

SCORECARD INSTRUCTIONS

The scorecard form must be completed prior to getting together with the opposing team's captain to exchange team information. If the opposing captain does not have her form completed, do NOT share your lineup until she has completed her lineup.

New scorecards were developed in January of 2022. The Home Team is always written on the top and the Visitor on the bottom (as marked on the scorecard). Players' names are written as indicated, with the position one team first (the line numbers are indicated on the scorecard), etc., etc. Be sure to give yourselves about ten (10) minutes before the match to begin to exchange lineup information.

If the opposing team does not have a full team, you will write in YOUR players' names for that position. Where the opposing team names should be, just write 'FORFEIT" across the line. You MUST have YOUR players' names listed or it will be counted as a forfeit, too. Of course, the same applies when you must forfeit a team. Simply write "FORFEIT" across that position, and make sure the opposing team players are listed. YOU CAN ONLY FORFEIT STARTING AT THE LAST POSITION IN ASCENDING ORDER. You must be very careful and aware of the 3-slot rule (see Bylaws for clarification).

The scores are always written with the Home Team on top and in the Set 1 and Set 2 boxes. In case of a tiebreak, the tiebreak score is written in the 3rd column as a "1" for the winning team and a blank for the losing team. The actual tiebreak score is not written. Place an "X" in the 4th column for the winning team. After all scores are written and the winning team has an "X" in the 4th column, make sure YOU sign and CHECK the box by your name. The OPPOSING Captain must also sign your form, this way the Division Secretary will know which Captain has texted her scorecard. Be sure to also sign the opposing team's form. Also check and make sure your scores match with the opposing Captain's scores.

You should keep a copy of the Scorecard for your records. It helps if there is a discrepancy or if players want to know how their overall win/loss record was.

Submitting Scorecards:

Text the SIGNED Scorecard to your Division Secretary and Trudie Gill-Keenly. Their cell phone numbers are on the bottom of the scorecard. Be sure to include all pertinent information: scores in proper order; team positions with team players' names; captain's names; name of site; and date played.