

# Echo Mill Tennis Guidelines



## Tennis Overview

Echo Mill is a *Swim & Tennis Community*. Efforts are made so that each resident will have equal opportunity to use the facilities. Team tennis is abundant in Echo Mill, but at least two courts will be made available for open play during ALTA/USTA season except during match times when no courts may be open for play. **NOTE: *Echo Mill Resident(s)* refers to EM homeowners whose dues assessment payments to the Echo Mill Home Owners Association (EMHOA) are current.**

- Non-residents are not allowed to use Echo Mill facilities unless accompanied by Echo Mill residents.
- Non-residents may play on Echo Mill teams provided that at least 50% of the team's roster is made up of Echo Mill residents.
- With the exception of ALTA/USTA league practice and match times, no reservations of tennis courts are permitted.
- Non-tennis activity is NOT permitted on the courts.
- Proper tennis footwear must be worn while on the courts. Any equipment that marks or damages the playing surface is prohibited (including, but not limited to, black-bottom sneakers, roller blades, roller skates, skateboards, scooters, bicycles, etc.)
- Cooperation & courtesy by all participants is expected.
- No pets are allowed on the tennis courts.
- No non-league play may occur on an open court while ALTA/USTA league play is still in progress unless both parties mutually agree. This eliminates any distractions to league players during match play.
- The last player on the courts at night is responsible for turning off the lights when leaving the area.
- Tennis players (both league and recreational) should empty court trash baskets into green Waste Management trash containers when court trash baskets are half full or more.

## Captain's Meeting

When necessary, the tennis coordinator will hold a *mandatory* captain's meeting to review guidelines, provide updates, and discuss any tennis issues.

## Adult Atlanta Lawn & Tennis and USTA Teams

Echo Mill can support up to six (6) adult ALTA/USTA teams in each league. Four (4) teams can be assigned to play matches on the back courts (Echo Mill II), and two (2) teams can be assigned to play matches on the front courts (Echo Mill I). Any resident over the age of 18 is eligible to join an existing adult ALTA/USTA team, according to the guidelines below. *In the event of any scheduling conflicts between leagues, ALTA league teams will be given priority.*

## Junior (Youth) ALTA & USTA Teams

Resident's children aged 8-18 may join existing Junior ALTA/USTA teams, according to the guidelines below. A maximum of FOUR (4) teams are allowed per scheduled match times. TWO (2) teams can be

---

assigned to play matches on the back three courts and two teams can be assigned to play matches on the front three courts.

Based on current scheduling (times are subject to change by ALTA or USTA), each of the following leagues would be allowed four (4) Echo Mill teams:

#### **Spring/Fall Junior ALTA**

- Girls teams playing on Saturdays at 1:30 PM
- Boys teams playing on Saturdays at 3:30 PM

#### **Winter Junior USTA**

- Mixed doubles under 10 and under 12 playing Tuesdays at 5PM
- Mixed doubles under 14 and under 18 playing Wednesdays at 5PM

#### **Summer Junior USTA**

- Mixed doubles playing on Fridays at 10AM

### **Other Tennis Leagues**

Any other league play (e.g., K-Swiss, T-2, etc.) with Echo Mill residents will be allowed to use courts on a first-come, first-served basis during open play time.

### **Adding ALTA/USTA Teams**

Anyone wishing to start a new ALTA/USTA team must contact the tennis coordinator prior to the ALTA/USTA registration process to determine availability of adding a new team per the above policy.

When a new team is added, they will be assigned practice, match times, and courts per the policies outlined below.

### **Joining Pre-existing ALTA/USTA Teams**

The tennis coordinator will direct any Echo Mill resident desiring to join a team to the captain(s) of the appropriate team(s). Adult teams with sixteen (16) or more players, of whom at least 75% are Echo Mill residents are not required to take on new players. Any team that does not meet this requirement (for example, a team with 15 players, or a team with 16 players including 6 non-residents) is required to add new Echo Mill players who meet the following criteria:

- The new player has a current ALTA/USTA ranking no higher than 2 levels above the team s/he is attempting to join. Exception: Any player, who ranks more than 2 levels above the highest level Echo Mill team, may join that highest team. **NOTE:** A player who does not meet this criteria, but still wishes to join a lower level team, could sit out per league rules to lose his/her current ranking.
- For non-ranked players, every effort is made to join a team closest to the player's skill level
- New players must be added before the season's roster deadline, unless the captain makes an exception.
- Any ALTA/USTA rules for player additions would take precedence over these guidelines.

