



# Rules and Regulations

**Effective January 15, 2023**

*For further information please contact the RTC Manager*

[rtcmanager@outlook.com](mailto:rtcmanager@outlook.com) or 604 273 3631

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# RTC Rules and Regulations

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The RTC is for the enjoyment and benefit of all members and guests.

***Common Sense and Courtesy are all that is required.***

## Definitions:

1. Full Membership covers play on outdoor courts and indoor courts throughout the year.
2. Outdoor Membership covers play on outdoor courts only throughout the year.
3. Intermediate Members are members aged between 19 and 26:
  - a. Full Intermediate membership covers play on outdoor courts and indoor courts throughout the year.
  - b. Outdoor Intermediate membership covers play on outdoor courts throughout the year.
4. Junior Members are members aged between 6 and 18 with defined playing privileges.
5. Social membership covers members who may make use of the club house, attend social activities, play as guests and who may vote at general meetings. ***Social members may not book or play on any public paid court.***
6. The Public are Non- Members who may rent indoor courts.

## General:

1. Leave clubhouse lights on at night and ensure side gate is closed for security when leaving the premises.
2. Wear proper tennis attire & non-marking tennis shoes on the court.
3. Keep the noise down especially in the bubble.
4. Enter and leave the court together as an orderly group.
5. Turn off cell phones while on the court.
6. Do not spit.
7. No food or beverage courtside other than water/sports drinks in sealed containers.
8. Note the number on your tennis balls so that you may track them in the event they go onto another court.
9. If your ball goes onto an adjacent court wait for a break in play before asking for its return.
10. Return balls from other courts during a break in their play.
11. Spectators are not permitted courtside.
12. No booking preference given between doubles and singles.
13. Coaching only by club approved coaches.
14. Members may be instructed by a club approved coach in their standard booked time.
15. Guests must play with their host who is responsible for payment of the guest fee.
16. Children 9 and under must be accompanied by and supervised by an adult at all times.
17. No pets permitted on the premises.
18. All RTC equipment must stay on the premises.
19. ***Members of the office staff are not expected to interpret the rules.***
20. Report any infraction of the rules - in writing - to the Office or to a Board Member.
21. Do not attempt to handle infractions other than to refer to the applicable rule.
22. Ball machine may be used on Court 5 only (fee \$10).
  - a. Outdoor Season When no one is waiting for a court and when the office is open.
  - b. Indoor Season As an official booking for 60 or 75 minutes.

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## Intermediate Members:

1. Have full playing privileges as laid out for Full Membership and Outdoor Membership.
2. Intermediate members, both full and outdoor, are prohibited from booking or playing on any public paid court.

## Guests:

1. Guest fee is \$15 per day per guest regardless of age, payable before going on the court.
2. **Guests must play at all times with their host.**
3. **In the event that a guest wishes to play on the same day with another member but not with their original host then an additional guest fee is payable.**
4. Members may host guests up to 6 times indoors and 12 times outdoors in any 12 consecutive months. (For clarity: The same guest 6/12 times or 6/12 different guests one time or any combination thereof.)
5. Members may host up to 3 guests at any one time. (i.e. 3 guest times )
6. No one guest may play more than 6 times indoors and 12 times outdoors in 12 consecutive months.
7. Hosts are responsible for payment of guest fees.
8. Any booking made with a guest counts as one of the 6/12 guest visits regardless of whether or not the guest plays.
9. In the event that a guest, whose name was used to hold a booking cancels, the guest fee is still payable by the original host and this is counted as one of the twelve allowable guest visits.
10. Junior members may play as a guest but may not bring a guest.
11. Social members may play as a guest and must conform to all guest rules including the number of guest visits.
12. Outdoor members may play as a guest indoors.
13. *Guests may play Social tennis only if they are not playing on a booked court the same day.*
14. Guests may only hold one booking at a time.

## Social Play:

1. Pre-arranged games are not permitted.
2. Players must mix. It is not social to play with the same people throughout unless there is no other player waiting.
3. No person under the age of 18 may play social other than a Junior who has been granted adult playing privileges.
4. Each player must sign up for themselves and only for themselves.
5. **Except as permitted by Rule 7, players who have had a court booking earlier the same day that was not a Free Court, or who have a court booking later the same day, may not play Social.**
6. A player may not switch between regular courts and social courts while social tennis is being played.
7. After the completion of Social, a member playing Social may claim a Free Court or make a regular booking later the same day.

## Free Court:

1. A "free court" is a court:
  - a. not booked two hours prior to the start of any reservation period;
  - b. not claimed by the booked players within 15 minutes of start time;
2. A member may not claim a free court while still playing on a booked court.
3. A member may not claim a free court that immediately precedes or immediately follows their booked court unless

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the free court has not been claimed by its start time

*Note: Any Full Member or Full Intermediate Member may book a free court within two hours of that courts availability. First come first served. No charge.*

## Indoor Tennis

### Reservations

1. Reservation system is in place for all play in the bubble.
2. Times when courts are available or are blocked (for Coaching, Social, Tournaments etc.) are detailed on the web site. ([richmondtennisclub.com](http://richmondtennisclub.com))
3. Reservations may be made on-line or by telephone when the office is open. ([richmondtennisclub.com](http://richmondtennisclub.com) / 604-273-3631)
4. Two names are required to hold a reservation both of whom must intend to play.
5. Four names are required to hold a two-hour reservation. (2 x 60 minutes ) All names of players must be of members who intend to play.
6. Only one reservation may be held by a member at any one time and until that reservation is used or cancelled that member may not play except on a free court.
7. The 4<sup>th</sup> person in a doubles booking may have an advance booking; however, they cannot add their name at check-in and then also book a court. This applies to both regular bookings and two-hour bookings.
8. All players related to a reservation must check in prior to playing.
9. RTC Members, of all categories, are prohibited from booking or playing on any public paid court.

