



## 2025/26 TECNIFIBRE INTERCLUB RULES

All ties and matches in the competition shall be played in accordance with the rules of tennis issued by the International Tennis Federation and, as far as it is applicable, the [Tennis New Zealand Code of Conduct](#) and [Tennis New Zealand Tennis Participant Protection Policy](#).

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## Rule 1

## Changes to The Rules

Due to the introduction of MatchPoint and the WTN ranking system the Committee reserves the right to amend some Rules throughout the season if deemed necessary. Any changes will be communicated to all clubs and team managers.

## Rule 2

## Definitions

**Club** refers to a tennis club affiliated to Tennis Capital -Coast (Wellington, Kapi Mana) or Hutt Valley Regional Tennis Organisations (RTO).

**Competition** applies separately to both pre-Christmas and post-Christmas play in a particular **grade**.

**Draw** refers to the total number of **rounds** scheduled in a certain period, and published as a scheduled series of **ties**.

**Designated Away Team** means the team on the right hand side of the draw and the scoring app.

**Designated Home Team** means the team on the left hand side of the draw and the scoring app.

**Grade** refers to a level of competition outlined in the **competition** structure.

**Grade Group** refers to **grades** that play on the same day, and are related due to their promotion and relegation rules.

**Hutt Valley Tennis** is the Regional Tennis Organisation (RTO) responsible for Tennis in the Hutt Valley.

**Interclub Committee** refers to the Tennis Capital-Coast Tecnifibre Interclub Committee.

**Match** refers to an individual singles or doubles **match** played as part of a **tie**.

**MatchPoint** is the system used to display **draws** and Results table. See [HERE](#)

**MatchPoint Scoring App** means the free Phone Application where team lists and results have to be loaded. More details and App download links, please click [HERE](#).

**Player** refers to a member of a **team**.

**Postponed ties** refer to **ties** that were scheduled but never commenced.

**Referee** refers to the person appointed under the Rulings and Appeals rule.

**Round** refers to the **ties** scheduled on a particular day as part of a **draw**.

**Rules Administrator** refers to the person appointed by the **Interclub Committee** prior to the start of the **competition**.

**Season** refers to the combination of both pre-Christmas and post-Christmas play.

**Team** refers to **players** entered by a **Club** in a **competition**.

**TCC means Tennis-Capital Coast** means the Regional Tennis Organisation (RTO) responsible for Tennis in the geographical area defined by the Wellington City, Porirua City and Kāpiti Coast District local territories.

**Tennis Capital-Coast Competitions Committee (TCCCC)** means the Committee established by the Tennis Capital-Coast Board to consider, amongst other things, appeals made under these Rules.

**“Tennis New Zealand Tennis Participant Protection Policy”** means the Tennis Participant Protection Policy published by Tennis New Zealand <https://tennis.kiwi/assets/Files-pdf-word-docs-etc/Tennis-NZ-Participant-Protection-Policy-2021-t.k.pdf>

**Tie** refers to the **matches** between two teams in any given **round** of a **draw**.

**Unforeseeable Circumstances** means circumstances which are unforeseeable and include, but are not limited to:

- (a) personal circumstances which would result in an unjustifiably harsh impact on a player(s), a team(s) and/or the Tecnifibre Competition.
- (b) natural disasters such as earthquakes, hurricanes, fires, floods, lightening and other “Acts of God”;
- (c) local or national governmental action such as quarantines and lockdowns, whether arising from epidemics, pandemics or otherwise; and
- (d) war, riot, insurgence or any other similar event.

**World Tennis Number (WTN)** is the global tennis ranking system adopted by Tennis Capital - Coast in 2025. See [HERE](#).

## Rule 3

## Eligibility of Clubs and Players

### 3-1. Eligible Clubs

- a) The **competition** shall be open to all **Clubs** in the Tennis Capital-Coast geographical area and (upon approval from Hutt Valley Tennis and TCC) the Hutt Valley geographical area.
- b) **Clubs** must make courts available for the playing of scheduled ties. Failure to make courts available may result in teams being refused entry to requested grades.
- c) Entry fees for each **Grade** will be defined by Tennis Capital-Coast. Fees may be forfeit where a **Team** withdraws from a **Grade** after the **Draw** has been completed.

### 3-2. Eligible Players

- d) A **player** must have been a bona fide affiliated member of a tennis club for at least 24 hours prior to any **contest**.
- e) No **player** shall play for more than one club in any one grade group.

