



# ITTTA RULES HANDBOOK

## 1. NAME

The Association shall be called Isle of Thanet Table Tennis Association (hereinafter called "The Association") and shall be affiliated to Table Tennis England and the Kent County Table Tennis Association.

## 2. OBJECTS

The objects of the Association shall be as follows:

- a) To organise and promote the game of Table Tennis in the Thanet area
- b) To make membership of the Association open to any club or other organisation playing the game of table tennis within the Isle of Thanet. Applications from outside Thanet will be at the discretion of the Management Committee.
- c) To make known and secure the adoption of the uniform laws of table tennis as laid down by the Table Tennis England.
- d) To decide all doubtful or disputed questions as to the laws of table tennis and all matters relating to the game within the area.
- e) To organise and administer the Isle of Thanet Table Tennis League.
- f) To apply to the foregoing objects all income and property of the Association from whatever source derived.

## 3. CONSTITUTION

The Association shall consist of:

- a) President
- b) Vice Presidents
- c) Life Members
- d) Duly elected officers as follows:  
Chairman, Vice Chairman, General Secretary, Hon. Treasurer, Hon. Match Secretary, Social Secretary and Hall Booking Officer and other such officers as may be deemed necessary from time to time. All officers shall retire annually, but shall be eligible for re-election. An officer may hold more than one office.
- e) A Management Committee consisting of six members or such numbers as may be deemed necessary from time to time consisting of 4 of the officers listed in Rule 3(d) together with the necessary number of representatives of the Association elected at the AGM (an officer may be represented on the Management Committee by another officer).
- f) Sub-Committees in various forms as may be required from time to time. To be elected by the Committee.
- g) Any Clubs, Associations, Organisations or Teams within the specified area who are duly affiliated by completing annually the Application Form currently in force.

#### **4. ANNUAL GENERAL MEETING**

- (a) The A.G.M. shall be held after the end of the financial year and before the end of June.
- (b) Any proposed amendment to the rules shall be made in writing, with a proposer and seconder, and must be received by the Hon. General Secretary by the 1st May in each year. During May clubs will be notified of the date fixed for the A.G.M. together with any rule changes received, together with a list of Management Committee seeking re-election and any vacancies. Provided all persons present and eligible to vote agree, the Chairman shall be empowered to accept Resolutions and/or amendments proposed and seconded during the Meeting by the Chairman, Vice Chairman, Treasurer or Secretary.
- (c) At the A.G.M. any registered member of the Association in attendance shall be entitled to one vote.
- (d) The object of the A.G.M. shall be to consider (1) The Report of the Committee, (2) The Statement of Accounts, (3) Amendments to the Rules of the Association, (4) Election of Officers, (5) Doubtful or disputed matter relating to the Organisation and Administration of the League and Association.
- (e) All decisions taken at the A.G.M. shall be binding on all affiliated members.
- (f) A majority vote will decide all decisions.

#### **5. FINANCE**

The financial year of the Association shall end on 30th April in each year. The Statement of Accounts shall be audited by one officer elected annually at the A.G.M. The negotiable funds of the Association shall be lodged at a bank and all cheques, drafts, etc. drawn on the account shall be signed by the Treasurer and Chairman or one other designated officer.

#### **6. SUBSCRIPTION**

- (a) The amount of the annual subscription shall be decided by the Committee and presented at the A.G.M.
- (b) The rate of entrance fees, guarantee levy and registration fees shall be confirmed at the A.G.M. Entries to the League can only be accepted when accompanied by the appropriate fees. Fees are refundable only if a team gives notice of withdrawal before the first day of play. Failure to do so will mean disqualification from the League.
- (c) An annual levy for the Headquarters Improvement Fund shall be made upon each team or player, at the commencement of each season. The levy shall be proposed by the Committee and decided at the A.G.M. This fund to be kept separately in the Association's accounts.

