

MANOTICK TENNIS CLUB

BOOKING OF COURTS POLICY & PRIORITY ACCESS (April 2014)

Club Members are able to book courts, in advance, by using the new online system at www.manoticktenniscub.com or by calling the Court Monitors at the clubhouse (613 692 0533). Monitors work between the hours of 8– 10am seven days per week (starting June 30) and 6- 8pm Monday to Thursday beginning May 12. Courts can be booked seven days in advance for non-prime time and four days ahead for prime time. Prime time is defined as the following: Mon-Sun 8-10am & Mon-Thurs 6-8pm

You should leave your name and telephone number as well as the time you want to play in your message. If your requested time slot is not available, the Monitors will call you back to let you know and make an alternative arrangement.

Courts can only be booked in time slots of 30 min. Where the booking is for singles play, only two sessions can be reserved (1 hour); where the booking is for doubles then a maximum of four sessions can be booked – i.e. it is possible to book a court for doubles for 2 hrs during non-prime time (only permitted to book 1 hour during prime time).

All members are to reserve courts ahead of time using the online booking system. Members who drop in to play will be instructed to book a court on the computer at the club (or have the monitor assist with the booking). Court monitors will follow this system to ensure scheduled times are being adhered to.

As a courtesy to members please cancel unneeded courts. Court no shows will be tracked and could result in the loss of booking privileges.

Members are requested to cooperate with the Monitors. If problems occur please follow the instructions of the Monitor and raise any concerns with the Club Manager or with a member of the Executive.

PRIORITY ACCESS TO COURTS POLICY

Under certain circumstances the Club will approve priority access to a limited number of courts for a pre-arranged program / activity. In these cases the normal 1-2 hour rule does not apply and those with priority will be able to access their courts at the appointed time and remain on the court until their program is finished. This exception applies only up to a pre-determined maximum number of courts; for additional courts, the normal rules apply.

The list of approved priority programs / activities and the maximum number of courts in each case is given below. This is in priority order; should two programs clash, the program listed higher has priority.

- League matches (out of courtesy to visitors from other clubs) – max 3 courts.
- Club paid programs (e.g. ladies'/men's/junior's/league clinics where the club is paying the fees of the Pro) – max 3 courts
- Other paid programs (e.g. private lessons / summer camps / school programs where people are paying separate fees for a program) – max 2 courts.
- Pre-scheduled club tournament or ladder matches – single court per match.
- Approved, regular organized play that does not have an additional fee associated (e.g. ladies on Tuesday and Thursday mornings, senior men on Monday and Wednesday) – max 3 courts.
- Pre-arranged Club Socials – max 5 courts

In addition, no combination of priority activities should ever occupy all six courts. One court will always be made available for member booking.

In terms of scheduling priority activities, all attempts will be made to avoid scheduling multiple priority activities during peak playing hours (6:00 – 8:00pm Monday to Thursday and all mornings 8:00 – 10:00am).

All other situations are handled on a first come, first served basis and subject to the normal rules. If further clarification is required, please contact the Club Manager or a member of the Club Executive.