



Welcome to the 2020 Winter Sr. Mixed Doubles League. It's time to start work on your roster so please read this entire packet carefully. It includes all the instructions you need, the key dates for the season and who to call if you have questions. If you are not planning on being the captain this season, please forward this packet to the new captain now and review the process with them to make sure they understand what they have to do. If you are returning as captain, you should still read the entire packet again. Get started now – don't wait until the last minute!

**The ALTA website will accept rosters starting Monday September 23rd
The 2020 Winter Sr. Mixed Roster Deadline is Friday October 18th**

- **ONLY ADD PLAYERS WHO HAVE AGREED TO BE ON YOUR ROSTER.** Each season, captains add players without first obtaining their agreement to be on the roster. **This is equally true for captains reinstating a roster from the previous season.** Do not list a player on your roster who has not agreed to be on your team! Each year, we have a number of disappointed members because they cannot get on the team on which they want to play since they have been placed on a different roster. Please, make sure that all of the players on your roster have agreed to play on your team.
- **PLAYERS CANNOT BE DELETED FROM YOUR ROSTER AFTER Wednesday October 23rd.** After the roster correction deadline on Wed. Oct. 23rd players cannot be removed from your roster. This is very clear in ALTA General Rules Adult League section I.G.4. Each season, a number of captains leave players on the roster assuming they can be deleted after the captain's meeting. This is not the case. Tell your players this, and let them know that they must decide to be on or off the roster by this deadline.
- **DO NOT ASSUME YOU CAN ADD A PLAYER AFTER THE CAPTAINS' MEETING.** If you wait until after the captains' meeting to add a player, you are taking a risk! There is a possibility that your team will have to be moved down to level the flights, and the player may no longer be legal for your team. So, please make sure that all of your players are on your roster before the roster correction deadline of Wed.Oct. 23rd. Please read ALTA General Rules Adult League section I.G.5 very carefully.
- **TEAM PLACEMENT IS ALWAYS THE SUBJECT OF MANY QUESTIONS.** Please read the attachment "LEAGUE INFORMATION FOR TEAM PLACEMENT" very carefully. The roster you submit (which includes recognition of the past season play of your team and players) will determine the preliminary placement of your team. However, other factors may impact the final level including ALTA's need to fill out various level/flights. You have the option of submitting a request for review if you believe you have a valid reason to be placed at a specific level.
- **LOOKING FOR PLAYERS?** If you are looking for additional players, please post your team on the ALTA website under "Players & Facilities → Players & Teams → Teams Looking for Players". You can view players in your area looking for teams under "Players & Facilities → Players & Teams → Players Looking for Teams".
- **EXAMINE YOUR ROSTER!** Rosters are no longer mailed. If you make any changes, additions or deletions to your roster prior to the roster correction deadline, please view your roster online to ensure that all changes have been saved and print out a copy for your own records. **If a player's name is not listed, the player is not on your roster.**
- **Sr. Mixed League consists of 2 Mixed Doubles line, 1 Men's Doubles line and 1 Women's Doubles line.** Order of play is Men's and Women's doubles followed by Mixed Doubles 1 then Mixed Doubles 2. In playoffs, the order of play is reversed.

Good luck, have fun and enjoy the season!

Barbara Ingram
VP Sr. Mixed Doubles League
Phone: 770-399-5788, ext.121
E-mail: seniorvp@altatennis.org

IMPORTANT DATES

| | | |
|--|--|---|
| Monday September 23rd | Roster Registration Starts | The first day you can submit your roster on the ALTA website. You must have 10 paid members for your roster to be accepted. |
| Midnight Friday Oct. 18th | Roster Registration Ends | The last day to get your roster submitted using the website. It will be very busy the last few days so please get it done early. |
| Midnight Wed. Oct. 23th | Late Roster Submission | If you missed the online registration deadline of October 18th, you have until October 23 to enter a late roster online. There is a \$50.00 late fee. |
| Midnight Wednesday Oct 23rd | Roster Correction Deadline | You can make corrections (additions, deletions, etc.) online until midnight on October 23. Make sure that ALL of the players that want to be on your roster are on it before this date. Make sure that any players who do not want to be on your roster are removed before this date. |
| Saturday Jan. 4th | Sr. Mixed Doubles Play Begins | The fun begins! |
| Saturday Feb 15th | Sr. Mixed Play Ends | The regular season ends! |
| Saturday Feb 22nd Sunday Feb 23rd | Sr. Mixed Playoff Round 1 (Rain date - Sun Feb 23) Sr. Mixed Playoffs Round 2 (Rain date - 1 st Clear Night) | City Finals locations and start times will be in your captain's schedule packet. |
| Saturday Feb 29th | Sr. Mixed City Finals (Rain date Sunday March 1st) | |

