

KENT TENNIS

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Kent Tennis HEAD Inter Club League Contacts

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League Organisers

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ONLINE RESULTS PROCESS

This information details the results process. Results will be submitted by captains online. By doing this, it benefits your players and the opposing teams in the division as league tables will be up to date.

THE ONLINE RESULTS PROCESS*

At the match:

Both captains must complete and sign the Kent Head Tennis Interclub league scorecard and retain their own copy.

After the match: *

The home captain to submit result online within 48 hours of the match.

The away captain to check the result online.

The online process changed in 2023 and details of the process can be found online here

[How to input results online](#)

Tips for inputting results:

- Tiebreak scores are not recorded (e.g. should appear as 7-6, 6-4).
- Match tiebreaks to be recorded as 1-0 (e.g. 6-2, 2-6. 1-0). The points are not recorded.
- Home team scores must be entered first (e.g. an away win is recorded 2-6, 4-6).

FAQs:

I need to add a player to the club list.

If a player is not in the drop-down box when inputting the rubber results you must click on the 'down arrow' symbol (next to club's name) then click 'Add player' and first use 'Select player' tab and search for player on club list by inputting the first 3 initials of either their first name or surname. If the player is not on the club's list, then select the 'Add new player' tab (once in the system, player names will remain there for future matches). Add the player by typing their LTA Advantage (British Tennis Membership) number and click 'OK'. To find a player's LTA Advantage (BTM) number use the player search function at <https://competitions.lta.org.uk/find/player>. You will not be able to add players without them having an LTA Advantage (BTM) number.

If a player does have to be recorded as "unknown" then the home captain is to insert full name (and number if known) in the "Edit Announcement" box. They should also email both the League Organiser and opposition captain so that this can be resolved.

What if we are given a walkover?

If a team concedes the match, then a walkover is awarded to the other team and the result is entered using the 'Enter Team Result' option. To do this: 'Enter team result' and select 'match not played, <team name> did not show'. Then click 'save'. Please add a comment stating the match was a walkover.

If you have read the above information and reviewed the online process advice here [How to input results online](#) and are still having problems, please contact the relevant league organiser.



KENT
TENNIS

REGULATIONS FOR COUNTY COMPETITIONS

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A REGULATIONS FOR INTER-CLUB COMPETITIONS

- A.1 Control of the Competitions:** The Competitions shall be controlled by Trustees of Kent Tennis. The Trustees may delegate all or any of the powers given to them for the purpose, or in case of emergency to the Honorary Secretary or a nominated member.
- A.2 Rules and Regulations:** Competitions shall be conducted in accordance with the following Regulations and the Rules of Lawn Tennis and the Rules and Regulations of The Lawn Tennis Association, so far as these are applicable to the Competitions. They shall be under the general control of the Competitions Committee of Kent Tennis, subject to the overriding authority of the Board of Trustees.
- A.3 Club Eligibility:** The Competitions shall be open to all clubs who are members of Kent Tennis, for which purpose clubs include Associate Organisations and Educational Establishments other than Schools. No club shall be eligible to compete until it has paid to Kent Tennis its subscription for the current year (together with any arrears) and the entry fee which, with the closing date for entries, shall be fixed by the Competitions Committee from time to time. The Competitions Committee shall have the general power to accept all entries received or to exclude one or more teams of any Club in any year.
- A.4 Player Eligibility and Restrictions.**
Club Membership: The qualification to play for a club in any match shall be full playing membership of that Club on the date of the match. "Full playing membership" requires a player to be elected in accordance with the Rules of a club (other than a temporary member), a life member elected after payment of a recognised commutation of subscription or after some years of service to the club, or a permanent official of the club. A permanent official of the club includes coaches, and the official must be a person with a salary or some form of contract with the club.

The inter-club competitions are amateur competitions, no player shall receive any financial inducement or reward for participating in the competitions and/or representing any club. This includes any benefit received by a player either directly or indirectly, from whatever source, and whether monetary or in 'kind'.

LTA Advantage Membership (previously known as BTM): Each team player needs to be registered to play in the competitions. LTA Advantage (BTM) number can be obtained by signing up to LTA Advantage using the web link www.lta.org.uk/Members/Join/ Further information is available in the Competition Handbook.

If an ineligible team member (either by virtue of Club or BT Membership) plays in an inter-club competition match, the said player will be disqualified, and their opponents awarded any rubbers in which the player took part (6-0, 6-0).