- f) A player may not play for more than one team in the same grade.
- g) For any grade group, once a player has played three times in any grade for a single draw, (including Premier Interclub), or four times for a single **season**, they may not play in a lower **grade** for the remainder of that **season**. This rule applies to Premier players playing in Tecnifibre competitions where there is a direct promotion / relegation link to the Premier competition - namely the Saturday morning Men's and Women's competition. There is no restriction on Premier players playing in the Saturday afternoon Mixed, Monday night Men's and Tuesday night Women's competitions. But the restriction on playing in a lower grade applies to all players, e.g. once a player has played three times in Mixed A, Men's A or Women's A in a single draw, or four times for a single season, they cannot play in a lower grade in that competition. If a **team** is demoted for post-Christmas play, the **player** may continue to play for that **team**.

### 3-3. Final Round of Draw

The top two **WTN** Singles and Doubles **players** in a **team** (in the case of Mixed doubles the top male player and the top female player) playing in their last actual **tie** in a **draw** must have played in at least 1 previous **tie** in the present **draw** for that **team** or played in at least 1 previous **tie** in the present **draw** for one of the **Club's** lower **teams** in the same **grade group**. The last actual tie means the final tie to be played, which will either be the last scheduled tie or an earlier tie that had been rescheduled and played after the last scheduled tie.

Note: exemptions to all eligibility rules must be requested in advance from the **Interclub Committee**. The Committee has typically granted exemptions where a player wishes to move permanently to a new team.

Penalty for ineligible singles and/or doubles player:

Loss of match played by ineligible player, and all matches directly affected in the match sequence. Player's individual WTN points may still be awarded.

Example: if the player ranked 1 (player #1) plays out of order, his or her match is defaulted. If, as a consequence of player #1 playing out of order, any other players also play out of order (e.g.: the second ranked player played at #1), the second ranked player will also have his/her match defaulted to the opposition. However, if the third and fourth ranked players still played in their correct order, their matches stand and will not be defaulted.

## Rule 4

## Team Captains / Primary Contacts

### 4-1. Captain's Responsibilities

Each **team** shall be under the control of a Captain. The Team Captain's mobile phone number must be included **on the Tennis Capital-Coast Website**. Where there is any doubt as to the ability to play on the scheduled date, Team Captains are to make every effort to contact opposition Team Captains and make themselves available for contact.

### 4-2. Contact Details

In the event of a Team Captain's contact details changing from that shown on the Tennis **Capital-Coast website (or the Team Captain changing)**, it is the **Club's** responsibility to notify TCC AND all the other Team Captains in that **grade** of the change.

### 5-1. Play in World Tennis Number Order

The new WTN and grading system has been implemented, but since it is new, some players will not have had a number allocated. For that reason, the first two rounds of each grade will play using rankings from the previous Match Hub system (pre-Xmas 2025 rounds only).

All **players** are to play in ranking order as defined by their WTN, but with the following clarifications:

- a) For the **first two rounds** of any pre-Christmas 2025 competition, players will play in Match Hub ranking order. Teams must play all players in order of singles merit in accordance with their "S" rankings on Match Hub (S1 above S2, S2 above S3 etc.) at the date of the Tie (whether it is a Tie played on a scheduled draw date or on a postponement date). Within each Match Hub "S" ranking, Clubs may list players in any order.
- b) For all rounds after the first two, players will play using their WTN ranking.
- c) A player can be placed above another player with a better (lower) WTN as long as the whole number part of their ranking is not more than 1 higher (see examples below). Player WTNs are between 40 and 1. Beginners start closer to 40 and professionals are nearer to 1.
- d) Players may play a maximum of 2 rounds in any one grade without having had a WTN allocated. The WTN must be used as soon as it has been allocated.
- e) Players with no WTN should play in merit order, except that the number 1 ranked player must have a valid WTN.
- f) In exceptional circumstances a club may request a temporary special exemption for a player if his/her WTN is significantly and inexplicably inflated or deflated relative to his/her actual playing ability. This request must be received by the Tecnifibre Committee no later than 5.00pm on the Thursday preceding a 8.30am Saturday tie, or no later than 72 hours before any other tie's starting time (i.e: postponement, suspended ties...)

To see how this might be applied:

A WTN of 25.7 is treated as 25.

A WTN of 26.9 is treated as 26.

A WTN of 24.1 is treated as 24.

A player with a WTN in the 27's can play above someone in the 26's, but NOT above someone in the 25's or better.

✓ Example 1 – OK

| Position | WTN       |
|----------|-----------|
| #1       | 23.1 → 23 |
| #2       | 25.7 → 25 |
| #3       | 24.3 → 24 |
| #4       | 28.7 → 28 |

Player #2 (25) is above Player #3 (24) → ✓ OK (25 is only 1 higher than 24)

✓ Example 2 – OK

| Position | WTN       |
|----------|-----------|
| #1       | 23.9 → 23 |
| #2       | 22.1 → 22 |
| #3       | 24.4 → 24 |
| #4       | 23.0 → 23 |

All players are in the correct order based on whole-number WTN or allowed play-up range.

