

ALBURY TENNIS ASSOCIATION Inc

**SATURDAY PENNANT & GRADING
RULES**

PART A: Standard Rules

Updated: 2nd April, 2019

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Section 1 – ADMINISTRATION

1.1 Introduction

These rules apply to the Saturday Afternoon Pennant Competition.

1.2 Pennant & Grading Committee

The Saturday Afternoon Pennant & Grading Committee (P&G Committee) is a sub-committee of the Albury Tennis Association General Committee.

The ATA General Committee has delegated the coordination and administration of Saturday Afternoon Pennant to the Saturday Afternoon Pennant & Grading Committee.

1.3 Pennant & Grading Committee Composition

The Saturday Afternoon P&G Committee comprises the following members – Executive, Club Delegates & ATA Manager / Administrator

Executive

- Chairperson - ATA President
- Deputy Chair Person - Elected annually
- Honorary Secretary - Elected annually
- ATA Nominee - Appointed by the ATA General Committee

- Registrar Officer -

The Registrar Officer is appointed by the ATA General Committee after considering advice from the P&G Committee

- * Each of the above Executive Members is entitled to a single vote at P&G Committee meetings except where they are also the Club Delegate. The President may also have a casting vote when overall votes are equal.

- * Where the Registrar Officer roles is undertaken by the same person or is undertaken by another Executive member or the ATA Manager / Administrator that person has only a single vote.

Club Delegates

- Each club that had a team entered in the previous pennant competition and / or the current pennant competition is entitled to membership of the P&G Committee.
 - Each club is entitled to a single vote at P&G Committee meetings.
 - Each Club may have multiple attendees at the P&G Committee meeting but the Club Delegate is only entitled to a single vote.

ATA Manager / Administrator

- The ATA Administrator / Manager is entitled to a single vote at P&G Committee meetings.

Any Club that does not hold a Committee position with a voting entitlement in accordance with the above provisions may with the agreement of the meeting Chairperson attend P&G Meetings. Such Clubs are able to participate in discussions but shall not have any voting rights.

1.4 Voting at Committee Meetings

All decisions of the P&G Committee shall be determined by a simple majority provided that

- No person is able to exercise more than two votes other than when ordinary votes are equal when the Chairperson can exercise a casting vote.

Proxy voting is not permitted at P&G Committee meetings,

1.5 Quorum at P&G Committee Meetings

A meeting quorum will be achieved when half the eligible clubs have a representative present and entitled to vote and a minimum of two Executive members are present.

For clarity if there are 11 clubs with a voting entitlement the quorum will be 50% of 11 = 6 with at least two Executive member positions being held by those in attendance.

1.6 Chairperson

The P&G Committee chairperson is the ATA President. If the ATA president is not available the meeting is chaired by the Deputy Chairperson. If the Deputy Chairperson is also not available the meeting shall elect a chairperson for that meeting.

1.7 Meeting Frequency

The P&G Committee shall determine its annual meeting cycle (day of the month, meeting times) with a meeting normally being held on a monthly basis during each pennant competition.

The P&G Committee may elect not to hold a meeting in January.

1.8 Special Meetings

A Special Meeting of the P&G Committee may be called by the ATA President.

A Special Meeting of the P&G Committee shall be called by the P&G Honorary Secretary following a written request from three clubs eligible to vote.

Any request for a Special Meeting shall

- Specify the purpose of the meeting which may only relate to the administration and or conduct of the pennant competition to which these rules apply.

The Notice of a Special Meeting shall be communicated to eligible clubs with 4 clear day's notice. The notice shall be through the designated communication contacts provided to the ATA by the respective clubs and committee members. Email, telephone and the ATA website are the preferred communication processes.

Where a meeting has been requested by clubs eligible to vote the meeting should where possible be held within 14 days of the request being received.

1.9 P&G Grading Committee

The P&G Committee shall elect a Grading Committee who shall

- Undertake the "provisional grading" of teams based on initial nominations
- Give consideration to the input and discussions from the P&G Grading Meeting
- Undertake the "final grading" of pennant teams.

