

OFFA TENNIS CLUB

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PREAMBLE

On the 7th day of August 2022, Several spirited and Pioneering individuals, decided to Operate as a Club. Subsequently, it was registered with the Offa Local Government on the 24th of August, 2022 and recognized as **OFFA TENNIS CLUB**.

1.1 VISION

To be an Academy for the Sport of Lawn Tennis.

1.4 MISSION STATEMENT

To Provide, Encourage and Promote facilities for playing the game of Lawn tennis in Offa;

1.3 OBJECTIVES

The Objectives of the Club are:

- 1.3.1 Providing and maintaining the Club premises, and Club-owned tennis equipment, whether hired or owned for the use of its Members;
- 1.3.2 Providing other ordinary benefits to Members such as the provision of suitability qualified coaches, coaching , insurance, medical treatment, post-match refreshments;
- 1.3.3 Supplying or Selling food or drink as a social adjunct to the sporting purposes of the Club;
- 1.3.4 Providing such other benefits to its Members as it shall think fit;
- 1.3.5 Affiliating the Club with other Tennis Organisations whose operations are in line with the purpose of the club;
- 1.3.5 Participating and organizing Tournaments with other Tennis Clubs;
- 1.3.6 Using, hiring, renting or leasing any tennis court whose terms and conditions are suited to the purpose of the Club;
- 1.3.7 Making rules, regulations, bye-laws, and standing orders concerning the operation of the Club;
- 1.3.8 Disciplining Members as permitted by its Rules and Regulations;
- 1.3.9 Acquiring, Establishing, or Operating a Tennis facility as an Academy, together with its buildings fixtures, fittings and accessories as shall be thought possible.
- 1.3.10 Promoting Social interaction, Friendship, Fellowship, Discipline, and Co-operation among Members of the club;
- 1.3.11 Doing all such other things as the Executive Committee thinks fit, to further the interests of the Club.

THE CONSTITUTION OF OFFA TENNIS CLUB

2.0 DEFINITIONS

The meaning of the following:

"The Member(s)"	Refers to a Financial Member of Offa Tennis Club, except where stated otherwise.
"The Rules"	Refers to the Rules of the Constitution of the Club, that is in force.
"The Executive Committee"	Refers to the Committee appointed annually at the Annual General meeting to serve as Officers of the Club.
"The Chairman"	Refers to the elected Chairman of the Club in accordance with the Constitution.
"The Club Secretary"	Refers to the elected Secretary of the Club in accordance with the constitution.
"The Club Captain"	Refers to the elected Captain of the Club in accordance with the Constitution.
"The Club Treasurer"	Refers to the elected Treasurer of the Club in accordance with the Constitution.
"The Club Social Secretary"	Refers to the elected Social Secretary of the Club in accordance with the Constitution.
"The Club Trustees"	Refers to Selected Members or Non Members of the Club in accordance with the Constitution.
"Group Chat"	Refers to the Group Chat of Members on WhatsApp.

3.0 MEMBERSHIP

- 3.1.1 The Club Welcomes Persons who qualify to be Members in accordance with its Constitution.
- 3.1.2 No person shall be denied Membership of the Club on the grounds of race, ethnic origin, creed, colour, age, disability, sex, occupation, sexual orientation, religion, political or other beliefs.
- 3.1.3 The Admission of Members is at the discretion of the Executive Committee.

- 3.1.4 Each Member agrees as a Condition of Membership to be bound by the Rules of the Club
- 3.1.5 Any person who wishes to become a Member shall fill the Membership Application Form.
- 3.1.6 Membership becomes Effective when the Name of the Applicant is entered into the Membership Register and added into the Group Chat of the Club.

3.2 FINANCIAL MEMBERS

These are paying Member and receiver of all Club privileges.