Competitions: A player may play for only one club in the competitions of any one summer or winter season, except for Veterans' and Women's midweek events as below.

Veterans: Players shall be eligible for Veterans' events if they have reached the specified minimum age (Women's 40 and 60; and Men 45, 60 and 70) or will do so on or before 31 December of the calendar year in which the competition starts.

Women's Mid-week and Veterans: The above restriction on playing for only one Club shall include Veterans', and Women's midweek events, except that a player may play for one other club in a Women's midweek or Veterans' event, if the club the player plays Women's /Men's and/or Mixed for, does not enter a team in the event.

Junior: Players must be 13 and over at the start of the season: Summer, 1st April and Winter, 1st September. Under all aspects of safeguarding home clubs are responsible for their juniors and away clubs for their juniors.

A.5 Nomination of Team Players:

Nomination form: All clubs entering teams in any competition must send/e-mail to the appropriate competition organiser the full names and LTA Advantage (BTM) numbers of the players for each of the teams which the club has entered, including the lowest. The nominations must be sent in before the start of the season (as published in the competition handbook). If a match is played before the nomination form is received, the players involved cannot then play for either a higher or a lower team until the full nominations of the club have been received by the competition organiser.

Nominated players: Any player nominated for a team in a competition shall be ineligible to play for a lower ranked team in the same competition. No player, whether nominated or not, who has played in three matches for a higher team, or teams, may then play for a lower team either in a Section match or in a Division final.

Division finals: Clubs may select only from players nominated for the team in the division final or those who have already played for that team or for a lower ranked team in that competition. In exceptional circumstances, when this cannot be followed, permission must be sought from the competition organiser to bring in a lower ranked player.

Nominations: The best two pairs available to play for a club in a competition should be nominated by the club for its first team, in order of merit, the next best available two pairs should be nominated for the second team and so on for all the teams entered in the competition. Likewise, each pair (first and second pair) in each team should be nominated in order of merit.

These players should be current members as indicated in **Regulation A.4** and available to represent the club that season. Should circumstances change and any nominated players are no longer available to play in any of the matches for that team during that season the league organiser must be informed, and a new list of nominations submitted to reflect this change.

A.6 Divisions and Sections for Teams: The **Summer** and the **Winter** Competitions shall be divided into as many Divisions as the Competitions Committee shall decide according to the number of teams entered. Each Division shall be divided into two

Sections (A and B), having regard, if practicable, to giving teams variation of opponents year by year. In the Summer Competition each Section will have six teams and in the Winter Competition five teams, but more or fewer teams may be placed in any Division (normally the lowest) depending on the number of clubs that have entered. Each team shall play each of the other teams in the Section once only. Where two teams from the same club are drawn to play against each other in the same Division, the match between these teams is to be played before either team plays any other matches. Section winners shall play-off to determine the winner of a Division. To provide for exceptional circumstances the Competitions Committee shall have the overriding power to place teams in whichever Division it considers appropriate and practicable as vacancies occur. New teams will normally start in the lowest Division.

A.7 Promotion, Relegation and Placing of Teams.

The winner of each Section in a Division shall be promoted, except for any team that scratches from a Division final (Regulation A.9). Each bottom team in a Section shall be relegated as well as any teams that withdrew from the Section prior to the start of the season. (As published in the competition handbook).

The winner of each match will be awarded 2 points, a drawn section match will be awarded 1 point.

Section Winners: The winner of each Section shall be the team which has the highest number of points. If two or more teams in a Section have an equal number of points, the winner shall be the team with the highest percentage of the total rubbers won to the total of all rubbers played (see formula below).

$$\text{RUBBERS \%} = [\text{Total Rubbers Won} \div \text{Total Rubbers Played}] \times 100$$

If the two top teams have an equal rubbers' percentage, the winner shall be the team which won the match between them. If three or more teams have an equal rubbers' percentage, then the winner will be the team with the highest percentage of the total sets won to the total of all sets played, or if these are equal by such percentage of games. If a team scratches from a Division final, then it will not be promoted and the second team from either Section with the highest rubbers' percentage will be promoted in its place.