1.10 Appeals Against P&G Decisions

There are two circumstances where a Club, team and / or player may wish to appeal against a decision of the P&G Committee.

- Appeals against the grading of a team or player may only be made to the P&G Committee.
- Appeals against other decisions of the P&G Committee will be considered by the ATA General Committee or should it elect the ATA Disciplinary Committee.

In both instances the appealing Club, player and / or team must submit the appeal in writing and provide the basis of the appeal and grounds why the decision being appealed should be reviewed.

In both sets of appeal circumstances the review (Appeal) body shall give consideration to the reasons the original decision was made, submissions from the appellant and any other relevant material reasonably provided or available.

1.11 Annual Election & Appointment of Office Bearers

The first P&G Committee meeting held following the Annual General Meeting of the ATA Inc is deemed to be the Annual Meeting of the P&G Committee.

This meeting will consider and where permitted conduct the election and appointment of Officer Bearers and confirm recommendations to the ATA of the appointment of specific roles including Registrar, Press Recorder and P&G Grading Committee.

Fees and charges relating to Pennant Competitions are set by the ATA General Committee. The P&G Committee may provide advice to the ATA general Committee in regards to pennant fees and charges.

1.12 Code of Conduct / Member Protection By Law

All players participating in ATA competitions are subject to the ATA member Protection Bylaw.

This Bylaw also applies to spectators & officials from Clubs participating in the ATA competition.

A copy of the Bylaw is published on the ATA website
www.alburytennisassociation.com.au

1.13 Privacy

Information collated through the conduct of pennant competitions will be used and managed in accordance with the ATA Privacy policies. Details of the policies are published on the ATA website www.alburytennisassociation.com.au

Section 2 – PENNANT STRUCTURE

The P&G Committee shall through input and consultation of Clubs determine the structure of each pennant including

- Number of players in each grade, section, division
- Number and length of sets in each match
- Eligibility to play in a certain pennant grade, section, division
- Pennant dates – start, end, byes, finals format
- Match starting times
- Eligibility to participate in finals etc
- Seeding of players
- Other matters relevant to that pennant

Section 3 – TEAM NOMINATIONS & GRADINGS

3.1 Team Nominations

Pennant competitions are a club-based competition. Clubs should submit nominations. Only in exceptional circumstances would a team not submitted from an incorporated club / organisation be considered for inclusion in a pennant competition.

Clubs submitting teams for consideration are expected to be able to host matches at “their courts”.

Any persons that plays **3** or more pennant matches in a given pennant season (regardless of grade or team) is required to be a member of Tennis NSW, Tennis Victoria or equivalent body.

Clubs are required to submit nominated names with individual player details by the date specified by the P&G Committee

Nominations should clearly provide details of the team members; their playing ability and what level the player last played e.g. previous ATA Pennant Grading.

Where a club nominates more than one team in the same grade / section special playing and eligibility provisions will apply. See Section 4 Player Eligibility & Registration

3.2 Team Gradings

It is recognised clubs may nominate players that are changing clubs / members of another ATA participating club. The P&G Committee will assess teams based on teams submitted. It is the responsibility of the “new club” to ensure that player transfer requirements have been completed before that person plays in any pennant match.

3.3 Provisional Grading

Initial nominated teams are “provisionally graded” by the **P&G Grading (sub) Committee**. In making the provisional grading the ***P&G Grading Committee (the principal P & G Committee)*** shall give consideration to

- Information provided by the nominating club,
- An assessment of individual player ability and overall team ability
- The performance and frequency of play in previous pennant competitions □ Seeking to establish grades / sections of similar standard □ Providing pathways for player development.

Once provisional grading has been completed details of all team gradings etc shall be distributed to the nominating clubs.

A Special Meeting of the **P&G Committee** (*the principal P & G Committee*) shall be held to enable a review of the “provisional gradings”.