✓ OK

✓ Example 3 – OK

| Position | WTN       |
|----------|-----------|
| #1       | 23.1 → 23 |
| #2       | 25.7 → 25 |
| #3       | 25.1 → 25 |
| #4       | 28.7 → 28 |

Player #2 and #3 are both WTN 25 → ✓ OK. No one is jumping more than 1 full WTN bracket.

✗ Example 4 – NOT OK

| Position | WTN       |
|----------|-----------|
| #1       | 25.6 → 25 |
| #2       | 23.9 → 23 |
| #3       | 24.4 → 24 |
| #4       | 28.7 → 28 |

Player #1 (25) is above Player #2 (23) → ✗ NOT OK (25 is 2 full numbers higher than 23)

#### ✗ Example 5 – NOT OK

| Position | WTN       |
|----------|-----------|
| #1       | 25.6 → 25 |
| #2       | 24.1 → 24 |
| #3       | 23.2 → 23 |
| #4       | 28.7 → 28 |

Player #1 (25) is above Player #3 (23) → ✗ NOT OK (25 is 2 full numbers higher than 23)

#### ✓ Summary:

Only whole-number WTN values count.

A player can be placed above another player if they are only 1 WTN worse (e.g., 25 above 24 = OK).

A difference of 2 full numbers or more is not allowed.

#### 5-2. Doubles

The top doubles WTN ranked player (using the rules explained in 5-1 above) must play in the top doubles combination. As for singles, any player with a whole-number part of their doubles WTN not more than 1 greater than any other player may play in the #1 position.

As with singles, for the first 2 rounds of any competition, players should use their Match Hub Doubles rankings. From the 3<sup>rd</sup> round onward, only WTN Doubles rankings will be used.

Players with no Doubles WTN may not play as the top ranked player in the team (after the first 2 rounds).

#### 5-3. Mixed Doubles Grades

The top ranked man and top-ranked woman (using Match Hub Doubles rankings in the first 2 rounds, and WTN doubles rankings from round 3 onwards) must play in the top mixed match. If there is more than one player with the same whole number part of their WTN doubles ranking the team may choose who plays at number one.

#### 5-4. Player “Ineligible”

Any player playing out of designated order according to rules 5-1, 5-2 and 5-3 is deemed ineligible, and the penalties apply as for that rule.

### Penalty for ineligible player

Loss of match played by ineligible player, and all matches directly affected below that in the match sequence. Individual WTN points may still be awarded.

## Rule 6

### Tennis Balls

#### 6-1. Tennis Balls for Each Tie

Each **club** must supply a minimum of two (2) pairs of balls for ties in all **grades** except Men's Doubles, Women's Doubles and Mixed Doubles grades where a minimum of two balls are required.

Tecnifibre X-One BALLS must be used.

## Rule 7

### Start Times and Schedule of Play

#### 7-1. Start Times

Unless otherwise noted on the **draw**, morning **ties** are to start at 8.30am, afternoon **ties** at 1.00pm and evening **ties** at 6.00pm for the Men's (A & B grades) and 6.30pm for the Women's (A & B grades). The **Interclub Committee** may change these times for specific **ties** and will notify any changes on the **draw**.

#### 7-2. Afternoon Ties Have Priority

Saturday morning **ties** must vacate the courts by 1.00pm to allow afternoon **ties** to commence. Unfinished **matches** are to be finished at a time and venue at the discretion of **team** members. It is recommended that the **tie** be finished at another venue on the same day but if it is not then **teams** must comply with postponement rules.

#### 7-3. Players Ready to Start

Any player that arrives later than 15 minutes after the scheduled start time for the **tie** or conclusion of the previous **match** shall be defaulted from his or her **match**.

If no player from a **team** is ready to play 15 minutes after the scheduled start time for the **tie** then all **matches** are considered defaulted and the **tie** is awarded to the **team** that is present.

## Rule 8

### Match Formats

#### 8-1. Default Match Format

Unless otherwise stated, singles **matches** are best of 3 sets with a tiebreaker at 6 all. Games will play out the full advantage.

For doubles **matches**, the 3<sup>rd</sup> set will be a "super" tiebreaker (10 points, win by 2). A sudden death deuce shall be played on the second deuce. The receiver decides which side to receive on the sudden death point.

## 8-2. Grades with Both Singles and Doubles

Doubles **matches** are to be played first, unless **team** captains agree otherwise.

**Teams** may add a 5<sup>th</sup> and a 6<sup>th</sup> player(s) who plays doubles only.

## 8-3. Doubles-Only Grades

These **ties** consist of 4 doubles **matches**, where the pairings are 1 & 2, 3 & 4, 1 & 3, and 2 & 4. A maximum of only 4 players may be used.

