

TEAM CAPTAINS' RESPONSIBILITY

Team captains should be participating members of a local league team and should be familiar with the structure and procedures of the league, the USTA/NTA rules and regulations as well as the USTA regulations and the general Rules of Tennis, including the Code of Conduct.

USTA/NTA Team Captain's Responsibilities:

- Attend all local leagues captains' meetings.
- Recruit enough players necessary to field a complete team for every match.
- **Ensure all players meet the eligibility requirements** (i.e. age, rating, and current USTA membership).
- Inform team participants of USTA TennisLink registration requirements and procedures.
- To ensure that the correct spelling of players' names, addresses, phone numbers and birth dates are registered with the USTA membership. Email corrections to memberservices@usta.com.
- Current USTA membership number and expiration date.
- Confirm registered players through the USTA TennisLink registration program. www.usta.com or <http://nationalusta.com>
- Distribute all materials to team members including:
 - Schedule of play
 - List of team members and telephone numbers
 - League Regulations
- Make members aware of all USTA national, sectional, and local league regulations.
- Assist local coordinator in rescheduling postponed or delayed matches due to weather.
- Report or confirm match results on the USTA TennisLink program within the allotted amount of time. **Keep a copy of all score reported.** You can print blank scorecards off of TennisLink.
- Confirm each player rating, so it is a good idea to review the computer NTRP rating publications for the previous four years. New players or non-rated players (no published computer rating for 2001-2005) must declare a self-rating on TennisLink when he/she registers for a team.

DTC Team Captain's Responsibilities:

- Team Practices: Fill out a Team Captain's Form (available from the DTC front desk) Get a consensus from the team for 3 options

for practice times (day/time). Each captain is responsible for submitting a team Captain's form.

- Team Clinics: 1) get a decision from the team if they want to have a team clinic with a pro and 2) if they do, get a consensus as to time and day when they want to clinic.

Contact the pro and set up the day/time. Then Contact DTC and let them know when you are having your clinic

Payment of team clinics: The entire payment of the clinic is due at the time of the clinic (i.e., \$90 for 1 ½ hr. or \$60 for 1 hr.)

The options for payment can be:

- Prepay a month's worth (i.e., \$90 x 4=\$360 or \$60 x 4=\$240); collecting the money due from all participating players
- One person pay the entire amount and the others pay them back each week
- Everyone split the amount depending on who shows up each week *Please note:* with the 3rd option- if the amount comes out to be an odd amount like \$16.59- DTC does not have small change like 59 cents. DTC encourages the first two payment options
- **IT IS REQUIRED THAT ALL PLAYERS MUST PAY THEIR DTC LEAGUE FEE BEFORE THE FIRST SCHEDULED MATCH OF THE SEASON. A player that is a substitute or alternate still owes the same fee-there is no pro rating of league fees. Teams that have players that have not paid their league fees may not be able to participate in a future league.**
- **EFFECTIVE JAN. 1, 2007, A \$25 LATE REGISTRATION FEE WILL BE ASSESSED TO ANY PARTICIPANT THAT HAS NOT PAID THEIR DTC LEAGUE FEE TWO WEEKS INTO THE SEASON. THE LATE FEE WILL BE ASSESSED FOR ALL OF THE LEAGUES (SR., ADULT, MIXED).**

I have read and understood the DTC league policies and will inform my team mates of them:

Captain's Signature_____