- 3.2.1 Full Member (where an individual registers as a Member)
- 3.2.2 Corporate Members: (where an Organisation registers as a Member)
- 3.2.3 Family Members: (where a Member registers as a Family)
- 3.2.4 Only Financial Members shall receive Coaching, Court priorities, Seating priorities, Access priorities, Uniforms, Notice of Annual General Meetings, Ordinary General meetings, Extraordinary General meetings and Other privileges.
- 3.2.5 Only Financial Members can introduce a Playing or a Non-playing guest to the Club. Such Members will introduce their guest(s) to other Members of the Club present on the day.

3.3 NON-FINANCIAL MEMBERS

These are Non-paying Members of the club

- 3.3.1 Junior Member: (where the Member is under 21 years of age.
- 3.3.2 Student Member: (where the Member is properly identified as a student)
- 3.3.3 Mini Members: (where the Member is under the 8 years of age.
- 3.3.4 Non-Playing Members: (where the Member participates in only Non playing activities of the Club).
- 3.3.5 Guest or Short-term Member: (where the Member attends the Club, occasionally or for a defined period).
- 3.3.6 Associate Member: (where the Member is seen to be talented in the game of Tennis or is interested in developing same, but cannot afford Financial Membership.

4.0 PAYMENTS & SUBSCRIPTIONS

- 4.1 Monthly payments are used for the operations of the Club (tennis balls, nets etc).
- 4.2 Subscriptions are used to cover the expenses of Developmental programs like Coaching, Tournaments etc.

- 4.3 Monthly Payments and Subscriptions for each type of Member shall be determined from time to time by the Executive Committee, and such amounts will be within reasonable economic margins.
- 4.4 Members are encouraged to make their Payments and Subscription as set by the Executive Committee from time to time.
- 4.5 Members who desire Executive Committee positions, are encouraged to be diligent with their Payments and Subscriptions.
- 4.6 Only Financial Members of the Club shall be eligible for election into the Executive Committee.

5.0 THE EXECUTIVE COMMITTEE

The Club shall be managed by an Executive Committee consisting of:

The Chairman;
The Club Secretary;
The Club Treasurer;
The Club Captain;
The Club Social Secretary.

5.1 ELIGIBILITY TO EXECUTIVE COMMITTEE POSITIONS

Members eligible for positions in the Executive Committee are:

- 5.1.1 Financial Members of the Club
- 5.1.2 Passionate about Lawn Tennis and the Club;
- 5.1.3 Resident in Offa;
- 5.1.4 Available and in control of their work schedules;
- 5.1.5 Retired, Self Employed or in a Senior Management position;
- 5.1.6 Not trying to Earn a Living from the Club;
- 5.1.7 Learned, Well-travelled and Having a Perspective beyond Offa;
- 5.1.8 Able to use and generate Communication using Common Softwares, and Mobile Apps;
- 5.1.9 Not intimidated by Emerging Trends in Technology (Smart Phones, Internet, Social Media etc.);
- 5.1.10 Socially, Politically, or Financially Resourceful;
- 5.1.11 Active and committed to Club activities;
- 5.1.12 Have a Balanced view of Politics, Religion, Gender, Colour, Ethnicity or Race.
- 5.1.13 Cautious when dealing with information on Social Media.

- 5.2 Members of The Executive Committee shall be elected into office, at the Annual General Meeting or at an Extra Ordinary General Meeting attended by not less than two third of Members.

- 5.3 The Tenure of the Executive Committee shall be One Year Only. Executives who wish to continue, can stand for re-election at the Annual General Meeting.

6.0 THE CLUB CHAIRMAN

The Club Chairman shall be responsible for:

- 6.1 Overseeing the Activities of the Club and the Executive Committee;
- 6.2 Managing the relationship between the Club, Members and Stakeholders of the Club;
- 6.3 Driving the Club towards its Vision, Mission and Objectives;
- 6.4 Chairing Meetings and acting as a Senior member of the Executive Committee throughout the year, making decisions whenever the need arises, in consultation with other Committee Members;
- 6.5 Attending Meetings in a neutral and uncommitted capacity and enabling the Committee have some meaningful discussion;
- 6.6 Setting the Agenda for Meetings in conjunction with the Club Secretary, and the Constitution;
- 6.7 Monitoring and Evaluating the progress of agreed actions – Short term, Long term and Strategic;
- 6.8 Constituting and Creating special Work Groups and ensuring that their Objectives are clear;
- 6.9 Ensuring that the Club Rules and Responsibilities are transparent and available to all Members;
- 6.10 Applying Policies and Strategies that guide Members towards the Vision, Objectives and Aims of the Club;
- 6.11 Making Commercial arrangements on behalf of the Club;
- 6.12 Representing the Club in key Meetings and Events;
- 6.13 Fostering relationships amongst influential citizens who are of benefit to the Club;
- 6.14 Reporting at the Annual General Meeting of the Club;
- 6.15 Assigning a Member as a Deputy;
- 6.16 Attending to Matters raised by the Trustees.

7.0 THE CLUB SECRETARY

The Club Chairman shall be responsible for:

- 7.1 Preparing the Agenda for Club Meetings together with the Club Chairman;
- 7.2 Making arrangements for Venues, Dates, and Times for Club Meetings;
- 7.3 Sending adequate Notices of Meetings.
- 7.4 Collecting and collating reports from other Club Executives;
- 7.5 Calling for and receive Nominations for Executive Committees positions;
- 7.6 Receiving Nominations at the Annual General Meeting, Ordinary General Meetings, and Extraordinary General Meetings;
- 7.7 Taking the Minutes of Meetings;
- 7.8 Writing up the Minutes after Meeting and posting on the Exco's Group Chat and Members Group Chat;
- 7.9 Reading, Replying and Filing correspondence promptly;
- 7.10 Collating and Arranging the Annual Report;
- 7.11 Maintaining a Register of Club Members, with their Names and Contacts;

- 7.12 Keeping and Maintaining Legal documents (Certificates, Constitutions, Leases etc;
- 7.13 Acting as the Public Officer of the Club when dealing with Members of the Public, Affiliated bodies and Government Agencies;
- 7.14 Entering the Club Teams into Competitions in conjunction with the Club Captain;
- 7.15 Representing the Club at Tennis Association Meetings;
- 7.16 Any other Duty assigned by the Club Chairman.

8.0 THE CLUB TREASURER

The Club Treasurer shall be responsible for:

- 8.1 Maintaining the Financial Policies of the Club;
- 8.2 Opening the Club Accounts;
- 8.3 Donations and Sponsorship;
- 8.4 Dealing efficiently and effectively with all Payments and Subscriptions;
- 8.5 Dealing efficiently and effectively with all invoices and bills;
- 8.6 Keeping up to date records of all Financial transactions;
- 8.7 Ensuring that funds are spent properly;
- 8.8 Issuance of receipts and records of money received;
- 8.9 Attending the Executive Committee Meetings, Ordinary General meetings, Extraordinary General Meetings, Annual General Meetings;
- 8.10 Presenting the Financial report;
- 8.11 Preparing the End of Year Accounts;
- 8.12 Monitoring the Club Account;
- 8.13 Any other Duty assigned by the Club Chairman.

9.0 THE CLUB CAPTAIN

The Club Captain shall be responsible for:

- 9.1 Encouraging Member Participation in the Club;
- 9.2 Recruiting Tennis Players;
- 9.3 Organizing Coaching and Coaches;
- 9.4 Organizing Tennis Tournaments for all The Membership Classes;
- 9.5 Making Playing Announcements;
- 9.6 Conducting Ranking Trials and Creating a Tennis Ladder;
- 9.6.1 Determining the Singles Ladder;
- 9.6.2 Determining the Doubles Ladder;
- 9.7 Developing a Score Board;
- 9.8 Putting Club Members into Teams;
- 9.9 Organizing Tennis Play (Balls, Nets, Uniforms etc.);
- 9.10 Maintaining The State of the Tennis Court;
- 9.11 Maintaining Tennis Etiquette and Discipline;
- 9.12 Reinforcing The Playing Calendar (Playing Times and Days);
- 9.13 Enforcing The Pattern of Play (Singles, Doubles, Starting position etc) as permitted by the Traditions of the Club;
- 9.14 Determining which Players Play well against Each other;
- 9.15 Determining the Best Singles and Doubles Players for Club Tournaments;
- 9.16 Ensuring that all Members act in accordance with the Tradition and the Rules;

