



FAIRFIELD COUNTY PLATFORM TENNIS LEAGUE
TEAM CAPTAIN'S MANUAL
2013-2014 SEASON



www.fcptl.com



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The following guidelines are intended for Captains of Club teams participating in the Fairfield County Platform Tennis League in the 2013-14 season.

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Address questions to fcptl@yahoo.com or your Division Manager.



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1. Changes this season

- We have invoked a Spirit of the League to ensure fair play and hopefully reduce the number of issues that the Board has had to deal with in recent years
- In response to the continuing demand, 13 new teams have been added to the League, including 4 new Clubs, Belle Haven, Brooklawn, Innis Arden and Shorehaven
- In order to accommodate these teams and to extend the season, the previously existing teams have now been organized into 6 Divisions of 14, extending the season from 11 weeks to 13
- The Bye weekend (previously November for D1-3 and January for D4-7) has been eliminated, and the Paul Fowler Invitational Tournament will bring the season to an end on February 8
- Given the increased court usage, a limit has been imposed on the number of teams a Club can field each day of the weekend – a maximum of 2 teams for Clubs with fewer than 4 courts and a maximum of 4 teams for a Club with 4 or more courts
- The number of non-residents permitted to play on a Town team (Darien, New Canaan) in a given match has been increased from 2 to 3; names of non-residents must be submitted before the start of the season
- Any non-member Pro can play for a Club team in Divisions 1-3 (previously limited to 2 per Club)
- The minimum number of matches a Frozen Player must play in has been increased from 3 to 4, to reflect the longer season; the number of Frozen Players remains at 8 per team
- If an ineligible player participates in a match, his match and all matches below will be forfeited (previously only the ineligible player's match was forfeited)
- The season-opening Captain's Breakfast has been brought forward a week to allow more time for preparation before League matches commence on October 19

2. FCPTL facts

- Platform tennis (also known as Paddle tennis) was invented in 1928 in Scarsdale, New York by James Cogswell and Fessenden Blanchard, and has since spread to several states. Active Paddle leagues are known to exist in 13 states (CA, CT, GA, IL, KS, MA, MD, MI, NJ, NY, OH, PA, WI) and Canada; courts also exist in AZ, CO, FL, MN, NE, SC and VA
- The APTA (American Platform Tennis Association), founded in 1934, is the national organization that governs the sport for its 12,000 or so members; many members of the FCPTL pay dues to the APTA, making a significant contribution to the association's \$350,000 annual budget. For more information on APTA, go to www.platformtennis.org
- The Fairfield County Platform Tennis League was founded for the 1999-2000 season, and has grown rapidly since then - see Appendix 1 for a history of the League
- In the 2012-13 season, there were 85 teams in the League, spread across 6 Divisions of 12 teams and one of 13 (D7), and drawn from a total of 26 Clubs, all located in (Lower) Fairfield County; this year, the League has expanded to 97 teams, drawn from 30 Clubs
- Note that the Thursday Night League, while it follows a similar format to the FCPTL League, is not affiliated with the FCPTL; nor is the recently initiated (following the development of the low-bounce ball) the Summer League



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- Each weekend, 48 matches are played, 21 (Divisions 1-3) on Saturday and 27 (Divisions 4-6: 7; Division 7: 6) on Sunday; matches are scheduled for 8:30am and 10:00am
 - Each Club team fields 8 players in 4 pairs, meaning that up to 768 people participate each weekend; in the course of a season, well over 1,000 players take part in the matches
 - While most match participants are male, it is not unknown for women (including Professionals) to play in League matches
 - The rules also allow Club Racquet Sports Professionals to participate in matches – see the League Guidelines for the rules governing their participation
 - While all match participants must be residents of Fairfield County, the League Guidelines allow some flexibility in eligibility for Town teams (i.e. Darien, New Canaan) – see the League Guidelines
- At the end of each season, the top two teams from each of Divisions 2 to 7 are promoted to the Division above, and the bottom two teams from Divisions 1 to 6 are relegated to the Division below – see League Guidelines for more details
- Most Clubs in the League have four or more courts, but some have fewer, meaning that matches played at those Clubs must be spread over two time periods
- Each Division is managed by a FCPTL Board Member, as shown in Appendix 1; in addition to the other responsibilities shown, each Division Manager coordinates all aspects of their respective Division, and is the first point of contact for Team Captains in that Division
- Division 6, for many years the entry point to the League, is named after Charlie Scott, who devoted years of service to the League and especially to Division 6
- The end-of-season Paul Fowler Invitational Tournament is believed to be the largest Paddle tournament in the country, with 224 participants; the tournament is named after Paul Fowler, a stalwart of the FCPTL Board since the League's foundation
- Teams interested in joining the League should make themselves known to the FCPTL President or other Board member
 - Applicants are added to the waitlist, and will be accommodated if a team or Club decides to retire from the League, or if the Board decides to make changes to the schedule to accommodate them
 - Note that all new teams enter the League in the lowest division in the League, currently Division 7
- The league is a 501(c)7 not-for-profit corporation, and is managed by a self-elected Board of 8, which meets regularly throughout the year – see Appendix 1 for details of the current Board

