captains as soon as possible that they will have incorrect genders in the lineup.
- d. In those situations where no penalty is provided in the Greenville Jr. Team Tennis Rules, the GJTT Program Coordinator shall have the authority and discretion to impose appropriate penalties.
- e. A team having excessive defaults (for unplayed lines) shall have all its matches to date nullified and shall be treated as a "Bye" for the remainder of the season. Excessive defaults shall be defined as defaulting all points of any given event match or averaging

more than one default per match event. For example, if there are 6 matches in the season, more than 5 individual defaults would nullify a team's participation in the league.

- f. If a team has excessive defaults as defined in Rule V.e. (above), the team and/or its members may be suspended for the next season. This penalty also applies to any team withdrawing after registration deadlines.
- g. If there are any conflicts that cannot be resolved by the team managers within the rules, the GJTT Program Coordinator should be contacted. All official protests must be submitted to the GJTT Program Coordinator in writing within 5 days of the scheduled match that is being protested.
- h. Any person playing under an assumed name or any person having knowledge of such act, and failing to report said act to GJTT Program Coordinator in a timely manner will be suspended for up to one year from the date of the offense.

VII. INCLEMENT WEATHER

- a. Both captains should agree to changes in the scheduled play according to inclement weather. However, if there is a disagreement as to whether play should commence, play will be suspended or rescheduled according to the alternate match rules outlined in section V. a.
- b. Pre-Event Decisions: Coaches/captains involved in the practice or match shall contact one another and make a decision to proceed with or cancel the event at least one and a half hours prior to the practice/match start time. Plans to reschedule the event shall be discussed if applicable (including date, time and location of the rescheduled event).
- c. Coaches/captains shall notify parents at least one hour prior to the event of the plans to proceed with or cancel the event. Communication shall include rescheduling plans if applicable.
- d. During Event Decisions: If lightning is observed during a match, the coach/captains shall stop the event immediately and seek shelter for all players at the event. If rain or extreme winds occur during a match, the coach/captains shall agree to whether the match should be ceased. Coaches/captains may inquire whether players wish to continue or cease match in making their decisions.
- e. Players shall be immediately removed from courts in the event of a storm with lightning in the area. Coaches/captains shall ensure all players seek shelter in a building or automobile until no lightning has been observed for at least 15 minutes. The 15 minute "all clear" rule applies before match play resumes. If there is no lightning for 15 minutes, then play may resume.
- f. No player shall be permitted to resume their match until the coach/captain informs players to resume play.

- g. Parents and players may be expected to wait for no more than 30 minutes to determine if match play can resume following inclement weather.
- h. If coach/captain's agree to wait out a storm that occurs during a match and a parent/player is unwilling to wait; the coaches/captains may agree to a reschedule. If only one player agrees to wait and the weather improves within 30 minutes of the weather delay, the player who leaves the match will have deemed to have forfeited the match.
- i. Partial match reschedule: If a match that was started is canceled due to inclement weather, the results shall be recorded as they stand and the coaches/captains shall attempt to reschedule and resume the match within 15 calendar days from the scheduled match date. The resumed match shall pick up with the last full game completed in each match before the inclement weather cancellation. A player who cannot attend a reschedule agreed to by both team captain's/coaches will be deemed to forfeit the match.
Full match reschedule: If all lines in a match are canceled prior to their start as a result of inclement weather, the coach/captain shall attempt to reschedule the match according to the alternate match times outlined in section IV. a.
- j. If the home team is unable to provide its courts for a makeup match, the visiting team has the first option of providing its courts. If the home team cannot provide its courts, nor the visiting team, the home team must then find another set of courts in the vicinity on which to play the make-up match and the visiting team shall comply.

VIII. SCORING

- a. The total number of games won will be counted to determine the points awarded during a match event.
- b. A total of all games at the end of the season will determine the final standing of each division.
- c. Non-advancing divisions only: If because of unplayed rainout matches, there is a uneven number of matches played which results in an undetermined flight champion, the flight or league coordinator will determine the best method for proceeding. Options include: additional matches, calculation of standings using an alternate method, or allowing final flight status to be undetermined (no flight champion).
- d. Flight Champions will be determined at the end of the last scheduled match for each Flight. A Flight Champions party and recognition award will be given to Champion team players.
- e. All levels of U8, as well as Challenger & Advanced Division champions of U10, U12, U14, & U18 will be eligible to advance to State, Sectional and National Championships. South Carolina State Championships will be held at the Florence Tennis Center, July 17-19th

2015. Southern Section Championships TBA in Cayce, SC and National Championships dates are mid October 2014 TBA in Cayce, SC. A playoff structure may be established if necessary to determine an advancing champion for each division.

