



**CATA**  
Capital Area Tennis Association

# CATA

# League Regulations

A handbook for captains and players

Capital Area Tennis Association  
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Questions?

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Director of Leagues

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*Italicized red underlined  
text represents updates  
since the last revision.*

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All USTA League Regulations, including the following, shall apply to Capital-Area League Play.

## 1. Creating a USTA team via CATA

**1A.** CATA requires written permission from your home court facility prior to assigning a team number. The captain or tennis facility must submit this permission to [leagues@austintennis.org](mailto:leagues@austintennis.org).

**1B.** To request a team number, fill out a Team Registration form on the CATA website. Go to [austintennis.org](http://austintennis.org), click on Leagues, then Captain and Player Resources, then on Team Registration.

**1C.** Once the team registration form and court-use permission have been received, CATA will send you the team number within 48 hours.

**1D.** Once the team receives its number, players should go to [tennislink.usta.com](http://tennislink.usta.com) to register. Players will not be able to register if their USTA membership is set to expire before the end of the season. It is each player's responsibility to join or renew their USTA membership. All players must be at least 18 years old to register for a team.

[Team Registration Form](#)

## 2. Rosters and Refunds

**2A.** Teams that do not meet minimum roster requirements by the team registration deadline risk removal from the league. For minimum size requirements go to [austintennis.org](http://austintennis.org), click on Leagues, then League Descriptions, then the specific league.

**2B.** Teams may add players to their roster, up to the league's maximum, throughout the season.

**2C.** If a player needs to be removed from a team's roster, the team captain or the player must send in a written request to the Director of Leagues. The player cannot be removed from the roster if they have started a match for the team.

**2D.** If a player decides not to play before the season starts, they will be eligible for a league credit to be used within the same championship year (September to August). The request must be made before the start of the season, and the team must remain intact. Once the season starts, there will be no refunds or credits.

**2E. Refunds:** CATA will only issue a refund if a team or flight does not make. If a refund is issued, it will be less the \$3 TennisLink fee and a \$3 processing fee. Absolutely no refunds will be issued at any time during a season for injury, relocation, or lack of play. Refunds must be claimed within two weeks of the season start date by submitting a written request to the Director of Leagues or they will convert to league credits.



### 3. 51% Rule / 40% Rule for Two-Team League

**3A.** The 51% Rule states that at least 51% of the roster players must be rated at the level of play entered. Consequence of violation is that the team will be subject to removal of players until the team follows the rule. Captains are strongly advised to check the USTA rating of each player they invite to join their team.

**3B.** An exception to the 51% Rule would be the winner of the previous local league who wish to remain together as a team and play at the next higher level of play of the same league in a subsequent season. In this case, 75% of the original team must remain together.

**3C.** The 40% rule states that if an adult league or age group division consists of only two teams in a level of play at 2.5, 3.0, 4.5 and/or 5.0, each team must maintain its roster with at least 40% of its players at the designated level of play. Adult Leagues at 3.5 and 4.0 must have a three-team league to qualify for the 40% Rule.

**3D.** This regulation does not apply to Age Group divisions using combined NTRP level.

**3E. Waiver Request:** Any team requesting exception to the rule must send it in writing to the Director of Leagues for approval no later than two weeks prior to the minimum roster deadline.

### 4. NTRP Rating

The table is titled "General & Experienced Player Guidelines" and lists NTRP levels from 1.0 to 5.0. Each level has a corresponding color-coded cell containing text describing the characteristics of players at that level. For example, level 1.0 is described as "Beginner" and level 5.0 as "Advanced".

[General NTRP Guidelines](#)

**4A.** A USTA rating is required for league play in all levels. Unrated players will need to complete the self-rating questionnaire on TennisLink when registering for a team.

**4B.** For straight NTRP level leagues, such as 4.0, players cannot have a rating higher than the level of play entered. Players may play up one NTRP level (.5) above their current NTRP level, e.g., a 3.5 can play on a 4.0 team.

**4C.** For combined NTRP level leagues, such as Mixed 9.0 or 65 & over 7.0, the combined NTRP of each doubles line cannot exceed the NTRP rating of the level entered. The NTRP difference between teammates on a line may not exceed 1.0. The minimum NTRP level for 6.0 is 2.5; 7.0 is 3.0; 8.0 is 3.5; 9.0 is 4.0; 10.0 is 4.5.