3. FCPTL website

- The FCPTL website is located at www.fcptl.com
- Although every effort has been made to make the site as user-friendly and tailored to our needs as possible, it is hosted by a third party, so there is limited flexibility; nevertheless, the Board is open to suggestions, especially from League members with technical expertise
- The Board has reviewed alternative sites used by other Paddle and Tennis leagues, and has concluded that there is no better alternative readily available
- Board members responsible for managing the site are Greg Brasher and Tom Kratky – their contact details can be found in Appendix 1
- Each Team Captain has a User Name and Password as follows:
 - User Name [First name][space][Last name]...e.g. Scott Smith



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- Password [Club first name][space][Club second name][space][club team #.#]...e.g. New Canaan Field Club 3.b
- To log in, click on the “LOG IN” tab in the top right corner, and enter your User Name in the left hand box and Password in the right hand box; if, at any stage, you time out, you will be prompted to re-enter these
- Team Captains will assist management of the League considerably by providing the contact details for their team members to the respective Division Manager prior to the start of the season
- Team Captains should acquaint themselves with all aspects of the website before the season
- The League also has an e-mail address – fcptl@yahoo.com – that can be used to submit comments and suggestions

4. Key events

- Prior to the start of the season, Team Captains should...
 - Liaise with their Club's Paddle Chair to ensure that...
 - He has the schedule for the season
 - The Club's Courts have been booked for all the home matches scheduled
 - The Club has made arrangements for a light breakfast (e.g. coffee, juice and donuts/bagels) to be provided prior to all home matches
 - Team Captains have been appointed for other teams from the same club
 - Make themselves known to the member of the FCPTL Board responsible for their division (the Division Manager)
 - Look out for confirmation of the date and location of the season-opening Captains' Breakfast – see below
 - Familiarize themselves with the FCPTL website, and especially with the League Guidelines posted on the site – see Appendix 2 for this season's guidelines
 - Communicate with their team members/squad to ensure they are ready for the season
 - Consider arranging practice sessions, with or without their Club Pro, to get players warmed up for the season
- The first main event of the season is the Captains' Breakfast, which takes place at 7:30am on a Saturday shortly prior to the start of the season, typically the first or second Saturday of October
 - The breakfast is an opportunity for the FCPTL Board to brief Team Captains and Paddle Chairs on plans for the season, including the schedule and changes to the rules
 - This year's breakfast is at 7:30am on Saturday, October 5 at The Woodway Club, 540 Hoyt Street Darien, CT 06820; tel: (203) 322-1661
 - Any questions, contact your Division Manager or Steve Larson, Event Coordinator
- Immediately following the Captains' Breakfast, Team captains should make arrangements for the first match of the season, as follows:
 - Before the first match of the season, the Team Captain must inform the relevant Division Manager of the 8 players nominated to be frozen for a minimum of four matches on that team – see the League Guidelines for additional information on Frozen Players, as well as the FAQ guide in Appendix 4
 - The recommended approach for confirming matches is as follows:



