
RULES OF THE NORTH WEST KENT TABLE TENNIS ASSOCIATION

1. Title

The Association shall be called North West Kent Table Tennis Association. Hereinafter called "NWKTТА"

2. Objects of the Association

To promote and encourage Table Tennis in every possible way and to make, adapt, vary and publish Rules, as shall be deemed necessary.

3. Constitution

The Association shall consist of a President, Vice Presidents who shall not number more than 15. Chairman, Vice-Chairman, Hon Treasurer, Hon General Secretary, Hon Assistant General Secretary, Hon Fixture Secretary, Hon Registration Secretary, Hon Minutes Secretary, Hon Trophy Secretary, Hon Match Secretary, Hon Publicity Secretary, Hon Auditor and a committee of not more than 12, and duly affiliated clubs and schools. The officers (excluding President, Vice President's and Hon. Auditor) and Committee to constitute the Executive Committee, who shall manage the affairs of the association; they shall retire annually, but they shall be eligible for reselection. The Executive Committee may meet once each month except during the month in which the Annual General Meeting is held.

(a) A Quorum for all Committee meetings shall be five. The Executive Committee shall be empowered to co-opt the services of any members of affiliated clubs for the purpose of carrying out any duty. It shall also have the power to compel the resignation of any Executive member who fails to attend two consecutive meetings of the Executive Committee without satisfactory explanation.

(b) The Chairman, Vice Chairman, Hon General Secretary and the Hon Treasurer shall constitute a standing Sub Committee to act on the behalf of the Executive Committee in between meetings. Any action taken shall be reported to the next meeting of the Executive Committee.

4. Affiliation

(a) The area of the Association shall be the N.W.K. area and adjoining districts.

(b) Affiliation shall be open to clubs and schools situated in the area covered by the Association. Schools thus affiliated shall pay no fees and have no vote.

(c) Application for affiliation shall be made on or before the first Monday in July.

(d) Application for all affiliation to Table Tennis England and Kent County Table Tennis Association.

5. Fees

Affiliation fees of £7.00 per team, plus TTE and KCTTA fees shall be payable to the Hon. Treasurer not later than 30th September, failure may result in the club being withdrawn from the league.

Registration fees to accompany the official Registration form, Senior £5.00 per player, Junior £3.00 per player.

A Guarantee Fee of £4.00 per Team to accompany the application for affiliation, from which shall be deducted any fines incurred.

6. Annual General Meeting

(a) The Annual General Meeting of the Association shall be held during the month of June of each year, when the Annual Report and Statement of accounts made up to 30th April shall be presented. At least fourteen days' notice of the meeting, together with agenda etc., shall be given to all Officers, Committee members, affiliated clubs and schools. A fine of £5 will be imposed against any club not represented at the Annual General Meeting.

(b) The Officers, Committee members, Representatives of affiliated schools, and all members of affiliated clubs shall be entitled to attend the Annual General Meeting.

(c) One nominated representative from each affiliated club shall be allowed to vote at the Annual General Meeting in respect of any changes. All other Resolutions shall be on a show of hands.

(d) A 51% majority of votes shall be necessary to carry any resolution in respect of alteration to Rules, Clubs shall be entitled to vote as follows:

Clubs with 1 to 3 teams – 2 votes; Clubs with 4 to 6 teams – 3 votes;

Clubs with 7 or more teams 4 votes.

(Any team withdrawn from the league during the preceding season would not count for the purpose of this rule.)

A club may cast all or any of its votes for or against a resolution.

(e) Any resolution in respect of Rule 6(d) shall be proposed by the nominated representative of the club submitting such a resolution and seconded by a nominated representative of another club. Resolution proposed by the Executive Committee may be seconded by a nominated representative, if there is no representative present of the club submitting a resolution it may be proposed by any nominated representative and seconded by any other nominated representative.

7. Special General Meeting

A Special General Meeting of the Association shall be convened on a resolution of the Executive Committee, or within six weeks of receipt by the Hon. General Secretary of a resolution signed by the authorised representative of at least one third of the affiliated representatives of at least one third of the affiliated clubs, and rule 6 respecting circulation of notices and procedure shall apply as at an Annual General Meeting.

8. Alteration of Rules

The Rules may only be altered at an Annual General Meeting or at a Special General Meeting. Any proposed alterations shall be submitted to the Hon. General Secretary by the Executive Committee or by an affiliated club in writing not later than the 24th April or with the demand for a Special General Meeting. Such propositions shall be circulated to all Officers, Committee members, affiliated clubs and schools and any proposed Amendments to them shall be submitted to the Hon. General Secretary by the Executive Committee or by any affiliated club in writing not later than the 15th May or not later than three weeks prior to a Special General Meeting. Such amendments shall be circulated to Officers, Committee Members, affiliated clubs and schools with the notice of the Annual General Meeting or Special General Meeting.

