

Pac Cup Team Tennis Manual

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Pac Cup Partners:



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1. HISTORY

- 1.1. The first Pacific Cup (hereafter referred to as Pac Cup) was held in San Francisco in 2002 at the same time as the California Cup (hereafter referred to as CAL Cup).
- 1.2. This event was patterned after CAL Cup with an intended participant group of GLTA players from Los Angeles, San Diego, San Francisco, and Seattle ranked B and lower.
- 1.3. San Francisco won the first Pac Cup with Los Angeles coming in second. That placing earned Los Angeles the right to host the event in 2003. Vancouver was added to the group in 2003, and Palm Springs was added in 2008. In 2015 Palm Springs dropped out and Portland was added.
- 1.4. Winners:

2002 – San Francisco	2008 – San Diego	2014 – Los Angeles
2003 – San Diego	2009 – San Diego	2015 – San Diego
2004 – Los Angeles	2010 – Los Angeles	
2005 – San Diego	2011 – San Diego	
2006 – San Francisco	2012 – San Diego	
2007 – San Francisco	2013 – San Diego	

2. HOSTING CRITERIA

- 2.1. San Francisco initiated Pac Cup and was the first host. Los Angeles, Vancouver, Portland, San Diego, and Seattle will follow San Francisco.
- 2.2. Once Pac Cup has gone through one cycle that cycle shall continue unless a city chooses not to host. If that occurs, the next city in line will have the option of hosting and so on through the cycle.
- 2.3. If a city forfeits its turn to host, that city will not host again until its turn comes up again in the cycle.

3. HOST CITY RESPONSIBILITIES

- 3.1. **Event Scheduling, Notification and Budget**
 - 3.1.1. The Host City will advise the other cities of the date options that are available for hosting Pac Cup. The expectation is that this event will occur near the end of September or the beginning of October.
 - 3.1.2. This information will include a preliminary budget that will include a cost per player, as well as any costs for players above the minimum complement of 12 players per team, and travelling companions/partners.

3.2. Ranking Database

- 3.2.1. GLTA player rankings will be verified via the GLTA Tournament Software site.

3.3. Trip Planning Assistance

- 3.3.1. The Host will provide any information that will make the trip a better experience for the other cities. This will include attempts to find hosted housing when requested.

3.4. Advance Scheduling

- 3.4.1. The scheduling of matches will be done in advance in order to ensure that there is a fair and equitable draw.

4. CITY CAPTAIN RESPONSIBILITIES

4.1. Appointment and Notification

- 4.1.1. All participating cities will identify their City Captain by March 1st and share this information with the other cities.
- 4.1.2. Each City Captain will ensure that all potential participants are aware of the eligibility criteria and will enforce it in their home club.

4.2. Fee Payment

- 4.2.1. Participating cities will send 50% of the registration fee to the Host City 30 days in advance of the event as one payment (cheque or money order). Subsequently, if a city fails to field a team they will forfeit this payment.
- 4.2.2. The remaining 50% balance will be paid at the draw party as one payment.

5. TOURNAMENT DIRECTOR RESPONSIBILITIES

5.1. List of Duties

- 5.1.1. The Host City shall choose a Tournament Director (which may or may not be a City Captain for the Host City) to organize the details of the current Pac Cup event.
- 5.1.2. The responsibilities of the Tournament Director include, but are not limited to:
 - 5.1.2.1. Selecting the Pac Cup weekend (which should be in September unless there is unanimous agreement among City Captains to move the date to a different month),
 - 5.1.2.2. Securing a playing facility:
 - a) Overseeing and managing the tournament facility throughout the course of the weekend,

- b) Arrange for and ensure that at least one USTA official is to be present and on site for the duration of the Pac Cup event, and
- 5.1.2.3. Overseeing a social function on Saturday evening.

5.2. Communicating Event Dates

- 5.2.1. The Tournament Director will communicate to the City Captains important information regarding these responsibilities in a timely manner.
- 5.2.2. The confirmed dates of the Pac Cup weekend must be communicated to the City Captains no later than May 1st to facilitate planning and ensure player availability.

6. COMMISSIONER RESPONSIBILITIES

6.1. Requirements

- 6.1.1. The commissioner for the current year shall:
 - a) be selected by the city that hosted the previous year,
 - b) be a resident of the selecting city,
 - c) be chosen no later than March 1st to ensure timely adherence to the Pac Cup manual,
 - d) oversee the eligibility process of each city's player roster

6.2. Duties

- 6.2.1. The commissioner shall arbitrate all disputes that should come up in accordance to this manual prior to the event.
- 6.2.2. A vote by the City Captains will decide disputes during the event.