**4D.** Players with an "M" or "T" rating, who then participate in an adult league, must self-rate to enter a division.



## 5. Multiple Team Registrations

**5A.** You may play on multiple teams of different levels (such as 3.5 and 4.0) regardless of team play days. You may play on multiple teams of the same level (such as two 3.5 teams) if the teams play on different days (such as Thursday and Saturday).

**5B.** During a qualifying season, a player on a may be on a weekday and weekend team of the same level, (i.e. ladies weekday 3.5 and ladies weekend 3.5). Should a player find themselves on both an advancing weekend team & an advancing weekday team of the same level, they will be required to fill out a Primary Team Declaration Form. These forms are only necessary for those teams involved in playoffs. The Director of Leagues will instruct teams to submit their primary declaration forms when notifying them of their playoff status. The form can be found at the CATA website: [austintennis.org](http://austintennis.org) underneath Leagues, Captains & Players, and then primary team declaration form.

[Primary Team Declaration](#)

## 6. Match Prep

**6A.** All teams are required to secure at least 3 courts for all 5-line home matches, and at least 2 courts for 3- or 4-line home matches.

**6B.** Courts must have drinking water and access to restroom facilities for league players for regularly scheduled matches.

**6C.** Home team is required to provide USTA-approved tennis balls for all home matches.

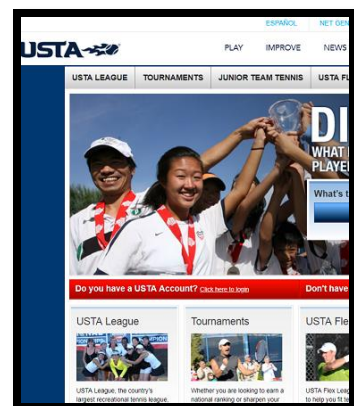
**6D.** Shorts, skirts, and t-shirts are acceptable attire. Most private clubs require male players to wear shirts with sleeves. Men and women must wear shirts during league play.

**6E.** It is the home captain's responsibility to contact and confirm match details (court availability, start times, match captain contact information if they will not be in attendance, bathroom access issues) to the visiting captain no later than 48 hours prior to the match.

**6F.** It is the visiting captain's responsibility to provide match captain contact information to the home captain no later than 48 hours prior to the match if they will not be in attendance.

**6G.** Please consult the home team captain for facility rules regarding having alcohol or pets on the grounds, as well as Covid-19 procedures.

**6H.** Access to team rosters, schedules, blank scorecards, and contact information is available on TennisLink.



[TennisLink](#)



## 7. Match Play

**7A.** Match play is un-officiated. Coaching is not allowed during USTA league play.

**7B.** All lines must begin play by 15 minutes after the scheduled match time or risk default. Each line plays best 2 out of 3 tiebreak sets with a 10pt tiebreak in lieu of a third set. Between points, a maximum of 20 seconds is allowed. A maximum of 90 seconds is allowed on changeovers. There is a 2-minute break after each set. Tiebreaks are considered a continuous game with sitting not allowed during changeovers. Bathroom breaks can be taken as needed. Players are encouraged to go during changeovers and with deliberate speed.

**7C.** Medical time-outs are not allowed unless a referee or official is present. It is recommended that players experiencing physical distress retire from matches and not risk long-term injury.

**7D.** When less courts are available than lines playing, the order of play will be:

1. **Doubles 1** 2. **Doubles 2** 3. **Doubles 3** 4. **Doubles 4** 5. **Singles 1** 6. **Singles 2** (omit positions not playing in your league). This format may be changed if both captains agree in advance.

**7E.** A default will occur when a player is not on court within 15 minutes after the scheduled match time. In a match with a staggered start time due to court availability, a player is defaulted if more than one hour has elapsed since the official match start time and 15 minutes has elapsed since a court became available.

**7F.** Indoor or covered courts are allowed for use as home courts, makeup matches, and floater matches. Indoor match status may not necessarily be indicated in tennislink. We strongly encourage home captains to notify the visiting team asap when indoor courts will be utilized. However, communication is a joint responsibility, shared by both captains. If there is any question as to whether indoor or outdoor courts will be used, and the home captain has not initiated the discussion, the visiting captain should inquire. The home team is responsible for any additional fees incurred from playing scheduled matches indoors.