- 9.17 Overseeing Team Uniforms;
- 9.18 Ensuring all Competition Opportunities are utilised.
- 9.19 Posting New and Current Trends in Lawn Tennis on the Club's Group Chat;
- 9.20 Organizing the viewing of International Lawn Tennis Events (US Open, Rolland Garos, Wimbledon etc);
- 9.21 Assigning a Member as a Deputy;
- 9.22 Ensuring that the Club has a Functioning First Aid Box. that it is present during Play;
- 9.23 Attending the Executive Committee Meetings, Ordinary General meetings, Extraordinary General Meetings, Annual General Meetings;
- 9.24 Any other Duty assigned by the Club Chairman.

10.0 PLAY PATTERNS

The following Pattern of Play have been recognized by the Club:

- 10.1 The Court is available Everyday, at all times before Nightfall;
- 10.2 Single Matches Play days, are Mondays, Tuesdays, and Thursdays;
- 10.2.1 Where there are No Players for Singles Matches, Doubles Matches can commence;
- 10.3 Doubles Matches Play days, are Sundays, Wednesdays, and Fridays;
- 10.3.1 Where there are No Players for Doubles Matches, Singles Matches can commence;
- 10.4 Members play Matches on a First Come-First Play, Basis;
- 10.5 The Club Captain can Determine the Pairing of Players for Doubles Matches;
- 10.6 The Club Captain can Determine Who Plays and Who rests;
- 10.7 In the absence of the Club Captain, a Member of the Executive will act as Captain;
- 10.8 In the absence of the Club Captain, or an Executive, a Member will be chosen to act as Captain;
- 10.9 The Club Captain or his representatives, will seat in the Umpires Chair;
- 10.10 The Decision of the Chair Umpire is Final.

11.0 THE CLUB SOCIAL SECRETARY

The Club Social Secretary shall be responsible for:

- 11.1 Announcing Social Events;(National Holidays, Religious Celebrations etc.);
- 11.2 Announcing Members Special Moments (Birthdays, Weddings, Family events etc.);
- 11.3 Organising the Visitation of Members;
- 11.4 Organising Club Parties & Entertainment (Tournaments, End of Year, Religious Celebrations etc);
- 11.5 The Support of Worthy Charities and Tennis Clubs;
- 11.6 Soliciting Club Donations;
- 11.7 Posting Social Notices and Announcements on the Clubs Group Chat;
- 11.8 Assigning a Member as a Deputy;
- 11.9 Attending the Executive Committee Meetings, Ordinary General meetings, Extraordinary General Meetings, Annual General Meetings;
- 11.10 Any other Duty assigned by the Club Chairman.

12.0 PURPOSE OF THE EXECUTIVE COMMITTEE;

These shall be purpose of the Executive Committee:

- 12.1 To Uphold the Constitution of the Club.
- 12.2 To hold Ordinary Meetings, Extra Ordinary General Meetings and the Annual General meeting as often as required. Three Members of the Committee shall form a quorum.
- 12.3 To deliberate on Club matters in person and on its Executive Committee Group Chat.
- 12.4 To have the Club Chairman preside at every meeting of the Committee. Where the Club Chairman is absent, a Member of the Executive Committee will preside.
- 12.5 To make decisions by a simple majority and in the event of an equality of votes, the Club Chairman (or the acting chairman of that meeting) shall casting an additional vote.
- 12.6 To co-opt a Member, to act as a Deputy or to co-opt, up to three Members into sub committees in the interest of the Club.
- 12.7 To receive the reports of Executives, Deputies, and Sub-committees.
- 12.8 To stand for election at the Annual General meeting.
- 12.9 To nominate a Member into the Executive Committee.
- 12.10 To appoint a Member into the Executive Committee.
- 12.11 To appoint or remove the Trustees of the Club.