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- On the Sunday prior to the match, the home team Captain e-mails the visiting team Captain to confirm the time and location of the match; he should ensure the opposing Captain has his cell phone number and is familiar with directions to the Club at which the match is being played
 - The visiting Captain should acknowledge the e-mail as soon as possible, confirm that he will have a full team for the match, and provide his cell phone number and other relevant contact details
 - The day before the match, the Team Captains should again exchange e-mails to ensure that both teams still plan to field a full team
 - If a team Captain knows that he will be unable to field a full team, he must inform the opposing Captain in advance and accept a forfeit for that match
 - If inclement weather is expected, the Captains should consult each other and the FCPTL website for guidance and apply common sense – see also the League Guidelines and “Captain’s responsibilities” below
- The season-ending Paul Fowler Invitational Tournament takes place the Saturday after the final match weekend, typically the second Saturday of February – see below for additional information

5. Club responsibilities

- Any Club participating in the FCPTL League should expect to...
 - Make courts available for League play Saturday and/or Sunday, from 8:30am to 11:30am, even if it does not have a full complement of four courts
 - Provide refreshments for League matches played at the Club, and ensure that the courts are ready for play at the time scheduled for the match, regardless of the weather
 - If asked, offer the Club as a venue for the Paul Fowler Invitational Tournament
- Each Club should appoint a Paddle Chairman (typically a member of the Club’s Board) to act (among other duties) as a liaison with the FCPTL and with the Club’s Team Captain(s)
- The Club Paddle Pro is also expected to be actively involved with the League, not least as a participant in League matches, if permitted by the rules; he or she should also do their utmost to ensure active and high quality participation in the League
- The Club Paddle Chair and Club Pro(s) should make themselves known to the FCPTL Board, and ensure that the Board has their relevant contact details

6. Captain’s responsibilities

- The primary responsibilities of the Team Captain are to...
 - In consultation with the Club’s other Team Captains, Paddle Chair and Pro, prepare a list of 8 Frozen Players for his team, in accordance with the League Guidelines, and submit this list to the Division Manager before the first weekend of play
 - Ensure that a full team is fielded for each match in accordance with the rules governing eligibility, including the rules relating to Frozen Players
 - Liaise with the opposing Team Captain at each match to ensure all arrangements are in place for each match
 - See the recommended approach above



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- Diligently ensure that the detailed scores for each match are recorded on the League website in a timely fashion (in any case, no later than the Monday following the match)
 - See below for an example of best practice
 - It is the responsibility of the home Team Captain to enter the results, unless otherwise agreed with the visiting Captain
- Ensure that matches are played according to the rules and with the appropriate spirit of sportsmanship, with reference to the Spirit of the League outlined in the League Guidelines
- Reschedule any matches postponed due to inclement weather within the timeframe allowed for in the League Guidelines
- Report to the Board (in the first instance, the relevant Division Manager) any issues arising in the course of the season, including disputes and inappropriate behavior
- Liaise with the Division Manager or other members of the Board, as appropriate, to ensure that any issues or disputes are resolved
- Each Team Captain is advised to liaise with the Club Paddle Chair and Club Pro regarding the selection process for each team
- As noted above, Team Captains should also inform the relevant Division Manager, before the first match, of the names of the 8 Frozen Players in their team, along with contact details for those players
- Once the Frozen Players have been posted, Team Captains are responsible for ensuring that they play their minimum of 4 matches and that they do not play in a lower division or in another team from the same Club in the same Division
 - In some circumstances, changes may be made to the Frozen Player roster, e.g. in the event of a season-ending injury
 - In such a case, the Captain should seek approval from the relevant Division Manager and, if granted, the appropriate adjustments should be made on the League website
 - See Appendix 4 for a list of frequently asked questions relating to the Frozen Player list
- Captains must also ensure that none of their team members play more than 14 matches in a season, nor that they play twice in the same day; all other rules governing eligibility laid out in the League Guidelines must also be adhered to
- The following is an example of best practice score reporting – it is important that first names are included to avoid confusion

NCFC 5.1 defeated CCNC 5.1: 3-1; NCFC 5.1 names listed first

 1. *Bill Dial/Kevin Dinnie lost to Eric Welles/Malcolm Miller: 2-6, 4-6*
 2. *George Brakeley/Carl Peterson beat Jeff Sandreuter/Tom Ayoub: 7-5, 6-2*
 3. *David Jonker/Frank Palmer beat George Laub/Bill Stoops: 4-6, 6-3, 7-5*
 4. *John Bemis/Hunter Smith beat Wing Chin/Skip Proctor: 6-3, 6-4*