At the Special P&G Committee Grading Meeting clubs may

- Update team composition (add, delete, move players etc)
- Present a case for a team or teams to be moved to a higher grade or lower grade
- “Challenge” the grading of another clubs teams.
- Propose amendment to the structure of the respective grades/ section or gender of teams.

3.4 Final Grading

Following consideration of submissions and discussion from clubs in accordance with the previous clause the P&G Grading Committee shall determine the final grading of teams and composition of the various grades / sections. These considerations should be undertaken where practical immediately following the Special P&G Grading Meeting

The P&G Executive shall as soon as practical advise all clubs of the “final grading” and structure of grades / sections.

3.5 Ladies playing in Men’s Pennant

Ladies who wish to play Section 1 or 2 Men must apply to Pennant and Grading Committee for permission before being registered to play. If a decision is required before such meeting the Executive will make a decision for that week only, pending discussion by the full P & G Committee

Criteria for Women playing in Men’s Pennant:

- Players to have demonstrated their commitment to further their tennis career through ATA and National tournaments.
- Has played Section 1 Ladies Pennant and proven to be a clearly dominant player.

- If because of age or being new to the area and has not had a chance to play in Section 1 ladies, consideration will be given to their performance at tournaments and/or current ranking

3.6 Subsequent Regrading of Teams and / or Individual Players

P&G Executive Initiated Review. Should the P&G Executive become aware of a significant and manifestly inappropriate grading of a team or player the P&G Executive may make an interim regrading. Such decisions may be implemented immediately or referred to the next P&G Committee for consideration.

Club Initiated Review. Should a Club believe after the commencement of the pennant that a significant and manifestly inappropriate grading of a team or player has occurred they may make immediate representation to the P&G Executive for an interim decision to better reflect the abilities of the affected team and / or players.

Section 4 – PLAYER ELIGIBILITY & REGISTRATION

4.1 Registration

Players registered with any ATA Club may fill in for a team from another club, in the event that a suitable player is not available from the home club. The stand in player must not be needed by their own team, and have approval from their captain or club representative to make themselves available. To find such a player, speak to a club's nominated contacts for forfeits or the ATA, which may have an emergency list of willing players. The replacement player will not receive any eligibility points for finals by playing with another club, and may only fill in twice for any one team during a season.

Unless specific approval from the P & G committee is granted, no player can be registered for more than one club during a particular pennant season

4.2 Multiple Teams in Same Grade

Where a Club has more than one team in the same grade / section it shall submit separate team nomination lists for each team.

A Club may nominate one or more “floater” players at a specified grade.

4.3 Maximum Games in a Higher Grade

A player who plays a combination of **4** matches in higher grades during the current pennant cannot play any further matches in the (lower) grade they were originally nominated in.

Where a club registers a player after team nominations and gradings have been completed the club should nominate the grade at which that player is intended to play.

4.4 Playing in a Lower Grade

No player is permitted to play in a lower grade than that which they have been nominated / registered without approval of the P & G Committee.

4.5 Fair Play Rule

Where a Club has more than one team in the same grade and one team (say Team X) is short of players they can have spare players from another team (say Team Y) at that grade play for the team that is short of players (Team X in this example). In the spirit of fair play no club should use this provision to gain an artificial advantage over an opposition team.

Where a team uses a player from that clubs other teams in the same grade the team that is providing the extra player (Team Y) cannot use an emergency player in its team. The emergency / spare player should play with the team that requires the extra player (Team X)

4.6 Seeded Players

The P&G Committee may deem certain players to be “seeded”. Such players must on all occasions play at the highest ranked position available e.g. as number one player when only one seeded player per team is permitted or number one or two where two seeded players are permitted.

There is Seeded players for Section 1 and 2 Men. Each Team is allowed to play two(2) seeded players in any one match.