13.0 VACATING THE EXECUTIVE COMMITTEE

These are the procedures for vacating the Executive Committee:

- 13.1 Where Notices of Allegations of Financial misappropriation, or Acts of Misconduct involving an incumbent Club Executive, is received by the Club, an Extra Ordinary General Meeting, attended by not less than two third of Members will be convened.
- 13.2 The Extra Ordinary General meeting shall be convened within 24 hours from the time the Notice was received.
- 13.3 The concerned Club Executive shall immediately proceed on Suspension, until the Extra Ordinary General Meeting is convened, and the Matter resolved.
- 13.4 The concerned Club Executive shall immediately Cease to represent, function, promote or participate in Club's activities until the Extraordinary General Meeting is convened.

- 13.5 The Notices will be agreed to be true, when resolved by a Majority vote of at least, two-thirds of voting Members. In the event of a tie, the Club Chairman or the Chair Member shall cast the final vote.
- 13.6 Where the Club Chairman is accused, the Members will elect a fellow Member to chair the Extra Ordinary General Meeting.
- 13.7 Where it is resolved that the Executive is guilty of the Notices, The Executive will be subject to the Rules of the Constitution stated in [Sections 18:19-20]; [Sections 22:0-9]; [Sections 23:0-3]; [Sections 24:0-16].
- 13.8 An Executive can also Vacate Office:
 - 13.8.1 When Relocating from Offa;
 - 13.8.2 By Sending A Notice of Resignation to the Club.
- 13.9 An Executive that has Vacated Office, shall be Removed from the Group Chat of the Executive Committee.

14.0 ANNUAL GENERAL MEETING (AGM)

The Annual General Meeting of the Club shall be held annually in the month of August, at a date, time, and venue as the Executive Committee shall decide, to transact the following business:

- 14.1 To receive the Club Chairman’s report for the year Ending.
- 14.2 To receive the Financial Accounts of the Club for the year Ending.
- 14.3 To Dissolve the Executive Committee for the preceding Year.
- 14.4 To Elect Officers of the Executive Committee for the proceeding Year.
- 14.5 To Pass Resolutions in accordance with Rules of the Club.
- 14.6 To Deal with any Other Matters Arising.

15.0 PROCEDURES FOR THE ANNUAL GENERAL MEETINGS

These are the procedures for the Annual General Meetings:

- 15.1 Where the Club House is not available, the Venue of the meeting shall be chosen by the Executive Committee.
- 15.2 The Club Chairman shall preside at the Annual General Meeting, supported by Members of the Executive Committee.
- 15.3 The Club Chairman will present the Annual Report.
- 15.4 The Club Treasurer will present the Financial Report.

- 15.5 Each Member shall have One vote and resolutions shall be passed by a simple majority of voting Members present. In the event of an equality of votes, the Club Chairman shall cast the final vote.
- 15.6 The Club Secretary shall take the Minutes.
- 15.7 There shall be No voting by proxy.

16.0 ALTERATION OF THE CONSTITUTION

- 16.1 This Constitution may be altered by a resolution at an Annual General Meeting and the resolution shall not be passed unless carried by a majority of at least two-thirds of voting Members present.
- 16.2 The Executive Committee shall have the power to make, repeal and amend the Rules and the Regulations of the Club, from time to time in the interest of the Club.

17.0 DISSOLUTION

- 17.1 A Resolution to dissolve the Club shall be proposed only at an Annual General Meeting, and shall be passed, if carried by a majority or at least three-quarters of voting Members present.
- 17.2 The Dissolution shall take effect from the date of the resolution and the Members of the Executive Committee shall be responsible for the winding-up of the assets and liabilities of the Club.

18.0 FINANCE

The Financial Policies of the Club are as follows:

- 18.1 To Engage in All Financial transactions allowed by the Laws of The Federal Republic of Nigeria.
- 18.2 To Pay all Monies (Payments & Subscriptions) into the Club's bank account.
- 18.3 To Only Withdraw amounts by a cheque signed by the recognized Signatories.
- 18.4 To Ensure that All Signatories to the account sign Jointly. There shall be no Sole signatory.