Youth teams with twelve (12) or more players, of whom at least 75% are Echo Mill residents are not required to take on new players. Any team that does not meet this requirement is required to add new Echo Mill players who meet the league age and level requirements.

---

## League Captains/Co-Captains

Either the captain or co-captain of each Echo Mill ALTA/USTA team *must* be a resident of Echo Mill.

## Conformance to Rules/Proof of Residency

As with all Echo Mill amenities, each individual should be prepared to show proper ID and/or give his or her name and Echo Mill street address when asked by a resident. If a resident suspects a non-resident using Echo Mill facilities without an Echo Mill escort, he or she will be asked to leave the premises.

## Coaches/Pros

Any coach or pro must be invited in by an Echo Mill team or resident for lessons or coaching of that resident or team. Any EM resident coach or pro can use only one court at a time with a maximum of THREE outside guests. **Example:** *A resident coach or pro who is teaching 6 non-residents tennis lessons on two of the front courts is violating this policy.*

Any group lessons, other than scheduled league practices, must take up no more than one tennis court per coach. Any specialty clinics (such as summer camps) must be approved by the tennis coordinator.

## Submission of Rosters

Prior to the assignment of practice times and match courts for each season, each captain may be required to submit a copy of their ALTA or USTA roster to the Echo Mill Board of Directors. This may be used by the Board of Directors to verify the ratio of Echo Mill residents and to determine which non-residents are required to pay non-resident fees.

## Non-resident Fees – Payable per Season

The EM Board of Directors has the right to charge non-resident fees to junior and adult ALTA/USTA members in order to be eligible to play on an Echo Mill team. The captain of each team is responsible for collecting this fee from non-residents, and forwarding to the Board of Directors prior to the first match of each ALTA/USTA season. If a captain chooses to bring in non-resident players for his/her team, he or she is responsible for the total fees payable BEFORE the season starts.

The only exception to this rule, is that a non-resident player who will be used SOLELY as an emergency reserve player (i.e. will not be practicing with the team and will ONLY be put into a match if no other players are available to field a lineup) will not have to pay the fee for that season.

Failure to comply with the non-resident fee rules may result in a team losing privileges to practice and play matches on EM courts in upcoming seasons.

## Ratio of Echo Mill Residents

EACH TEAM must have at least 50% Echo Mill residents on the roster and EACH CAPTAIN must give Echo Mill residents priority over non-residents when considering roster additions.

## Non-Echo Mill Teams

A *Non-Echo Mill Team* is considered one with less than 50% Echo Mill residents actively on the team roster. NO *Non-Echo Mill Team* can practice or play games on Echo Mill courts at anytime. Each Echo

---

Mill resident is allowed one court and three (3) guests but this should NOT be abused in disguising a *Non-Echo Mill Team* practice. Violators will be asked to leave the premises.

## **Practice Schedules**

The tennis coordinator will assign and post the practice schedule for each season. Each ALTA/USTA adult team with weekend matches may have one evening (1.5 hour session) of practice reserved per week during the season. Evening practices will be assigned either a 7 – 8:30 pm time slot or an 8:30 – 10 pm time slot. This is done to ensure consistency of the schedule and to maximize open court time for non-team players. Weekday leagues will have weekday daytime practices scheduled.

All junior team practices are scheduled for one hour and should be completed prior to 7PM. Two (2) to three (3) courts will be assigned for each team's practice.

In the event of practice rainouts, teams may conduct makeup practices during open court times. However, makeup practices must take up no more than one court and should be scheduled at times when there are not two other teams already practicing.

## **Practice Court Assignments**

Priority for practice times will be given to each team's day and time assignments of the previous season. Court assignments (back 3, back 2, or front 3), however, may be rotated. In the event of a conflict over court assignments, priority preference will be given to the teams with the highest percentage of Echo Mill residents. Teams may request new day and time assignments; however, no guarantee is made for a team to have their newly requested slot. New practice times are assigned on a first come, first served basis. Practice schedules will be coordinated so that 2 open courts are available to residents at all times.