#### **7. THE LEAGUE COMPETITION**

- (a) For the purpose of the League Competition, teams shall be placed into divisions. The content of the divisions shall be decided by the Committee.
- (b) At the end of each season, promotion and relegation shall be on the basis of the last team in each division being relegated to the division below and the first team in each division promoted to the division above. The Committee shall have the power to appoint any team to a vacancy which may occur in any division and to waive relegation or promotion in the event of teams being withdrawn and in the event of team changes or in such other special circumstances which the Committee consider would justify this action.
- (c) All teams in each division shall play each other team in the division on a home and away basis during the season.
- (d) Each team in every division shall consist of three players and such player shall play each member of the opposing team in a set which is to be the best of five games, up to 11, 2 serves per player.
- (e) The match shall consist of nine sets of singles.
- (f) A match will consist of nine singles and one double, and one point awarded for every set won.
- (g) Provided that sufficient funds are available, a trophy will be presented to the winning team in each division. This trophy will be for perpetual competition and will be held by the winners for one year only.
- (h) League position shall be decided by the team with the greatest number of points. In the event of a tie the higher position shall be the team which has won the greatest number of matches won, then lowest number of matches lost, then ends won, then the lowest number of ends lost.
- (i) Provided that sufficient funds are available a trophy will be awarded to each member of the winning and second teams.

## **8. MATCHES**

- (a) At the commencement of each season a fixture list showing the date each match is due to be played will be given to every team secretary. Each team will nominate its home match night which shall be Monday to Friday (inclusive) and the venue on the entry form and the away teams will be required to play the match on that night and at the venue during the week specified in the fixture list. Alterations to the fixture list shall be notified by the Hon. League Match Secretary.
- (b) Any postponement of matches may ONLY be carried out with the consent of the opposing team captain not less than 24 hours prior to the original date. ALL matches must be played. NO adjudications will be applied. It is the responsibility of both teams of a postponed match, to ensure that the match is played in the same half of the season as the postponement. BOTH the Match Secretary and Hall Booking Officer must be informed immediately. Failure to do so may result in the match being declared VOID. The team postponing the match will be RESPONSIBLE for the following:- Informing the Hall Booking Officer and the Match Secretary and Venue and refreshment expenses incurred in the match replay. ALL MATCHES MUST BE PLAYED – EVEN IF ONLY TWO PLAYERS ARE AVAILABLE. NO ADJUDICATIONS WILL TAKE PLACE.
- (c) The home team secretary shall be responsible for sending the score card to the Match Secretary within 7 days of the match.
- (d) It shall be the obligation of the home team captain to write his order of play on the official score card before requesting the visiting captain to do likewise. The order of play, as printed on the score card, shall not be changed unless agreed on the night by both playing captains. The away captain shall ensure that the score card is properly completed before signing the same.
- (e) All matches, unless mutually agreed otherwise, shall commence by 19.30 hours with two players from each team present at 20.00 hours and a full team by 20.30 hours. Failure to have players present at the proper time will result in delayed games being forfeited.
- (f) In the event of only two players from each team being present for a match four sets of singles shall be played by those players in the normal manner, plus one doubles. Two points will be awarded to both teams for the conceded matches from absent players
- (g) The umpire for each set must be agreed upon mutually and generally umpiring should be undertaken by members of each team alternatively. In the event of a dispute over an individual umpire, the option shall be with the visiting team. The umpire's decision shall be final on any matter arising during the game.
- (h) If a dispute arises during or as a result of a match, and the team or player wish to refer the matter to the Committee for a decision, the appeal must be made in writing and received by the Hon. General Secretary within 7 days of the match, otherwise the original result will stand. An appeal shall be considered once only unless, subsequently, an infringement of the Rules can be proved, but any alleged infringement must be notified to the Hon. General Secretary within 7 days of the date of the match.
- (i) If anyone is reported to the Committee for bad language they will be warned and if repeated will be expelled.

## **9. REGISTRATION OF LEAGUE PLAYERS**

- (a) All players should be registered for a team on the official registration form before the commencement of the season and their normal place of residence shall be within the Isle of Thanet. Any players outside that area must be registered by special application and at the discretion of the Committee.
- (b) All additional registrations shall be made in writing through the Hon. League Match Secretary, and the registration must be confirmed before a player can take part in a match. Where in the opinion of the League Match Secretary, the player being additionally registered is clearly too strong for the division for which he or she is being registered, the registration should be confirmed by a special meeting of the Management Committee. All additional registrations shall be subject to the approved fee which shall be paid at the time of registration or, in the case of telephoned registration followed in writing within 5 days thereof. Failure to do so will involve forfeiture of the match in accordance with Rule 9(c). No additional registrations shall be accepted after the start of the second half of the season, subject to the Committee's discretion.
- (c) Any team playing a player not registered as in Rule 9(a) and 9(b) shall forfeit the games.

