



INTERMOUNTAIN NEVADA

USTA NEVADA CAPTAIN RESPONSIBILITIES

RESOURCES – Can be found at <http://www.ustanevada.com>

- **USTA LEAGUE REGULATIONS** – League rules and regulations that are determined at the USTA National level.
- **USTA NEVADA DISTRICT LEAGUE REGULATIONS AND OPERATING PROCEDURES** – League rules and regulations that pertain specifically to local leagues throughout Southern Nevada
- **THE CODE** – The players' guide for matches when officials are not present (all local league play.)
- **FRIEND AT COURT** – The Rules of Tennis. Covers a wide variety of questions one may have while on or off the court.

CALENDAR

- Master Calendar: Located under the CAPTAINS INFORMATION tab at <http://www.ustanevada.com>
- League Days & Time Calendar: What day and time your NTRP level is scheduled to play.

DIRECTIONS TO FACILITIES

- **FIND A COURT**– Use the Directions to Tennis Facilities located under the Adult Leagues Tennis tab at <http://www.ustanevada.com>

OTHER IMPORTANT RESOURCES

- Captains Guide – A step by step guide for captains
- USTA.com- Several league resources: <http://www.usta.com/Adult-Tennis/USTA-League/Information/resources/>

CAPTAIN RESPONSIBILITIES PRIOR TO THE SEASON STARTING

1. Make sure your team meets the minimum roster requirement by the deadline stated in the Adult League Schedule.
2. Sign up to receive our USTA E-Newsletter. Simply got to <http://www.ustanevada.com> and enter your e-mail address in the blue box at the top of the home screen.
3. Read the Nevada District League Regulations. Many issues that occur on or off court are stipulated in the Nevada District League Regulations. Including: Match Format, Lateness, Defaults, Rescheduling Matches, League Match/Championship Conflict, Suspended or Rained out Matches & Player Eligibility for Playoffs.
4. The regular league season match schedule will be published on TennisLink one week prior to the start of regular league season matches. Please refer to the Master Calendar or Deadline Calendar for your leagues specific dates.

CAPTAINS' RESPONSIBILITIES DURING THE SEASON

1. Communicate with team members.
 2. Schedule team members – assign who is playing for each match and at which position.
 3. Ensure that the players arrive at the proper time and place for their match each week. Use the Directions to Tennis Facilities at <http://www.ustanevada.com> to find directions for away matches. NOTE: The address listed in TennisLink is often the organization's mailing address and does not lead to the tennis courts. The Directions to Tennis Facilities will get you to the correct location.
 4. If hosting a match, it is standard courtesy for the home team to bring food and drinks. Identify which players from your team will be responsible for bringing food and beverages.
 5. Organize reschedules for rainouts
- Any rained out or otherwise rescheduled matches are to be played within two weeks of the originally scheduled match date. Scores not reported within that time may be input as double defaults. See Nevada District Regulation for more information.
 - Please review the Nevada District League Regulations for rainout instructions and regulations pertaining to the last week of season play. There are also specific regulations to address suspension due to darkness.

CAPTAINS' DUTIES ON MATCH DAY

1. Prior to exchanging your lineup, please make sure players listed on the lineup are registered and at the site. Unregistered players will be defaulted (i.e. name does not appear on the roster).
2. Exchange lineups simultaneously prior to starting matches. If any of your players are running late, they should be placed in the acceptable positions for defaulting before exchanging lineups. These defaulting positions are located in the Nevada District League Regulations.
3. Confirm scores with the opposing team prior to leaving the match. Both captains should sign the other captain's copy of the scorecard. Retain a copy of the match scorecard throughout the season in case there are any discrepancies.

CAPTAINS' DUTIES POST MATCH DAY

1. It is the responsibility of both team captains to make sure scores have been reported and confirmed by the 48 hour deadline. This responsibility should be discussed when lineups are exchanged. During the last week of regular league season matches scores may need to be reported prior to the 48 hour deadline. Please see the Nevada League Regulations and the Adult League Schedule Calendar for more information.
- If a score is disputed, it is the responsibility of the captain disputing the match to notify the League Coordinator of the reason for the dispute.

CAPTAINS' RESPONSIBILITIES TOWARD THE END OF THE SEASON

1. Make sure all scores have been reported correctly prior to the score entry deadline.
- If your match is important for standings, consider making arrangements to play your match ahead of time if there is a possibility of inclement weather. Regardless of inclement weather, the deadline for entering scores will not be extended.
2. Teams currently in contention to advance to Championship play must confirm with the Adult League Coordinator if their team will attend the District Championships. Unconfirmed teams will not be included in the schedule. In your confirmation please include the league, division (i.e. W 2.5), and captain's name and cell phone.
 3. Make sure players are eligible to participate in playoffs. Eligibility requirements are listed in the USTA National League Regulations.

SUGGESTIONS TO CAPTAINS TO MAKE THINGS EASIER

1. Appoint a co-captain to share responsibilities.
2. Use the Team Management Tool on TennisLink to help with scheduling your lineup based on players' availability.
3. Provide players with a link to <http://www.ustanevada.com> so they can read over the rules and find their match schedule.
4. Provide players with a list of names, phone numbers, and email addresses of the players on the team. Note: Players can get this information by viewing the team roster in TennisLink.
5. Set up an email group of your players so you can communicate with them about changes to the schedule, etc.
6. Notify your players to remind them about upcoming matches. Call or text your players to remind them about upcoming matches.

PLAYER RESPONSIBILITIES

1. Be knowledgeable of the Rules of Tennis and The Code.
2. Prompt communication with your captain.
3. Plan to arrive early (at least 30 minutes prior to match time) Do not be late!!
4. Let the captain know at the beginning of season of any conflicts.
5. Districts, Sectionals and Nationals all take place throughout the day on their scheduled dates, so players generally have to make accommodations to miss work, find babysitters, etc. to participate in playoff events. Plan accordingly so this does not become an issue should your team qualify for one or many of these events.