7. PARTICIPANTS

7.1. Member Cities

- 7.1.1. Participating cities include members of the following organizations: Los Angeles Tennis Association (LATA), San Diego Tennis Federation (SDTF), Gay and Lesbian Tennis Federation – San Francisco (GLTF), Seattle Tennis Alliance (STA), Vancouver Tennis Association (VTA), and Team Portland Tennis Association – Portland (TPTA).

7.2. Eligibility

- 7.2.1. To fully participate in both singles and doubles, participating individuals may not have a GLTA ranking higher than "B" as of July 15 in the year of competition in either singles or doubles.
- 7.2.2. Participating individuals with a split rating (A/B, A/C, A/D, A/L, B/A) may participate in competition for which they have a GLTA 'B' rating. Example: 'A' rating-Singles, 'B' rating-Doubles = Participant may play doubles only.

- 7.2.3. Participants may not be ranked higher than GLTA ‘A’ in any division with a split rating.
- 7.2.4. Players with a GLTA “L” rating will be considered to be rated one skill level lower than their last tournament entered.
- 7.2.5. Those GLTA “L” ranked players will be assigned a skill level equal to the level below their last GLTA tournament played.
- 7.2.6. A roster player with only a GLTA "L" rating WILL NOT be counted toward the 1 unrated player allowed on each team's roster.
- 7.2.7. Women with a GLTA women’s rating of ‘A’ or lower are eligible.

7.3. Ranking Verification

- 7.3.1. Each city will use the GLTA Tournament Software website to verify GLTA player rankings. The website shall contain results for each player for all events played up to July 15th of the current year, which will be used to calculate current rankings.
- 7.3.2. Each City Captain is responsible for ensuring that their players are in compliance with this regulation.
- 7.3.3. Rankings within a Club and Mixed Doubles rankings are not considered as an eligibility criteria for the Pac Cup.
- 7.3.4. If a player doesn’t have a ranking in the July 15th GLTA database the City Captain will be responsible for completing an assessment. It is expected that this will be done in the spirit of fair play. If a player with no ranking has been brought to the Pac Cup competition, and the captains from at least four other cities agree that the player’s skill level is clearly above that of a B level player, then that player can be removed from the competition.

8. PLAYER ROSTER GUIDELINES

8.1. Submission Deadlines and Limits

- 8.1.1. City Captains must submit their roster of potential players, comprised of thirty (30) players or less, to the Commissioner and each City Captain, via e-mail or facsimile, no later than six (6) weeks prior to the scheduled Pac Cup Tournament.
- 8.1.2. A maximum of one (1) player with no GLTA ranking is allowed on the roster of potential players.
- 8.1.3. Each potential player may only appear on one club roster at a time as players are not permitted to play for more than one club at any Pac Cup event.
- 8.1.4. Each city will be allowed up to a certain number of split rated players. The 6th place team from the previous year may have up to 6 split rated players on their roster, the 5th place team may have up to 5, etc. to the 1st place team which may have 1 split rated player.
- 8.1.5. The number of split rated players per team will depend on the number of teams participating. If a team pulls out, the number of split rated players will be reduced by 1 (one) from the point the team has been removed.

Example: if the 3rd place team from the year before drops out, 6th, 5th and 4th place teams would reduce the number of split rated players by 1 (one).

8.2. Verification Deadlines

- 8.2.1. On or before that date, the Commissioner will assign each City Captain the responsibility for reviewing the roster of another City Captain's roster for player eligibility, to ensure that each team's roster is checked (though it is strongly urged that each City Captain check all of the other City Captain's rosters to ensure accuracy and thoroughness).
- 8.2.2. City Captains will then have exactly seven (7) days from the day they receive the rosters to check the eligibility of the players. Any problems/challenges to eligibility must be reported back to all City Captains within seven (7) days.
- 8.2.3. If a player's eligibility is not challenged within that seven (7) day period, the player is eligible to play, even if he or she is later determined to have a higher rating (unless the player submitted a different name spelling, alias, typo, etc.).

8.3. City Captains Meeting

- 8.3.1. There will be a "City Captain's side meeting" at the draw/welcome party on Friday night where the final rosters must be unveiled for each specific position (ranked 1-12 for singles and 1-6 for doubles teams).