- (d) No player shall be registered for more than one club. No player shall be registered for more than one team. A player may play for a higher team or teams in his/her own club without affecting his/her own status, but after 4 matches the situation may be reviewed by the Committee. No player shall play for a lower team higher/lower team being defined in alphabetical order with 'a' being defined as highest. A player can play up or down as long as the reserve player is lower in the rating system than the player they are replacing (AGM 12<sup>th</sup> June 2013).
- (e) A player who wishes to have his/her registration with a club cancelled in order to join a new club must put his/her application to the Match Secretary in writing together with written consent of both club secretaries. A player may not be transferred to another club without the consent of the Committee and he/she may only be transferred once in any season. An approved registration fee shall be paid. No refund of registration fees shall be made to the old club. No transfer shall be made after the start of the second half of the season.
- (f) A team may register a maximum of 6 players. Any additional player registrations would be at the discretion of the Committee.

## **10. PLAYING CONDITIONS AND EQUIPMENT**

- (a) As a general rule the standards and rules of the Table Tennis England shall apply in their entirety, but any matter in doubt or dispute shall be settled by the Committee.
- (b) Tables, nets and posts should conform to T.T.E. requirements as in (a) above.
- (c) The T.T.E. minimum requirements for lighting are three 150 watt lamps suitably shaded and suspended at a height of not less than nine feet from the floor. All clubs are expected to conform to this requirement and the Committee shall be empowered to refuse entry to the league competitions to any club not complying with these minimum conditions.
- (d) Balls approved by the T.T.E. must be used in all matches played under the jurisdiction of the Association, and must be of the 3-star type.
- (e) Under no circumstances shall white clothing be permitted (except shoes and socks). Shirts with large motifs and/or stripes must not be worn.
- (f) Matches should be played on one table only.
- (g) Surfaces of the racket to be bright red on one side and black on the other.
- (h) The pimped rubber CURL SPECIAL will not be permitted for use in any league activities.

## **11. TOURNAMENTS AND COMPETITIONS**

- (a) The Committee shall be solely responsible for the organisation and promotion of the following events:- (1) Knock-out team handicap competition (Quickenden and Burden Cups). (2) Knock-out singles handicap competition. (3) Divisional Cup. (4) Annual closed tournament. (5) Any other competition or tournament which may be arranged.
- (b) The Committee shall appoint a sub-committee (or subcommittees) to settle handicaps and any other matters in connection with competitions or tournaments and their decisions in these matters shall be final.
- (c) Rules 7(g) and 7(h) relating to trophies will also apply to these competitions.

## **12. DIVISIONAL CUP**

- (a) The Divisional Cups shall be of nine sets of singles, best of three to decide a leg. Open to each team in the division it is in.
- (b) Rules 7(h), 8(a), 8(b), 8(c), 8(e), 8(f), 9(a), 9(b) and 9(c) shall apply to all matches, but play doubles to decide.
- (c) All teams shall be notified of their opponents, see Rules 13(e) and 13(f).
- (d) A player must have played at least four matches to be eligible for the Divisional Cup, or at the discretion of the Committee and may only play for one team.

## **13. QUICKENDEN AND BURDEN CUPS**

- (a) The Quickenden Cup competition shall be a handicap team competition on a knock-out basis open to affiliated teams.
- (b) The Committee shall decide on the amount of the entry fee payable by competitors.
- (c) The format of the matches will be set by the Committee. The winner shall be the side gaining the most points in total after adding the handicap to the points scored overall (AGM 22<sup>nd</sup> June 2016). Rules 8(c), 8(d), 8(e), 9(a), 9(c) and 9(d) shall apply to all matches.