**7G.** Exchange line-ups 5 minutes before the scheduled match time and assign all players their courts and give balls. No line shall begin play before the 15-minute default time unless all players from the higher line(s) are present. Defaults must be from the bottom up, i.e. singles 2 before singles 1, or doubles 3 before doubles 2. Teams or individual players may only move up in a line-up. A player may be replaced/switched under the following conditions:

**7Ga.** If an injury occurs during warm-up or a player fails to show, then an eligible replacement may be made within the 15-minute default time. The eligible replacement must replace injured or no-show player.

**7Gb.** If more than one player from different lines are unavailable for play and there are no replacement players, the available player from the lower line **MUST** take the place of the unavailable player at the higher line to form a new team at the higher position as defaults must be from the bottom up.

Wins	Losses	Indiv Wins	Indiv Losses	Sets Lost	
3	2	14	11	25	
3	0	10	5	12	
0	4	9	14	30	

Result	Date	Opponent
Won 4-1 Confirmed	10/21/2018	Westover Club
Lost 1-4 Confirmed	11/4/2018	Lakeview Lotts, Hicks and Shanks
Won 4-1 Confirmed	11/15/2018	
Lost 2-3 Confirmed		

↑  
View  
ever  
date

Date: 11/11/2018  
Team: Pansing Shots 4 & 5  
Opponent: Westover Club  
Action: [Print Blank Score](#)  
[View Score](#)  
[Enter Score](#)

[Print Blank Scorecards](#)



## 7. Match Play (cont'd)

**7Gc.** Defaults must be communicated prior to the line-up exchange. Unaware captain can re-order their line-up if defaults are not communicated.

**7H.** *A team must play the majority of lines each team match or that match shall be considered a "team default". If a "team default" occurs for any reason during round robin play, the defaulting team will:*

- *Default all remaining matches in the round robin.*
- *The defaulting team must split up in the next championship year, same league type/ level, with no more than 4 members of the defaulting team on a roster. If there are extenuating circumstances, the defaulting team Captain may appeal the "split up" penalty by contacting CATA's Dir of Leagues.*

**7I.** Players must be registered to play at the start of their match or the line is defaulted.

**7J.** Winning captain has primary responsibility to report scores in TennisLink, but either Captain may enter scores within 48 hours of the completed match. Score disputes must be filed within 48 hours of the completed match. If not confirmed or disputed within 48 hours reported scores will be considered final and not subject to change. Scores cannot be entered in TennisLink until all lines are completed.

**7K. Winning a match.** A team match will consist of the number of individual matches outlined in the following table:

Division/Age Group	Format	Winner Decided By...
18 & Over 2.5, 5.0, Open	1 Singles 2 Doubles	2 individual matches won*
18 & Over 3.0, 3.5, 4.0, 4.5	2 Singles 3 Doubles	3 individual matches won*
Adult 40 & Over all levels	1 Singles 4 Doubles	3 individual matches won*
55 & Over; 65 & Over All Mixed Leagues Combo; Tri-Level; Lonestar Fall Fun Flex League Summer Doubles	3 Doubles	2 individual matches won*

\*- In the event a double-default causes a match to be tied in individual matches won, the winner will be decided by the tiebreakers outlined in the Adult 40 & Over league.



## 7. Match Play (cont'd)

### 7L. FLOATING MATCHES

**7La. Scheduled Floating Match.** A scheduled floating match is a match that cannot be assigned a time and date due to facility availability. Scheduled floating matches will be communicated to facilities and Captains by email at the beginning of the season and will also be indicated in Tennislink with an “irregular date” so that they appear at the top of the schedule. Captains have 3 weeks from the official season start date to establish a plan, that allows them to complete these matches and exchange lineups. The actual matches can be played as a team or line-by-line, at any time prior to the end of the season.

**7Lb. Facility-Initiated Floating Match.** A facility-initiated floating match is a match that must be moved due to an unforeseen facility conflict, after the schedule has been released. If the facility contacts the Captain directly, that Captain must inform the opposing Captain and Dir. of Leagues of the conflict within 24 hours. Captains then have 1 week to establish a plan that allows them to complete these matches and exchange lineups. The actual matches can be played as a team or line-by-line, at any time prior to the end of the season.

