



# ROTHESAY TENNIS CLUB

## New Member Handbook

### Communications & Information

WELCOME to the Rothesay Tennis Club. There is so much that Your Membership provides. A good starting point is familiarizing yourself with the website portal at [rothesaytennisclub.com](http://rothesaytennisclub.com).

The site has an enormous number of functions that serve to enhance your experience at the Club. A few of these include, how to find a playing partner or lessons, signing up for league or special events, buying club merchandise, and using the webcam to know if courts are busy or wet any moment.

It is also important to ensure you are on the weekly newsletter distribution list for calendar events and special notices. It's a good practice to send an email to [info@rothesaytennisclub.com](mailto:info@rothesaytennisclub.com) to request you be added.

### Key Contacts

The single point of contact for questions or comments is the email address [info@rothesaytennisclub.com](mailto:info@rothesaytennisclub.com).

Over time, you will become more familiar with the individuals that support Club governance and operation. In general, The Club is governed by an executive of 4 people on the board. These 4 people are provided support by a number of committees. In addition, the Club is supported by a Club Pro(s) and 4 Summer Students. Take a moment to review the cork board on the Clubhouse deck, which profiles some of these individuals, as well as the Club Code of Conduct, which is also on the Club website portal.

### Club Hours

Courts are available for use all the time with 3 exceptions: 1./ The lights go out at 11:00 pm. 2./ Court watering at dawn can limit play - courts should not be played on if there are puddles and 3./ Scheduled events. Refer to the web and weekly newsletter for calendar of events.

### Outside of Court

Three aspects of the Club facilities to be familiar with - other than the courts, are the clubhouse, the shed, and the parking lots.

The **Clubhouse** is used as a kitchenette for special events, an equipment room, as well as two washrooms. It also has the panel to turn on court lights when needed. If you arrive in the evening, and they are not on, the switches to turn on are at the panel inside on the far right corner. Court lights shut off automatically at 11:00 pm. The clubhouse is to be locked every evening, and the clubhouse main entrance should always be closed from 5 PM onward. Access to the clubhouse can always be gained by members using the combination code.

The **Shed** is located outside the fence in back of court 1. For members, this is where you will locate the ball machines should you wish to use them. Ball machines do not require booking or signing on, however it is imperative that you have a fellow member or staff member provide you with an overview of their operation before using. All on court rules and etiquettes apply to ball machine usage as well. Access to the shed can always be gained by members using the combination code.

The Club has **2 Parking Lots**. One is located along side the courts. There is room for 7 vehicles. When parking here, be mindful of 1./ Your headlights and the distraction they cause to players on court and 2./ Obstacles: be careful of people surroundings as well as well cap and trees. This can be a congested area. The other larger parking lot is down below court 1. There is ample room to park up against the hill to court 1. Be mindful that this area is not lit in the evening.

## Inside the Court

Before entering the courts be aware of the following:

- If a court is available, set your timer for the court number you are about to play. The timer sets for **one hour** and is to include your sweeping / line cleaning time.
- If a court is not available, determine from the clocks which court will next be available and hang your racquet on the fence which indicates someone is waiting. Note: if it is not evident by looking at the timers, which court is next up, it is fine to ask anyone currently on the courts.
- Check your footwear. You should be using a court shoe. Shoes with aggressive tread can damage the court.

When ready to enter the courts, choose from the entry point close to your court, either between 1 and 2, or alternatively at court 4. When entering the courts, and walking to your court, check to ensure you are not in the direct line of sight of players playing a point before proceeding. If multiple courts are available and you are new to the game and learning, court 1 and 4 may be optimal, because they limit the risk of stray balls rolling out of court to one side. On courts 1 and 4, there is a bench and side fence for your tennis bag. Be mindful on Courts 2 and 3 that your tennis bag does not impede players on adjoining courts.

**YOU ARE READY TO PLAY.** Regardless of your experience or skill set, balls will stray from your court to the back of or on adjoining courts. If a ball strays from you to another court that is in play vocalize "*ball on court X*" quickly and loudly to stop play on that court and avoid risk of injury for players. If a ball strays from your court to the back of an adjoining court, wait until play stops to retrieve the ball, or ask assistance from adjoining players to send the ball back. Retrieving from or returning balls to non-adjoining courts should be done with limited interruption to court play in between.

As your hour of allotment is approaching, and there are players waiting to play, allow 5 minutes to complete sweeping and line cleaning. Find the closest broom and line roller, again minimizing disruption to other courts. Sweeping in either direction pulling broom ensuring you cover all footprints beyond the baseline. Ensure all brooms and rollers are returned to a hanging position on the fence. Collect all garbage, and leave court, again with minimal disruption to other players in play.