### Cancellations

1. Reservation cancellations must be made as soon as possible
2. Any player who cancels a court may not play on that court at the same time, as a new booking, as a free court or in making up doubles.
3. One player may be cancelled and replaced by another eligible player given a valid reason.
4. Failure to provide a valid reason for the replacement of a player may result in that court being cancelled.
5. Valid reasons could include sickness, injury, accident and/or unexpected work commitment and such reason will be noted when a replacement takes place.
6. Members of the office staff are not required to interpret rules.

## Outdoor Tennis

### Reservations

1. Reservation system is in place for all play.
2. Times when courts are available or are blocked (for Coaching, Social, or Tournaments etc) are detailed in the Gametime booking system.
3. Reservations may be made online, [www.richmondtennisclub.com](http://www.richmondtennisclub.com) Court Reservations, or by telephone when the office is open.
4. Two names are required to hold a court reservation, both of whom must intend to play.
5. Four names are required to hold a two-hour reservation (2 x 60 minutes). All names must be of members who intend to play.
6. Only one reservation may be held by a member at any one time and until that reservation is used or cancelled, that member may not play except on a claimed free court.
7. All players related to a reservation must check in prior to playing.
8. RTC members, of all categories, are prohibited from booking or playing on any public paid court.

### Cancellations

1. Reservation cancellations must be made as soon as possible.
2. Any player who cancels a court may not play on that court at the same time as a new booking, as a free court, or in making up doubles.
3. One player may be cancelled and replaced by another eligible player given a valid reason.
4. Failure to provide a valid reason for the replacement of a player may result in that court reservation being cancelled.
5. Valid reasons could include sickness, injury, accident and/or unexpected work commitment and such reason will be noted when a replacement takes place.
6. Members of the office staff are not required to interpret rules.

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## Junior Members:

1. Junior membership applies to players from 6 to 18 years of age.
2. Junior court use permitted as follows:

## Outdoor Courts: (All year)

<b>Note:</b> While bubble is up only courts 1 & 2 are available. Bubble covers courts 3, 4 & 5 and is normally up from mid- Sept thru mid-Apr		
October 1 – March 31	At any time	
April 1 – September 30	Mon – Fri	Noon – 5 p.m.
	Sat, Sun & Public Holidays	From 3 p.m. onwards
July & August	Tue & Thu	From 8 – 10 p.m.
Juniors may claim a court by writing their names and times on the sign up board. If all courts are in use they sign their names on the waiting list.		

## Indoor Courts

1. Bookings can be made:
  - a. For the next day starting at 7pm the day before for a court fee of \$10 per junior (max. \$20 per court.) These are considered “Jr Claimed Courts” and may include a club approved coach, or a parent who is a member, and treated as a free court for that member.
  - b. On an indoor “free” court 2 hours or less prior to the court time for a fee of \$10.
2. Juniors may book and pay for Public Court time with other Junior members or club approved coaches.

## Junior Rules:

1. Children 9 and under must be accompanied by and supervised by an adult at all times.
2. Playing time on outdoor courts is 45 minutes.
3. Courts may not be booked if Gold Star lessons or special events are taking place.
4. Juniors may not bring guests to the club.
5. Whenever junior activities are scheduled on designated courts, the remaining courts are adult preference. Juniors may play on these courts if they are empty but must vacate if adults arrive.
6. Adult Playing Privileges may be granted to a junior at the discretion of the Board.
7. Wear proper tennis attire & non-marking tennis shoes on the court.
8. Keep the noise down in the bubble and enter and leave the court together as an orderly group.
9. Turn off cell phones while on the court.
10. **No food or beverage courtside other than water/sports drinks in sealed containers.**

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## Public:

### General

1. Members of the public may book public courts between Oct.01 and Mar.31 at times designated by the Board.
2. Courts may be booked 72 hours in advance by calling the office at 604-273-3631.
3. Only one booking may be held at any one time.
4. Names of all players must be provided at time of booking.
5. Court rental may be renewed after play if any court is available.
6. RTC members (full, outdoor, intermediate and social) are prohibited from booking or playing on any public paid court.
7. RTC Juniors may book and pay for Public Court time with other Junior members or club approved coaches.

### Rules

1. Do not go into the bubble until the actual time of your booking. The opening and closing of the doors is very distracting to players on the court.
2. Wait within the revolving door until there is a break in play before proceeding to your court.
3. Wear proper tennis attire and non-marking tennis shoes while playing.
4. Keep the noise down in the bubble.
5. Turn off all cell phones while on the court.
6. Enter and leave the court together as an orderly group.
7. Note the number on your tennis balls so that you may track them in the event they go into another court.
8. If your ball goes onto an adjacent court wait for a break in play before asking for its return.
9. Return balls from other courts during a break in their play.
10. Spectators are not permitted courtside.
11. Coaching by club approved coaches only.
12. When time is up please leave the court promptly.
13. No more than 6 balls are allowed onto the court while playing.

Please enjoy playing at the RTC

***Contact the office for future bookings***

**604 273 3631**