League Contacts

| Position | Name | E-mail | Phone |
|---|------------------|--|------------------------|
| Overall Coordinator | Roger Dennington | rawdenn@bellsouth.net | 678-938-7318 |
| VP Sr. Mixed Doubles League | Barbara Ingram | seniorvp@altatennis.org | 770-399-5788, ext. 121 |
| <p>It is not the responsibility of the ALTA office staff to answer questions about specific leagues. They will be happy, however, to answer questions about ALTA memberships.</p> <p style="text-align: center;">Remember, coordinators are volunteers. Please do not make telephone calls to them after 9 p.m. They will appreciate your consideration.</p> | | | |

NOTICE: CAPTAIN'S PACKETS ARE AVAILABLE ONLY BY DOWNLOAD FROM THE ALTA WEBSITE

Captains,

Team Management is available right on the ALTA website in your Member Portal!

You will have access to your winter team and all team management features starting **December 5** when your schedules are online. Member Portal > My Active Teams.

Logging in on the ALTA website takes you directly to your Member Portal.

Prior to schedules coming out:

You and your teammates can upload your profile photos - My Account > My Profile. My Account > My Preferences allows captains to share their email address with other captains on the schedule and all team members to indicate their court side preference and set their message board notification frequency.

After schedules released:

Clicking My Active teams reveals green tiles that are directly clickable to manage your team. You may also start at the Dashboard that will show 3 upcoming matches. All tile choices are now at the top of your screen to select.

Availability – Please instruct your team to go online and set their availability for the season. They will need to Save their selections at the bottom of the screen. As captain, you can set availability for players as needed.

Communicate – This is where you can send emails to your team or click the message icon and post on the message board.

Leader Preferences – Captains can set the frequency of team notifications for setting their availability and confirming their place in a lineup.

Scorecards – Probably the easiest location to enter or review a scorecard. Scorecards may also be entered under Schedule & Lineup.

Schedule & Lineup – Opposing team names are clickable to open an accordion with all match information. Lineup is clickable for the entire team, but the captains can create and edit as needed. When published, the team will get an email with their match details including a link to reply that they can play. Captain email addresses will show in this area if they have checked that option in My Preferences.

There is a Feedback button on the bottom of the screen. You may send comments as desired to improve your experience on our website.

Your coordinators are your first line of contact. Please reach out to them as needed.

Thank you!

LEAGUE INFORMATION FOR TEAM PLACEMENT

To get an estimate of where your team might be placed, determine the value of each of the top players on your team. Find the average and round the result. Find the level in the chart associated with the result.

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|---------|---------|---------|---------|
| AA1 = 1 | A1 = 5 | B1 = 14 | C1 = 23 |
| AA2 = 2 | A2 = 6 | B2 = 15 | C2 = 24 |
| AA3 = 3 | A3 = 7 | B3 = 16 | C3 = 25 |
| AA4 = 4 | A4 = 8 | B4 = 17 | C4 = 26 |
| | A5 = 9 | B5 = 18 | C5 = 27 |
| | A6 = 10 | B6 = 19 | C6 = 28 |
| | A7 = 11 | B7 = 20 | C7 = 29 |
| | A8 = 12 | B8 = 21 | C8 = 30 |
| | A9 = 13 | B9 = 22 | |

Team Placement is determined in the following ways: 1) the team's record from the most recent team history during the past 12 months; 2) the average of the top players on the team. **If this is a returning team, players identified as returning team members will be valued with the level/flight earned by that team in the past 12 months.** All other team members will be valued based on ALTA league history in the past 12 months according to the search order outlined for each league; 3) the number of teams submitted in a level.

Search Sequence order by League:

MEN'S LEAGUE

Use the average of the top 10 men.

- ❖ Searches Men (two seasons), Mixed Doubles (two seasons) and Senior Men.

SUNDAY LEAGUE

Use the average of the top 10 women.

- ❖ Searches Sunday (two seasons), Thursday (two seasons), Mixed Doubles (two seasons) and Senior Women.

THURSDAY LEAGUE

Use the average of the top 10 women.

- ❖ Searches Thursday (two seasons), Sunday (two seasons), Mixed Doubles (two seasons) and Senior Women.