## 8-4. Mixed Double Grades

Mixed grade **teams** shall consist of 2 men and 2 women. Each Contest shall consist of 6 **Matches** (2 doubles and 4 mixed doubles). The **Matches** shall be the best of 17 games each with a tie-breaker at 8 games all and conventional Deuce (no sudden death). Men's and women's Doubles are to be played first unless Captains mutually agree otherwise.

## 8-5. Evening Grades

Due to lack of time in evening contests, both singles and doubles will play in the default doubles format – super tiebreaker and sudden-death 2<sup>nd</sup> deuce.

### Rule 9

### Points Won and Competition Winners

#### 9-1. Points Awarded

Each **match** in a **tie** is worth one competition point for the **team** that wins it.

Two bonus points shall be awarded to the **team** that wins each **tie**.

If there is a draw (equal on matches won, set won and games won), both **teams** are awarded one bonus point each. When a draw occurs, please email the Tecnifibre Committee ([tecnifibre@tenniscentral.co.nz](mailto:tecnifibre@tenniscentral.co.nz)) who will allocate the bonus points online accordingly.

#### 9-2. Tie Winners

Results of **ties** will be decided on the number of matches won. Should **matches** be equal, the number of sets won shall decide the **tie**. Should sets be equal, the number of games won will decide the **tie**. If **teams** are equal on **matches**, sets and games the **tie** is a draw. In the event of a draw, please email the Tecnifibre committee who will manually award one bonus point each (the MatchPoint system does not do this automatically).

For the purposes of scoring matches, please note:

- a) defaulted matches shall be recorded as 6-0, 6-0 wins for the team which did not default;
- b) if a team retires, or is defaulted while a match is in progress, the score up until that point shall be recorded and the winning team shall be awarded the minimum number of games and sets necessary for them to attain a score that would have otherwise won them the match;
- c) a match tie-break shall be recorded as one set, and 7 games to 6 (7-6).

### 9-3. Grade Winners

**Grade** winners are the **teams** which have won the most points.

Where two or more **teams** have equal points, the ranking of the **team** will be determined by the best wins differential (e.g. 3 wins, 2 losses and a draw would rank higher than 3 wins and 3 losses).

In the event of wins differential being equal, the result of head to head ties determines the ranking.

If **teams** are still equal, the rankings will be determined by the best sets differential or, in the event of sets differential being equal, then the best games differential.

### 9-4. Defaults

Any **team** defaulting a **tie** will have 1 point deducted from it's overall team points.

If any **team** defaults to another **team** from the same **club**, neither **team** shall be awarded any points for the **tie**.

If two **teams** agree they are unable to play a **tie**, no points will be awarded to either **team**.

## Rule 10

## Promotion and Relegation

### 10-1. Grade Group Ranking List

**Teams** in each **grade group** are placed into a **team** ranking list. Within each **grade**, the **teams** are ranked according to points won as above. All **teams** in a higher **grade** are considered to be ranked higher than all **teams** from lower **grades**. All Premier-graded **teams** are ranked higher than all Tecnifibre **teams**.

### 10-2. Conclusion of Draw

At the conclusion of each **draw**, **teams** within a **grade** are ranked according to their final results.

Following that in grades that contain seven or more teams the top two teams from each grade will be promoted above the bottom two teams in the grade above. In grades that contain six or fewer teams the top team will be promoted above the bottom team in the grade above.

### 10-3. Effect of Premier Competition

After the pre-Christmas draw, the Premier competition tends to expand its number of **teams**, and they will draw **teams** from the top of the Tecnifibre team ranking list.

After the post-Christmas draw, the Premier competition tends to reduce its number of **teams**, and the **teams** they relegate are placed into the top of the Tecnifibre team ranking list.

#### Notes:

Whether a **team** is actually promoted a **grade** or not will depend on what happens with the Premier competition. The usual effect is that the winners of Pre-Christmas grades will be promoted for the Post-Christmas competition. Between Post-Christmas and Pre-Christmas draws of the following season, the final **grades** will depend on the number of Wellington **teams** that are relegated from the Premier competition.

#### Example 1:

Suppose the following: each grade has 8 teams, Team A wins grade 2 in the pre-Christmas competition, and 3 teams are promoted into Premier grade for post-Christmas play.

For post-Christmas play, team A will be ranked 4<sup>th</sup> in grade 1. The highest ranked team in grade 2 is 9<sup>th</sup> on the ranking list. Their win in grade 2 promotes them above the bottom 2 teams from grade 1, so Team A gets to be 7<sup>th</sup> on the ranking list. Premier takes 3 teams off the top of the list, so Team A is now 4<sup>th</sup> for the following draw.

#### Example 2:

Suppose the following: Each grade has 8 teams, Team A wins grade 2 in the post-Christmas draw, but this time 3 teams are relegated from Premier grade for the next season's competition.

