



## TOWNE LAKE HILLS SOUTH TENNIS TEAM REGISTRATION FORM

*This form is required for all teams registering to play their home matches at the Towne Lake Hills South tennis facilities. This form must be filled out by the team Captain and submitted to the Tennis Committee Chairperson and the TLHS Board. Team rosters are not approved until they are signed by the Team Captain, the TLHS Board & the TLHS Tennis Committee Chairperson. Please see accompanying instructions.*

List three (3) preferred practice days and times for team practices on TLHS courts

\_\_\_\_\_

Team Captain \_\_\_\_\_

Tennis Committee Chairperson \_\_\_\_\_

TLHS Board of Directors \_\_\_\_\_

Date	Day of Week for Matches & Time of Day		
Season	Division	League	
Team Captain		Home Phone #	
Team Co-Captain		Home Phone #	

Team Member Name	Team Member Address	TLHS Resident (Y or N)	Dues Paid Y or N

*All TLHS team members are required to be current on their dues to play on a team. All Non-TLHS team members are required to pay a court fee of \$15.00 per season played as a registered player on a TLHS team.. All fees must be paid in a single payment by the team Captain prior to playing the first season match. Fees paid will be applied to the year in which a majority of the season matches are scheduled for.*

## INSTRUCTIONS FOR THE TLHS TENNIS TEAM REGISTRATION FORM

- 1- READ THE HIGHLIGHTED BLOCK.
- 2- FILL IN THE GENERIC INFORMATION IN THE TITLE BLOCK.
- 3- ON THE LEFT PORTION OF THE PLAYERS ROSTER, FILL IN THE TEAM MEMBERS WHO WILL BE ON THE TEAM THAT LIVE IN TLHS. PUT THEIR ADDRESS NEXT TO THEIR NAME SO THE BOARD CAN VERIFY THAT THEY ARE CURRENT ON THEIR DUES.
- 4- ON THE RIGHT PORTION OF THE PLAYERS ROSTER, FILL IN THE TEAM MEMBERS WHO WILL BE ON THE TEAM AND DO NOT LIVE IN TLHS. PUT THEIR ADDRESS NEXT TO THEIR NAME.
- 5- READ THE SECOND HIGHLIGHTED BOX.
- 6- THE FINAL BOX LISTS THE NON-TLHS PLAYERS AND THE DUES THEY HAVE PAID SO FAR FOR THE CURRENT CALENDAR YEAR. THE FEE FOR EACH NON-TLHS PLAYER IS \$15.00 PER SEASON (JAN. 1 THRU DEC. 31).
- 7- LIST THREE (3) DAYS OF THE WEEK AND TIMES OF THE DAY THAT YOUR TEAM WOULD PREFER TO HAVE SCHEDULED PRACTICES WITH GUARANTEED AVAILABILITY TO AT LEAST TWO COURTS, AT LEAST ONE OF WHICH WILL BE AN UPPER COURT. THE TENNIS COMMITTEE WILL ASSIGN DAYS AND TIMES BASED ON THE NUMBER OF REQUESTS RECEIVED FOR A GIVEN SEASON. PLEASE LIST THESE IN ORDER OF PREFERENCE AND DON'T COMPLAIN ABOUT THE SCHEDULES UNLESS YOU ARE WILLING TO BECOME THE NEXT SCHEDULER WHO RECEIVES THE CALLS AND COMPLAINTS.
- 8- FINALLY, SIGN THE FORM IN THE SPACE PROVIDED FOR THE TEAM CAPTAIN. SUBMIT TO BOARD MEMBER MIKE KIEFER AT MKIEFER007@GMAIL.COM.

**PLEASE NOTE THAT NOTHING IS FINAL UNTIL YOU HAVE A COPY RETURNED TO YOU WITH ALL THE APPROPRIATE SIGNATURES INTACT. AT THAT TIME, YOU WILL BE GIVEN YOUR ASSIGNED PRACTICE DAYS AND TIMES. PLEASE NOTICE THAT NO APPLICATIONS WILL BE RETURNED UNTIL A CHECK HAS BEEN SUBMITTED FOR THE NON-TLHS PLAYER FEES. RATHER THAN HAVE NUMEROUS CHECKS, THE CAPTAIN IS RESPONSIBLE FOR COLLECTING THESE FEES AND PROVIDING THEM TO THE TLHS BOARD POINT OF CONTACT, CURRENTLY KATHY BARLITT. THE CHECK WILL BE MADE OUT TO TOWNE LAKE HILLS SOUTH COMMUNITY ASSOCIATION, INC. AND COVER THE ENTIRE TEAM AMOUNT. THIS CAN BE IN THE FORM OF A PERSONAL CHECK FROM THE CAPTAIN OR A MONEY ORDER.**

**THE CAPTAIN ASSUMES ALL RESPONSIBILITY FOR THE ACTIONS OF THE PLAYERS THEY HAVE SIGNED UP ON THEIR TEAM THAT DO NOT LIVE IN TLHS. THEY ARE EXPECTED TO RESPECT THE MEMBERS OF TLHS AND RESPECT THE COVENANTS OF OUR COMMUNITY. THE NON-TLHS PLAYERS ARE PERMITTED TO UTILIZE THE COURTS DURING THE FOLLOWING TIMES WHICH THE TLHS BOARD GUARANTEES RESERVATION FOR: ONE (1) HOUR PRIOR TO MATCH PLAY SCHEDULED AT TLHS, DURING MATCH PLAY & DURING SCHEDULED TEAM PRACTICES. IF A NON-TLHS PLAYER WISHES TO UTILIZE THE COURTS AT TIMES OTHER THAN THIS, THEY MUST DO SO AS A GUEST OF A TLHS MEMBER WHO SHALL BE PRESENT DURING THE ACTIVITY.**