Relegation: A team, or teams withdrawing from a section before the start of the season (as published in the competition handbook), will be relegated. In addition, any team or teams which have conceded any section match (Regulation A9) or withdrawn after the season has started will also be relegated. All matches that these teams have played shall be disregarded in determining the Section winner. All results will be recorded as null and void on League Planner. If no team has conceded or withdrawn during the season, then the relegated team from each Section shall be the one which has the least number of points. If two or more teams have an equal number of points, the relegated team shall be the team with the lowest percentage of total rubbers won to the total of all rubbers played. If the two bottom teams have the same rubbers' percentage, then the team relegated shall be the team which lost the match between them. If three or more teams have the same rubbers' percentage, then the relegated team shall be the one with the lowest percentage of the total sets won to the total of all sets played, or if these are equal by such percentage of games.

A.8 Match Dates and Choice of Ground.

Match Dates: The Competitions Committee shall arrange the dates by which all matches shall be played and shall have power to scratch any of the competing teams which fail to play by those dates. All matches shall be played on the ground of a club affiliated to Kent Tennis unless otherwise mutually agreed. All competing clubs are responsible for agreeing the dates for matches between them. All clubs must confirm in writing/by e-mail with each club which they are scheduled to play, the date, time and venue of all their matches with those clubs in these competitions and e-mail the competitions organiser using the Match Date form.

Choice of Ground: In the case of Division finals, choice of ground shall be given to the winning team from Section A in each Division with the exception of the first division which shall be decided by the individual league organiser. In the case of Section matches choice of ground shall be decided by the Competitions Committee. When a match has to be replayed, the visiting team for the original match shall have choice of ground: -

- if at least one member had arrived at the home team's ground
- or if a part score had been made after its arrival but the first round had not been completed (Regulation A.18),
- or if a Division final had resulted in a tie (Regulation A.19),

and so on alternately. Where there are 3 or 4 sections in a Division, the semi-finals will be played between the winners of Sections A & B and Sections C & D. The winning teams from Sections A & C will have choice of ground. The Competition Organiser will decide which team has choice of ground for the finals.

A.9 Alteration of Match Dates and Scratching from Fixtures.

Match Dates: Once agreed between two clubs, these shall be binding upon both but may be altered only if a new date can be mutually agreed. Where there is a failure to agree, the original date will stand and may be altered only with the consent of the Competitions Committee, which will be granted only in exceptional circumstances, non-availability of players will not normally be a valid reason.

Postponed Matches: If a match is postponed the home club must offer their opponents alternative dates within one week, and within the timescales of the competition. The date of any rearranged match must be confirmed by both clubs and the relevant competition organiser informed. Failure by the clubs to agree on a new date must be referred immediately to the competition committee. In exceptional circumstances permission may be granted for a match not to be played, this will be recorded as "un-played" and no points awarded to either team.

Scratching: Any Club intending to scratch shall give information of its intention to do so to the Match Secretary/Team Captain of the opposing club not less than three days before the date agreed upon for playing; failing which it may be reported to the Competitions Committee, which shall have power to take such action as it may deem expedient. In the event of a club or clubs scratching in a Section match the team(s) concerned shall automatically be relegated. The team(s) should no longer take part in the competition, and any remaining opponents must be informed by the club. In the event of a club team scratching from, or failing to play, a Division final it shall lose any right to promotion which would otherwise have been due to it as a Section winner and, in the following year's competition, it shall remain in the

same Division at the discretion of the Competitions Committee in accordance with **Regulations A.6 and A.7.**

