## **2023 SBTC COURT BOOKING RULES**

Any court booking related inquiries or issues please contact: info@sbtennis.org

- 1. A member can book up to 2 hours per day and up to 4 days in advance.
- 2. A member is allotted 2 non-consecutive bookings within a 4 day period. A booking is either a 2 hour match for doubles or 1 hour for singles.
- 3. A booking must identify all the players playing. Any booking in which the member is playing counts towards the member's allotment, regardless of who made the booking.
- 4. Members must arrive no later than 10 minutes after the start time.
- 5. A member must cancel at least 2 hours prior to the start time.
- 6. Private lessons: Court will be booked by the member taking the lesson and counts toward their allotment. Lessons are limited to one hour time slots.
- Members will be notified automatically via email when a court is booked in their name. If this booking has been made in error, it is the responsibility of that member to update the booking system.
- 8. An empty court can be booked one hour before the start time (walk-ons) and not count towards the member's allotment.

## **Administration and Enforcement**

The Club relies on the honour system wherever possible. Please report to <a href="mailto:info@sbtennis.org">info@sbtennis.org</a> or the Executive, any empty tennis court that is reserved in the court booking system but not used in a timely manner. This will help us to take the actions below and ensure the tennis courts are properly utilized.

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1<sup>st</sup> Occurrence – A warning e-mail to member 2<sup>nd</sup> Occurrence – Loss of booking and playing privileges for 2 weeks 3<sup>rd</sup> Occurrence – Loss of booking and playing privileges for 4 weeks.
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**NOTE:** Misuse/Gaming of the booking system: will result in similar penalties as above.

## **GUEST POLICY**

Please pay \$5.00 per guest either by using the on-line booking system or leave \$5.00 in the clubhouse GUEST lockbox.

Please notify the Executive in person or by emailing info@sbtennis.org of any irregularities in following the above rules.