

- When playing at home a total of \$56 (\$7 per doubles player) or \$48 (\$8 per singles/doubles player) is to be collected by the NBHTC captain. The captain should complete the details required on the front of the envelope supplied and place it in the safe on the kitchen wall.
NB: The team's name must be on the envelope. (North Box Hill is not helpful)

A team playing non-member emergencies in a home match is responsible for the payment of all visitor fees due. The team captain is to add any amount due to the match envelope.

- When playing a match at another club the captain is required to collect \$7 (or \$8 singles/doubles) from each team member and give it to the captain of the home team.
- Be aware of current association rules, available on-line at <http://www.bdnta.com/>

TEAM ROSTER

Co-ordinate a team roster and advise players on a weekly basis who is playing and where the team is playing.

EMERGENCIES

Every effort should be made to avoid forfeiting a match.

Call Charles 0413 998 385 if help is needed to find an emergency.

A list of registered night players and their phone numbers can be supplied upon request.

BALLS

- Balls for home matches should be collected at the start of the season from Charles Philactides – 0413 998 385
- Teams play with one can of 4 new balls but captains should always carry a spare can.
- Single use balls should be kept as spares in case of a lost ball. Faulty balls will be exchanged for new balls; notify Charles

GATE AND CLUBHOUSE ACCESS

- All team members will have access to the gate and clubhouse until **10.30pm** on the night that their team plays. No access is provided other nights or out of hours.
- The gate may be snibbed open while players are arriving, but it is preferable to lock it once everyone is in attendance. Never tie or block the gate open.
- The clubhouse door may be snibbed open until players depart. Push door wide open to engage hold mechanism. Please don't use chairs for this purpose.

Please ensure that both gate and clubhouse are locked when leaving, and that all internal gates are closed. Be aware of access time limits when leaving anything in the clubhouse.

LIGHTS

- Power to the lights works on an automatic timer system. The switches on the side of the lighting power box control the lights during those hours. Only light courts that are in use. The Club has an 11pm curfew and power will be cut at that time.
- If there is any difficulty, call John Bove on 9890 2998.
- If the lights are accidentally turned off at the switches, they must not be turned on again for 15 minutes, as this could cause the light bulbs to blow.
- **Turn lights OFF immediately play on a court has finished.**
N.B. If there is a power break or lights turn off automatically, please ensure that switches are still turned off. Otherwise lights will come on again the following day once the timer clicks over.

RECYCLING – Bottles & Cans

Please place all drink bottles and cans in the recycle bin at the side of the clubhouse. Be considerate of those who have to deal with them and make sure no broken glass is placed in the clubhouse bins. The recycle bin has a yellow lid. Tuesday teams are asked to place the recycle bin out for collection on the rostered days - see notice board.

BEHAVIOUR ON AND OFF THE COURT

- The club is proud of its reputation as a well run and friendly organisation. It is important that good behaviour standards and court attire are maintained.
- Captains are asked to ensure that the level of noise is kept to a minimum, so that neighbouring residents are not disturbed.
- At no time are players to enter a neighbouring property to retrieve tennis balls.
- Before you leave the premises please ensure that
 - the clubhouse is left tidy
 - all lights are turned off
 - front gate is locked
 - bbq cleaned and stored if used
 - dishes are washed and put away
 - rubbish and recyclables are placed in bins
 - the doors to the clubhouse are shut and locked
 - rollers, sponges and shade cloth are stored correctly

COURT CARE – correct shoes for porous courts must be worn by all players

Make sure courts are well watered both prior to and during the match. To mop wet courts, the sponges and buckets have been found to be more effective and less damaging than the rollers and allow more people to get the job done quicker.

With both rollers and sponges, please place green mesh in pooled water until surface water has been removed. Mesh, sponges and buckets are stored under the verandah.

Don't play on courts that are either too dry or too wet. Both will cause expensive damage.

RESULTS *on-line*

All results must be entered on-line. The home captain will be responsible for doing so. Go to <http://www.bdnta.com/> and click on Results Entry for further information.

| 5 | TIMES FOR MATCHES | The starting time for all matches shall be 7.00p.m.. Teams must have at least two players ready to commence play promptly. | | | | | | | | | | | | | | | |
|-------------------|-------------------|---|------|-----------|-------------|----------------|-----------|-----------|----------------|---------|--------|-----------------|---------|--------|-------------------|---------|--------|
| 6 | COSTS | The cost per team shall be: \$28.00 per night (i.e. \$7.00 per player per match) for all Doubles Only Sections payable to the VENUE CLUB. \$24.00 per night (i.e. \$8.00 per player per match) for Thursday Singles/Doubles Sections payable to the VENUE CLUB. | | | | | | | | | | | | | | | |
| 7 | REFUNDS | If matches are washed out or blacked out, fees shall be as follows: <table border="1"><thead><tr><th>SETS</th><th>COST/TEAM</th><th>COST/PLAYER</th></tr></thead><tbody><tr><td>No sets played</td><td>No charge</td><td>No charge</td></tr><tr><td>One set played</td><td>\$10.00</td><td>\$2.50</td></tr><tr><td>Two sets played</td><td>\$12.00</td><td>\$3.00</td></tr><tr><td>Three sets played</td><td>\$16.00</td><td>\$4.00</td></tr></tbody></table> | SETS | COST/TEAM | COST/PLAYER | No sets played | No charge | No charge | One set played | \$10.00 | \$2.50 | Two sets played | \$12.00 | \$3.00 | Three sets played | \$16.00 | \$4.00 |
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<http://www.bdnta.com/By-Laws.htm>

19/6/2012

Please note – **REFUNDS** – only apply to sets washed out or blacked out, **not abandoned**.