9. Finance

The financial year of the Association shall end on the 30th April and copies of the audited statement of accounts shall be sent to all Officers, Committee members, affiliated clubs and schools prior to the Annual General Meeting. The funds of the Association shall be lodged at a Bank/ Building society, and all cheques, drafts, etc. drawn on the Society accounts shall be signed by two of the following: Chairman, Hon General Secretary and Hon Treasurer.

10. Laws of Table Tennis

All matches under the Association's jurisdiction shall be played in accordance with the laws of Table Tennis as sanctioned by Table Tennis England (TTE)

11. Representative Teams and Tournaments

The Executive Committee may appoint a Sub Committee for the purpose of selecting teams to represent the Association. The selection Sub Committee shall have the power to co-opt. The Executive Committee shall be empowered to organise tournaments, making such arrangements as it deems necessary. These tournaments shall be open to registered players in the current season only. Players must have played in no fewer than three league matches, in the current season, and receiving a ranking before the closing date for entries to the tournament. Any player having played at least one match in a higher Division shall be eligible to enter the tournaments for the higher Division as well as the lower Division. However, any player having played the maximum number matches for a higher Division (Rule 6c) shall not be eligible to play in tournaments for a lower Division. The Executive Committee shall have the power to waive this rule in special circumstances.

12. Problem not covered by rules

In the event of any matter arising which is not provided for in the foregoing rules, such matter shall be referred to the Executive Committee, whose decision shall be final.

13. Dissolution

In the event of the winding up or dissolution of the Association, any surplus assets shall be held in trust by the KCTTA for a period of five years, during which time the KCTTA shall endeavour to promote and encourage the formation of a similar organisation. If successful, the KCTTA shall hand over the surplus assets of the association to that similar organisation. In the event of failure, the surplus funds shall be absorbed within the funds of the KCTTA.

League Rules

1. Membership

- (a) The League shall be opened to affiliation clubs and formed into Division by the Executive Committee or its nominated Sub-Committee.
- (b) The Executive Committee or its nominated Sub-Committee shall:-
- (i) Elect new clubs
 - (ii) Decide the number of Divisions in the League
 - (iii) Decide the number of teams in each Division, provided that, as far as possible, no Division shall consist of more than 12 teams or less than 6 teams
 - (iv) Decide the teams to form each Division, provided that, where possible, no more than 4 teams from any one club are represented in any one Division
- (c) The Executive Committee or its nominated Sub-Committee shall have the power to refuse re-admission of any existing club

2. League Condition

- (a) A team shall consist of three players.
- (b) Where a Division consists of 9 or more teams, each team shall play the other twice in a season. Where a Division consists of 7 or 8 teams, each team shall play the other three times in a season. Where a Division consists of 6 teams or less, each team shall play the other four times in a season. Each match shall consist of 9 sets of singles in Division 1 and 2 and 9 sets of singles and 1 set of doubles in Division 3, with the doubles pairings being nominated by each team from the players participating in the match. Each set shall be the best of 5 games, each game played up to 11.
- (c) The order of play shall be as laid down in the Association match scorecard, unless both team captains agree to a change in the playing order. The Players shall be listed in any order on the scorecard. All matches must be played to a finish and each team shall be awarded one point for each set it wins.
- (d) All matches must commence not later than 7.45pm, when at least two players of each team shall be present; no player arriving after 8.15pm, shall play in a match.
- (e) Once the match has commenced, no player participating in the match, shall be allowed to practice on another table for the duration of the match. The penalty for not observing this rule will be the deduction of 1 match point for each offending player per offence, up to a maximum deduction of 3 match points for each offending player. Should an offence occur, the offending team captain should be notified by the non-offending team captain, on the night of the match, that the offence will be notified to the Divisional Secretary. Points will be deducted from the offending team after notification to the Divisional Secretary.
- (f) Both teams shall verify the match result by signing the association's scorecard, which shall be posted or delivered by the Home team to the relevant Divisional Secretary within 48 hours of the match (as per postmark).

2. League Condition – continued

(a) The Committee may award or deduct such points as it deems appropriate in respect of any matches not played in accordance with the League rules. No points shall be awarded or deducted until after the halfway stage of the league programme, after which the award will be made at the first available Committee meeting, utilising the following charts for the awarding of points in respect of un-played matches.

