



**NORTH SUBURBAN NIGHT TENNIS ASSOCIATION INC.**

**BY-LAWS**

**Revised 31<sup>st</sup> March 2025**

# NORTH SUBURBAN NIGHT TENNIS ASSOCIATION

## BY-LAWS

### Obligations of Clubs

1. Clubs affiliated must abide by the Constitution and Rules of the Association and rulings of its General Committee.
2. So far as Clubs are concerned, only those entering teams in the Competitions of the Association will be allowed to affiliate, except where any Club has been affiliated for a period of at least five (5) years, they will be permitted to remain affiliated for one year without entering teams.
3. A Club shall pay a team fee for each team entered and such fee shall be decided at the Annual General Meeting of the Association. Team fees must be paid no later than 4 weeks after the commencement of each season. If this fee, and/or the Affiliation Fee (see Clause 4 of the Constitution) remains unpaid by the due dates, it may result in forfeiture of all match points from the due date of payment. On advice from the Treasurer that such amounts are outstanding the decision regarding forfeiture of match points shall rest with the Match & Permit Committee.
4. Any loss incurred by the Association in carrying out its obligations shall be borne equally by each affiliated Club, the maximum not to exceed twenty dollars (\$20.00) over and above the annual payments
5. Each Club must make available a minimum of one court with lighting for each team playing at home for home and away matches, and for Semi-Final and Grand Final matches.
6. Clubs may enter one or more teams in each grade provided always that the Match & Permit Committee shall have the power to accept or reject any such entries, and may finally decide in which grade they shall play, and shall notify all Clubs accordingly.
7. All Clubs shall give any information to the Association which it requires in reference to any team or teams, player or players, and match or matches, either in course of play or finished. The Match and Permit Committee may inflict any penalty it thinks fit for non-compliance.
8. A player without the sanction of the Match and Permit Committee shall not play for any Club unless at the time of playing, he/she is a bona-fide member of such Club.

### Match and Permit Committee

9. The Match and Permit Committee shall have complete control of the fixtures for the competitions and shall receive all nominations for entries in the matches, and shall have power to regrade any team or player as it thinks fit. It shall receive all applications for registrations and permits.
10. The Match and Permit Committee shall meet at least once in each month during the playing season, to consider all matters referred to it under the Constitution and Rules.
11. The members of the Match and Permit Committee shall appoint Competition Co-Ordinators and shall also elect three officers to act as a Match Committee. No one Club is permitted to have more than one representative on the Match Committee.
12. In the event of a decision being required of the Match and Permit Committee, apart from the monthly meeting and time does not permit a meeting of the Match and Permit Committee, the Match Committee shall have power to give a final decision on behalf of the Match and Permit Committee.
13. No alteration to the date set down will be permitted for any match without the express permission of the Match and Permit Committee.

14. In a given competition, the competing teams shall be divided into Grades, no more than eight (8) teams to be in any one grade. To maintain a workable system, the Match and Permit Committee may, at its discretion, limit the number of teams from any one Club.

### **General**

15. There shall be two competition playing seasons per year being the Autumn season (early January until late June) and the Spring season (August to early December)
16. All matches to be played under the laws of the game, the interpretation of such laws shall devolve upon the Tennis Officials Australia - Victoria Division.
17. Except with the express permission of the Match and Permit Committee, all home and away matches will be played on the designated courts of the first named club as shown on the fixtures. Such club shall be responsible for all lighting costs.
18. Regulation tennis attire of any colour must be worn by all players taking part in the Association's matches. Dress guidelines are to be set out at the Annual General Meeting and track-suits may be worn during play.
19. Matches may be commenced under natural lighting with artificial lighting to be switched on when requested by any player on any court adjoined by such lighting.
20. In the event of wet weather or lighting failure the conditions of Rule 26, shall still apply, unless the Captains agree to an abandonment of play (see Rules 36 and 42(a)).
21. No set shall be decided by the toss of a coin, or any similar means.

