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Ville de  City of
Côte Saint-Luc
Service des loisirs et des parcs
Parks & Recreation Department

RULES & REGULATIONS

Côte St-Luc Tennis Club

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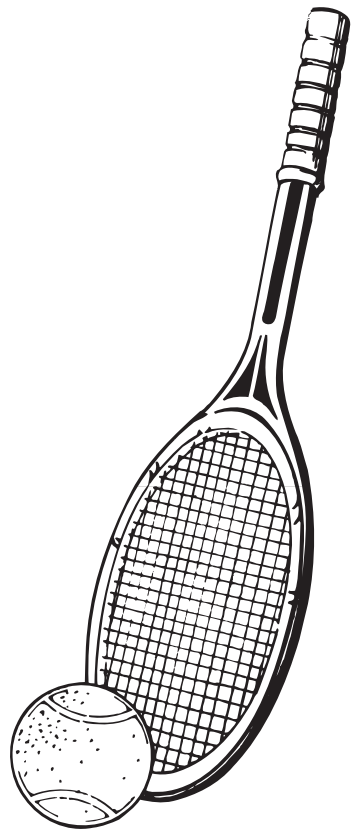


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THE CÔTE ST-LUC TENNIS CLUB

RULES & REGULATIONS

These rules apply to ALL members regardless of age, gender & membership status.

1. GENERAL CODE OF CONDUCT

- 1.1. The following rules have been duly approved by the Board of Directors (the “Board”) of the Côte Saint-Luc (the”City”) Tennis Club (the”Club”) and may be amended by the Board at any time. Such amendments will take effect immediately after they have been posted on the clubhouse notice board.
- 1.2. Failure by a member to comply with these rules, after due notification by the Board, may result in temporary or permanent suspension of membership privileges.
- 1.3. Members of the Club, including Juniors, their families and guests (“Members”) shall indemnify, defend and hold harmless the City, its elected officials, employees, volunteers and agents, against all claims, demands, damages, losses, causes of action, costs and expenses, whatsoever, without limitation, in capital, interest and judicial and extra-judicial costs, arising from injury, including death, to any person; or from damage to any property, when such damage arises in whole or in part from the acts, omissions, negligence or fault of the Members, its shareholders, directors, officers, employees, agents, sub-contractors, suppliers and other persons for whom the Members is responsible. All use of property and facilities and participation in any event or activities at the Club are voluntary, and all risk, loss or injury arising in any manner whatsoever (including negligence) is expressly assumed by the user.
- 1.4. All Members must adhere to the City’s Public Anti-Harassment Policy as outlined on the City’s website.
- 1.5. **Members, their guests, and all others using the Club premises and facilities are to conduct themselves at all times in a manner that is not disruptive to other members and that is in compliance with the regulations of the Club. This includes using courteous language and showing respect for Club property and staff at all times.**

2. MEMBERSHIP

- 2.1. Membership dues must be paid prior to play.
- 2.2. There are 5 individual categories of tennis membership:
 - Senior (age 60 and over)
 - Adult
 - Student (Full-time student in CEGEP or University)
 - Junior
 - Family Plan (includes family members living in the same residence or couples)

- 2.3. With respect to pool memberships:
- All members may have immediate family (living at the same address) join as pool members.
- 2.4. Membership fees are refundable in accordance with the current Refund Policy of the City of Côte Saint-Luc. Fees already paid will be pro rated with the usage of membership, subject to the rules of the City of Côte Saint-Luc.

3. HOURS OF OPERATION AND SEASON DURATION

- 3.1. The Club normally operates from the first week of May to the end of October. If weather conditions permit, a few courts may be available earlier or later but the clubhouse may not be open.
- 3.2. Premises of the Côte Saint-Luc Tennis Club are open only to staff, members and guests, during the following hours of operation:
- Tennis Courts:
- Weekdays: Mon – Thurs:
 - 8:00 a.m. - 10:00 p.m.
 - Weekends: Fri, Sat, Sun:
 - 8:00 a.m. - 9:00 p.m.
- 3.3. Court play must be completed no later than 10:00 p.m.
- 3.4. Courts may be closed during normal hours of operation for maintenance or weather damage. Authority to close or re-open courts

4. GUESTS

- 4.1. Members must register their guests in the Guest Book. For pool or tennis privileges, the applicable guest fees must be paid before using the facilities.
- 4.2. **Members are responsible for the behaviour and attire of their guests. After discussion with the member, a manager or staff member may refuse access to the courts of any guest who is not dressed according to the club regulations.**
- 4.3. An adult member may entertain up to three playing guests. The member may consult the Manager, in advance, for authorization of exceptions to this rule.
- 4.4. An individual guest is permitted a maximum of five (5) visits in any membership year. A guest who wishes to play more than five (5) times will be required to join the club as a member. All guest fees already paid will be deducted from the membership fee.
- 4.5. Guests are permitted to use the courts or the pool on weekends and holidays starting at 1pm. Guest are not permitted to use the courts during tournaments, round robins or other busy periods, at the discretion of the Manager or the staff member on duty. Members are advised to inquire about special activities before arrival.
- 4.6. Non members taking clinics*/lessons will pay the guest fee and be able to have access to the premises for the remainder of the day, (except at busy times, i.e. weekends and holidays until 1pm, tournaments, interclub).