**7Lc. Captain-Initiated Floating Match.** A Captain-initiated floating match is a match that Captains have agreed to reschedule for any reason. Captains are responsible for working out all the details of these matches. Matches can be played as a team or line-by-line at any time prior to the end of the season. Incomplete Captain-initiated floating matches become double defaults at the end of the season.

## 8. Post-Season Play

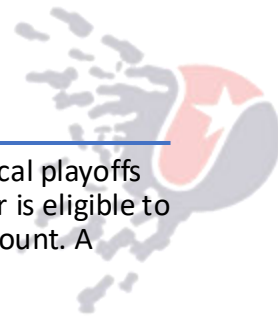
**8A.** The playoff format for qualifying seasons will be communicated by the Director of Leagues to team captains with the finalized schedules at the beginning of each season.

**8B.** If a wild card team(s) is required to round out the playoff structure, the team(s) that is invited to participate will be determined by their game winning percentage as stated in TennisLink. If game winning percentage is not available, overall win/loss percentage will be used.

**8C.** The winner of playoffs will qualify for Sectionals. The playoff’s runner-up will qualify for Little State (if offered) and be eligible for a Sectional wild card (if available).

**8D.** A “C” computer-rated player is eligible to participate in local playoffs and Sectionals if they have two qualifying matches (one received default may count). A player is eligible to participate in Nationals if they have three qualifying matches (one received default may count). A retired match counts as a full qualifying match for all involved.





## 8. Post-Season Play (cont'd)

**8E.** An “S” self-rated or “A” appealed-rating player is eligible to participate in local playoffs and Sectionals if they have completed three matches. An “S” or “A” rated player is eligible to participate in Nationals if they have completed four matches. No defaults will count. A retired match counts as a full qualifying match for all involved.

**8F.** Each player on a team that withdraws from Sectionals within 14 days of the tournament or leaves Sectionals causing a full team forfeit before completing all scheduled matches, cannot advance to any Texas Sectional Championships in the following year. The players through their league coordinator may appeal their suspension within 14 days of notification to the Sectional Appeals Committee who may grant relief under extenuating circumstances.

**8G.** Any regularly scheduled league match involving a team in which 50% or more male or female roster players is scheduled to play in a USTA Local Playoff, Little State, Sectionals, Nationals or NTRP National Championships and/ or CATA sponsored event shall be granted an automatic reschedule by the Dir. Of Leagues and the opposing team. The opposing team Captain must be notified at least 7 days prior to the scheduled match date. If a conflict arises less than 7 days before a regularly scheduled league match, the Dir. Of Leagues must approve the reschedule. Once both Captains acknowledge the rescheduled match, they will have 72 hours to establish a plan to complete these matches following the inclement weather guidelines in 9D.

**8H.** The National Move-Up/Split-Up rule for teams attending Nationals only applies to the team for which the player advanced with, not to all teams the player is on.





## 9. Inclement Weather Conditions Guidelines

**9A.** Either captain may reschedule the match if any of the following weather conditions exist at the match site, at match time: rain or wet; actual temperature is below 40 degrees or higher than 100 degrees as verified by weather.gov.

**9Aa.** If the visiting captain unilaterally reschedules the match, they are responsible for half of any fees associated with rescheduling. If the home captain unilaterally reschedules a match, they would be responsible for any fees associated with rescheduling. If captains agree to reschedule, we encourage them to share responsibility for fees associated with the rescheduling.

**9B.** If none of the lines have played a single point before the match is suspended due to inclement weather, the entire line-up is null and void and captains may alter line-ups for the make-up match. Any defaults given are rescinded.

**9C.** If any line has played a single point before the match is suspended due to inclement weather, the entire line-up is frozen, and those players must play the make-up match. If any of the original players become unavailable to play the match they must default the line.

**9D.** Inclement weather make-up process before play has started:

**9Da.** Exchange line-up same day of inclement weather in person or using the Line-up Exchange form on the CATA website. Once line-ups are exchanged, up to 50% of the players may be substituted, but cannot change to another line. A player that is subbed-out may sub back into their original line-up spot without counting as a substitution. Captains may submit an appeal to the league director for additional substitutions.

