Junior Team Tennis Team Coach/Captain:

Thank you for volunteering to be the team parent/captain for your child's tennis team. Below listed your team players and their telephone numbers should be listed.

Teams Age Division and Skill Level_____ Team #_____

Player's Name	Email Address	Telephone Number

Responsibilities:

- The regular season match dates are: June 16, June 23, June 30, July 7, July 14, July 21, and July 28. Players must be at match location at least 15 minutes prior to the scheduled start time. Call each player, get his/her vacation schedule and mark those days on the schedule. Then mix and match the kids so that they get close to the same amount of matches for the season. A player may play one singles match and a doubles match in one day. Please let all team members know that the schedules and standings are available online at TennisLink.
- Set up a driving schedule for the away matches and a drink and snack schedule for the home matches.
- On the **Thursday before the match**, the home team coach/captain should call the visiting team coach/captain to confirm the time and location of the match and other particulars, such as if there are not enough courts or players to play all 3 positions at the same time.
- After each match the **scorecard should be filled out and signed by each team coordinator**. It is the responsibility of the winning team to then enter the scores on TennisLink. **Scores that are not entered by Wednesday at noon can be recorded as a total team default for the winning team.**
- Standings will be available on TennisLink as soon as scores have been entered.
- State Championships will be held for qualifying teams on August 8-10, 2014.

Things to Remember:

- An adult must supervise all team matches.
- Your team should arrive at least 15 minutes prior to match time.
- Practice and promote good sportsmanship.
- NO COACHING IS ALLOWED.
- Sign the scorecards to verify scores. Keep all scorecards on file until the end of the season.
- Notify opposing team of any club/facility particulars.
- Have players regularly check team standings on TennisLink.
- Have fun!
- ***Please make sure that everyone is aware that all matches may not go on at the same time. Matches are scheduled to be played singles followed by doubles or vice versa…doubles followed by singles. If there are 4 players for each team and 3 courts available, then all 3 matches can be played at the same time.***