Jack Horner [Team Captain entering the results]
- Every effort should be made to avoid a forfeit, and sanctions may be imposed by the Board if a team is guilty of multiple forfeits
 - If a forfeit is unavoidable, you must give the opposing Captain advance notice, so that he can ask his players to step down
 - The names of the players receiving the forfeit should be recorded in the match result, so that the match can count towards their Frozen Player minimum (if appropriate)



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- If an issue or dispute cannot be resolved between the opposing Captains, it should be referred as soon as possible to the relevant Division Manager for resolution; if necessary, the issue will be referred to the full FCPTL Board
- The League Guidelines include advice in the event of expected inclement weather. The procedure that typically applies is as follows...
 - If the weather is 'predictable', the FCPTL Board will generally take a view, and post their preferred approach on the FCPTL website
 - If this does not happen, the two competing Captains should confer and make a determination based on the safety of play
 - If it is agreed a match should not be played, the match must be rescheduled according to the following guidelines (also available in Appendix 2 and on the FCPTL website):
Postponed matches are only permissible due to inclement weather and must be replayed within 2 weeks of the originally scheduled date. Each individual match not replayed within 2 weeks will be scored as a loss of 1 point for both teams. This will be strictly enforced!
 - In rare cases – for example over the Holiday period - the Board may extend the deadline for the replaying of rescheduled matches; and individual applications for an extension can also be made to the Board if the circumstances warrant it
- The Paul Fowler Invitational Tournament marks the end of the regular League season in early February. Team Captains can provide considerable support for this unique event by participating in the following process:
 - The Board will send out a 'save the date' e-mail blast in December to names that are listed on the FCPTL website – your help in posting your team's/squad's names to the website at the beginning of the season is invaluable
 - Following that, the Board or the Tournament Director will invite all Team Captains to nominate two pairs to represent the team in the tournament – your help is needed in rapidly identifying two pairs and submitting their names to your Division Manager
 - Once the nominations have been submitted, registration is opened up to all-comers – again, you can be helpful in encouraging others to sign up, and in helping them with the registration process
 - The Tournament Director will also seek help in organizing the tournament on the day – two Tournament Directors are required for each Division, and Team Captains can be helpful in volunteering their services, nominating others, or encouraging their Club to act as a venue for the event
 - Obviously, it is hoped that as many Team Captains as possible will participate in the tournament itself
 - The Tournament is intended for, and priority will be given to, players who have participated actively in the League during the preceding season
- The Board is always looking for ways to improve the League and its administration - because of their deep involvement in all aspects of the League, Team Captains are encouraged to provide feedback and suggestions to their Division Manager as the season progresses
- Also welcome are photographs and/or video footage of matches played during the season – your help in gathering these and submitting them to a Board member will be much appreciated



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7. Useful paddle-related websites

- Team Captains are advised to explore the following helpful websites prior to the start of the season:

FCPTL website: www.fcptl.com
APTA website: www.platformtennis.org
Paddle Pro website: www.paddlepro.com
Paddle Times website: www.paddletimes.com
Platform Tennis Magazine website: www.ptmonline.com



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**Appendix 1
FCPTL History and Board**

History of the FCPTL

Competitive interclub play in Fairfield County can be traced back to the early 60's, when a New Canaan Field Club team, led by Ted Winpenny, a three-time National Champion, defeated a team from Fox Meadow. For a number of years in the 70's "The Paddle Center" in Norwalk was run by Bob Callaway, and became the epicenter for leading paddle players from the Tri-State Area.

In the 1970's, the Tri-Town league was formed, which was later renamed the A League, and continued as an independent league until the late 90's. The B League was formed in the late 80's to meet the growing enthusiasm for the sport among tennis players and others who wanted to learn the game.

The FCPTL was founded for the 1999-2000 Season. It represented the merging of the A League, which played on Saturday mornings, and the B League, which played on Sunday mornings. At its founding, the League consisted of 4 Divisions, 12 clubs and 48 teams. The League has nearly doubled in the last decade and now encompasses the broader Fairfield County geography.