Divisions 1 & 2			Division 3 only		
Average Diff	Higher	Lower	Average Diff	Higher	Lower
More than 3.7	9	3	More than 3.0	10	5
3.1 - 3.6	8	3	2.7 – 3.0	9	5
2.7 - 3.0	7	3	1.8 - 2.6	8	5
1.8 - 2.6	6	3	0.9 - 1.7	8	6
0.9 - 1.7	5	4	less than 0.9	7	7
less than 0.9	5	5	Defaulting Team No Points		
Defaulting Team No Points					

The **Average Difference** is the difference between the two teams being adjudicated respective team point averages gained per match for all matches played for fixtures due at the half-way point of the season. This average is used throughout the rest of the season. The points awarded for the un played games is that shown above, if the non-defaulting team has the higher individual average, then it will receive the points shown in the **Higher** column above, conversely if the non-defaulting team has the lower individual average, it will receive the **Lower** column points. In all cases the defaulting team will receive zero points.

2.1 Match Postponements

(a) All matches shall be played on the dates published in the fixture list. Postponement of matches will be allowed, without penalty, in very exceptional circumstances, i.e. severe weather conditions affecting transport, loss of playing facilities or Government restrictions. Matches postponed under such conditions will not count against the maximum of two postponements per team under **Rule 2.1(d)**. The absence of regular players, or their inability to play, shall not be deemed sufficient reason for the postponement of a match. Reserves must be played.

(b) Matches scheduled to be played on all Statutory Public holidays may be postponed without penalty and will not count against the maximum of two postponements under **Rule 2.1(d)**

(c) Matches played on a different night, during the same week of the original fixture, and matches played prior to the date of the original fixture date may be done without penalty and will not count against the maximum of two postponement under **Rule 2.1(d)**

(d) Match postponements will be limited to two per team per season for unspecified reasons, provided that both teams agree to the postponement and the postponement is made under **Rules 2.1(e) and 2.1(f)**

2.1 Match Postponements - continued

(e) No team shall have more than one postponed match outstanding at any one time i.e. a postponed match that has either not been played or got an agreed date for play. Failure to observe this will result in the offending team receiving a **2-point penalty** for the first and every subsequent offence.

(f) A team not being able to fulfil a fixture should notify their opponents and the Divisional Secretary at least 48 hours prior to the fixture date. The onus for re-arranging a postponed match shall rest with the team who sought the postponement. The new date for the match should be agreed, by both teams, within 2 weeks of the original match date and the Divisional Secretary notified of the new date. Once agreed, this date cannot be changed again by the offending team unless in very exceptional circumstances under **Rule 2.1(a)** or at the discretion of the Executive Committee. Failure to agree a date will result in a referral to the Executive Committee for a decision.

(g) A team not being able to fulfil a fixture and giving their opponents and Divisional Secretary less than 24 hours notice, prior to the fixture date, shall forfeit that match to their opponents and the match awarded under **Rule 2(a)**. Such matches shall be regarded as walkovers and the offending team shall receive a **4-point penalty** and fined under **Rules 9(c) and 9(f)** for the first and every subsequent offence.

(h) Where a team fails to turn up for a match, without notification to their opponents, the match shall be awarded to their opponents. The non-offending team shall receive a total number of points equal to the number of sets played in their Division (i.e. 9 or 10 points) Such matches shall be regarded as walkovers and the offending team shall receive a **4-point penalty** and fined under **Rules 9(c) and 9(f)**

(i) If a postponed match, in the first half of the season, has not been played by the start of the second half of the season, the Executive Committee shall award the result in accordance with **Rule 2(a)**

(j) If a postponed match in the second half of the season, has not been played by the end of the two-week extension period, the Executive Committee shall award the result in accordance with **Rule 2(a)** subject to **Rule 2.1(k)**

(k) Should the awarding of a match under **Rule 2(a)** have an impact on promotion or relegation positions, the Executive Committee may ask for the match to be played, award the match under **Rule 2(a)** or void the match

(l) No player or team has the authority to gift walkovers in fixtures to other teams. If the non-offending team wishes not to claim the fixture, then an attempt should be made to reschedule or be referred to the Executive Committee for a decision.

(m) The non-offending team may apply to the offending team for reimbursement of their expenses if a fixture is postponed under **Rule 2.1(g)** or not played under **Rule 2.1(h)**

(n) Any situation, not covered by the above Rules, should be referred to the Executive Committee for a decision which shall be final.

3. Promotions and Relegation

(a) Subject to Rule 1b (iv), - The two teams with the highest number of points in Division 2 and lower Divisions shall be promoted to the next Division above the Division in which they competed in the previous season. The two teams with the lowest number of points in all Divisions, with the exception of the lowest Division, shall be relegated to the next Division below the Division in which they competed in the previous season.