This time, Team A will be 2<sup>nd</sup> in grade 2 for next year's pre-Christmas draw. Their win in grade 2 gets them to 7<sup>th</sup> on the ranking list as before, but this time Premier adds 3 teams into the top of the ranking list. Team A is now 10<sup>th</sup> on the list, which is 2<sup>nd</sup> in grade 2 since grade 1 has 8 teams.

## Rule 11

## Suspended and Postponed Ties

**11-1.** A tie or match has started when the first ball has been served.

### Suspended Matches

**11-2.** A tie or match is **suspended** if play has started but is then suspended pursuant to Rule 11.8.

**11-3.** When a match is suspended, all sets, games and points completed stand.

**11-4.** When playing **suspended ties**:

- (a) for matches that were not started, a team may only change the players as long as the players are eligible and meet requirements in Rule 5.
- (b) for matches that have started, players cannot be replaced.

### Postponed matches

- 11-5.** A tie or match is postponed if play does not commence.
- 11-6.** No tie may be postponed before the scheduled start of play.
- 11-7.** When playing postponed ties, teams may change the players originally scheduled to play.

### Suspended and Postponed matches

- 11-8.** A tie may be suspended or postponed due to rain but for no other reason. A decision to suspend or postpone shall be made by:
  - (a) the Tecnifibre Committee; or
  - (b) the Team Captains; or
  - (c) the Team Managers.
- 11-9.** All postponed or suspended ties must be completed as soon as practicable but in any event by 14 December 2025 for Pre Xmas ties, or 6<sup>th</sup> April 2026 for Post Xmas ties. The rescheduled date for the tie will be at a date, time and venue to be mutually agreed upon by the team captains and emailed to the Tecnifibre Committee ([tecnifibre@tenniscentral.co.nz](mailto:tecnifibre@tenniscentral.co.nz)) within 72 hours of agreement being reached. Go to rule 15.7 for further details about suspended ties.
- 11-10.** 11-10: When playing suspended ties:
  - (a) for Matches that were not started, a team may only change the players as long as the players are eligible (Rule 3) and meet the playing order requirements in Rule 5.
  - (b) for Matches that have started, players cannot be replaced.
- 11-11.** If team captains cannot agree on a date, time and venue for a postponed or unfinished tie, or any tie, the Interclub Committee will re-schedule the tie. If the tie is not played on the rescheduled date for any reason other than default, inclement weather or bad light, the tie is null and void and no points will be awarded to either team.

### **11-12. Matches Can Not be Completed**

If for unforeseeable circumstances the Pre or Post Xmas competitions cannot be completed, the following rule will apply:

- a) If the last round of a grade cannot be played (e.g.: round 7 in a grade of 8 teams), the grade winners between the teams who mathematically can still win the grade will be determined based on ties played against common opponents, including ties against each other. The same process will apply to determine the bottom teams of a grade. Promotions and relegations will then still occur.
- b) If 2 or more rounds in a grade cannot be played, none of the teams will be declared grade winners and neither Promotion nor Relegation will occur.

## Rule 12

## Defaults

### 12-1. Two Players Required

In the event that less than two players show up to play on the day of the **tie**, that **tie** will be awarded to the opposing **team**. In addition, 1 competition point will be deducted from the defaulting **team's** total.

### 12-2. Defaults Affecting Promotion or Relegation

Where a default occurs the result of which is to effect promotion/relegation of other **teams**, the **Interclub Committee** shall have the right to require the playing of the **tie**, or regrade the defaulting **team**.

### 12-3. Successive Defaults

Any **team** defaulting two successive **ties** in a **grade** shall be deemed to have withdrawn from the **grade** unless a prompt explanation in writing, acceptable to the **Interclub Committee**, is received.

### 12-4. Reduced Teams

In the event that a **team** has only 2 or 3 players for a **tie**, those players must play in the top singles **matches** and the top doubles **match** and the **team** must default both the bottom doubles **match** and the bottom singles **matches**. If a player is injured in the doubles and can't play the singles and the **team** doesn't have 5 or 6 players on the day of the **tie**, the remaining players in that **team** must play in the top singles **matches** and default the bottom singles **matches**.

## Rule 13

## Dress and Behaviour

### 13-1. Acceptable Dress

All players shall dress and present themselves for play in appropriate tennis clothing as indicated in Appendix B. Where a **club** has an "official" club shirt, players are encouraged to support their **clubs** and wear that shirt. None of the following attire may be worn: dress shirts, gym shorts, bermuda shorts, lycra shorts or any other inappropriate attire.

Appropriate tennis footwear must be worn at all times. This excludes plastic or rubber hard-soled, ripple-soled or rigid-soled shoes or any other shoe that could be damaging to the court surface. For further details, please refer to Appendix B

A committee person from Tennis Capital -Coast or a club official from the host venue has the authority to enforce these rules and to order players to comply with these rules.