The original Board consisted of Jim Reilly, Commissioner of the A League, Charlie Scott, Commissioner of the B League, Paul Fowler and John Arrix. The League brought new excitement to the game. Charlie contributed his "B" League Logo to become the symbol for the FCPTL, while John was the inspiration behind both the "Captains Breakfast" and the "Best Single Day of Paddle", the end-of-season Tournament run in the Division by Division format that exists today.

Thereafter, Division Winner banners came into being, Division standings mailed twice a season were replaced by the FCPTL website that provided "real time" standings a couple of years later with the arrival of Frank McGarey to the Board. With the Tournament's growth, catered lunches became a new Tournament tradition, to celebrate the end of the season. The advent of the APTA Magazine initiated FCPTL support for the APTA around 2005. Play-offs were attempted around 2008-2009, but have been superseded by the resurgence of local tournaments, like the Wilton Open, in February and March.

Enthusiasm for Paddle in Fairfield County has never been greater - it exceeds the highs experienced in the 70's and 80's, and weathered a drop-off during the late 80's and early 90's. The appearance of Pro's at many clubs, the expansion of Ladies' Leagues, better public programs, new paddle "huts" (i.e. mansions), a growing group of younger players who are nationally ranked, and many local enjoyable and competitive tournaments have helped bring paddle to the level it is today throughout Fairfield County.

FCPTL Board

Name	Role	Division	Club	E-mail address	Home	Work	Cell
Scott Smith	President		New Canaan Field Club	smithsa@optonline.net	(203) 966-6288	(203) 326-3763	(203) 979-8367
Tom Kratky	Website	1	Milbrook Club	tom.kratky@gmail.com	(203) 622-7172	(203) 340-9731	(203) 570-2106
Steve Larson	Events	2	Middlesex Club	slarson@cornerstone-equity.com	(203) 967-9983	(212) 207-2382	(917) 273-1725
Greg Brasher	Technology	3	Rowayton Paddle Club	gregory.brasher@rackspace.com	(203) 838-4799	(203) 316-3777	(203) 247-2258
Steve Caccam	APTA liaison	4	Darien Town	stevecaccam@gmail.com	(203) 202-7752	(203) 810-2587	(203) 979-9792
Richard Hurst	Captains' Manual	5	Lake Club	thirstywork@optonline.net	(203) 972-9129	(312) 823-4374	(203) 550-3478
Ron Gayda	Treasurer	6	Wilton YMCA	rongayda@yahoo.com	(203) 968-9615	(203) 926-5024	(203) 249-2996
Patricio Misitrano	Tournament	7	Greenwich Country Club	patricio.misitrano@gmail.com	(203) 505-6333	(203) 661-2889	(305) 766-9369



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**Appendix 2
FCPTL Season Guidelines**

1. SPIRIT OF THE LEAGUE:

- a. *All Players, Captains, Managers, Coaches, Referees, Board Members, and anyone otherwise associated with any League match, tournament or event, will be expected to abide by the "Spirit of the League", which is guided by the following Mission: "The purpose of the FCPTL is to increase the awareness, participation and enjoyment of healthy and friendly competition between clubs, teams, and associations throughout Fairfield County, CT."*
- b. *It is expected that the aforementioned categories of persons will conduct themselves at all times with the utmost regard for the Spirit of the League, fair play, good sportsmanship, civil communications, integrity, and respect for their teammates and opponents.*
- c. *Any participant in the League can expect to be treated in a like manner by any other participant, especially concerning matters of the League and friendly competition.*
- d. *In most cases, as long as a match has been contested by all parties in good faith, the Board will prefer to let the results of the match take precedence over any post-match technical loopholes. The Board takes a very dim view of protests deemed to be a nuisance and without merit, and especially of those intended to cause harm to any affected party.*

2. LEAGUE STRUCTURE:

- a. *Clubs' Teams compete in seven Divisions (1 to 7). Division 1 is the most competitive.*
- b. *Division's 1-3 play Saturday AM. Division's 4-7 play Sunday AM.*
- c. *Given the growth of the League and court scheduling constraints, there will be a limit to the number of teams any club or association can field on either Saturday or Sunday. If a club has fewer than 4 operational courts, they may only field two teams per day. If a club has 4 or more courts they can field a maximum of 4 teams per day (currently Wilton Y exceeds this limit, which may impact them for the 2014/15 season). In addition, if a club or association exceeds the per day limit due to a team moving up or down, they may have to eliminate that team from the following season or, in the case of moving up, could elect not to move up.*
- d. **FCPTL Board –The board is structured by division. If you have a question, please check the guidelines, visit the website, or reach out to the appropriate Division Manager.**