4.7. Non members will have a limit of five (5) clinics/lessons after which to continue clinics/lessons they must become a member.

5. COURT BOOKINGS AND PROCEDURES

5.1. A court can only be assigned by a court attendant or club manager.

5.2. A player can book only one court and must be on the premises at the time of booking.

5.3. Parties who are not on the club premises five (5) minutes before their court time will lose their court and must request a new court booking with the court attendant.

5.4. When courts are full:

- The people who have been playing the longest will be the first to be replaced;
- Singles shall be replaced before doubles if both have gone on at the same time;
- Doubles placement shall be given priority.

5.5. Singles courts are assigned 30 minutes of play while Doubles courts are assigned 45 minutes. Parties of three (3) are considered doubles. In the event there exists empty courts play time may be extended.

5.6. Players who are taken off a court must wait a minimum of fifteen (15) minutes before they are allowed to take other players off a court. Similarly, a person coming off a court must wait fifteen (15) minutes before playing with a person who has tagged up without a partner.

5.7. Players who walk onto a court without booking will be taken off immediately and must present themselves to the court attendant to request a new court booking.

5.8. Players who are assigned as singles play who are joined by a third and fourth party without signing up with the court attendant will be treated as singles with 30 minutes of play.

5.9. Adult/Senior/Student members* shall have priority between the following hours:

- On weekdays from 8:00 am until 11:00am and 6:00 pm until 8:00 pm
- On weekends from 8:00 am until 1:00 pm

* The board may provide selected juniors with junior privilege which will accord them rights to play during these restricted times.

5.10. When the minimum wait time exceeds 30 minutes, doubles play will be invoked. At this time, a maximum of two (2) courts will be available for singles play. This decision will be at the discretion of the court attendant, club manager or manager-on-duty.

5.11. Players who fail to take possession of their assigned court within five (5) minutes of the start time forfeit the court. In this case the board attendant will attempt to advance another reservation or allow the occupying players to continue play until the next time period.

- 5.12. An empty court must always be assigned before an occupied court.
- 5.13. On interclub days, courts reserved for these matches will be closed for maintenance one (1) hour prior to the commencement of the matches. These courts will be usable whenever they are ready for play by interclub players only. Also, interclub players may not use other courts after 5:30 pm unless they are empty, and interclub players may be asked to leave the court by the attendant if other members arrive.
- 5.14. Decisions of the board attendant, club manager or manager-on-duty regarding court assignments are final.

6. ROUND ROBINS, INTERCLUB AND TOURNAMENTS

- 6.1. A maximum of four (4)* tennis courts may be used for the purpose of “Interclub play” or “Tournaments” on weekday evenings and on Saturday, Sunday, and Holidays.
* With the exception of the Senior Canadian Nationals Tournament, where 6 courts on the first day (Sunday) of the tournament from 1pm onward will be required.
- 6.2. When 4 tennis courts are being used for the purpose of “Interclub play” or “Tournaments” on weekday evenings, the Club Pro may not give lessons from 1 hour before interclub /tournament play (for maintenance) and during interclub/tournament play.
- 6.3. “Interclub play” and “Tournaments” may not be scheduled on Saturday, Sunday, and holidays before 1:00 p.m. with the exception of “Tournament Finals”.
- 6.4. A grace period of fifteen (15) minutes is provided for the late start of “Interclub play”. Thereafter, the court(s) is/are ceded to non-interclub members for the remainder of one (1) thirty-minute time slot. The interclub play may start upon the completion of this time slot.
- 6.5. “Interclub players” cannot play on other courts not designated for interclub play for one (1) hour before and after their “Interclub” play unless the court(s) is/are free.
- 6.6. For all tournament finals (mens, womens, juniors), the adjacent court should not be used.

7. CONSIDERATION FOR FELLOW MEMBERS

- 7.1. Members and guests are requested to note and abide by the guidelines for tennis etiquette both on and off the tennis courts.
- 7.2. Members are expected to show consideration for their fellow members and for the facilities of the Club. Members should remove court residue from shoes, clothing and tennis equipment before entering the clubhouse.