**9Db.** All lines rescheduled within 72 hours of the line-up exchange, line by line or the entire match. Any line(s) not re-scheduled and communicated to CATA using the Make-up Date form risks default. The time and date for the make-up match, once agreed upon, may not change except for the inclement weather conditions listed in 9A.

**9Dc.** The home team has primary (but not exclusive) responsibility for contacting the visiting team and offering alternate make-up date/time combinations for the match. Captains should consider any option that works for both parties. Captains are to show flexibility and good sportsmanship with this process.

**9Dd.** All lines should be played within three weeks or be posted by the end of the league season, whichever is sooner. Should the last match of a season be rained out, the match must be completed and posted at least 7 days prior to playoffs. If there is no playoff for that division, the match must be completed and posted within 7 days of the end of the league season. The Director of Leagues must authorize any extension.

**9De.** If inclement weather forces a reschedule of your make-up match, the 3-week rescheduling time frame resets.

**9E.** Inclement weather make-up process after play has started:

**9Ea.** Players must wait up to 15 minutes before officially suspending a match.

**9Eb.** Players must make a concerted effort to prepare courts for the resumption of play.



## 9. Inclement Weather Conditions Guidelines (cont'd)

**9Ec.** To resume play, captains must agree courts are playable. Any player may refuse to resume play if citing a safety concern pertaining to the inclement weather delay.

**9Ed.** If play cannot resume, exchange player contact information and reschedule on site, or follow the process outlined in 9D.

## 10. Grievances/Protest

**10A.** A grievance alleging a violation of USTA rules and procedures, standards of conduct, fair play and/or good sportsmanship may be filed in writing using the CATA online complaint form. Go to [austintennis.org](http://austintennis.org), then Leagues, then Captains and Players, then Complaint/Grievance.

**10B.** The complaint form must be submitted by a team captain, local coordinator, or league committee member, prior to the start of the next scheduled team match involving the protested individual or team, or within 24 hours after the end of the season, whichever occurs first. The grievance will then be forwarded to opposing party for a reply, as written.

**10C.** There is no fee for filing the complaint form. Complaints will be initially reviewed by the Executive Director, Director of Leagues, and the Leagues Committee Chairperson to establish if the complaint has merit. They will issue a Preliminary Ruling on the complaint.

**10D.** Any party to the complaint may appeal the preliminary ruling to the Grievance Committee for a \$50 fee. If the Grievance Committee rules in favor of the appeal-filer the fee will be refunded.

**10E.** Any party to the complaint appeal may appeal the Grievance Committee ruling to the Grievance Appeal Committee for a \$100 fee. If the Grievance Appeal Committee rules in favor of the appeal-filer the fee will be refunded.

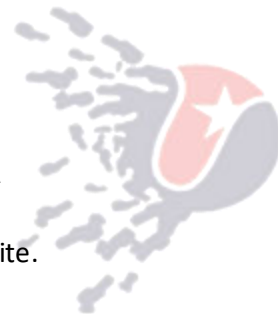
**10F. NTRP Grievance:** If the matter is an NTRP protest, a written protest must be submitted by a team captain to Todd Reed, NTRP Coordinator at USTA Texas, [treed@texas.usta.com](mailto:treed@texas.usta.com).

**10G. USTA Suspension Point System.** The CATA Leagues Committee has the responsibility to monitor compliance with rules, process complaints of rules violations, impose sanctions and take such other measures as deemed appropriate to promote sportsmanship within all CATA leagues. If a violation of the Code of Conduct is found to have occurred, depending upon the severity of the violation, the Leagues Committee may impose suspension points as outlined in the USTA Suspension Points table found at [austintennis.org/suspension-points](http://austintennis.org/suspension-points).

## 11. Know the Rules

**11A.** Captains and players should know the rules and be aware of all USTA National regulations, Texas Operating Procedures, Friend at Court guidelines, and The Code.

**11B.** Any issues not explicitly addressed in this handbook shall be left to the discretion of the Director of Leagues until the Leagues Committee can meet to discuss it.