9. MATCH FORMAT

9.1. Singles

- 9.1.1. Each city will play 12 ranked singles players from its roster on day one.
- 9.1.2. Each player will play one match against a player from one of the other teams.
- 9.1.3. The match schedule will be arranged to maximize the number of seeds playing the same seed on a different team – for example, #1 vs. #1.
- 9.1.4. If an odd number of teams are participating, the schedule will be set such that the number of seeds playing a seed one number higher or lower is evenly distributed across the teams as much as possible. This will ensure an equitable match up for every team.

9.2. Doubles

- 9.2.1. Each city will field 2 pairs of 6 doubles teams for a total of 12 doubles teams. Note: a city may submit a line-up with two different doubles teams at the same position (each team would then play one doubles match).
- 9.2.2. Two rounds of doubles matches will be played, so it is important to note that the doubles team designations will be used for both rounds. For

example, doubles team #1 from city "A" in round one will still be doubles team #1 from city "A" in round two.

- 9.2.3. If the same team is playing in both doubles rounds then they must hold the same ranking in each round.

9.3. Rotation

- 9.3.1. The default rotation for singles and doubles will flow from lowest rank to highest rank (i.e. starting with player #12). The order may be changed by a majority vote of team captains.

10. TEAM COMPLEMENT

- 10.1. Each team will be composed of at least 12 players. This will allow for 12 singles and 6 doubles teams.
- 10.2. As per the rules, additional doubles teams may be added if a City Captain so chooses. This team composition will incur a cost per player to be determined by the host city that will reflect, court fees, participation in social events, etc. as well as any additional costs incurred.
- 10.3. The Host City shall determine a fixed cost for each additional player above the core 12 players on a roster, to include up to 5 City Captains, to ensure sufficient funds are secured for court fees, social events, etc.

11. SUBSTITUTES

- 11.1. After the ranked line-up is submitted to the Tournament Director, a substitution may be made only before a match if:
 - (a) a player is injured or does not show up, or
 - (b) upon unanimous agreement of the captains of the opposing teams.
- 11.2. If a substitution is made with a player that is NOT on the roster of potential players submitted six weeks before play, that match is defaulted but the players may play an "Exhibition Match" if they so choose.
- 11.3. No substitutions may be made after the first point of a match has been played. Retirement from play will result in a win for the opposing team.
- 11.4. Players eligible for substitution are only the players who are on the roster that is submitted six weeks before the start of play, AND are not already listed to play singles (for a singles substitution) or twice for doubles (for a doubles substitution) in the final line-up (i.e. no player may play more than one singles match, nor more than two doubles matches).

12. MATCH RULES

12.1. Match Formats

12.1.1. All matches adhere to USTA rules. Matches are the best of three tie-break sets. However any host city may alter the match format, if ample courts are not available, to one of the following formats:

- a) Match tiebreak in lieu of a full third set.
- b) Best of three tiebreak sets with no-ad scoring.
- c) No-Ad scoring with a match tiebreak in lieu of a full third set.

12.2. USTA Rules and Decision Making

12.2.1. All decisions should be based on USTA rules. However, City Captains can overrule a decision if the captains vote unanimously to do so (e.g., a defaulted match can be overruled and played if the captains all agree to do so.)

12.3. Defaults

12.3.1. If a team does not have enough players to complete their roster and must default a match ahead of time, the default must be taken from the bottom up. For instance, with a 12 player roster, the first singles match default must be at the # 12 position, the second singles match default will be taken at the # 11 position, and so on. The same rule will hold for doubles.

12.3.2. If a team defaults a match prior to the match beginning, the match will be awarded as a victory to the non-defaulting team and counted towards matches won.

12.3.3. In the event of a tie, the match will be scored as a 6-0, 6-0 win and will be counted as such in tiebreaker calculations.

12.3.4. If a team defaults a match after the match has begun (due to retirement due to injury, loss of condition, emergency or penalty) the match will be awarded as a victory to the non-defaulting team and counted towards matches won.

12.3.5. In the event of a tie, the match will be scored with the non-defaulting team being credited with such number of additional games as would have been won if the match were completed and the non-defaulting team won every subsequent game from the point of default.

12.4. Sportsmanship and Conduct of Players and Fans

12.4.1. Players and observers at Pac Cup shall abide by the following Standards of Conduct:

- a) Players, persons who appear to be associated with a player, officials, and organizers of any tournament are under a duty to encourage and maintain high standards of proper conduct, fair play and good sportsmanship.