Section 5 – PLAYING AN UNREGISTERED / INELIGIBLE PLAYER

5.1 Loss of Match Points

A team that plays an unregistered or ineligible player in a match shall have all match points and games won deducted. The team result will be treated as a forfeit except that no “Forfeit Fine” will be imposed where “Registration Fees” will have been paid.

The team that plays against the team with the unregistered / ineligible player will be awarded the Match.

5.2 P&G Committee Review – Decision

The P&G Committee after considering the circumstances relating to the playing of an unregistered / ineligible player may:

- Impose a specific additional penalty on the offending Club, team and / or player.
- Elect to reinstate all or part of the results as if the unregistered player / ineligible had been registered and eligible to play in the match.
- Determine an adjustment to the opposition teams results (i.e. the team that played against the team that included the unregistered player / ineligible player) giving regard to any special factors.

5.3 Appeal Against P&G Decision

Any Club, team or player affected by the P&G Committee "Review Decision" may appeal that decision directly to the ATA General Committee Executive. The matter may then be reviewed by the ATA General Committee Executive or referred to the ATA Disciplinary Committee for consideration.

In making an appeal the appellant must provide the basis of such appeal.

The appeal must be submitted in writing within 7 days of the P&G Committee - Review Decision to the P&G Honorary Secretary (or for convenience the ATA Administrator / Manager).

Any decision of the appeal body is final and not subject to further appeal.

Section 6 – PLAYER TRANSFERS

Players may transfer from one club to another prior to the commencement of a Pennant Competition.

Players nominated in "Final; Approved" team lists for the current pennant cannot transfer to another Club without P&G Committee approval.

Players that are currently registered with one club but nominated with another club cannot play for the new club until a "clearance / transfer approval" is provided by an office bearer of the former club. This provision is included in the P&G Rules to protect clubs from non payment of club fees.

Should a Club refuse to "clear or approve the transfer" of a player to a new club that player may appeal the decision to the P&G Committee Executive. The P&G Committee Executive has the power to make an interim decision and / or refer the matter to the next scheduled meeting of the P&G Committee.

No club shall unreasonably deny the request of a player to transfer to another club. Non payment of fees and charges is deemed an appropriate reason for rejecting a player's transfer.

A player that has previously been registered with one club does not require a clearance to a new club if they have not played in any pennant competition match (covered by these rules) for more than 3 years.

Section 7 – ELIGIBILITY TO PLAY FINALS

7.1 Minimum Matches with Club

To be eligible to play in finals each player must have played at least **4** matches for that club during the current pennant season.

In Section One(1) Men a player must have played at least 1/3 of all matches for pennant

A player can play finals in a higher grade provided they have played a minimum of 3 games for the club.

7.2 Multiple Teams in Same Grade

Where a Club has more than one team in the same grade / section players nominated and accepted at the grading of those teams may only play finals for that team or a higher graded team. They cannot transfer to another team at the same grade.

Where a player has been registered after team nominations and gradings have been completed or has at the time of team nominations been listed as an “emergency, floater or spare player” at a certain grade level that player will be eligible to play finals at that grade subject to the following

- The player cannot play finals for more than one team in the same grade.
- The player is restricted to playing finals for the team in that grade where they first played **3** matches.

7.3 Qualification through Wash Outs, Abandoned Games, Forfeits Received etc

For the purposes of qualification for finals a club that is involved in a “wash out, heat abandoned round, or received a forfeit” may submit a team sheet nominating players. Such team sheet shall contribute to meeting the match / games requirement to qualify and play in finals.

Where a match has been abandoned due to wet weather, extreme heat etc after the first set was commenced a team may not submit a subsequent team sheet that includes a player who was not previously listed or ready to play on that day.

Team sheets submitted under these provisions are to be submitted to the Press Recorder by **1.00pm** the day following the scheduled match.

Section 8 – MATCHES & MATCH RESULTS (Home & Away Rounds)

8.1 Starting Time

The P&G Committee determines the starting times for grades within the pennant competition. Teams shall be ready to commence play at the designated starting time. Players in subsequent sets shall be available to commence play at the conclusion of the preceding set.