Div.	Role	Name	Email
	President	Scott Smith	smithsa@optonline.com
1	Div. 1 Manager	Tom Kratky	tom.kratky@gmail.com
2	Div. 2 Manager	Steve Larson	slarson@cornerstone-equity.com
3	Div. 3 Manager	Greg Brasher	gregory.brasher@rackspace.com
4	Div. 4 Manager	Steve Caccam	stevecaccam@gmail.com
5	Div. 5 Manager	Richard Hurst	thirstywork@optonline.net
6	Div. 6 Manager & Treasurer	Ron Gayda	rongayda@yahoo.com
7	Div. 7 Manager	Patricio Misitrano	patricio.misitrano@gmail.com

3. PLAYER ELIGIBILITY:

- a. *All players must be a member of the Club for which they play, as determined by the club's (facility's) rules. In addition, at the following facilities - Darien Town & Town of New Canaan - the following rule applies: At least 5 of the 8 players at each match must be residents of the town in which the facility is located, and 100% of the players must be residents of Fairfield County. The 3 (maximum) non-resident players must be Eligible Non-Residents. A non-resident becomes Eligible after approval by the FCPTL Board. Clubs must e-mail a list of proposed non-residents to the Board on or before October 12th. The Board will then confirm which non-residents are Eligible Non-Residents. In addition only one Pro can be in the line-up for any team on a given Saturday.*



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- b. A player may only play for one Club during the season.
- c. **All Pro's (non-members) that are on staff at a given club can play subject to the following restrictions. A Pro becomes Eligible after approval by the FCPTL Board. Clubs must e-mail a list of Pro's that are on staff to the Board on or before October 12th. The Board will then confirm which Pro's are Eligible Pro's. Eligible Pro's can only play in the top 3 divisions.**
- d. **Every Team in Divisions 1-7 must provide a list of eight (8) "frozen" players.** These players are ineligible for play on any other Team in the same or a lower Division. The players must be listed in rank order of ability starting with the best player first. Frozen players must play a minimum of **4** matches on their designated team during the season. In the event a frozen player does not play **4** matches, the team will lose one point for each match under the minimum (**4**) that the frozen player falls short (e.g. if a frozen player plays in only one match, three points will be subtracted, if he plays in two matches, two points will be subtracted). This rule applies for each frozen player. Points will be deducted at the end of the season from total Points Won.
- e. Players can only play once per day and cannot play in more than 14 total matches, regardless of the division, throughout the entire season (e.g. every match on Saturday and only **1** match on Sunday, or 7 matches on Saturday and 7 matches on Sunday, or other combo).
- f. The Frozen Player List will be submitted to the Division Manager (FCPTL Board Member responsible for each division - see list above) prior to the start of the season, and posted on the website before the start of the season. An adjustment to this list may only be made with a submission to the Division Manager. Changes will take effect one week after confirmed receipt of the change. Decisions regarding players will be made based on postings on the website at the time of a match.

4. PRE-MEET RESPONSIBILITIES:

- a. The host Captain will contact the visiting Team Captain by Wednesday of the week before the meet to confirm the time and location of the meet.
- b. The host Team provides balls and refreshments.
- c. Captains must prepare their line up before the meet, listing match teams in descending order of ability from highest to lowest.
- d. Do not cancel a meet prematurely; wait until the morning of the meet.
- e. If courts are not playable at the host Club, try to switch to the visiting Team's Club.
- f. Rain is not considered a reason for postponement (use good judgment, however, concerning players' safety).
- g. Postponed matches are only permissible due to inclement weather and must be replayed within 2 weeks of the originally scheduled date. Each individual match not replayed within 2 weeks will be scored as a loss of 1 point for both teams. This will be strictly enforced!