IX. LOCAL LEAGUE AWARDS AND RECOGNITION

- a. GJTT recognizes excelling volunteers, players & facilities in the following manner:
 1. Yearly: League Volunteer of the Year,
 2. Each Fall & Spring season: Favorite Coach/Captain, Favorite Facility, Sportsmanship Award, Most Improved
- b. The League Coordinator will solicit nominations for League Volunteer and will award the winners at the Spring End of Season party.
- c. Team coaches/captains will nominate one girl and one boy player per season from an opposing team in their flight for the Sportsmanship Award.
- d. Team coaches/captains will nominate one player per season from their team or an opposing team for the Most Improved Award.
- e. Parents & players will submit nominations for Favorite Coach/Captain and Favorite Facility once per season.
- f. Nominations will be collected by the corresponding Flight Coordinators and/or League Coordinator and tallied. The seasonal awards will be presented at the End of Season parties.

X. GRIEVANCE AND APPEALS

- a. A Grievance Committee and Grievance Appeals Committee are established for Greenville Jr. Team Tennis. Members are appointed by the GJTT Coordinator and approved by the section USTA Jr. Team Tennis Coordinator. These committees consist of no less than 3 persons, including a chair. No member of the Grievance Committee may be a member of the Grievance Appeal Committee.
- b. The Grievance Committee and Grievance Appeal Committees follow the 2013 USTA Jr. Team Tennis Regulations as stated below (excerpt from USTA 2013 Jr. Team Tennis Regulations sections 3.0, 3.01, 3.02, 3.03 and 3.04)

GRIEVANCES

General Procedures

All complaints alleging a violation of the USTA Constitution and Bylaws; the USTA Regulations; the Rules of Tennis or other USTA regulations (unless modified by these USTA Jr. Team Tennis Regulations); the USTA Jr. Team Tennis Regulations or standards of good conduct, fair play and good sportsmanship, shall be filed in writing with the USTA Jr. Team Tennis Grievance Committee responsible for enforcement. A complaint against the administration of the league shall be filed and heard in the same manner as any other complaint. Any complaint against the USTA Jr. Team Tennis League National Manager shall be filed in writing with the USTA Jr. Team Tennis Committee. The decision of the USTA Jr. Team Tennis Committee shall be final and binding. All complaints with regard to any aspect of the USTA Jr. Team Tennis League shall be processed through the USTA Jr. Team Tennis League Grievance and Grievance Appeal Committees at the appropriate level (i.e., local, area, section, or national.) Decisions of such grievance appeal committees shall be final and binding. All complaints shall be filed against the individual or team complained against, (a) by the team coach/manager of the team who has competed in the match where the alleged violation occurred, (b) by a team coordinator, or (c) by a member of a championships committee. Play during grievance procedures: An individual may continue to play during a grievance investigation and hearing but must understand that, if upheld, all matches played during that time may be defaulted.

Rating Grievances

Team coach/manager who rates a player and places that player on a USTA Jr. Team Tennis team by intentionally misrepresenting that player's actual skill level is considered to have violated the standards of good conduct, fair play, and good sportsmanship and may subject that team coach/manager's player or team to a grievance complaint and possible disqualification.

Self-rate Grievance Complaint

Self-rated players who enter the USTA Jr. Team Tennis League by intentionally misrepresenting their actual skill level are considered to have violated the standards of good conduct, fair play, and good sportsmanship and may be subject to a grievance complaint and disqualification.

Local Team Procedures

All complaints alleging a violation during local team competition shall be filed in writing with the local, area, or district USTA Jr. Team Tennis coordinator having jurisdiction prior to the commencement of the next team match involving such individual or team, or within 24 hours after the end of local team tennis play, whichever occurs first. Upon receipt of the complaint, the local, area, or district USTA Jr. Team Tennis coordinator will immediately send a copy to the chair of the appropriate USTA Jr. Team Tennis Grievance Committee and to the party (or parties) against whom the complaint has been filed. A complaint regarding failure to meet eligibility requirements (e.g., age misrepresentation or USTA member) may be filed by a team tennis coach/manager or team tennis coordinator at any time. A USTA Jr. Team Tennis coordinator may declare a player ineligible and disqualify that player without filing a grievance prior to the disqualification.

Scoring of Eligibility Disqualification in Local Team

In the event of an eligibility disqualification during the local team tennis season and up to 24 hours after the end of local team play, all matches played by the player shall be considered losses and those matches shall be considered wins for the opposing players or doubles teams and scored according to the format described in TennisLink Team Tennis. In the event of an eligibility disqualification after conclusion of the local USTA Jr. Team Tennis season, the team will remain eligible to participate and retain games received up to the disqualification, but the ineligible player will not be allowed to advance.

Championship Procedures

All complaints alleging a violation during championships competition shall be in writing and delivered to the duly appointed site director within 30 minutes of completion of the team match, or prior to the commencement of the next team match involving the player or team, whichever occurs first. At the time a complaint is filed, a copy of such complaint shall be sent to the party (or parties) against whom the complaint has been made. A complaint regarding failure to meet eligibility requirements (e.g., age misrepresentation or USTA member) may be filed prior to or during the championship event. A USTA Jr. Team Tennis coordinator may declare a player ineligible and disqualify that player without filing a grievance prior to the disqualification.