8.2 Use of Extra Courts & Lights

Where Clubs have spare courts and lights they may be used to assist in the timely completion of matches

8.3 Team Sheets

Team sheets should be completed prior to matches being commenced.

The team sheet shall clearly identify all players by reference to their first name and family name.

All match results (each set) are to be clearly recorded and the overall match results entered and the team sheet / match result signed by a representative of each team.

8.4 Responsibility for Submitting Results

It is the responsibility of the winning team to ensure the match results are returned / submitted to the P&G designated "results collection point". Where the matches are played outside Albury the visiting team shall cooperate with the home team in having team sheets / result sheets returned to the ATA collection point. All Original Score Sheets must be returned to the ATA.

8.5 Delayed Start

Where the commencement of an overall match or an individual set is delayed due to inclement or adverse weather conditions the respective captains shall make a decision regarding whether to continue play or deem the remainder of play abandoned.

8.6 Extreme Heat Rule

The ATA has a separate Extreme Heat Rule, which applies to Pennant Competitions.

'If the forecast temperature is to be 40 degrees or above from the Bureau of Meteorology, pennant will be called off at 6pm on Friday, or alternatively, if the temperature reaches 40 degrees during play on the day, play will be suspended.' If the Temperature reaches 38 degrees during play on the day, Captains can agree to stop play.

8.7 Wet Weather

Clubs shall report conditions of their courts to the official Wet Weather Officer as early as practical (preferably by 10-30am). Should more than half of the competing clubs report their courts unplayable and they can't find alternate courts; matches will be officially 'Called off' by 11-00am.

If rain causes matches to be unfinished at some venues during Saturday Pennant, then at least 50% or more of matches in each section to be played that day must have a result before any scores are recorded. Unfinished matches will be recorded as a draw; Byes will not be counted as a match.

8.8 Playing Format for Section 2 Ladies for Summer Pennant

1 st Set: 1x2 first to 8 games	2 nd Set: 3x4 first to 8 games	Tiebreakers at 7all
3 rd Set: 1x3 first to 6 games	4 th Set: 2x4 first to 6 games	
5 th Set: 1x4 first to 6 games	6 th Set: 2x3 first to 6 games	Tiebreakers at 5all

8.9 Determining the Winning Team (Excluding Finals)

The winning team is that team that has won most sets. If sets are equal the winning team is deemed the team with the most games won. Except that should all sets not have been completed the match is deemed a draw if one team does not have an insurmountable lead initially in sets or games if appropriate.

8.10 Allocation of Match Points

Match points are allocated on the following basis except where provided elsewhere

- A win =4 points, a draw (no result) = 2 points, a washout / abandoned match where no clear winner is decided = 2 points, a tie (equal sets and games) = 2 points
- No points are allocated for a BYE, except where a team has a higher number of BYES than other teams that team receives 4 points for such extra BYE match.

A team receiving a forfeit = 4 points

- A team forfeiting = 0 points

Where a team forfeits a match but that round is subsequently abandoned due to inclement weather or some other cause the match that would have been forfeited is also abandoned and no penalties (match scores or financial) are imposed.

Where a round of pennant matches is abandoned no team with a BYE is provided any match points.

8.11 Number of Matches to Constitute a Completed Round

It is necessary for at least half of the scheduled matches to have been completed or a winning team, match tie determined for scores and results from that round to be valid and counted.

8.12 Receiving a Match Forfeit

A team that receives a match forfeit in addition to match points also receives the average sets won / lost and games won / lost as was achieved by other teams that played in that round. Where this is not able to be calculated the average is calculated on the previous corresponding round when the teams played. If this is not possible to calculate they receive the average from the round immediately preceding that affected round. If this is not possible they receive the averages from the next completed round.