(b) Subject to Rules 1b(iii), 1b(iv) and Rule 3a – If there are vacancies in any Division any team(s) may apply to fill such vacancies. If there are more applications than vacancies, the teams securing the highest number of votes shall be elected by a meeting of the Executive Committee or its nominated Sub-Committee to fill the available places. Only those clubs represented at the meeting may apply to fill a vacancy in any such Division.

(c) In the event of a tie on points between teams affected by promotion or relegation the final position shall be decided by the number of matches won. If the number of matches is equal the teams concerned shall play a deciding match or matches on a neutral ground, within a time approved by the Executive committee. All players taking part in these deciding matches must have played at least 50% of the scheduled league matches for the teams involved, or as may be approved by the Executive Committee.

(d) The match results of any team withdrawing or being expelled during the first half of the season shall be expunged. Where a team withdraws or is expelled after the completion of all its fixtures from the first half of the season, any points won by the opposing teams from those first half fixtures shall stand. Any match results from the second half of the season shall be expunged. In any case the team withdrawing or being expelled shall be placed at the bottom of the Divisional table with zero points and considered for relegation. The player's individual results will stand.

4. Withdrawal

(a) If a team is withdrawn from a Division the Club Secretary shall immediately notify the appropriate Divisional Secretary and also the Secretaries of the clubs which the withdrawn team is due to play during the next 4 weeks. In the case of a team being withdrawn prior to the first week of the playing season then the fees, except the guarantee fees, for that team shall be refunded to the club in question. In any other case of the withdrawal of a team all fees shall be forfeited.

5. Registration

(a) Registration of players must be affected on the official form with the registration fees to the Hon. Fixture/Registration Secretary before playing in a match. No player may be registered for more than one club in the Association at any one time. Registration will not be accepted after the 31st December for the current season.

(b) The Executive Committee shall reserve the right to refuse registration if, in their opinion, such registration is detrimental to the best interest of the Association. Reasons for refusal will be forwarded to the club concerned.

(c) It is the responsibility of each Club Secretary to ensure that all registered players have paid their Table Tennis England (TTE) membership fees prior to playing in a match. Failure to do so will result any games played by non-TTE members being forfeited.

6. Grading

(a) Each club with more than one team shall nominate at least three players for each of its teams and shall:

(i) list the players in order of ability; and

(ii) list each team in order of playing strength ("A", "B", "C", etc)

A club subsequently registering an additional player or players shall, at the time of registrations, nominate each player for a specific team to indicate their playing ability.

(b) The Committee may refuse to accept the registration of any player on the grounds that the team for which the player is nominated is inconsistent with the player's strength.

(c) Any player having taken part in four or more matches for a higher team or teams shall not compete in a lower team. Where a club has more than one team in that division no player may play more than the number of times specified in Rule 2b against the same team in that division.

(d) Any request by a club for a player, or players, to be re nominated to a lower team must be forwarded in writing to the Hon, Fixture / Registration Secretary, who shall place the request before the Executive Committee for approval.

7. Eligibility

A rearranged match for the purposes of eligibility of players shall be deemed to take place on the date shown in the handbook. The playing of an ineligible player or absence of a player will result in the award of the player's sets to the opponents.

8. Transfer

(a) A player wishing to change his/her club may apply to the Hon. Registration Secretary enclosing written consent from his/her present club. If the Executive Committee agree to the transfer, the player must re register with his/her new club through the Hon. Registration Secretary enclosing a transfer fee £5. Rules 5, 6, and 7 will then apply.

(b) Transfers will not be accepted after the 31st December for the current season.

9. Penalties

(a) Late Scorecards (Rule 2(e))	£1.00
(b) Failure to report non-playing of match to Divisional Secretary (Rule 2(f))	£2.00
(c) Team giving a walkover (Rule 2f)	£10.00
Should the same team give a second walkover	£20.00
Should the same team give a third walkover -	Withdrawn from the League
(d) Failure to notify opponents of inability to play (Rule 2(h))	£10.00
(e) Playing an ineligible player (Rule 5, 6, 7 and 8)	£10.00
(f) Postponement of a match (Rule2 (f))	£5.00
(g) Failure to play with a full team (Rule 2(a))	£2.00

10. Protests and Appeals

(a) All protests or complaints concerning fixtures, playing order of league matches, playing conditions, conduct of players etc., must be forwarded in writing to the relevant Divisional Secretary, who will place such matters before the Executive Committee.

(b) In the event of any matter arising which is not provided for in the foregoing rules, such matter shall be referred to the Executive Committee, whose decision shall be final.