



BRITISH TENNIS



COURT BOOKINGS SYSTEM RULES & ETIQUETTE

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1) Rules - General

1.1 Members can **book** court time (up to a maximum time and see also 1.9) as follows:

- Seniors – up to **2 hours court** time per day
- Juniors/Minis – up to **1.5 hours or 90 minutes** per day** (NB: the system defaults to a 90 minute slot)

1.2 Don't leave gaps on the system of 1 hour or less between your booking and an existing booking if possible

1.3 You must delete bookings you will not use – we keep a log of who does or doesn't turn up – deleting a booking releases the court automatically, so its free for others to book that slot.

1.4 Bookings can be made up to **14 days** in advance - the system takes care of timings automatically.

1.5 Members will be able to modify or delete their own bookings **only** (once signed into 'iClick')

1.6 The Match Secretary has absolute authority to cancel or move any bookings at his/her discretion. An e-mail notification will be sent to the member (or contacted via phone), where possible.

1.7 Please add your opponents name in your booking – this helps the match secretary to monitor bookings.

1.8 Only Senior members can invite playing guests on any basis ; Junior/Mini members may invite junior/mini guests for tournament or matchplay purposes only (see below). Both Seniors and Juniors/Minis must pay the appropriate guest fee for the visitor.

1.9 ****Juniors/Minis specific rules :**

- They can book **up to 5.30pm** weekdays & Saturdays only. This includes for box league or tournament matches (including against junior/mini guests from other clubs) - or practice time.
- As mentioned above: maximum time - 90 mins per Junior or Mini per day
- Parents of Mini players seeking to book courts should liaise with the Junior Co-ordinator in all instances

2) Court 4 / 5 Rules:

2.1 On Monday evenings from 8.30pm: Court 4 is solely for **Box League, Handicap Tournament or Club Tournament Matches**. In addition, Court 4 will be available from the earlier time of **8pm** for the **final 2 Mondays** of each Box League campaign.

2.2 On Sundays, Court 5: This court can only be booked for **Box League, Handicap Tournament or Club Tournament Matches**, unless there is a Team League Match scheduled.

Exceptions :

If Court 4 on Monday evening or Court 5 on Sunday - has not been booked for a **Box League, Handicap Tournament or Club Tournament Match 2 days prior to that date - then members are entitled to book court time for their own use - except for Court 5 between the hours **1.30pm and 4.30pm Sundays**. During this time, Court 5 will default to club session use.**

3) Etiquette

3.1 Cancel **unwanted bookings online** a.s.a.p. Note: this is not the responsibility of Match Secretary

3.2 No speculative bookings.

3.3 Please apply **common sense and consideration** to other members in the spirit of the rules shown. The system is reviewed and monitored by the match secretary and the match and tournament sub-committee.

NOTES: To manage or check your booking at the club – use the PC upstairs. Log in as the 'everyone' id in Windows