### 13-2. Acceptable Behaviour

Any player guilty of offensive or insulting behaviour, or any behaviour that distracts or inconveniences other players at the same venue, may, if they persist in such behaviour after being warned by a Tennis Capital -Coast committee person or a club official at a club venue, be suspended from that Competition, and their team penalised by forfeiture of **matches** in which they have taken part.

Any player who commits an offence outlined in the Tennis NZ Code of Conduct may be subject to further penalty as decided by the **Interclub Committee**. The **Interclub Committee** may penalize players for gross breaches of the Code of Conduct regardless of whether or not a formal code violation was issued in respect of that offence

#### Rule 14

#### Adjudicating

### 14-1. Players May Request an Adjudicator

At any time, any player can request an adjudicator. The players continue to call the score and lines. However if any disputes on the line calls, the adjudicator makes the decision.

Adjudicating responsibilities must be shared equally between opposing teams.

#### Rule 15

#### Results to be Recorded in the MatchPoint Scoring App

### 15-1. MatchPoint Scoring App

Overview, download links and user guidelines [HERE](#).

**15-2.** If a team fails to enter the results in MatchPoint Scoring App as required in rules 15-3 to 15-7, the **Designated Home Team** will have 1 point deducted from its overall team points for that tie. The Tecnifibre Committee will record the deduction of the point in the "Notes for Public Display" section of MatchPoint.

Penalty for breach of rule 15-2

The committee may deduct 1 competition point.

### For ties which are completed on the Scheduled date

**15-3.** For ties which are completed on the date scheduled in a Draw the team player names (in order of play) must be recorded by both Team Captains on the MatchPoint Scoring App. The **Designated Home Team** Captain (team on the left hand side of the draw) must also record the result of each completed **match** on the App on the day of the tie. After the **Designated Home Team** submits all the **match** scores and finalises the fixture then the **Designated Away Team** (team on the right hand side of the draw) can confirm the scores are correct. If the **Designated Away Team** manager/primary contact does not confirm within

24 hours then the fixture will be finalised automatically. Please read instructions on how to use the [MatchPoint Scoring App](#) [HERE](#)

#### 15-4. Recording Super Tiebreakers

The set score for the winner of the super tie-break should be recorded 1-0 on the [MatchPoint scoring App](#) with the points of the super tie-break reflected in the tie-break score boxes. More details [HERE](#)

#### 15-5. Recording Defaulted Matches

Where a [match](#) was never started – select “Mark as Forfeit” in the MatchPoint Scoring App. Do **NOT** include players names or scores of defaulted matches when inputting individual result of affected [match](#). More details [HERE](#).

#### 15-6. Recording Retirements

Where a player has retired after the [match](#) has already started, do NOT use the “Mark as Forfeit” tab when recording the individual result. Enter the score so the person who didn’t retire wins the match. For example, if the person who retires is winning 4-1 in the first set at the time he/she retires, the score should be recorded 4/6 0/6 to the opposition.

### For ties which are postponed or suspended

**15-7.** All **postponed or suspended** Ties must be completed as soon as practicable at a new date, time and venue to be mutually agreed by the Team Captains or Team Managers. Within 72 hours of agreement being reached, an email (including both Team Managers’ email addresses) must be sent to the Tecnifibre Committee advising of the new date, time and venue. In the case of a suspended tie, the [designated home Team](#) Captain must enter the completed and uncompleted match scores on the MatchPoint scoring App without “finalising” them and also email a screenshot of the scores as they stand to the Tecnifibre Committee ([tecnifibre@tenniscentral.co.nz](mailto:tecnifibre@tenniscentral.co.nz)) copying the opposition’s Team Captain in.

## Rule 16

## Disputes, Appeals and Protests

### 16-1. Role of the Interclub Committee

The [Interclub Committee](#) shall have full power to control the [competition](#) and authority to legislate for and determine all matters not specifically provided for by these rules, to call for and hear any matter pertaining to the Interclub Competition and to reprimand, fine or disqualify any [team](#) or player for breach of these rules.

### 16-2. Protests

Any [team](#) wishing to protest against its opponent must do so in writing to the [Interclub Committee](#) within 3 days of the tie being played.

### 16-3. Appeals

Any **club** objecting to a decision of the **Interclub Committee** has the right to appeal to the **Tennis Capital-Coast Competitions Committee (TCCC)** for reconsideration.

