

## Court Booking System Rules

- 1) Court bookings made through the booking system will take priority over 'turn up and play'.
- 2) Only full members (Adult, Junior or Family) are entitled to make court reservations
- 3) Court bookings can only be made for the use of at least 2 persons and can be for a maximum of 120 minutes (4 slots).
- 4) A maximum of 4 slots or 1 booking per day can be booked by any member except for coaches who notwithstanding this should not reserve all courts without express approval.
- 5) All courts should never be reserved for coaching even when those courts are not all for the use of a single coach. Exceptions need prior approval.
- 6) Booking is restricted to one court at a time except by prior approval.
- 7) Maximum advance booking period is 3 weeks.
- 8) The maximum number of bookings within a 7 day period is 3.
- 9) Courts cannot be booked for coaching except by coaches themselves.
- 10) Bookings can only be made in your own name and any bookings made anonymously (without any contact details) will be removed.
- 11) No bookings should be made whilst a booking slot is in progress (ie booking 9am at 9:15).
- 12) On occasion, it may become necessary for some or all of the courts to be removed from availability (Matches, Club Events, Maintenance etc). In this event the maximum possible notice will be provided to any existing bookings that are adversely affected.
- 13) In the event of late arrivals (10 minutes or more), the complete booking reverts to any other member who is waiting.
- 14) If weather, or any other factor, disrupts a booking then the court will still need to be vacated at the stipulated time if there is a booking waiting. If there are no subsequent bookings recorded then the usage reverts to normal 'turn up and play' rules.
- 15) If a booking is to be cancelled, then it should be removed from the system as soon as practicable to make the court available to others.
- 16) Persistent 'no-showing' or abuse of the inherent 'goodwill' required by the system will, of necessity, become subject to referral to the committee.

### **Turn up and play**

- 17) Play is unlimited on courts that are available but must be forfeit to bookings at the appropriate time.
- 18) In the event that a non-booked court is in use and 'turn up and play' members are waiting then play should be restricted to a short set of 7 games or 30 minutes, whichever is quicker.
- 19) Any court being used for a single player (Ball Machine, Serving Practice etc) must be given up in favour of any players waiting.