- A.10 Tennis Balls:** At least four new balls per court shall be provided at the expense of the club having choice of ground. They shall be of a brand designated as within International Tennis Federation specifications and (unless from a freshly opened pressurised container) of the current year.
- A.11 Composition of Teams:** Each competing team in the Kent Summer and Winter Competitions shall consist of four players arranged in pairs. Each Captain shall number their pairs strictly in order of merit. If a club is only able to field one pair, they must notify the opposing team in advance and obtain confirmation from the opposing team. A penalty point will be deducted in this event.
- A.12 Changes in the Composition of Teams:** A club is not bound to play the same players in a team throughout a competition; but no change shall be made in the composition of the team engaged in a match after the start of play. If a match has to be postponed at a time when there is no result (e.g. at least one round has not been completed), the composition of the team may be altered when the match is replayed subject to the nomination rules in Regulation **A.5.**
- A.13 Allocation of Courts for Matches.**
Club Grounds: When a match is played on the courts of one of the clubs taking part in the match then each pair of the visiting team shall play all its rubbers on the same court.
Neutral Grounds: When a match is played on courts other than those of one of the clubs taking part in the match the order of the courts shall be decided by lot.
- A.14 Playing Conditions:** All matches in the Inter-Club Competitions played between the dates set by the Competitions Committee shall be played on the courts normally reserved by the home club for matches. These courts' dimensions must conform to the LTA rules and have surfaces that are safe for play in the prevailing conditions. The use of covered or floodlit courts to play a match in its entirety shall only be by advance mutual agreement between the two clubs. *On the day of a scheduled match, when inclement weather conditions prevail, the home team has the responsibility of postponing the match, after consulting with the opposition team captain; and after consideration that every attempt should be made to play the match, if conditions might allow.* Courts must be fit for play, taking both their surface and environmental conditions into account, when play starts at the fixture's time or the mutually agreed start time after any delay. Both the home and visiting team captains must determine whether the courts are fit for play bearing in mind that they are responsible for the safety of their players as covered by their clubs' public liability insurance.
- A.15 Match Format and Order of Play.**
Summer and Winter Match Format and Order of Play.
Each of the two pairs in a team shall play against each pair of the opposing team two tie break sets followed, if necessary, by a deciding 10-point match tie-break should any rubber be tied at one set all. However, if both teams agree prior to

commencement of play, each of the two pairs in a team may play against each pair of the opposing team the best of three “tie break sets”.

Order of Play: In the first round the first and second pairs shall play their opposite numbers; in the second round each first pair shall play the opposing second pair. Play in every rubber shall be continuous and without unnecessary delay from the first service until the rubber is completed.

A.16 Start Times for Matches and Penalties for Lateness: Matches shall start at the times agreed by the two clubs when arranging or confirming the date and venue of a match within the terms of Regulation A.8. If any player is not present (on court and ready to play) twenty minutes after the time fixed for the start of any match, one love set shall be conceded in the rubber from which the player is absent; if a player is forty minutes late the rubber shall not be played and the opponents shall receive two love sets; a player one hour late shall not be permitted to play in the match and the opponents shall receive two love sets in each rubber for which the player was scheduled.

A.17 Finish Times for Matches: The time for cessation of play shall be agreed between the respective captains before play commences. Failing such mutual agreement, play shall cease not earlier than 3 hours after the start of Morning & Afternoon matches and 2 hours for Evening matches. In all matches where floodlights are not available play shall cease not later than natural light permits. If a result might be obtained by playing two further games these games shall be played even after the agreed finishing time unless the captains agree that light and/or weather do not permit. If during the winter season either of the team captains considers that the light conditions have deteriorated sufficiently to adversely affect the visibility during a match, they should be entitled to request that, if the courts have floodlights installed, they should be switched on. Club rules regarding the use of floodlights must be observed. Any costs incurred by the use of the floodlights should be borne by the home team, irrespective of who has requested the lights to be turned on. The home team is responsible for ensuring that the lights can be used if requested. Failure to make lights available means that sets unfinished at the time of the request are forfeited by the home team.

A.18 Match Winners: Provided that at least one round has been completed, the team, which at the cessation of play has won the greater number of rubbers shall be the winner of the match. If the rubbers score is equal, then the team winning the greater number of sets (or games, if sets are equal) shall decide the result. Only if rubbers, sets and games are all equal is the match recorded as a draw. If a Division Final is drawn, a doubles match tie-break (to 10 points, with two clear) shall be played between any two players from each team to determine the winner of the match.

If neither of the rubbers in the second round has been completed, they should not be included in the match score, and the result of the match decided by the score at the end of the first round. If one of the rubbers in the second round has been completed, this rubber should be included in the match score.

- A.19 Unfinished Matches:** If in a Section match one round has not been completed at the time of cessation of play, the match shall be entirely replayed. The home club (**Regulation A8**) must offer their opponents alternative dates within one week, and within the timescales of the competition. The date of any rearranged match must be confirmed by both clubs and the relevant competition organiser informed. Failure by the clubs to agree on a new date must be referred immediately to the competition committee. In exceptional circumstances permission may be granted for a match not to be played, this will be recorded as “un-played” and no points awarded to either team.
- A.20 Notification of Results.**
Match cards: The captain of each team must fully complete the result card including names, initials and LTA Advantage (BTM) numbers of all players and scores of all completed matches. The card must be signed by both captains. This card should be retained by the captains as a record of the match. The league organisers may request the match card to verify results.

