

Tennis Club

Association Sports et Loisirs Nestlé



April 2015

R U L E S O F P L A Y

These rules govern the conditions of use of the Tennis Club Nestlé facilities in La Tour-de-Peilz.

The members of the Committee are responsible for enforcing them.

We call upon the fair play and collaboration of all members to respect these rules, thereby allowing everyone to play tennis in an agreeable atmosphere.

Insofar as weather conditions permit, the Tennis Club is open from mid-April to end-October.

1. DRESS CODE

Only correct tennis clothes are authorised. **Tennis shoes for clay courts are obligatory. *Players not wearing correct shoes will not be allowed on the courts!***

2. PLAYER CATEGORIES

For the requirements of reservation and the general use of the courts, a classification of players into 7 categories has been established

Category	Description
R	Nestlé employees
J	Wives/husbands of Nestlé employees, retired Nestlé employees
B	Children of Nestlé employees and aged below 19 years
R	Nestlé visitors People employed by a society of the Nestlé group temporarily staying in the area. Their wives/husbands and children are grouped in the same categories as the wives/husbands and children of Nestlé employees. They pay a "pro rata temporis subscription fee.
V	External members - Children dependent on Nestlé employees having reached the age of 19 during the calendar year. - People outside the company having been formally accepted by the Committee. - People having the status of "Contractor" with the company.
-	Guests People invited to play by one or several members. The price of a court for one period of play is published on the Son du Court N° 2 and at the initial page of the Reservation system www.tc-n.ch .
-	Players by period People who are not Club members. The price of a court for one period of play is published on the Son du Court N° 2 and at the initial page of the Reservation system www.tc-n.ch .

3. RESERVATION SYSTEM

Court reservations are made by computer via our Internet site (www.tc-n.ch) or on a terminal installed at the Club. An instruction manual is available on our Website and at the Club.

Although the information used (name, birthdate and player number) is not confidential, we have taken the necessary measures to comply with the Swiss Federal Law for the Protection of Data (LPD 235.1)

When you reserve, the system requires you to enter :

- Your player number (previously reservation plate number), i.e. the letter of your player category (R, J, B, V) plus a number of 1 to 3 digits, e.g. R9, R100015, J202, B59 etc.
- A password, which is your year of birth (1956, 1997 etc.)

Should a breakdown of the system or the Internet connection occur, manual reservation lists are available in the restaurant.

Registration of new members and changes concerning existing members, such as : resignation, change of category (junior to adult, Nestlé employee to retired Nestlé employee etc.) are the responsibility of l'Association Sports et Loisirs Nestlé (ASLN). The ASLN will also allocate players' numbers.

4 RULES OF RESERVATION

4.1 Each member has a choice of three types of reservation :

A. Pre-reservation of a court from Monday to Friday (except public holidays) in an horizon of the following two weeks. Only one reservation is possible at the time. However, it is possible to register one court as per Item C. below.

B. Pre-reservation for Saturdays, Sundays and public holidays. However, it is possible to register one court as per item C. below.

C. Same-day reservation for a court not pre-reserved – but at most 15 minutes before the beginning of the period. However, this possibility is not open to players already on the court.

4.2 To (pre-)reserve a court, the names of two players must be noted on the computerised reservation table, on the day and hour selected.

4.3 A (pre) reservation can only be cancelled by the player who made it. If the (pre) reservation is not cancelled and the players are not present 10 minutes after the beginning of the reserved period, the court becomes free. Replacement players must simply enter their names on the computerised reservation table under “Modifier les joueurs” (player change).