- 18.5 That These persons be Joint signatories to the Account:
 - 18.5.1 The Club Chairman
 - 18.5.2 The Club Secretary
 - 18.5.3 The Club Treasurer
 - 18.5.4 A Club Trustee (if available)
- 18.6 That The Signatory mandate of the Bank account will allow “Any two to sign”, provided the Club Chairman is one of the signatories.
- 18.7 That The Club cheque book will be in the possession of the Club Treasurer.
- 18.8 That Requisitions for withdrawals shall follow the agreed protocols, before cheques are issued.
- 18.9 That All Bank alerts shall be sent to the Club Chairman, Secretary, and Treasurer.
- 18.10 That The Monies of the Club shall be used solely for the Objectives of the Club, and no part shall be paid, by way of salary, bonus, dividend, or profit to any Member.
- 18.12 That The Executive Committee may choose to reimburse a Member of the Executive Committee or a Member, for services rendered on behalf of the Club.
- 18.13 That the Financial transactions of the Club shall be recorded in a manner approved by the Executive Committee and the Club Treasurer.
- 18.14 That The Executive Committee shall be liable for transactions that put the Club in a position of Financial vulnerability.
- 18.15 That The Club will only issue cheques if there are no donations or resources from Members or third parties.
- 18.16 That The Payments and Subscription of Members, shall be prepared Monthly and made available on the Group Chat of the Club.
- 18.17 That The Annual accounts must be made available to every Member at the Annual General Meeting.
- 18.18 That An Auditor shall be appointed to Audit the accounts of the Club and shall have access to All Financial documents/records of the Club.
- 18.19 That The Audited report shall form part of the Club Chairman’s Handing over notes to the new Executives.
- 18.20 That The Auditor(s) shall be a Non-Executive Member of the Club or a Group of Non-Executive Members.

- 18.21 That In the case of an allegation of financial misappropriation or gross embezzlement by an incumbent Club Executive, the Auditor(s) will call for an Extra Ordinary General Meeting, and where necessary, allow the Law take its course.
- 18.22 That Audited Accounts of the Club for the period ending, shall be circulated to the Members at least Seven (7) days before the date scheduled for the Annual General Meeting (AGM) and shall be proposed for Adoption at the Meeting.

19.0 APPLICATION OF SURPLUS FUNDS

- 19.1 The Club is a Non-profit making Organisation. All surpluses will be used to maintain or improve the Club's facilities or to further the Club's objectives. No surplus will be distributed to any Member, Trustee, or Executive of the Club
- 19.2 The Club has the right to enter into Agreements with a Member, for the supply of goods or services to the Club, provided such arrangements are approved by the Executive Committee (without the Member being present) and are agreed with the Member, on an arm's length basis.

20.0 TRUSTEES

The number of Trustees shall not be more than four or less than two.

A Club Trustee can be a person who is:

- 20.1 A Pioneer of the Club;
- 20.2 Passionate about Lawn Tennis and the Club;
- 20.3 A Contributor and a Supporter of the Club;
- 20.4 A Member or Non Member of the Club;
- 20.5 Resident or Non-Resident in Offa;

21.0 THE ROLES OF TRUSTEES:

A Trustee shall have the following roles:

- 21.1 To have an Overview of the current state of the Club;
 - 21.2 To Evaluate the Performance of the Executive Committee;
 - 21.3 To offer Advisory Assistance to the Executive Committee;
 - 21.4 To Help realign the Executive Committee with the Vision of the Club;
 - 21.5 Can be listed as a signatory to the Club Account;
 - 21.6 Can be listed as a Director, when registering the Club with the Corporate Affairs Commission and other Regulatory Bodies;
 - 21.7 To Attend/Vote at an Ordinary General Meetings, Extra Ordinary General Meeting or The Annual General Meeting;
 - 21.8 To participate in the Club's Group Chat
- 21.9 Trustees can be appointed or removed, at an Extra Ordinary General Meeting or at The Annual General Meeting, by the resolution of a Majority, or at least two-thirds, of voting Members.
- 21.10 A Trustee of the Club can resign by Sending A Notice of Resignation to the Club.