- (d) A player may only play for the team for which he is registered on the Competition entry form unless agreed by the Committee. No adjustment will be made once the team handicap has been issued.
- (e) All teams shall be notified of their opponents, handicaps, venue and the latest date for the completion of the match by the Hon. Competition Secretary. Special weeks shall be specified in the league programme for playing the matches. Matches shall be played on the normal night of the home team. The date of the match shall be altered in only the most exceptional circumstances. Any re-arrangement shall be agreed with the opposing team secretary not less than 48 hours before the due date of the match and must be notified to the Competition Secretary within 7 days of the due date. Failure to observe this Rule will result in the forfeiture of the match by the team who originally postponed the match. Quickenden and Burden Cup matches have priority over league matches subject to Rule 8(a) being observed. It shall be the responsibility of the winning team to notify the Hon. Competition Secretary of the result but the home team shall be considered defeated by default if the result is not notified to the Competition Secretary within 4 days of the match being played.
- (f) The final shall be played at a venue and date determined by the sub-committee. The home team shall be decided by the toss of a coin, after which both teams shall nominate the order of play and hand to the referee who shall be appointed by the sub-committee.
- (g) Burden Cup is for first round losers in the Quickenden Cup and all rules apply.

#### **14. PORTER CUP COMPETITION**

- (a) The Porter Cup competition shall be a handicap singles competition on a knockout basis, open to all registered members of affiliated teams. The format to be decided by a sub-committee.

#### **15. ANNUAL CLOSED TOURNAMENT**

- (a) The Annual Closed Tournament shall be held each season at a venue and on a date to be decided by the Committee.
- (b) Events shall be arranged for any category of players for whom there is already a trophy in existence.
- (c) Other events may be arranged at the discretion of the sub-committee.
- (d) The sub-committee shall be responsible for the programming and timing of all events, and they shall decide the entry fees for all events.
- (e) Entry to any event in the tournament shall be under the following conditions:- Thanet member players will be entitled to enter after having played 5 matches or more. All other players only under exceptional circumstances and at the discretion of the organising committee. An entry fee may be required for players that fall within the last category (AGM 22<sup>nd</sup> June 2016).

#### **16. KENT LEAGUE COMPETITION**

- a) The committee shall decide whether to enter one or two teams in the Kent League Competitions.
- b) The committee shall invite and/or select to play registered players to represent the association in the Kent League Competition.
- c) The Association will provide and pay for the hire of a suitable venue for each home Kent League match and all registration fees due. Except for junior Kent League matches all other expenses should be met by the players.

#### **17. THE MANAGEMENT COMMITTEE**

- a) The committee shall be elected and constituted in accordance with Rule 3(e)
- b) The committee shall have power to co-opt members for special purposes or to fill vacancies within its ranks.
- c) The quorum for a meeting of the committee shall be four members
- d) Each member shall have one vote but the chairman shall have a casting vote.
- e) The Committee shall be empowered to appoint sub-committees for any purposes which it may consider necessary.
- f) The Committee shall not have the power to amend the rules, but it shall be empowered to interpret the Rules if called upon to do so by any affiliated organisation, club, team or member.

- g) The committee shall be empowered to decide upon any dispute arising from any cause whatsoever and its decision shall be final. An appeal shall be considered once only unless, subsequently an infringement of the Rules can be proved, but any alleged infringement must be notified to the General Secretary within 10 days of the Committee's decision.
- h) The Committee may penalise or suspend any organisation, club, team or player infringing wholly or in part any of the rules of the Association.
- i) The Committee shall be empowered to decide upon any matter not provided for in the forgoing Rules and their decision shall be final.

### **18. RETURN OF TROPHIES**

Where any trophies are not returned at the requested due date any additional expense incurred in collection may be levied on the trophy holder.

### **19. SUMMER COMPETITION**

The Summer Competition shall be a handicap team event to be run after the winter competition. The exact format of the competition shall be determined each year by a sub-committee appointed to run the competition. Decisions of this sub-committee shall be final on all matters concerning this competition.

### **20. DISSOLUTION OF I.T.T.A**

T.T.E requested Dissolution Clause:- In the event of the dissolution of the Club, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the Club, but shall be given or transferred to one or more of the following sporting or charitable bodies:

- A registered charitable organisation
- Another Club in the local area which shares our goals and objectives
- The sport's national governing body for use by them for related community sports