5. MEET GUIDELINES:

- a. A meet between two opposing Club Teams consists of four matches.
- b. Captains are expected to field their best teams in descending order of ability from highest to lowest.
- c. **A meet must be played on the morning of the date scheduled. Points will be forfeited by both Teams for not completing the match as scheduled.**
- d. **If an ineligible player participates in a match, the line he plays will be deemed a loss regardless of the actual outcome AND all lines below the line where the ineligible player participated will also be deemed losses. E.g. if an ineligible player plays the 2 line then lines 2, 3 and 4 will be deemed mandatory losses.**
- e. A default occurs 15 minutes after the agreed upon starting time (**typically 8:30 or 10:00AM**).
- f. If a team is short of players, they must default in the 4 position (then 3, 2 and 1 in that order) and re-stack their team to play the top matches.
- g. If an injury or personal matter interrupts play, the team calling for the delay defaults.
- h. A match consists of the best of 3 sets.
- i. A.P.T.A. rules of play shall govern all matches.
- j. A 7-point tiebreak shall be played when a set reaches 6-all.



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6. SCORE REPORTING:

- a. By 5pm each Monday night, the Host Captain must post the scores at www.fcptl.com (alternatively, the visiting Captain may post scores by agreement with the Host Captain).
- b. **Game summary must include set scores, player's first and last names, order of play for each of the 4 matches, and the name of the Captain submitting the scores.**
- c. If the set scores and players are not properly recorded within a week following completion of a match, both teams will default the misreported match.
- d. If there is a challenge to meet scores reported on the website, it must be submitted by either Captain to the Division Manager by 12 noon on Wednesday following the meet with a copy to both Captains. A final ruling will be adjudicated as quickly as possible.
- e. If you have any problems posting scores, send details to the appropriate Division Manager's e-mail address listed above.

7. LEAGUE STANDINGS & YEAR END RESULTS:

- a. Each match won counts one point for the Club. There are a total of 4 points to be won. If one team cannot field a full squad of 4 doubles teams, they forfeit one (1) point for each pair they are short. If both teams are short players, then the number of Match Points is reduced. For example if both teams are short 1 pair, then only 3 points will be awarded for that meet. If Team A only has 2 pairs, and Team B only has one, a maximum of 2 points are awarded for that meet - Team A automatically wins one point on forfeit, and the other point is awarded based on the result of the match that was played.
- b. Based on the end of the season point standings, top and bottom clubs in each Division will move up or down per the chart below.
- c. Any team that has multiple defaults during a season may be subject to either dropping a division or removal from the league.
- d. Tiebreaker Hierarchy
 If there is a 2-way tie in any division, the following hierarchy will apply:
 - 1. Head to head total Match Points will be used as the 1st Tiebreaker; if no score details beyond the Match Points were entered and the teams tied, then a coin flip will decide which team moves up or goes down.
 - 2. If tied on Points, Total Sets won in head to head match will be the 2nd Tiebreaker.
 - 3. If tied on Points and Sets, Total Games won in head to head match will be used as the 3rd Tiebreaker.

If the result can still not be determined, or if there is a 3-way or more tie in any division, the following will apply - total points won, then total sets won, then total games won across all teams that are tied will be compared, and the lowest team(s) drop or do not move up, even if they won in head to head competition.

Year end Standings	Division 1	Divisions 2 thru 6	Division 7
Top Teams move up	N/A	1 & 2 up	1 & 2 up
Bottom Teams move down	13 & 14 down	13 & 14 down	N/A

8. LEAGUE RULE CHANGES: *Should any matter arise and require intervention or ruling from the Rules Committee or the Board of Directors, any decision rendered shall be considered final and binding. The Board, along with any committees of the Board, reserves the sole right to add, delete, amend, or interpret any Rule at any time, as the Board sees fit.*



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**Appendix 3
Frozen Player Tracking**