Scoring of Eligibility Disqualification for Championships

In the event of an eligibility disqualification prior to or after the conclusion of a championship event, the team will remain eligible to participate and retain games received up to the disqualification, but the ineligible player will not be allowed to advance. In the event of an eligibility disqualification in a round robin format during the championship event, the player will not be allowed to advance on that team and all matches played by the player shall be considered losses and those matches shall be considered wins for the opposing players or doubles teams and scored according to the format described in TennisLink Team Tennis. In the case of a disqualification in single elimination, the last individual match played by the player shall be considered a win for the opposing player or doubles team and scored according to the format described in TennisLink Team Tennis.

Grievance Committee Action

Following the receipt of a complaint, the appropriate USTA Jr. Team Tennis Grievance Committee shall, as soon as reasonable, (a) cause such investigation of the alleged violation to be made as the committee deems appropriate and, if the committee deems the same to be necessary, shall (b) arrange for a hearing at which the parties involved shall have the right to appear personally and present evidence. The USTA Jr. Team Tennis Grievance Committee shall have the power to dismiss the complaint or to direct the correction of any violations by reasonable means, including the suspension of a player or team. The USTA Jr. Team Tennis Grievance Committee shall prepare a written decision setting forth the basis for its decision and the deadline for any written appeal and promptly deliver copies to the parties involved. The decision of the USTA Jr. Team Tennis Grievance Committee shall be by majority vote.

GRIEVANCE APPEALS

General Procedures

Any party to the complaint may appeal the decision of the grievance committee to the grievance appeals committee within the time fixed by the grievance committee in its findings. Upon receipt of an appeal of the decision of the grievance committee, the grievance appeal committee shall act promptly to resolve the appeal.

Play During Grievance Appeal Procedures

If a player or team was suspended by the grievance committee decision, the individual or team may not play during the appeal process. If the grievance was denied and appealed by the petitioner, the individual may play during his/her appeal process but must understand that if the decision of the grievance committee is reversed, all matches played during that time may be defaulted. The party appealing shall file written notice of appeal with the Chair of the appropriate grievance appeal committee and shall, at the same time, send a copy to the Chair of the grievance committee whose decision is being appealed, area, district, state or section USTA Jr. Team Tennis coordinator, and to the other party (or parties) involved in the complaint. The parties appealing shall have an opportunity to submit in writing facts and arguments in support of their respective positions.

Grievance Appeal Committee's Action

The grievance appeal committee shall not be required to hold any hearing except as provided in 3.03B(2). Its decision may be based entirely on the findings of fact by the grievance committee whose decision is being appealed and on the facts and arguments submitted in writing by the parties to the appeal. If the grievance committee did not hold a hearing, the grievance appeal committee shall do so, provided any party involved in the complaint so requests in writing. However, the committee may hear such further evidence as it, in its absolute discretion, deems appropriate. The grievance appeal committee shall have the power to affirm, modify, or reject the decision of the grievance committee. If the grievance committee has imposed a penalty, the grievance appeal committee may not impose a harsher penalty. Any player or team suspended for a period of 12 months or more may appeal the final decision of the grievance appeal committee to the national USTA Jr. Team Tennis Grievance Appeal Committee within the deadline established by the grievance appeal committee. A copy of the grievance appeal committee's written decision setting forth the basis of its decision shall be promptly sent to all interested parties and such decisions shall be final and binding. The following exception shall apply: Any player or team suspended for a period of 12 months or more may appeal the final decision of the grievance appeal committee to the national USTA Jr. Team Tennis Grievance Appeal Committee within the deadline established by the grievance appeal committee. The administration may not appeal the decision of the grievance appeal committee. The decision of the grievance appeal committee shall be by majority vote.

National USTA Jr. Team Tennis Grievance Appeal Committee Action

The national USTA Jr. Team Tennis Grievance Appeal Committee shall hear appeals from players/teams who have been suspended for a period of 12 months or more by a local, area district, state or section grievance appeal committee. Upon receipt of an appeal of the decision of the grievance appeal committee, the national grievance appeal committee shall act promptly to resolve the appeal.

The national USTA Jr. Team Tennis Grievance Appeal Committee shall have the power to conduct such investigation as they deem necessary and to affirm, modify or reject the decision of the local, area, district, state or section grievance appeal committee but may not impose any harsher penalties. The national USTA Jr. Team Tennis Grievance Appeal Committee shall notify the affected player(s)/coach(es)/ manager(s) and local, area, district, state or section grievance appeal committee in writing of its decision.

GENERAL PROCEDURES FOR GRIEVANCE AND GRIEVANCE APPEAL

COMMITTEES

Telephone Conference Calls

If one or more members of a grievance committee or grievance appeal committee cannot be present at a hearing, such members may, at the discretion of the chair, participate by means of a telephone conference call. If any witness cannot be present at a hearing to present evidence, such witness may, at the discretion of the chair, be permitted to do so by means of a telephone conference call.

Written Requirement

The requirement that a notice or other document be in writing is satisfied if it is sent by a telegram, fax, e-mail, or equivalent communication.