### **All Teams**

22. (a) In a given competition, no player shall play or be listed to play in more than one match in the same round.
- (b) In a given competition, no player shall play in more than one Semi-Final in any one season, even if held on separate nights.
- (c) In a given competition, no player shall play in more than one Grand Final in any one season, even if held on separate nights.
- (d) Breaches of this rule will incur the penalty described in the attached schedule.
23. (a) A player may play for a different club in a different competition.
- (b) In a given competition, no player or emergency player shall be allowed to play with more than one Club in any one season or, if his/her Club has entered two or more teams in one grade, to change from one team to another, nor play with more than one team in any one grade, without the sanction of the Match & Permit Committee Breaches of this rule will incur the penalty described in the attached schedule.
- (c) In a given competition, if the name of a given player appears on the team entry submitted by more than one Club, the following applies:-
- (i) If the player is at fault, the player shall be prohibited from playing until Round 5, or if discovered during the season, shall be prohibited from playing the next four (4) rounds. Breaches of this rule will incur the penalty described in the attached schedule.
- (ii) If the Club/s concerned are at fault in nominating the player without his/her consent, a penalty as described in the attached schedule will be applied to the Club/s concerned;

- (iii) If the player and the Club/s cannot agree on who is at fault, all parties concerned will suffer their respective penalties as mentioned above.

These penalties may be waived at the discretion of the Match and Permit Committee.

- (d) The Match & Permit Committee may, at its discretion, refuse or revoke the registration of any player if a Club requests the Secretary of the Association, in writing, to take such action. The playing of such player will incur the penalty described in the attached schedule.
  - (e) Any player refused registration has the right of appeal by lodging such appeal with the Secretary of the Association, and the former Club.
24. In a given competition, no player in one and the same season may play in a lower grade than that for which he/she was originally registered without the prior consent of the Match and Permit Committee. Breaches of this rule will result in the penalty described in the attached schedule.
25. An eligible substitute shall be allowed to take the place of any player or substitute who is prevented through illness, accidental disablement, or any good and sufficient reason, from taking part or continuing a match provided that such substitute shall not take the place of any player in a set that has commenced, and the opposing Captain has been notified. Thirty (30) minutes grace shall be allowed to provide such substitute. (See Rules 8, 23(c), 24, 31(a), 31(c), 40,)

### **Commencement and Finishing Times**

26. All matches shall commence at 7.00 p.m.

(a) Home Teams

- (i) If home teams do not have their courts and facilities ready for the match to commence by 7.15 pm, the visiting team shall claim the first set.
- (ii) If home teams do not have their courts and facilities ready for the match to commence by 7.45 pm, the visiting team shall also claim the second set.
- (iii) If home teams do not have their courts and facilities ready for the match to commence by 8.00 pm, the visiting team shall be awarded four (4) points only. This will not be regarded as a Default if players from both the home and away teams are present at 8.00 pm.
- (iv) If home teams fail to take measures to enable a match to finish once the match has commenced, the visiting team shall claim the sets in question.
- (v) The exception to this rule is in the event of lighting failure, inclement weather or damage to facilities etc. beyond the control of the team that prevents the match commencing and/or finishing.
- (vi) If a Club is aware in advance that a match cannot commence due to lighting failure, damage to facilities etc., they must notify the Association and take steps to relocate the match. If, after discussion with the Association, the match cannot be relocated, the Club must advise the visiting team not to attend and the provisions of By-law 36 will apply. If a Club fails to notify the Association and take steps to relocate the match, the match will be awarded to the visiting team.

(b) All Teams

Match that has commenced

- (i) Once a match has commenced, it shall be continuous until finished. As each succeeding set is due to be played all players in that set must be in attendance at the

courts. If any player is not so present then the Captain of the opposing team may claim the set. The only exceptions to this rule are wet weather, lighting failure, a substitute under Rule 25 or if Captains agree to play out of order in accordance with Rule 30(d).

- (ii) Play shall not continue after 11 pm or the stated curfew time.

***Note: It is a one court competition. Once the first set has commenced, the second set cannot be claimed unless players for that set are not present when called to play at the completion of the first set.***

Match that has not commenced

- (iii) If sufficient players are not in attendance to commence the match by 7.15 pm the first set shall be lost by the defaulting team unless both Captains agree to play out of order in accordance with Rule 30(d).
- (iv) If sufficient players are not in attendance to commence the match by 7.45 pm the second set shall also be lost by the defaulting team unless both Captains agree to play out of order in accordance with Rule 30(d).