#### Appellant and Notice of Appeal

16.3.1 A Team Captain or a Club Captain ("the Appellant") may, **within 24 hours** after the Tecnifibre Committee has made a decision on a Ruling Request, lodge an appeal against that decision to the Tennis Capital-Coast Competitions Committee ("TCCC") upon one or more of the grounds outlined in **Rules 16.3.7 and 16.3.8.**

16.3.2 An appeal to the TCCC must be lodged by a **Notice of Appeal** in the form attached to these rules as **Appendix C** and sent to [tecnifibre@tenniscentral.co.nz](mailto:tecnifibre@tenniscentral.co.nz)

#### Interested Parties

16.3.3 The Appellant must provide a copy of the Notice of Appeal, and any documents attached to it, to the following parties:

- (a) any other team or player **referred to** in the decision of the Tecnifibre Committee appealed against; and
- (b) any other team which, or player who, may be **directly affected** by the **outcome** of the Appeal; and
- (c) the Tecnifibre Committee.

The parties referred to in (a), (b) and (c) above are individually and collectively referred to, for the purpose of this Rule, as an "Interested Party".

#### Notice of Response

16.3.4 An Interested Party may, **within 24 hours** after receiving a Notice of Appeal, lodge a Response to the TCCC about the matters referred to in the Notice of Appeal.

16.3.5 An Interested Party's Response must be lodged by a **Notice of Response** in the form attached to these rules as **Appendix D** and sent to [tecnifibre@tenniscentral.co.nz](mailto:tecnifibre@tenniscentral.co.nz)

16.3.6 An Interested Party must provide the following with a copy of the Notice of Response and any documents attached to it:

- (a) the Appellant;
- (b) any other Interested Party; and
- (c) the Tecnifibre Committee (as an Interested Party).

## **Grounds of Appeal**

16.3.7 The only grounds upon which an appeal may be made to the TCCC are that the Tecnifibre Committee:

- (a) made a finding of fact which was manifestly wrong and which was central to its decision;
- (b) took into account and applied a Rule which it should not have taken into account and applied, or it failed to take into account and apply a Rule which it should have taken into account and applied;
- (c) appropriately took into account a Rule but misinterpreted / misapplied that Rule;
- (d) exercised its discretion in a way in which no reasonable decision-maker could have exercised it;
- (e) failed to take into account relevant considerations when exercising its discretion or it took into account irrelevant considerations when exercising its discretion; or
- (f) breached the principles of natural justice.

16.3.8 An appeal may also be made to the TCCC if substantial new evidence has become available after the Tecnifibre Committee made the decision which is being appealed.

## **Appeal Procedure**

16.3.9 The procedure to be adopted by the TCCC in determining an appeal is set out in the TCCC Terms of Reference available on the Tennis Capital -Coast Website [HERE](#)

## **APPENDIX A**

### **TENNIS NEW ZEALAND GENERAL CODE OF CONDUCT**

As detailed in “Attachment A” of the Tennis New Zealand Participant Protection Policy  
<https://tennis.kiwi/assets/Files-pdf-word-docs-etc/Tennis-NZ-Participant-Protection-Policy-Feb-2023.pdf>

1. Respect the rights, dignity and worth of others.
2. Be fair, considerate and honest in all dealing with others.
3. Be professional in, and accept responsibility for, your actions.
4. Make a commitment to providing quality service.
5. Be aware of, and maintain an uncompromising adhesion to, TNZ’s standards, rules, regulations and policies.
6. Operate within the rules of the sport including national and international guidelines which govern TNZ and NZTEs.
7. Do not use your involvement with TNZ or an NZTE to promote your own beliefs, behaviours or practices where these are inconsistent with those of TNZ and NZTEs.
8. Demonstrate a high degree of individual responsibility especially when dealing with persons under 18 years of age, as your words and actions are an example.
9. Avoid unaccompanied and unobserved activities with persons under 18 years of age, wherever possible.
10. Refrain from any form of harassment of others.
11. Refrain from any behaviour that may bring TNZ and NZTEs into disrepute.
12. Provide a safe environment for the conduct of the activity.
13. Show concern and caution towards others who may be sick or injured.
14. Be a positive role model.

## APPENDIX B

### TENNIS NEW ZEALAND DRESS CODE

As detailed in Appendix 2 of the Tennis New Zealand Code Of Behaviour

<https://tennis.kiwi/assets/Files-pdf-word-docs-etc/Code-of-Behaviour.pdf>

1. All events
  - 1.1. All players shall dress and present themselves in an appropriate manner for tennis. Customarily acceptable tennis attire shall be worn for matches including the warm-up.
  - 1.2. Regional and local tennis centres are encouraged to allow all tennis attire for events, particularly at junior level.
  - 1.3. **Unacceptable clothing** includes:

Gym/compression, beach or rugby shorts, sweatshirts, skivvies or t-shirts, clothing bearing the name of another sport, or specifically designed for another sport, or hats bearing the names or logos of sports teams other than tennis.
  - 1.4. **Footwear:** Shoes must have a sole designed for tennis and be of a type permitted on the court surface being used.
  - 1.5. **Racquet:** No inappropriate signage on racquet or strings
  - 1.6. The Referee may deem any piece of attire inappropriate.