## Captain's Responsibilities

1. Choose a facility for your team's home matches and obtain permission from that facility before requesting a team number. Ensure that your facility will allow USTA league play and can guarantee the minimum amount of courts for home matches.
2. Apply for a new team number prior to each league season through the CATA website.
3. Recruit enough players to meet the initial roster deadline.
4. Notify the team of league schedule and championship procedures for the league.
5. Know the league rules, The Code from Friend at Court, and Coman tiebreak procedure.
6. Ensure that team is adhering to all regulations and requirements during league play.
7. Verify your roster on TennisLink before allowing players to participate in league matches.
8. Make sure your contact information is up-to-date in TennisLink.
9. Make sure court fees are paid before your first match of the season (if applicable).
10. Contact the opposing captain at least 48 hours prior to each scheduled match and confirm court availability, start times, and acting captain if you will be absent.
11. Establish line-ups for league matches and inform team members. Exchange line-up at the designated match time and confirm opponents. Do not default the majority of lines.
12. Provide USTA-approved hard court balls for scheduled home matches, know specific court assignments and communicate this to the visiting team captain.
13. Enter/confirm/dispute scores in TennisLink within 48 hours of the match completion. Contact CATA for a disputed scorecard with explanation of the dispute.
14. Submit make-up match forms to CATA for inclement weather cancellations.
15. Submit general grievances to CATA. Submit NTRP grievances to USTA Texas.
16. Ensure that players have played in the required number of matches for post-season play.

## Player's Responsibilities

1. Know your NTRP rating before you register for a team.
2. Register for your team using TennisLink before participating in a league match. Be sure your membership is current through the entire length of the league season; otherwise, you must renew your membership to register for the team.
3. Notify your captain of your availability at the start of the season. Be ready to play at designated times and places as required by your league schedule and captain.
4. Proper tennis attire is required for match play. You may need to bring your own water, ice, sunscreen, towel, hat, etc.
5. Reimburse captain for additional team fees (i.e. balls, court fees, Sectional fees, etc.)
6. If applicable, declare your primary team by filling out the primary team declaration form prior to the start of playoffs if you play on multiple teams. (See 5B.)
7. Before match play, confirm you are on the correct court playing the correct opponents by introducing yourself to your opponent(s).
8. Silence your cell phone and make sure kids and spectators are respectful during play.
9. Be familiar with the league rules, The Code, Friend at Court, Coman tiebreak procedure and be a good sport and representative of the Greater-Austin tennis community on and off the court.
10. Start your match on time.



## CATA Leagues Contact Information

### Executive Director

**Fernando Velasco**     [director@austintennis.org](mailto:director@austintennis.org)     512-443-1342 x4

### Director of Leagues

**Casey Herridge**     [casey@austintennis.org](mailto:casey@austintennis.org)     210-275-3173

### Leagues Committee Chair

**Tony Kayser**     [Tonykayser@gmail.com](mailto:Tonykayser@gmail.com)

### Leagues Committee

Karen Brooks, Anthony Horsley, Leon Kincy, Meagan Labunski, Kathleen McDonnold, Guyanne Nichols, Corey Pavletich, Roger Vallejo, Danny Walker, Carol Welder

**CATA Website – [www.austintennis.org](http://www.austintennis.org)**

### League Flight Coordinators

**Guyanne Nichols**     Women 18+ & 40+ 2.5-4.5     512-922-1263 cell     [guyanne.nichols@gmail.com](mailto:guyanne.nichols@gmail.com)  
Weekday Leagues

**Karen Brooks**     Women 18+ & 40+ 2.5-5.0     512-423-0515 cell     [dockbs16@gmail.com](mailto:dockbs16@gmail.com)  
Weekend Leagues

**Leon Kincy**     Men 18+ 3.0-3.5     512-413-4225 cell     [leonatlennis@aol.com](mailto:leonatlennis@aol.com)

**Roger Vallejo**     Men 18+ 4.0-5.0     512-470-5501 cell     [roger\\_vallejo@hotmail.com](mailto:roger_vallejo@hotmail.com)

**Tony Kayser**     Men 40+ 3.0-4.5+     512-560-5261 cell     [tonykayser@gmail.com](mailto:tonykayser@gmail.com)

**Kathleen McDonnold**     Men and Women 18-39     512-797-9099 cell     [kmcdonnold@austin.rr.com](mailto:kmcdonnold@austin.rr.com)

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