Home Teams: Where League Planner is operative, the captain of the home team shall ensure the result of each match (including first names, family name and LTA Advantage (BTM) number of players and scores of all completed rubbers), are entered on League Planner, at the match both captains must complete and sign the Kent Interclub League scorecard and retain their own copy. After the match the home captain must enter the result on-line within 48hrs of the match. The away captain must then confirm the result on-line. Please refer to the Kent Tennis website <https://www.kenttennis.org.uk> or the Competition Handbook.
- A.21 Trophies for Division Winners:** Each team which wins its Division final shall be awarded a trophy to be retained by that club; the type shall be determined by the Competitions Committee. The trophies will be awarded at the AGM following the season in which the competition has been played. Clubs are expected to send a representative from their club to collect the trophy/ies. Kent Tennis for the time being shall be the legal owners of all cups and trophies.
- A.22 Questions and Disputes:** All questions of eligibility, qualifications of players, interpretation of the Regulations, or otherwise, in relation to the Competitions and any dispute arising between Clubs shall be referred to the Competitions Committee and/or Council, whose decisions shall be final and binding on all concerned. Should a Club involved in any dispute or protest have a member or members on the Committee or Board of Trustees, that member or members shall not be eligible to speak or vote at any meeting at which the matter is being considered.
- A.23 Revision of Regulations:** The Board of Trustees shall have power to alter or add to the above Regulations as it, from time to time, may deem expedient, but notice of such proposed alterations shall be set forth in the notice convening the meeting and the alterations shall be brought up for confirmation at the next Annual General Meeting in accordance with **Rule 11.2** of the General Rules.

Please Note

The Kent HEAD Inter Club Competitions are amateur competitions. No player shall receive any financial inducement or reward for participating in the competitions and or representing any club. This includes benefits received by a player either directly or indirectly, from whatever source, and whether monetary or in “kind”

FINISH TIME FOR MATCHES

Please allow 3 hours of daylight to play morning and afternoon matches, however, floodlights may be used if available in accordance with this regulation.

- A17 Finish Times for Matches:** The time for cessation of play shall be agreed between the respective captains before play commences. Failing such mutual agreement, play shall cease not earlier than 3 hours after the start of Morning & Afternoon matches and 2 hours for Evening matches. In all matches where floodlights are not available play shall cease not later than natural light permits. If a result might be obtained by playing two further games these games shall be played even after the agreed finishing time unless the Captains agree that light and/or weather do not permit. If during the winter season either of the team captains considers that the light conditions have deteriorated sufficiently to adversely affect the visibility during a match, they should be entitled to request that, if the courts have floodlights installed, they should be switched on. Club rules regarding the use of floodlights must be observed. Any costs incurred by the use of the floodlights should be borne by the home team, irrespective of who has requested the lights to be turned on. The home team is responsible for ensuring that the lights can be used if requested. Failure to make lights available means that sets unfinished at the time of the request are forfeited by the home team.

The logo for HEAD, featuring the word "HEAD" in a bold, black, sans-serif font. A registered trademark symbol (®) is located at the top right of the letter "D".

THE OFFICIAL BALL OF KENT TENNIS



KENT TENNIS HEAD INTER CLUB LEAGUE MATCH RESULT CARD

SUMMER	WINTER		WOMENS	MENS	MIXED	VETS	OVER 60	OVER 70
		please select by entering X in a box						

Home Club and Team Number			Away Club and Team Number		
Date:		Played at:	Division & Section:		

First name & surname of players and the British Tennis Membership Number please	Away Team 1st Pair					Away Team 2nd Pair				
	name:					name:				
	BTM no:					BTM no:				
	name:					name:				
	BTM no:					BTM no:				
Home Team 1st Pair	Won by	Sets		Games		Won by	Sets		Games	
		home	away	home	away		home	away	home	away
name:										
BTM no:										
name:										
BTM no:										
Home Team 2nd Pair	Won by	Sets		Games		Won by	Sets		Games	
		home	away	home	away		home	away	home	away
name:										
BTM no:										
name:										
BTM no:										
SCORE TOTALS										

Match won by:		RUBBERS		SETS		GAMES	
		home	away	home	away	home	away
	MATCH SCORE						

Home Team Captain	Telephone Number	Away Team Captain	Telephone Number