All players not in attendance by 8 pm

- (v) Irrespective of whether the match has commenced or not, all players must be in attendance at the respective courts not later than 8 pm on the night of the match. If any player fails to attend, and a team is not able to provide a substitute for the absent player (see Rule 25), that team must DEFAULT the match and the team not at fault shall be awarded four (4) points only. If both teams are at fault, the match shall be cancelled.

**Start of a Match**

- 27. A match is deemed to have started when the first point has been won.

**Mode of Play**

- 28. All "hit-ups" to be limited to three (3) minutes.
- 29. In a given Competition, no team can play with less than four (4) players. Breaches of this rule will incur the penalty described in the attached schedule.
- 30. (a) The competing teams shall be composed of:-
  - (i) For the Ladies' competition, four (4) women
  - (ii) For the Mixed competition, two (2) men and two (2) women
  - (iii) For the Men's competition, four (4) men
- (b) A match shall consist of six (6) doubles sets, each set to be six (6) games straight and these sets will be:-
  - (i) For the Ladies' competition, six (6) women's.
  - (ii) For the Mixed competition, one (1) men's, one (1) women's and four (4) mixed.
  - (iii) For the Men's competition, six (6) men's.
- (c) For all matches the order in which sets shall be played for the Ladies', Mixed and Men's Competitions is that there will be six (6) different combinations of pairs for each team, and they shall be played in the order that they are listed on the result sheet.
- (d) The order in which sets shall be played may be changed, but only by mutual consent of the Captains (See Rule 26). Playing of sets out of order will mean that a team shall not be able to subsequently claim any previous sets.

- (e) For all matches where a player plays in a different position from that written on the Match Result Sheet, the set or sets in question will be replayed, unless both Captains agree to change the player order.
- (f) Both Captains to fill in all names on match result sheet independently of each other prior to commencement of play in the match.

### **Emergency Players**

- 31. (a) Only players registered with the Association, or otherwise approved by the Match and Permit Committee, will be allowed to take part in any matches of the Association.
- (b) An emergency player not listed on the bottom of the Match Result Sheet will incur the penalty described in the attached schedule.
- (c) No more than two emergency players per team may be played in any one home and away match provided the requisite details are filled in on the match result sheet and all such players shall be reviewed by the Match and Permit Committee. Playing three (3) or more emergencies in a team at the one time will result in the penalty described in the attached schedule. In exceptional circumstances the Chairperson of the Match and Permit Committee shall have discretion in applying the penalty.
- (d) In a given competition, an emergency player may play three times with one Club only (regardless of grades) in the home and away matches of a season. The penalty for playing four or more times as an emergency will be as described in the attached schedule.
- (e) Emergency players shall not be allowed to strengthen an existing team and must be registered before a fourth match or final can be played. The penalty for breaches of this Rule shall be as described in the attached schedule and shall be at the discretion of the Match and Permit Committee.

**Note: See also By-Laws 22, 23(a) and (b) and 24 regarding eligibility of players**

### **Played Up Players**

- 32. A player may play three times only in any higher grade. If the player plays more than three times in higher grades, he/she may not return to his/her original grade without permission from the Match and Permit Committee. Breaches of this rule will result in the penalty described in the attached schedule.

**Note: See also By-Laws 22, 23(a) and (b) and 24 regarding eligibility of players**

### **Additional Registrations**

- 33. In a given competition, an Additional Registration Form may be lodged at any time up to three (3) playing nights prior to the Semi-Finals at which point all Additional Registrations will be closed.
- 34. Once it has been received by the Chairperson of the Match & Permit Committee, or his/her nominee, it will be automatically accepted, provided the player does not strengthen the existing team and does not breach any of these By-Laws at which point the Chairperson of the Match & Permit Committee, or his/her nominee, will notify the Club immediately that the Additional Registration has been refused.