## APPENDIX C

# NOTICE OF APPEAL

## Tennis Capital -Coast Competitions' Committee

*A Notice of Appeal must be lodged within 24 hours of the decision being received by the Appellant **and emailed to:** [Tecnifibre@tenniscentral.co.nz](mailto:Tecnifibre@tenniscentral.co.nz)*

**You must provide a copy of your Notice of Appeal, and any documents attached to it, to any Interested Party (defined below) and to the Premier / Tecnifibre Committee**

### Details of the person / team / club appealing (“the Appellant”)

|                                                                        |  |
|------------------------------------------------------------------------|--|
| Team name                                                              |  |
| Name of person lodging appeal                                          |  |
| Position of person lodging appeal<br>(e.g. Team Captain, Club Captain) |  |
| Mobile telephone number                                                |  |
| Email address                                                          |  |

### Interested parties

- Is any other team or player **named** in the decision appealed from (an '*Interested Party*') ? **Yes / No**
- Is any other team or player **directly affected** by the **outcome** of this Appeal (also an '*Interested Party*')? **Yes / No**
- If you have answered “Yes” to either of those questions, please insert below their contact details and provide them with a copy of this Notice of Appeal and any documents attached to it.

|                                                                                               |  |
|-----------------------------------------------------------------------------------------------|--|
| Team name(s) and/or name(s) of player(s)                                                      |  |
| Mobile telephone number(s)                                                                    |  |
| Email address(es)                                                                             |  |
| Reason person(s)/team(s) <b>named</b> in the decision appealed from                           |  |
| Reason person(s)/team(s) may be <b>directly affected</b> by the <b>outcome of this Appeal</b> |  |

## Urgency

|                                                             |          |
|-------------------------------------------------------------|----------|
| Are there any reasons this appeal should be heard urgently? | Yes / No |
| If yes, please set out those reasons                        |          |

## Decision being appealed

Please provide details of the decision which you are appealing and the date it was made.

Please also attach to this Notice:

- a copy of the decision being appealed; and
- copies of all documents submitted to the previous decision maker (e.g. signed results sheets, all communications with the previous decision maker and all relevant communications with other teams and/or Club Captains/Team Managers/players).

**Details of the decision being appealed****Grounds of Appeal**

Specify the grounds upon which the appeal is brought, including the relevant rule(s)

**Grounds of appeal****Appeal filed out of time**

If this Notice of Appeal has not been lodged within the relevant time limits, please provide reasons:

**Reasons for filing out of time**

## **Outcome sought**

Please specify the outcome or relief you are seeking from the appeal.

**Outcome sought**

Signed and dated by the Appellant

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Please email this Notice of Appeal to [tecnifibre@tenniscentral.co.nz](mailto:tecnifibre@tenniscentral.co.nz)

## APPENDIX D

# INTERESTED PARTY NOTICE OF RESPONSE

## Tennis Capital -Coast Competitions' Committee

*Notice of Response must be made within 24 hours of receipt of the Notice of Appeal and emailed to: [tecnifibre@tenniscentral.co.nz](mailto:tecnifibre@tenniscentral.co.nz)*

**You must provide a copy of your Response, and any documents attached to it, to any Interested Party (defined below ) and to the Premier / Tecnifibre Committee**

Name of person / team / club who lodged the Notice of Appeal

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Date Notice of Appeal was received by Respondent

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### Details of the Respondent

|                                                                                      |  |
|--------------------------------------------------------------------------------------|--|
| Name of Respondent team or club                                                      |  |
| Name of person lodging this Statement of Response                                    |  |
| Position of person lodging the Statement of Response e.g. Team Captain, Club Captain |  |
| Mobile telephone number                                                              |  |
| Email address                                                                        |  |

### Urgency

|                                                            |          |
|------------------------------------------------------------|----------|
| Are there any reasons the appeal should be heard urgently? | Yes / No |
| If yes, please set out those reasons.                      |          |

## Response

Please provide details of your response to the matters referred to in the Notice of Appeal, including:

- any relevant rules;
- whether there is any other person, team or club **referred to** in the decision appealed from who / which has not been named in the Notice of Appeal (an “Interested Party”); and
- whether there is any other person, team or club who / which may be **directly affected** by the **outcome** of this Appeal who / which has not been named in the Notice of Appeal (also an “Interested Party”).

### Details of Response

*Please attach copies of any documents which you wish to rely on in your Response*

## Response Filed Out of Time

If this Statement of Response has not been filed within the relevant time limits, please provide reasons:

**Reasons for filing out of time**

**Outcome sought**

Please specify what you think the outcome of the appeal should be.

**Outcome**

Signed and dated by the Interested Party

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Please email this Notice of Appeal to [tecnifibre@tenniscentral.co.nz](mailto:tecnifibre@tenniscentral.co.nz)