8.13 Teams That Forfeit:

- No forfeits should be given without first contacting the ATA to see if a suitable player is available.
- A team that forfeits should contact and advise the opposition team and opposition Club as soon as practical that they will be forfeiting. Contact details of Clubs will normally be published on the ATA website.
- A team that forfeits a match has their sets and games tallies for that match adjusted to reflect each set being lost to "0" and percentages are calculated on this basis
- A team that forfeits matches (not sets) on 3 occasions during a pennant competition is not eligible to participate in finals. They are also not eligible for match points, sets and games percentages for any matches played after the third forfeit match.

- The Club that has a team that forfeits will be levied the equivalent of the “Registration Fees” that would have been payable to the ATA by both teams should that match have been played.

Section 9 – FINALS

9.1 Venues & Start Times

The P&G Executive determines venues and starting times for all finals.

9.1.1 Home Finals

That the team that finishes on top of the ladder after last round of Pennant have a home final in the Semi Final and Preliminary Final

9.2 Determining the Winning Team - Finals

The following rules for determining the winning team are applied

1. The winning team in a finals match is the team that at the end of all scheduled sets / matches has won the most sets. If equal on sets the team with the most games won is deemed the winner.
2. If teams are equal on sets and games the players in the final completed match immediately play a 7 point tie breaker to determine the winning team. The tie breaker is played by the players listed in the last scheduled match (order of play).
3. If matches are unable to be completed e.g. inclement weather and one team does not have an unassailable lead the team that commenced the match with the highest position on the premiership ladder is deemed the winner and progresses to the next finals round. (except as provided in Clause 9.4.)

9.3 Long Finals & Short Finals

9.3.1 Long Finals format

- Week one: 1v2 & 3v4
- Week Two: Winner 3v4 plays loser 1v2
- Week Three: Winner 1v2 (from week one) plays winner of Week Two

9.3.2 Short Finals

- Week One: 1v4 & 2v3
- Week Two: Both winning teams play off

9.3.3 Should the format for a finals series be based on “long finals” and the first weeks play be abandoned the final series will revert to the “short finals” format where 50% or more of scheduled matches not have a result determined.

9.3.4 Where match results are not resolved and Clause 9.3.4 does not apply the higher ranked team progresses to the next finals round.

9.4 Grand Final Winning Team

The winner of the Grand Final is determined under Clause 9.2 except that if the format of finals has been changed in accordance with Clause 9.3 and matches are incomplete with no team with an unassailable lead then the higher ranked team on the day is deemed the winning team.

Section 10 – PLAYER SUBSTITUTION

10.1 Normal Home & Away Matches & Finals

It is permitted that another eligible player in subsequent sets can replace a player who is injured and / or ill. Such replacement player shall be available to commence play within 10 minutes of the normal commencement of that set.

Section 11 – TEAMS THAT WITHDRAW DURING THE PENNANT

11.1 Restructure of Pennant Rostered Matches

Should a team withdraw during the pennant the P&G Committee may establish a BYE for the affected matches or reschedule the pennant match roster.

11.2 Players from teams that withdraw

Players that are nominated in a team that withdraws require P&G Committee approval to play with alternate teams. The P&G Executive can make an interim decision which is referred to the next P&G Committee meeting for review.

Section 12 – SUPPLY OF TENNIS BALLS

Each Club is required to provide tennis balls of an acceptable standard and condition as specified by the P&G Committee. All balls need to be of a brand and type accepted by Tennis Australia for open age competition.

Section 13 – AUTHORITY TO INTERPRET & CHANGE RULES

The P&G Committee may alter and interpret the intent of these Rules to facilitate the affective conduct of the Pennant Competition.

Changes to these rules will be referred to Clubs for review and consideration at the next P&G Committee Meeting provided that at least 21 days notice of a change is provided. Where necessary the P&G Executive may make interim decisions regarding the application of these rules. Where the P&G Executive makes an interim decision such decision will be referred to the next P&G Committee meeting for review and where appropriate ratification or recession.

Any interpretation and decisions of these rules should be undertaken with the intent to maintain the integrity of the rules and facilitate the effective conduct of the pennant competition.

End