### **Methods of Scoring in Matches**

- 35. All home and away matches played during the competition shall be decided on games (four (4) points for a win), but if games are even, sets are to count. If these are also even and the match is tied, then two (2) points will be awarded to each team. For finals matches refer Rule 41.

36. If, in the event of wet weather, lighting failure, curfew or local court limits, any home and away match is, by agreement of the captains, abandoned, whether commenced or not, each side will score two (2) points UNLESS at the time of abandonment:
- (a) one team had an unbeatable lead; or
  - (b) after 4 sets have been completed, and any incomplete set scores are added in, one team has a lead of at least eight (8) games; or
  - (c) after 5 sets have been completed, and any incomplete set score is added in, one team has a lead of at least five (5) games;

then that team shall be awarded full match points

37. In the event of a match being lost by default the team not defaulting shall be awarded four (4) points only.

### Defaults and Penalties

38. (a) The penalty for any default will be as described in the attached schedule.
- (b) A team which loses any five matches by default, or being disqualified by the Match and Permit Committee, or voluntarily withdraws from the competition **after grading has been completed**, will be deemed to have retired from competition. The penalty for such retirement will be as described in the attached schedule above and beyond any penalties accrued for defaulting of individual matches. **Team fees are exclusive of this penalty and will still need to be paid.**
- (c) In exceptional circumstances the Match and Permit Committee shall have discretion in applying the penalties.

### Round 14 Finishing Positions

39. (a) In the event of two or more teams being equal at the conclusion of the home and away matches, and it is necessary to decide which teams fill the first, second, third and fourth positions, such decision shall be arrived at on the percentage of games won over lost;
- (b) If tied, a countback on sets for the whole season will be made between the teams concerned. If it is still tied, a countback will be done on the performance against each other. If still tied, a countback will be made against the next best etc.

### Semi Final and Grand Final Matches

40. In a given Competition, no player unless he/she has played in three matches in the current season with any one Club and is a registered player, shall be eligible to play in the Semi-Final or Grand Final matches with that Club, except at the discretion of the Match and Permit Committee. Breaches of this rule will incur the penalty described in the attached schedule.
41. In each grade the first team shall play the fourth team and the second team shall play the third team in Semi-Finals with the losing teams dropping out and the winners playing in a Grand Final. In the event of a tied result in any finals match the match shall be decided by the last pair, as listed on the match result sheet, who shall continue and play one extra game as a 12 point tie-break.
42. (a) In Semi-Final and Grand Final matches all six (6) sets must be completed or one team must have an unbeatable lead at the completion of play. All finals matches should be played on the home court of a neutral club as nominated by the Match and Permit Committee.

- (b) In finals matches an allowance for the lighting costs will be paid to the host club by the NSNTA; such allowance shall be decided by the General Committee.
43. Each competing team must provide one pair of new balls as adopted by the NSNTA. A second pair should be available in case replacements are needed.
44. Match result sheets are to be filled in completely before play commences.
45. At the conclusion of each finals match, results must be notified by the time, and in the manner as set down on the Semi Final and Grand Final sheets **AND** the winning Captain must place the result on-line within twenty-four (24) hours of the completion of the match. Breaches of this rule will incur the penalty described in the attached schedule.
46. In the case of a washout or lighting failure, the following will occur:-
- (a) **Match that has commenced**
- (i) If a Semi Final or Grand Final match is unfinished due to inclement weather or lighting failure, it will be completed at 7.00 pm at the same venue the following week, unless the Match & Permit Committee has advised otherwise. All completed games in an unfinished set will stand, but not the points in an unfinished game.
- (ii) Both Captains will initial the match result sheet **AND** the Captain of the first named team as designated by the NSNTA will place the unfinished result on-line within twenty-four (24) hours of the suspension of the match. Breaches of this rule will incur the penalty described in the attached schedule.
- (iii) The players whose names appear on the match result sheet will be required to complete the match the following week **AND** in the same order as set down on the sheet. Registered and qualified substitutes are permitted (see rules 24 & 25). Breaches of this rule will incur the penalty described in the attached schedule.
- (b) **Match that has not commenced**
- (i) If a Semi Final or Grand Final match does not commence (see rule 27) due to inclement weather or lighting failure, it will be played at 7.00 pm at the same venue the following week, unless the Match & Permit Committee has advised otherwise.
- (ii) Where both teams are at the venue, the Captain of the first named team as designated by the NSNTA shall place notification of the abandonment of the match on-line within twenty-four (24) hours of the abandonment of the match. Breaches of this rule will incur the penalty described in the attached schedule.
- (iii) Where the host venue has closed their courts due to flooding, and teams are not at the venue, the host venue shall place notification of the abandonment of the match on-line within twenty-four (24) hours of the abandonment of the match. Breaches of this rule will incur the penalty described in the attached schedule.
- (iv) Both teams can change players or the order of players prior to the match commencing the following week.

