



In-House League Rescheduling Policy

Effective Fall League 2026 | Applies to all in-house league play

We want league tennis to stay flexible and welcoming. This policy keeps things fair for players while protecting court time, clinics, lessons, and club operations. Most of the time, rescheduling is simple, here's how it works.

Leagues Run on a Fixed Schedule

In-house leagues follow a fixed weekly schedule; they are not flex leagues. Your league fee covers your scheduled league time slot; it is not a credit for other court times. Please plan to play your matches at their scheduled times. Rescheduling is available for reasonable conflicts, but scheduled times should be respected whenever possible.

The Basics

- **Subs first:** if you have a conflict, finding a substitute is the preferred option. Please try this before requesting a reschedule.
- **One sub per match:** a team may use one substitute per match. If neither player can make it, that is a rescheduling request (or a forfeit) not a two-sub team. Standings must reflect the registered teams.
- **48-hour notice:** give at least 48 hours' notice to reschedule a match.
- **One request channel:** submit requests to the Front Desk. The Front Desk and League Coordinator approve rescheduling together.
- **Completion deadline:** make-up must be played no later than 2 days before playoffs.

Acceptable Reasons

A reasonable reason is required for any reschedule, including those made 48+ hours in advance. We trust members to manage real-life conflicts such as work, travel, family, and illness or injury. Rescheduling is for genuine conflicts, not convenience or preference. Same-day or under-48-hour requests need a specific valid reason: family emergency, work conflict, or injury.

Make-Up Court Booking Window

- **One-week window:** make-up matches may only be booked within the one-week period surrounding the originally scheduled match, no reserving courts weeks in advance. Example: a Wednesday match can be made up any day that same week, subject to court availability.
- **Make-ups are booked like any regular court booking**, through the Front Desk: Unlimited Court Members play at no charge; other players pay the standard court fee for prime-time slots. Non-prime-time make-ups carry no court fee for anyone.
- **Open courts only:** make-up is a normal booking, not a league slot, it never displaces clinics, lessons scheduled league play, or existing member bookings. Membership level determines what a court costs, never priority over other programming.

Courts & Cancellations

- When you reschedule in advance, your original league court time is released and is not replayed at that slot.
- If a team forfeits, the team that shows up may use the reserved court time.
- Always cancel a court you can't use. A \$30 fee applies when a court is left uncanceled without a valid reason.

One Set of Rules for Everyone

Rescheduling rules - notice, reasons, approval, and the one-week window - are the same for every league player, regardless of membership type. Unlimited membership gives you unlimited access to open court time, and that doesn't change; a league match, however, is a scheduled event involving your opponents, the coordinator, and club programming. Membership level affects only what an open make-up court costs, nothing else.

Emergencies

Genuine emergencies, family emergencies, work conflict, or injury are handled by the Front Desk and Coordinator with no penalty. Just let us know as soon as you can.

Playoffs & Finals

- Please schedule playoff and final matches during designated league time slots whenever possible.
- Early-morning reschedules are discouraged, they often conflict with clinics and programming.
- Playoff and final matches are not timed, so prioritize a slot that allows uninterrupted play.

Questions? Contact the In-House League Coordinator or the Front Desk. We're happy to help you find the time that works.

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