

## CAPTAINS' MEETING AGENDA

February 8, 2010, 3:00 p.m..

Farr Library Meeting room

### INTRODUCTIONS

- Waneta Elliott                    USTA Adult League Coordinator
- Peggy Harms                    Mixed Doubles/Daytime Doubles  
Twilight Coordinator
- Renee Adams                    Senior Coordinator
- Barb Blehm                    Super Seniors Coordinator
- Kay Johns                    Membership -TAG
- Brenda Vlasak                    Junior League Coordinator
- Team Captains

### USA Adult League Captains' Packets

#### Materials in Captains' Packet

- Fact Sheet
- Team Registration Information
- Court information
- Captain Information Sheet

- Adult League Team Registration Due to Waneta by (mail or electronically) ([welliott12@q.com](mailto:welliott12@q.com)) (1859 24 Avenue Court - Greeley, CO 80634)**

## **FEBRUARY 26 12:00 PM**

- Completed Roster Sheet
- Captain/site information sheet

□ **GENERAL INFORMATION**

□ **75% OF TEAM must BE PLAYING IN LEVEL**

(Except USTA Mixed, USTA Super Senior, ITA Fall Mixed and World Team Tennis)

Number Players on Roster	Number Required to be In Level	Number Can Be Playing Up
4	3	1
5	4	1
6	5	1
7	6	1
8	6	2
9	7	2
10	8	2
11	9	2
12	9	3
13	10	3
14	11	3
15	11	4
16	12	4
17	13	4
18	14	4
19	15	4
20	15	5

- Scores **MUST** be reported within 72 hours of completion of match -OR- may result in double default
- Total Team Defaults-Teams will be removed from the Division by doing this. This is not a new rule.
- Defaults at Championships - Teams must come to Championships with the minimum amount of required players needed to fill an entire team match. They may file a waiver to participate without a full team. Instruction on how to do so are included in the Operating Procedures. **CAUTION:** May take the next placed team.

- Doubles go on first
- Staggered start times remember to tell visiting team!
- Data-base needs to be updated. No one else can do this for you. You **MUST** go in as yourself and do this-Captains this is really important. The information that goes out to all of the teams you play comes from this data-base. If you have moved or changed phone numbers since you joined USTA you need to check your data-base. (1-800-990-8782)
- E-mail newsletter from state  
Can sign-up at [www.coloradotennis.com](http://www.coloradotennis.com)  
It is very easy to do!
- Team Captain's responsibilities
  - Registering your team/Have team members do this
    - Tag Membership-current
    - Team Roster Sheet filled out
    - Courts for Home Matches
    - Make sure information on TennisLink is correct-phone numbers and address. If you have moved since you renewed your membership it maybe wrong. We can not change that for you-you must do this.
    - If you add players after original submission you must register on line before adding to your roster-collect dues etc.
  - During Season
    - New balls for each match
    - Notify Visiting Captain one week prior to match
    - Report scores within 72 hours