### **Match Result Sheet**

47. (a) The Association will provide an official match result sheet on the NSNTA website.
- (b) Clubs must print and provide sufficient match result sheets for each home team playing at their club or approved alternative venue. For finals matches, the higher finishing team must print and provide a match result sheet.
- (c) At the conclusion of each match:-
- (i) both captains must sign the match result sheet
- (ii) the captain of the home team will retain the match result sheet



- (iii) the captain of the away team must take a photo or make a copy of the match result sheet
  - (iv) the captain of the winning team must place the result on-line within twenty-four (24) hours of the completion of the match
  - (v) in the event of a draw, the captain of the home team must place the result on-line within twenty-four (24) hours of the completion of the match.
- (d) Should the match be won by Default, the winning team will be responsible for placing the result on-line within twenty-four (24) hours of the completion of the match.
  - (e) Should the match be abandoned through wet weather, lighting failure, or no decision be reached, the home team Captain will be responsible for placing the result on-line within twenty-four (24) hours of the completion of the match.
  - (f) In the event of such result sheet not being placed on-line by the due time, the penalty described in the attached schedule will be automatically imposed.
  - (g) A captain must provide a copy of the result sheet to a Competition Co-Ordinator or Match & Permit Committee member if requested. Failure to complete a result sheet and/or provide a copy on request will result in the penalty described in the attached schedule.
  - (h) In addition, for the last home and away match, results must be notified by the time, and in the manner prescribed by the Match & Permit Committee. Breaches of this rule will incur the penalty described in the attached schedule.
48. (a) Opposing Captains shall check and sign the list of players' names (with particular reference to Rule 30(f) and 48(b)).
- (b) If any player/s is/are discovered to have deliberately played under an assumed name or to have knowingly and deliberately provided false information to the Association in relation to a match result:-
- (i) All games won by the player will be deducted from the team's score for that match
  - (ii) The player/s will be suspended for a period of seven (7) matches. The suspension period will include Finals if the team competes in the Finals, and will carry over into the next season (depending on when the offence occurs); and
  - (iii) The Club will incur the penalty described in the attached schedule
- (c) If a suspended player plays during a period of suspension:-
- (i) The match shall be declared a default; and
  - (ii) The suspended player's period of suspension shall be increased by four (4) matches.

In exceptional circumstances, the Match & Permit Committee shall have discretion in applying the penalties.

### **Communications**

49. General correspondence shall be in writing between the Secretary of the Association and the Secretaries of the Clubs, except in matters pertaining to player registrations, which may be to the Chairperson of the Match and Permit Committee or his/her nominee.

### **Protests**

50. In the event of a protest, the Captain/s shall check and sign the Match Result Sheet noting "Signed under Protest".
51. All protests must be lodged with the Secretary of the Association, in writing within five (5) days

from the time in which the alleged breach was committed.

52. A protest may be lodged by any Club not necessarily engaged in the match where the alleged breach is stated to have occurred.

### **Code of Conduct**

53. All players must abide by the NSNTA Code of Conduct. Minor Code of Conduct violations should be resolved between the Secretaries or Delegates of the two clubs concerned in the first instance. If the matter cannot be resolved by the two clubs, or if the breach is serious, it must be reported by a Club Secretary to the Association in accordance with the procedure outlined in the Code of Conduct.

