

## Team Captain's Pack

### Contents

League timetable with your team's schedule highlighted  
League handbook or photocopied relevant pages (NB Bonus points on Page 23)  
2 score sheets (2 in case you make a mess of 1 - but try not to!)  
Envelope for ball money (to be placed in honesty box after match please)  
1 pen (don't lose it!!!)

### Responsibilities of a Team Captain

1. Ensure that your team is available for each match and knows the match venue. If someone is not available, communicate with the club captain who will provide you with a list of reserves.
2. As Team Captain collect your Pack and balls (3 for doubles and 6 for singles) from the clubhouse after 10am on Saturday morning.
3. Saturday League matches commence at 13h15 (point 4.1.9) so make sure everyone arrives at the match venue in good time.
4. Each player should bring food for home games to share with the opposition.
5. For home games, make sure that chairs, water and umbrellas are set up for matches (delegate this job to your team!).
6. Please encourage your team players to pay R120 (for mixed) and R60 (for Men's Doubles) to the club by EFT for the whole season. If players do not want to do this, then collect ball fees at the beginning of each league match and put in the envelope provided in the Captain's Pack (R15). Used match balls must be returned to the clubhouse ball box for use during social tennis sessions.
7. Complete the score sheet and leave it in the Captain's packs, which must be returned to the yellow tray in the clubhouse on Saturday after each match. Score sheets are collected and sent to Western Province before the Monday 4pm deadline. If you do not return your pack/score sheet to the clubhouse on Saturday **you** are responsible for sending the results through to WP (make sure Alexa knows you have done this!) and return the pack to the clubhouse ASAP.

To build more camaraderie amongst players and get the club to support league it is important to ensure players are focused on the success of their teams and not their individual wins. Obviously we want everyone to win their games. But a team with a strong team spirit, makes the win for the individual so much easier.