4.4 In the case of doubles, at least two players'names should appear on the computerised reservation system.

- 4.5 No player is authorised to play if his/her name does not appear on the computerised reservation table in the correct place. The following are exceptions to this rule :
- 3rd and 4th players in doubles games
 - Lessons with the coach
 - Official practice periods
 - Tournament's matches
 - Cours Jeunesse
 - Cours Jeunesse Compétition
- 4.6 Players benefiting from the possibility of an official game on our courts (external and internal tournaments including Défi (Challenge), practice sessions etc.) cannot pre-reserve a court on the same day.
- 4.7 It is not permitted to reserve using an absent member's name in place of one's own name. It is not allowed to book a court with a member who is absent. Immediate sanction will be imposed in the case of violation of this rule!
- 4.8 Members can (pre) reserve an hour of play with a guest player using the generic name "Invité" (guest). The reservation can be made in advance but no more than 24 hours, except for blocked periods, when the reservation must be made no more than 15 minutes before the period begins. Payment must be made to the restaurant manager before the period of play.
- 4.9 Players by period can pre-reserve the same day, except for blocked periods (paragraph 5.3), when they must wait until 15 minutes before the beginning of the period. The restaurant manager is responsible for the reservation in the system and the receipt of the fee.
- 4.10 During blocked periods, members who are not Nestlé employees can only reserve at the most 15 minutes before the period of play.
- 4.11 If, in good faith, a member is unable to play at the last minute, due to unforeseeable circumstances, only the Club member who made the reservation is authorised to replace him/her. The replacement player's name must appear on the computerised reservation system using the option "Modifier les joueurs" (player change), available after the beginning of the period of play.
- 4.12 To play the Tournoi Défi (Challenge tournament), please refer to the specific tournament rules published on the web. The reservation of the court is made via an ad hoc button (Défi) in the reservation system. The players should be registered. The ranking table is automatically updated when recording the results of a match.
- 4.13 The players are kindly requested 5 minutes before the end of the play period to put the court in a good shape using the appropriate material (trainard or net) available on each court.
- 4.14 The players having finished the period of play and who want to play another additional period must book the reservation in the system.
- 4.15 A player who wants to practice alone on a court (to improve serving for instance) can occupy the court without reservation if the court is free.

5. USE OF THE COURTS FROM MONDAY TO FRIDAY

5.1 Hours of play

Mornings: 7 a.m. to 11 a.m. : Hourly intervals
 11 to 11.30 a.m. : *Court maintenance. No reservation possible*

Afternoons: 11.30 a.m. to 4.30 p.m. : Hourly intervals
 4.30 to 5 p.m. : *Court maintenance. No reservation possible*

Evenings : 5 p.m. to 10 p.m. : Hourly intervals

5.2 The period of play is fixed at one hour.

5.3 BLOCKED PERIODS – those periods exclusively reserved for Nestlé employees are as follows :

From 6 p.m. to 7 p.m. – courts 1 to 5

6. USE OF COURTS ON SATURDAYS, SUNDAYS AND PUBLIC HOLIDAYS

6.1 Hours of play – 8 a.m. to 10 p.m.

6.2 The period of play is fixed at 1 hour.

6.3 Reservations can be made

For Saturdays : From **Wednesday midnight**

For Sundays : From **Thursday midnight**

For holiday Mondays : From **Friday midnight**

For other public holidays : From two days before the holiday

6.4 The **spotlights** cannot be used on Saturdays, Sundays and public holidays (police order).

7. COURTS RESERVED FOR SPECIAL PURPOSES

7.1 The Committee and the Technical Commission can reserve courts in advance for special events such as tournaments, interclub matches, practice periods, Cours Jeunesse, Jeunesse Compétition, etc.

7.2 Court No. 6 is reserved for lessons given by the Club coach until 8 p.m. on weekdays and until 12 noon on Saturdays. If these periods are not reserved by the coach they are available for (pre) reservation.

8. CONDITION OF COURTS

In case of bad or uncertain weather conditions the Club answering machine, No. **021 924 54 49** will inform whether or not the courts are open

Only the coach, who is responsible for court maintenance, or a person appointed by him, is authorised to decide whether the courts can be made available!

If the courts are decreed unavailable by the person responsible for maintenance, **a notice to this effect will be displayed on a board placed on the wall at the restaurant level; in this case access to the courts is forbidden.**

The cost of repairs to the courts can be charged to players not respecting these instructions.

9. CHANGING ROOMS AND OTHER FACILITIES

Players are earnestly requested to contribute to the **order and cleanliness of the changing rooms and other club facilities**

- 9.1 On leaving the courts, players must clean their tennis shoes on the mats provided for this purpose.
- 9.2 In order to prevent theft, players are requested not to leave objects of value in the changing rooms. Please use the lockers available for this purpose in the restaurant.
- 9.3 The last players to leave the changing rooms are requested to switch off the lights and close the windows.

10. SANCTIONS

Any player who violates the above rules is liable to sanctions fixed by the Committee.

THE COMMITTEE