### **Balls to be Used in Matches**

54. At least four (4) first grade new balls as adopted by the Association shall be used for each match. Breaches of this rule will incur the penalty described in the attached schedule.
55. The make of ball to be used shall be any make of first grade ball adopted by the General Committee of the N.S.N.T.A. Breaches of this rule will incur the penalty described in the attached schedule.
56. Extra balls may be demanded at the commencement of any set, provided that the team demanding them, pays for them.
57. Any alteration to the make of ball as per Rule 54 shall be made at the Annual General Meeting or a Special Meeting called for that purpose.

### **Courts**

58. The type, lighting, condition and surroundings of the courts of each competing club shall be subject to the approval of the Match and Permit Committee.
59. The minimum lux light levels shall be as detailed in the NSNTA Court Lighting Policy.

### **Pennants**

60. The winning Club in each grade shall be presented with a pennant (stating maximum of six players' names) from the Association.

### **Payment of Fines**

61. In any given competition, all fines are payable within four (4) weeks of receipt of the account from the Treasurer. Failure to pay such fines may result in forfeiture of all match points for that competition from the due date until payment is made. On advice from the Treasurer that such fines are outstanding the decision regarding forfeiture of match points shall rest with the Match and Permit Committee.

Any Club which wishes to appeal against the imposition of a fine should do so as soon as possible.

### **Alteration to By-Laws**

62. (a) These By-Laws may only be altered by a resolution proposed at an Annual General

Meeting or a Special General Meeting called for that purpose.

- (b) A resolution to alter these By-Laws is passed if not less than two-thirds of the members voting at an Annual General Meeting or Special General Meeting vote in favour of the resolution.

<b>By-Law</b>	<b>Description</b>	<b>Fine</b>
22(d)	Player playing twice in same round	Default
23(b)	Playing for more than one Club in a given competition during a season	Default
23(c)(i)	Playing within a suspension period	Default
23(c)(ii)	Club/s at fault in nominating players without their consent	\$40.00 per Club
23(d)	Playing whilst requested not to do so	Default
24	Playing in a lower grade than player is registered in	Default
29	Playing with less than four (4) players	Default
31(b)	An emergency player not listed on the bottom of the Match Result Sheet	\$10.00
31(c)	Playing three (3) or more emergencies in a team at the one time	Loss of Games for 3rd and subsequent emergency
31(d)	Emergency playing four (4) or more times	Loss of Games
31(e)	Emergency strengthening an existing team and/or Emergency not registered before fourth match and/or Emergency not registered for Final	Warning or Loss of Games Loss of Games Default
32	Returning to original grade once "married" to a higher grade	Default
38(a)	Default	\$20.00
38(b)	Retirement from competition	\$100.00
40	Finals Eligibility	Default
45	Result not being placed on-line within 24 hours	\$10.00
46(a)(ii)	Result not being placed on-line within 24 hours	\$10.00
46(a)(iii)	Playing out of order in a re-commenced match	Default
46(b)(ii)	Result not being placed on-line within 24 hours	\$10.00
46(b)(v)	Depending on the breach will determine the penalty as described in other rules	
47(f)	Result not being placed on-line within 24 hours	\$10.00
47(g)	Failure to complete a result sheet and/or provide a copy on request	\$10.00
47(h)	Result not being notified for the last home and away match	\$10.00
48(b)(iii)	Club penalty for player playing under assumed name	\$20.00
53	"Used" Balls being used	\$20.00
54	Wrong make of ball used	\$20.00

<b>INDEX</b>	<b>By-Law/s</b>
Obligations of Clubs	1 - 8
Match & Permit Committee	9 - 14
General	15 - 21
All Teams	22 - 25
Commencement and Finishing Times	26
Start of a Match	27
Mode of Play	28 - 30
Emergency Players	31
Played Up Players	32
Additional Registrations	33 - 34
Methods of Scoring in Matches	35 - 37
Defaults and Penalties	38
Round 14 Finishing Positions	39
Semi Final and Grand Final Matches	40 - 46
Match Result Sheet	47 - 48
Communications	49
Protests	50 - 52
Balls to be Used in Matches	53 - 56
Courts	57 - 58
Pennants	59
Payment of Fines	60
Alteration to By-Laws	61