

TENNIS OPERATING RULES



A. General Rules:

1. The Tennis Complex is open every day from 7 a.m. to 10 p.m.
2. Lighted courts are available on courts 1/2/5/6/7 – bring quarters for coin-operation.
3. All residents and guests must sign in upon entering the facility.
4. Proper tennis attire (shirts required) for players and “non-marking shoes” for on-court play.
5. “Prime-time” for tennis play is during the hours of 7 a.m. to noon every day.
6. Club tournaments, leagues, and other events must be scheduled and posted one week in advance.
7. Scheduled club/group/organization tournaments and activities at the tennis facility take priority and must be scheduled and posted one week in advance:
 - a. Prime time events and tournaments must be reviewed and approved by the Recreation and Special Events Department
 - b. At least 50% of the event players are Laguna Woods residents
 - c. No other events are already scheduled at the same time/day
 - d. The event reservation notice will be posted on the appropriate courts
8. Guests - must have resident present and may use one court only; One guest per resident in prime-time and up to three guests for other times; no guests under the age of 6 are permitted.
9. No pets other than service animals are allowed at the tennis facility.
10. No unauthorized music is to be played on any device at the tennis facility.
11. Entry gates require Laguna Woods Village resident ID card (swipe or tap) for access – Do not prop open the gates!
12. Only teaching professionals approved by GRF can host lessons Monday through Saturday, noon to close and Sunday all day on courts 3 and 4.

B. All Court Rules: (See tables on Page 3 for a summary of court rules)

1. Play time limits/reservation availability/walk-on usage varies by court number and time of day.
2. All players must be present to claim an open court.
3. Courts 1 through 7 have a “whiteboard” for sign-up and **must** be used properly for all walk-on usage.
 - a. All players must post their start and stop time on the board and may not be changed (not to exceed the set court time limits during prime-time hours-see chart on page 3).
 - b. Do not change start/end times on the whiteboard (once recorded) after claiming a walk-on or reserved court.
4. Reservations may be made up to three days in advance via Court Reserve for Courts 8 through 10 all day and courts 6 and 7 during the evening.
 - a. Players with Court Reserve reservations may start early if their reserved court is available.
 - b. Players with advance Court Reserve reservations must claim their assigned court within 10 minutes of their start time or the reservation will be deemed canceled and the court will then be available for walk-on play until the next reservation time.
5. When time expires play may continue until a new group arrives and there are no other courts of equivalent time limit available, i.e. one or 1.5 hour courts.

6. Arriving players **must** take any open court, and not ask others playing beyond their time limit to move, unless the available courts are for lesser time limits, i.e. only one-hour courts available.
 7. Doubles play does **not** have priority over singles play at any time.
 8. During “prime-time” an individual may practice by themselves until a group arrives to play, but an individual player may not hold a court if all players are not present and ready to start play.
 9. During non-prime-time an individual may occupy any walk-on court to practice by themselves.
 10. Back-to-back reservations by the same group are not allowed and players should cancel Court Reserve reservations that will not be used as soon as possible. Likewise, the same group may not change their times and sign up back-to-back on walk-on courts.
- C. **Court 1: Walk-on Challenge Court** (sign-up board on Clubhouse wall near the court)
1. Used for two doubles teams to play one set in prime- time (maximum time is one hour).
 2. Winners stay for another round and play the next waiting team. If they win again both teams leave.
 3. The next two teams take the court and the losers may sign up on the challenge board again.
 4. If no one is playing on the court, up to four people may play but they could be challenged by another twosome that comes and signs up on the board. On-court “score tubes” must be used.
 5. After noon (non-prime-time) court 1 reverts to a walk-on court for singles or doubles play with on-court time limited to 1.5 hours when others are waiting.
- D. **Courts 2-4: Walk-on – one-hour** (sign-up board near the clubhouse main entrance)
1. During prime-time, play is for singles or doubles and on-court time is limited to one hour when others are waiting.
 2. After noon (non-prime-time) on-court time is limited to 1.5 hours when others are waiting.
 3. If no players are waiting, play may continue but the group must sign in again on the white board to show the new start time.
- E. **Court 5: Walk-on - 1.5 hour** (sign-up board near entrance to Court 5)
1. Play is for singles or doubles and on-court time is limited to 1.5 hours when others are waiting.
- F. **Courts 6-7: Walk-on Day & Night Reserved - 1.5 hour** (sign-up board near entrance to Court 5)
1. Play is for singles or doubles and on-court time is limited to 1.5 hours when others are waiting.
 2. These courts may be reserved via Court Reserve for lighted night play with set reservation times of: (4:30-6), (6-7:30) or (7:30-9)
- G. **Courts 8-10: Reserved Courts – 1.5 hour** (sign-in board near entrance to Court 5)
1. May be reserved via Court Reserve for singles/doubles play in prime-time with set reservation times of: (7:30-9), (9-10:30), (10:30-noon).
 2. May be reserved via Court Reserve **AFTER** prime-time for singles/doubles play (Court 8), ball machine (Courts 9 & 10) or backboard (Court 9) play with set reservation times of:
 Winter Hours: (noon-1:30), (1:30-3) or (3-4:30)
 Summer Hours: (noon-1:30), (1:30-3), (3-4:30), (4:30-6), (6-7:30)

Note: The Recreation Department reserves the right to review and adjust these Tennis Operating Rules to accommodate the needs of the community.

Tennis Court Rules for Prime-Time Hours

7 a.m. to noon

Court 1 – Challenge Court for doubles teams to play one set (maximum one hour); winners stay for next round; if that team wins again both teams leave; if no one is playing on the court, up to four may start play but may be challenged after one set.

Highlights of Court Play Priorities for Courts 2-10	PRIME-TIME 7 a.m. to noon			
	COURTS			
	1-4	5	6/7	8/9/10
Set reservation times available	NO	NO	NO	YES*
On-court time limit	1 hour	1.5 hours	1.5 hours	1.5 hours
Walk-on if no show/no reservation	N/A	N/A	N/A	YES
Individual player uses by themselves	YES#	YES#	YES#	NO
Doubles have priority over singles	NO	NO	NO	NO
Note: If another court is available, you must take the open court and not ask others to move from a court they occupy.				
* Set reservations times are (7:30-9), (9-10:30), (10:30-noon)				
# During prime time an individual may practice by themselves but can be bumped by a group that arrives to play				
Reservations may be made via Court Reserve for courts 8 through 10.				

Tennis Court Rules for Non-Prime-Time Hours

Noon to Close

Highlights of Court Play Priorities for Courts 1-10	NON-PRIME TIME (After noon)			
	COURTS			
	1-4	5	6/7	8/9/10
Set reservation times available	NO	NO	YES*	YES+
On-court time limit	1.5 hours	1.5 hours	1.5 hours	1.5 hours
Walk-on if no show/no reservation	N/A	N/A	YES	YES
Individual player uses by themselves	YES	YES	YES	YES
Doubles have priority over singles	NO	NO	NO	NO
An individual may practice by themselves on any walk-on court during non-prime time hours				
Note: If another court is available, you must take the open court and not ask others to move from a court they occupy.				
* Set reservations times are (4:30-6), (6-7:30), (7:30-9)				
+ Set reservation times for play (Court 8), ball machine (Court 9 & 10) or backboard (Court 9) are (noon-1:30), (1:30-3), (3-4:30), (4:30-6), (6-7:30)				
Reservations may be made via Court Reserve for courts 6 through 10.				

Instruction provided by VMS approved teaching professional have court priority on courts 3 and 4 all day on Sunday and after noon other days. The teaching professionals will post the lessons time 24 hours in advance.