MIXED DOUBLES

Use the average of the top 5 men and top 5 women.

- ❖ Searches Mixed Doubles for players returning to their Mixed Doubles team.
- ❖ For players new to the team, the system searches: Men, Sunday / Thursday Women (two seasons), Mixed Doubles (for a rating from another Mixed team-- two seasons), then Senior Men / Senior Women.
- ❖ Player history in both the Sunday and Thursday leagues the same season will use the higher rating. If only showing in one league the most recent season, that rating will be used.

SENIOR LEAGUES

SENIOR MIXED LEAGUE Use the average of the top 5 men and top 5 women.

- ❖ Searches Senior Mixed, Senior Men / Senior Women, Men / Sunday / Thursday Women (two seasons), Mixed Doubles (two seasons) then Senior Day Men / Senior Day Women (two seasons).
- ❖ Player history in both the Sunday and Thursday leagues the same season will use the higher rating. If only showing in one league the most recent season, that rating will be used.

SENIOR WOMEN'S LEAGUE Use the average of the top 10 women.

- ❖ Searches Senior Women, Sunday / Thursday Women (two seasons), Senior Mixed, Mixed Doubles (two seasons) then Senior Day Women (two seasons).
- ❖ Player history in both the Sunday and Thursday leagues the same season will use the higher rating. If only showing in one league the most recent season, that rating will be used.

SENIOR MEN'S LEAGUE Use the average of the top 10 men.

- ❖ Searches Senior Men, Men (two seasons), Senior Mixed, Mixed Doubles (two seasons), then Senior Day Men (two seasons).

SENIOR DAY WOMEN'S LEAGUE Use the average of the top 8 women.

- ❖ Searches Senior Day Women (two seasons), Senior Women, Senior Mixed, Sunday / Thursday Women (two seasons), then Mixed Doubles (two seasons).
- ❖ Player history in both the Sunday and Thursday leagues the same season will use the higher rating. If only showing in one league the most recent season, that rating will be used.

SENIOR DAY MEN'S LEAGUE Use the average of the top 8 men.

- ❖ Searches Senior Day Men (two seasons), Senior Men, Senior Mixed, Men (two seasons), then Mixed Doubles (two seasons).

CAPTAIN'S WORKSHEET

This sheet is for use in organizing all your team information before submitting your roster. **DO NOT** send it to the ALTA office.

League (i.e., Mixed Doubles, Men, Sunday Women, Thursday Women) _____

Captain's ALTA Number _____ - _____ - _____ Captain's Name _____

Co-captain's ALTA Number _____ - _____ - _____ Co-captain's Name _____

Facility number Facility Name _____

Requested Level of Play Requested Flight
(AA, A, B or C) (1 – 9)

Remaining ALTA Members of Team (DO NOT INCLUDE CAPTAIN OR CO-CAPTAIN)

| Number | Name |
|-----------------------|-------|
| _____ - _____ - _____ | _____ |
| _____ - _____ - _____ | _____ |
| _____ - _____ - _____ | _____ |
| _____ - _____ - _____ | _____ |
| _____ - _____ - _____ | _____ |
| _____ - _____ - _____ | _____ |

Please continue additional team members on next page

FOR 1. and 2. BELOW, PLEASE CHECK – ALTA GENERAL RULES, I.F.

- Are there any **current** Div. I College Players (as defined in Rule I.F.) on your roster? (You must play at the AA level.) Yes ____ No ____
- Are there any **current** non-Div. I College Players? (You must play no lower than A level.) Yes ____ No ____
- Are there any **current** unranked high school players on your roster (You must play no lower than B level.) Yes ____ No ____

IMPORTANT NOTES:

Your team is considered to be a **returning team** if **six of the team members (for Mixed Doubles 3 men/3 women) were on the same team roster last season** (regardless of whether or not they actually played)!

Remember, you must have the minimum number of players required for your league to submit a roster (see Adult Rules I.E.). To be included in roster submission, all players must have an ALTA number and be paid for the year in which the team will be playing. A new member may purchase an ALTA number by either (1) visiting our website (www.altatennis.org) and using Visa, Mastercard, or American Express, or (2) by coming to the ALTA office and submitting a new member card and \$25 (check or cash).

Number

Name

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AT COMPLETION OF ROSTER ENTRY,

YOU WILL RECEIVE A CONFIRMATION NUMBER. ENTER IT HERE:

Worksheet adults