**DENTONIA PARK TENNIS CLUB STANDING ORDERS**

Definition: Standing Orders are those Club rules and regulations which may be added to, removed or modified at any meeting of the Executive Committee (EC), without prior notice, and with a simple majority vote.

ARTICLE ONE — RULES OF PLAY

1.1 Players, when using the tennis courts, are to wear appropriate tennis attire, including tennis or non-marking shoes. Jeans and cut-off jeans are not permitted. Shirts must be worn at all times while on the courts.

1.2 All guests must be signed in by the monitor on duty. Guests accompanied by a member must pay a fee determined by the EC. The same guest may play a maximum of 3 times per season, , after which time they have the option to become a member by paying the full signup fee.

1.3 Non-members may use the courts during public hours, or during club hours if they pay the non-member fee as determined by the EC. A non-member may play a maximum of 3 times per season, after which time they have the option to become a member by paying the full signup fee.

1.4 Guests of members who have paid a guest fee, have the same privileges as members for the day in question.

1.5 Adult members have priority on the courts after 7:00 pm on weekdays and after 4:00 pm on weekends and holidays. Junior members may sign up for these court times when they are vacant. Junior members have equal use of courts on weekdays before 7:00 pm and weekend/holidays from 10:00 am to 4:00 pm.

1.6 Shoes tags will be provided upon processing the application with payment and must be worn at all times when at the Club.

1.7 The bank administration charge will be levied against all returned checks. The Club has the right to charge other related expenses to the member.

1.8 The Clubhouse and outside area between the Clubhouse and the courts are designated as non- smoking areas.

1.9 The EC reserves the right, at its discretion, not to open the Clubhouse or turn on the court lights.

1.10 Players must conduct themselves according to the Club’s Code of Conduct. The EC has the right to take action up to revoking the membership of any Club member and revoking guest privileges for any player who contravenes the Code of Conduct.

1.11 The EC has complete authority on all tennis club procedures.

ARTICLE TWO — YEARLY OPERATIONS GUIDE

2.1 January - March

2.1.1 The Executive Committee decides on membership fees for coming season

2.1.2 Prepares the membership application form and updates the online signup by the end of March

2.1.3 Prepares the budget for the upcoming season

2.1.4 Determines the calendar of events

2.1.5 Prepares a newsletter, including the calendar dates

2.1.6 Agrees on the contract including junior program details with the Club pro

2.2 April

2.2.1 Decide on hours of monitoring, the rate of pay for monitors, and interview and hire monitors

 2.2.2 Ensure that the website is up-to-date re membership, programs and in general

2.2.3 Begin updating the message on the phone regularly, to announce upcoming events

2.3 May - August:

Execute all the plans and programs that have been decided upon, including setting the date and time of the Annual General Meeting

2.4 September

2.4.1 Cut back on supervision

2.4.3 Send out notice of Annual General Meeting at least 30 days in advance of the meeting date

2.5 October

2.5.1 Take down nets and windscreens

2.5.2 Hold Annual General Meeting, including the election of officers and a new Executive Committee

ARTICLE THREE—EVENTS AT THE CLUB NOT INVOLVING TENNIS OR THE CLUB DIRECTLY

3.1 Members are allowed to advertise and organize events at the club not involving tennis or the Club directly, subject to prior approval by the EC. Any such events cannot be for personal profit, cannot be political in nature, cannot involve the sale or consumption of alcohol, must be for charitable purposes or for the benefit of the local community and of interest to members at the Club.

3.2 Members and non-members are allowed to advertise events at the club, subject to prior approval by the EC. Any such events cannot be political in nature, and must have some connection to the local community.

ARTICLE FOUR— TEAMS - TRYOUTS, PRACTICES AND RESCHEDULING

4.1 A team can have maximum three tryouts

4.2 Courts can't be reserved for team practices, but can be for tryouts. Two courts only can be reserved for tryouts.

4.3 No rescheduled/rained out matches before 2pm on Saturdays or Sundays.

4.4 No rescheduled matches on holiday Mondays.

4.5 No matches originally scheduled to be played away from home can be scheduled at Dentonia.

4.6 Any rescheduled matches should be on the website calendar and paper calendar in the clubhouse at least three days before the date of the reschedule.

 END OF STANDING ORDERS