



- Team registration will **open September 21 and close October 16** (you may continue to add players through the season); play will begin the first week of November and run through January with breaks for Thanksgiving and Christmas holidays.
- Season consists of regular season matches with no playoffs. This league DOES NOT count for USTA ratings and USTA membership is not required.
- All registration and payment (\$19/player) will be done through [tennispoint.com](https://tennispoint.com). City courts are billed through Millbrook at \$30/match (paid by captain and collected from team). See below for registration instructions. Registration fee includes an RTA Winter League gift!
- Captains please fill out the form at this link prior to registering your team:  
<https://form.jotform.com/212477778091062>
- Clay court facilities need to have access to hard courts in case courts are not playable due to the weather. If none are available, city courts will be used.
- Players must turn 18 before registering (or 55 by 12/31/21) - use your current NTRP rating for entirety of this league. Players without a valid NTRP rating should self-rate at [usta.com](https://usta.com). There is no fee, you'll just need to create an account.
- You may play on 2 teams per level, but they must be in different time slots (for example, you may play on a weekday 3.0 team and a weekend 3.0 team) and may also play .5 above your rating.
- USTA and local league rules apply (The Code and Friend at Court). Local rules will be distributed to captains.
- Minimum roster of 6, maximum 15 players.
- Format is best 2 out of 3 tiebreak sets with a third set tiebreaker in lieu of a third set.
- **If you do not have a team but want to play you can sign up at this link (please read the information page on the link before signing up):**  
<https://www.signupgenius.com/go/10C044AACAF2AABFF2-2021>

## **18 & OVER DIVISIONS (1 Singles, 2 Doubles)**

### **18+ Weekday Women - 10:30am**

Monday - 3.0 and 4.5  
Tuesday - 3.5  
Thursday - 4.0  
Friday - 2.5

### **18+ Weekend Women - 1:00 or 3:00pm\*\***

Saturday - 2.5, 3.5 and 4.5  
Sunday - 3.0 and 4.0

### **18+ Men**

#### **NOVEMBER - 6:30pm**

Monday - 3.0 and 4.5  
Tuesday - 3.5  
Wednesday - 2.5  
Thursday - 4.0

#### **DECEMBER/JANUARY - 1:00 or 3:00pm\*\***

Saturday - 3.0 and 4.0  
Sunday - 2.5, 3.5 and 4.5

### **18+ CO-ED "TRY TENNIS" (2.0) DIVISION (1 Men's Doubles, 2 Women's Doubles)**

Sunday - 1:00 or 3:00pm

## **55 & OVER DIVISIONS (3 Doubles)**

### **55+ Weekday women - 10:30am**

Monday - 3.0  
Thursday - 3.5  
Friday - 4.0

### **55+ Weekend Women - 1:00 or 3:00pm\*\***

Saturday - 3.0 and 4.0  
Sunday - 3.5

### **55+ Men**

#### **NOVEMBER - 6:30pm**

Tuesday - 4.0  
Thursday - 3.5

#### **DECEMBER/JANUARY - 1:00 or 3:00pm\*\***

Saturday - 3.5  
Sunday - 4.0

\*\*I will use the 1:00pm time as the primary time and move to 3:00pm only as needed due to court availability.

If you have questions, please email me at [tracy@raleightennis.com](mailto:tracy@raleightennis.com). Thank you!!

# Team Captain Registration and Instructions

Team captains are an invaluable part of the team -- the captain's duties are broad reaching from keeping all informed about match details, selecting who is playing in the lineup for a given match, entering the match scores and even working to keep the team a team. Listed below are the different steps a team captain will take with their team:

## 1. Signup Your Team

You should use the same email address as the league coordinator is using and after signing up, your team will be automatically visible in your account. **MAKE SURE YOU AND YOUR PLAYERS ARE USING THE SAME EMAIL THAT IS IN YOUR TENNIS-POINT PROFILE.** Otherwise, the system will not recognize your registration and will apply your fee incorrectly.

## 2. Add your team's players

You add your players using the "add/edit players" link on the "matches & teams" (top tab navigation) page. You only need a player's name and email address to add them to the team.

After adding all your players, the checkbox next to their name (in the list on the right side of the page) should be checked since they are probably not yet a TennisPoint member. Click the "send invite email to checked" button and all of your players will get a customized message for each one inviting them to register and signup for the team. Each player will fill out his/her registration details and be automatically dropped into the team upon registration as well.

## 3. Match Schedule

The league coordinator will create the "match schedule" which will show you your opponent match dates, locations and times. The team schedule is visible from the "matches & teams" page.

Before the schedule is published, you will purely see a list of your players and be able to add/edit your players or email the team.

## 4. Match Availability

Each player can mark whether he/she is available or not from the "Set/View Availability" page (link found on the "matches & teams" page above the match schedule on the far left). It can be very helpful on the captain already knowing who is available to play which match. Availability can **ONLY** be set after the schedule is published.

We do recommend after the schedule is published by the league administrator, that the captain email the team about the schedule and direct players to set their availability.

## **5. Match Lineup**

Captains and co-captains can all “create lineup”. The lineup is the list of players playing each line.

## **6. Match Confirmation Email**

After creating the lineup, you can automatically email all your players alerting them to who is in the lineup. Those in the lineup can also confirm on TennisPoint that they are still available to play and will be there -- this gives a little piece of mind knowing that the player is aware he is in the lineup and will be there at the match.

Some captains may choose to not create a match lineup before the match -- this is OK too. The lineup will need to be created though before the match scores can be entered.

## **7. Play the Match**

Go have lots of fun and win your matches ;o)

You can print of a “match scorecard” (PDF file) and take it with you to the match so that you can mark down all the match scores.

Remember to also fill in your opponent’s players who played each line as well since that is required when entering scores. The match scorecard makes this easy and has both team’s rosters on the scorecard.

## **8. Enter Match Scores**

Captain’s can enter the match scores after the match is played. Remember to get the names of your opponents since the captain entering the scores will need to enter the opposing players for each line as well.

There is an automatic 48 hour auto-approve for the opposing captain after the scores have been entered. Any score conflicts can be edited by the league coordinator.

If a match is played early, the scores can be entered early as well.

Repeat steps 5, 6 and 7 through all of your matches throughout the entire season.

# Player Registration and Instructions

Below are the steps for team players for getting the best experience on TennisPoint.

## 1. Signup for your team

You should use the same email address as your team captain used for you (**THIS IS VERY IMPORTANT!**)— check out your “team invite email” to confirm the email address used. After signing up, your team will be automatically visible in your account.

## 2. Match Availability

Each player can mark whether they are available or not for a given match from the “Set/View Availability” page (link found on the “matches & teams” page above the match schedule on the far left). It can be very helpful on the captain already knowing who is available to play which match.

## 3. Match Lineup Confirmation

If your captain publishes the lineup before the match, it is best to confirm in your TennisPoint account so that your captain knows you will be there and you are aware your in the lineup to play.

Play your matches and have lots of fun!