- b) They are under obligation to avoid acts which may be considered detrimental to the game of tennis.
- c) Players shall not engage in unsportsmanlike conduct such as: verbal abuse, visible or audible profanity or obscenity, racket abuse, ball abuse, physical abuse, or other unsportsmanlike conduct.

12.5. Penalties

- 12.5.1. The following actions will generally be penalized: insulting or abusive words and gestures that are directed at a person and words and gestures that are disrespectful, disruptive, or intimidating such as a loud “Come on” or “Okay” after the opponent double faults or makes an error on an easy shot.
- 12.5.2. The following actions will always be penalized: retaliatory calls or other unsportsmanlike conduct.
- 12.5.3. In addition to penalties that may be assessed against a player for their own actions per the Standards of Conduct, penalties may be assessed against a player for actions of a person associated with a player (ie. fan, captain, coach). A USTA official may request such abusive person/fan to desist or leave the tournament area. If the person refuses to follow the instructions to desist or leave, then the official may penalize the player associated with the person under the Point Penalty System below.
- 12.5.4. Upon notice of a conduct violation to the tournament director by a team Captain, a USTA official will be called upon to make a ruling. If there is no USTA official on hand, the assessment of warnings and penalties shall be made based on an immediate vote of the city captains. If a majority of the captains are in agreement, a warning or penalty violation shall be imposed.
- 12.5.5. If the infraction involves a non-player, play in the disputed match will not be halted unless a penalty is imposed.
- 12.5.6. If the infraction involves a player, play in the disputed match shall be halted while a decision/vote takes place and play shall then continue after the outcome of the decision. This process shall be repeated for ongoing offenses.
- 12.5.7. The Point Penalty System will penalize players for their own actions or those of their fans, coaches or captains as follows:
 - a) first offense = warning,
 - b) second offense = point,
 - c) third offense = game,
 - d) fourth offense = default.

12.6. Time Limits

- 12.6.1. Time between points and games shall be limited as follows:
 - a) 20 seconds between points,
 - b) 90 seconds between changeovers,
 - c) 2 minutes between sets and
 - d) 3 minutes for medical treatment after the injury is evaluated.

- 12.6.2. Coaching on changeovers must be conducted during the 90 second changeover limit.

13. COMPETITION RESULTS

13.1. Scoring

- 13.1.1. Each win in singles or doubles counts as a point.
13.1.2. The point totals after the singles and doubles have been played will be used to determine the final winner.

13.2. Tiebreak Procedures

- 13.2.1. In the event of a tie, the tie shall be broken by the first of the following procedures that does so:
- a) Fewest number of sets lost
 - b) Fewest number of games lost
 - c) Winner of head to head matches between the tied teams
 - d) Highest percentage of games won of all games played

14. INCLEMENT WEATHER

- 14.1. In the event of rain, completed matches will stand as played. Incomplete matches must resume at the exact set, game and point that the match stood when halted.
- 14.2. Line-ups for matches not started must conform to the rules for the placement of alternates.
- 14.3. If the teams have assembled to play and the event is delayed or interrupted by rain or wet courts, teams should be prepared to wait one (1) hour to determine if the courts become playable. If the courts are still not playable after one (1) hour has elapsed, teams are free to leave and reschedule, unless all City Captains agree to wait longer.
- 14.4. If rain delays prevent the completion of full matches, the City Captains must agree on alternative scoring methods, such as eight (8) game pro sets with no ad-scoring.

15. OTHER PROVISIONS

15.1. Coaching

- 15.1.1. Coaching is allowed on any changeover after the third game in each set or at the end of the set as long as time taken for the coaching does not extend beyond the allowable changeover time of 90 seconds.
- 15.1.2. Any player on an approved roster may act as a coach for their team. Each team will be allowed up to 2 coaches that are not listed on their approved

player roster (i.e. non-playing coaches). The coaches may or may not be team captains.

15.1.3. More than one coach can be on a court watching at a time, but only one can be coaching the player/players on the changeovers.

15.2. Bathroom Breaks

15.2.1. Participants are entitled to one (1) bathroom break during each match.

15.3. Racket/String Breakage

15.3.1. In the event of a racquet or string breakage, a Participant shall have a maximum of three (3) minutes to leave the court to obtain a replacement racquet.

15.3.2. Violation of this time limit will result in forfeiture of the match.