- 7.3. Proper tennis etiquette is expected from each member as well as all guests at all times on and off the Tennis Courts; and without restricting the generality of the foregoing, the following shall constitute a breach of the foregoing obligation:
- The use of offensive language.
 - Passing through an adjacent court while a point is in progress thereon.
 - Distracting players in competition by talking to them and asking the score.
 - Throwing of a tennis racket.
 - Inappropriate language or behaviour causing disruption of play.
- 7.4. Players, both singles and doubles, must enter the court as a group and exit as a group.
- 7.5. Players must wait for the end of a point before coming onto the court or crossing over adjacent courts.
- 7.6. When your time period is up, leave quickly and save the post mortem for the club house. Please remove all plastic cups, pitchers and towels when leaving your court. They must not be left behind.
- 7.7. Use a maximum of four (4) balls* when playing a set or rallying. Using more than four (4) balls increases the chances of injuring yourself or the players on adjacent courts.
- *If you are using a bucket of balls for training purposes, keep track of your balls to ensure that they are not straying onto the adjacent court. In addition, if you are serving, be sure to serve to the corner that is furthest away from the adjacent court.
- 7.8. Members should not adjust nets or lean on the net cords. Nets requiring adjustment should be reported to the board attendant or the Club Manager. No clothing, bags or towels are permitted to hang on the nets.

8. DRESS CODE

- 8.1. Only suitable tennis attire, meeting the requirements stated below, will be permitted on court. In case of doubt as to acceptability, members are to check with the Club manager. Casual attire and spandex body-shape garments are not acceptable.
- 8.2. White or white with colour trim, are recommended for tennis attire. However, any solid colour is permitted.
- 8.3. Clothing with small decals, print or wording is permitted on court. However, we do not accept large decals, print or wording.
- 8.4. Non-tennis, warm-up sweat suits may be worn only in cold or inclement weather, subject to the above restrictions.
- 8.5. **Men's shirts and ladies tops, with or without collar, worn on court, must be designed for tennis and must be in conformity with Sections 8.2 and 8.3. Men may wear sleeveless tennis shirts, but not tank tops. Cargo shorts and bathing suits are not acceptable tennis wear. Juniors may wear solid colour t-shirts, optionally with a small logo.**

- 8.6. **Clay court tennis shoes with soft, flat soles are required on the courts. Basketball, jogging, track and all-purpose shoes with hard or ridged soles can cause serious damage to the courts and will not be permitted. Any person unsure of the tennis shoes required should consult the manager before purchase.**
- 8.7. Members shall assure that their guests have appropriate tennis attire before registering them for play.
- 8.8. Shirts or tops, and shoes, must be worn at all times in the clubhouse, and on all the premises when outside of the pool area.
- 8.9. Members or guests in swimwear may pass through the clubhouse, provided they are wearing shoes or sandals and a top garment (other than a towel).
- 8.10. All members and guests must change in the locker room only.
- 8.11. Board members, the club manager and court attendants may request members or guests to change their attire if their clothing is not in conformity with the rules outlined above. Failure to comply with any of the above may result in suspension of membership privileges. Members should clearly advise their guests of the club's rules and dress code to avoid any embarrassment or disruptions.

9. POOL

- 9.1. Hours of Operation: Monday to Sunday, 12-6 p.m. (mid June through Labour Day). Pool hours may be extended by the club manager or manager on duty during peak weather conditions.
- 9.2. The pool is strictly for the use of club members and their guests.
- 9.3. No person is permitted in the pool or pool area without a lifeguard present. Children under the age of ten (10) must be accompanied by an adult.
- 9.4. Persons using the pool must adhere to the lifeguard's instructions; these commands are final. Any pool user who does not comply with these instructions will be escorted out of the pool area.
- 9.5. Any person using the pool must shower prior to entering the pool. The use of the pool shall be denied to any person having a contagious disease, open cut, sore, or skin infection.
- 9.6. Running, diving and pushing are all prohibited in the pool area.
- 9.7. Persons exiting the pool area are required to wear shoes and a shirt.
- 9.8. Liquid refreshments must be consumed in cans/cups. No glass or bottles are permitted within the pool area.

10. LOCKERS

- 10.1. Lockers are for the use of members and guests while in attendance at the club.
- 10.2. Food is not permitted in the locker rooms.

11. PETS

- 11.1. Under no circumstance are pets allowed on the Club property.

12. CELLULAR PHONES

12.1. The use of cellular telephones is strictly prohibited on the tennis courts.

13. BICYCLES

13.1. Bicycles are not permitted past the parking lot; they must be locked to the bicycle rack allocated at the entrance of the club.

14. SMOKING

14.1. Under no circumstances is smoking permitted on club property.

15. ENFORCEMENT

15.1. A member who fails to comply with the rules and by-laws of the Club shall be subject to disciplinary measures.