## **Non-team Resident Looking for a Court**

All team captains with three (3) practice courts should be considerate if a non-team resident is in need of a court and give one of his/her courts to that non-team resident if no courts are available elsewhere. Team captains will be notified of this policy at the beginning of each season. Every effort will be made to accommodate non-team member residents.

## **Practice Start Times**

Each team will be allowed to begin practice four weeks prior to the start of the season. However, if a team from the previous season is still playing in the playoffs or finals, they will be allowed to continue to use their assigned practice courts until the season ends.

The *exception* to this is if playoff or finals extend to within two weeks of the upcoming season. In that event, teams for the upcoming season will be allowed to start their practices on assigned courts two weeks prior to the first match, and any remaining playoff/finals teams should contact the tennis coordinator to determine open court availability for practices.

## **Home Match Schedules – ALTA/USTA**

Prior to the start of the season, each captain should send the tennis coordinator the home match schedule as assigned by ALTA/USTA. The tennis coordinator will assign and publish the courts that each team will have for each home match. It is the responsibility of each captain to review the schedule and notify the

---

coordinator immediately if there are any errors in their team's home schedule. Failure to do so may result in no courts being available for a scheduled home match.

The goal for court assignments is that each team scheduled for play at the back courts will have three courts for half of their home matches. Teams that receive only three home matches may only receive one match with three courts due to scheduling conflicts.

Any requests for early home match play (e.g. for Easter or Spring Break) must be approved by the tennis coordinator.

### **Court Assignments**

Match court assignments (Echo Mill I or Echo Mill II) will be made based on previous season assignments, plus any new team requests or requests for change from an existing team. Any new or change requests must be made with the tennis coordinator prior to the beginning of the roster submission period for each season. Requests will be done on a first come, first served basis. In the event of a conflict over court assignments, priority preference will be given to the teams with the highest percentage of Echo Mill residents.

### **Captain Duties at Home Matches**

- Before each home match, captains should check the bathrooms for cleanliness and report any problems to the HOA property management company.
- Bathrooms should be left in the same state as when the tennis match started and should be locked following the end of the match.
- Teams scheduled at the back courts should advise their team and the visiting team to enter the bathrooms from the playground side of the clubhouse so as not to disturb any parties.
- Captains should empty any waste from court trash cans, before (if necessary) and after the matches.
- When finished using the facilities (in match and non-match play), the courts/pavilion are to left in a clean and orderly state for the next group to use. This includes picking up balls, cans, lids, etc. from the courts and any food and trash from the pavilion areas.
- All trash cans in the pavilions should be emptied into the big green Waste Management trash receptacles after matches.
- Squeegees should be returned to their appropriate storage areas.

### **Home Match Rain-Out Rescheduling**

In the event of an adult rained-out home match, the match should be rescheduled during the team's normal practice time. If this is not possible, the ALTA/USTA practice schedule should be consulted and the tennis coordinator contacted to determine the status of open courts.

In the event of multiple teams requesting make-up match times during open court times, the tennis coordinator will assign one to two courts per team on a first come/first served basis. These assignments will be communicated to captains via e-mail. Any team that does not follow this procedure may find no courts available when they desire to play.

Any team that must play during another team's practice time should contact the captain of that team to come up with a solution. Any remaining make-up matches must be scheduled at the league default times.

---

The *exception* to this is when a rainout occurs in the last week of the season. Since matches must be played by a certain day and time, teams should schedule make-up matches on their normal assigned courts at a time convenient to both teams playing. Makeup matches will take court priority over scheduled practices during this last week of play.

Youth rained out home matches may be scheduled on open court times from 3 pm – 6 pm on weekdays (matches should be completed by 7 pm) or after adult ALTA matches on weekends. Priority for weekend makeup matches will be given to adult teams. Court availability should be verified with the tennis coordinator prior to scheduling make-ups.

### **Non-compliance with Guidelines**

Any individual or team that does not comply with the above guidelines may be denied use of courts for practices and matches, at the discretion of the Echo Mill Board of Directors.