FCPTL Frozen Lists
Season: 2011-12
Division 5

			Active Date	Inactive Date	Total		%	Week #1 10/23/11 Position #	Week #2 10/30/11 Position #	Week #3 11/06/11 Position #	Week #4 11/13/11 Position #	
New Canaan CC 5.2					44	19	25	43%	0-4	4-0	3-1	3-1
Frozen #1	Holmes	Stephen	10/23/11		6	3	3	50%	1L	1W	1W	1L
Frozen #2	Kjorlien	Jim	10/23/11		8	4	4	50%		2W	2W	
Frozen #3	Welles	Eric	10/23/11		11	7	4	64%	2L	1W	2W	2W
Frozen #4	Sturgess	Jeff	10/23/11		9	3	6	33%	1L	2W	1W	1L
Frozen #5	Stoops	Bill	10/23/11		4	3	1	75%			3W	
Frozen #6	Laub	George	10/23/11		10	5	5	50%	2L	3W	3W	3W
Frozen #7	Miller	Malcolm	10/23/11		3	1	2	33%	3L		4W	
Frozen #8	Sandreuter	Jeff	10/23/11	11/06/11	3	1	2	33%				
	Brayton	Tom	11/13/11		8	5	3	63%	3L	3W		2W
Divisions 1,3,5,5,7					34	11	23	32%	McManus 4L Irwin 4L	Monroe 4W Loop 4W	Ayoub 4W	Boeschenstein 3W Loop 4W-F Einstein 4W-F

- The grid shows...
 - All Frozen Players and replacements, with active/inactive dates
 - Tom Brayton replaced Jeff Sandreuter effective 11/13/11; Brayton's matches played prior to becoming frozen did not count towards his 4-match minimum
 - Had Sandreuter played any matches prior to becoming inactive, they would have counted towards Brayton's 4-match minimum
 - Running score total for individual Frozen Players, with position played each week
 - The team and individual Played and Won figures must be entered manually; the Lost and % figures and totals then calculate automatically
 - The % figure at the foot of the table records the % of total matches played by non-frozen players - ideally, this should be well below 50%
 - Other, non-frozen players who participated in each match (bottom right), and all Divisions the Club has teams in (bottom left)
 - This allows a Captain or Division Manager to ensure that Frozen Players are not playing down and/or players are not exceeding their 14-match maximum
 - Players involved in a forfeit (highlighted in red)
 - If there is a Forfeit, the names of the players receiving the point should be recorded; if frozen, this will count towards their 4-match minimum
- Contact your Division Manager with questions or for a copy of the Excel spreadsheet



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Appendix 4
Frozen Player FAQ

- **Why is there a Frozen Player requirement?**

By far and away the biggest complaint we have fielded over the years has been the number of D2 and D3 players playing down into D4, D5 and even D6. The rule is the product of consensus views from a wide range of people, and canvassing other leagues on how to deal with the issue. The most extreme solution was for us to restrict play to one match, per person, per weekend. Instead we opted for the "every team freezes eight" approach, which was viewed as somewhat less draconian.

- **Can I change my frozen list, and how?**

Changes can only be made through a submission to the Division Manager. They are effective one week after the manager confirms your change. Changes are permitted for injuries and player departures from the club.

- **If my club has a challenge ladder and our top eight players change during the season can/should we change our frozen list?**

No, see the question preceding this for the reasons to change the list during the season.

- **If I change my frozen list how does it affect the "four match minimum"?**

Each frozen list is comprised of eight slots. If "John" replaces "Bill" on the list, the combination of the matches played to date by John and all subsequent matches played by Bill counts towards the four-match requirement.

- **What happens if my frozen players don't play four matches?**

If a frozen player does not play 4 matches, the team will forfeit one point for each match under the minimum (4) that the frozen player misses.

- **If there is a forfeit due to a frozen player violation, does my opponent get credit for a win? How are those forfeits applied?**

Yes, the opponent gets credit. Matches that a team won will be reversed to a loss and applied starting with the last match of the season and working backward until enough wins are reversed.

- **My team has a top player who can only play 1 or 2 matches during the season because of travel and kids who play hockey, how should this be handled? Is he eligible to play, but should not be frozen?**

In general, freeze the next best player and make sure he gets in at least 4 matches. In this example, the better player, who was left unfrozen, should play for the team he would have been frozen on and or any higher teams that the club has. This player should not play in lower divisions.

- **If a club has two teams in a division, why are players in the second team not allowed to play up into the higher team?**

Managing rosters in this way would be an unfair advantage to the club, and improves its odds of not being relegated. Furthermore, if the matches were at 8:30 and 10:00, a frozen player could play twice, which is not permitted under the rules. The point is to play with the team to which you are assigned. This does not preclude a player who is frozen in Division 5, however, from playing up in Division 1, 2, 3 or 4.