22.0 DISCIPLINE

The Executive Committee shall have the power to discipline a Member, if it determines that some Act of Indiscipline has been performed.

The following acts are considered Acts of Indiscipline:

- 22.1 Disturbing the Game, verbally or physically;
- 22.2 Disrupting the Game;
- 22.3 Using Abusive language on a Member;
- 22.4 Using Abusive Language on the Chair Umpire (a Member seated on the Umpire's Chair);
- 22.5 Contradicting the Chair Umpire;
- 22.6 Answering or Making Phone Calls in the Middle of a Game;

- 22.7 Refusing to put Mobile Phones on Silence;
- 22.8 Abandoning a Game out of Anger;
- 22.9 Playing Tennis without the correct Attire or Footwear;
- 22.10 Any other act that is considered an Act of Indiscipline.

23.0 DISCIPLINARY MEASURES

The following Disciplinary Measures shall be applied against any Member whose conduct qualifies as an Act of Indiscipline:

- 23.1 A Warning: This may attract other Disciplinary measures, and is at the Discretion of the Club Chairman, Club Captain or the Executive Committee.
- 23.2 Suspension: Contravention of the Constitution or the Non- payment of Payments & Subscriptions, may attract an Act of Suspension.
- 23.3 A Fine: This may be imposed in cases of Gross indiscipline. The Fine Amount shall be determined by the Executive Committee.

24.0 EXPULSION

The Executive Committee, or An Extra Ordinary General Meeting, shall have the power to Expel a Member, if it determines that some Act of Misconduct has been performed, or that such Membership would not be in the interest of the Club.

The following acts are considered Acts of Misconduct:

- 24.1 Falsification of Clubs records/documents or aiding and abetting same;
- 24.2 Stealing, Pilfering or Fraud;
- 24.3 Divulging Club secrets;
- 24.4 Refusal to obey Club laws and reasonable instructions;
- 24.5 Misrepresentation of information required by (and/or given to) the Club;
- 24.6 Smoking in prohibited areas;
- 24.7 Conviction for a Criminal offense;
- 24.8 Fighting or the Use of Abusive language;
- 24.9 Conduct which causes danger to the lives or safety of Members;
- 24.10 Conduct which causes Loss or damage to Clubs property, or which can affect the progress of Club;
- 24.11 Accepting or offering bribes;
- 24.12 Any other action or inaction which the Executives consider an act of Misconduct.
- 24.13 A Member shall not be Expelled unless given seven days' notice by the Club Secretary. Such notice shall be verbal, written, or any other means of acceptable communication that shall be in force at the time (Text messages, SMS, WhatsApp etc). This is to allow the Member time to address the situation and seek some peaceful resolution.
- 24.14 A Member will not be expelled unless a majority, or at least two-thirds of the Executive Committee vote in favour of Expulsion. In the event of a tie, the Club Chairman shall cast the final vote.
- 24.15 The Executive Committee will exclude the Member from participating in the Club's activities until the Expulsion Matter has been addressed.

24.16 Any person ceasing to be a Member forfeits all rights and claims to the Club, its property, Group Chat, and its funds, and has no right, to the return of any part, of any Payment or Subscription.

25.0 AWARDS

25.1 All Awards of the Club must be given publicly at a Club Event (Tournament, Social Activity etc).

25.2 Awards can be given Annually or as convenient.

25.3 We accept the Use of the following items for giving Awards: Certificates, Medals, Trophies, Plaques, Gifts, Cash.

25.4 TYPES OF AWARDS

25.4.1 Club Awards: These types of Awards are given at the recommendation of the Executive Committee.

25.4.2 Sponsored Awards. These types of Awards are sponsored by a Member or Non Member on behalf of the Club.

25.4.2.1 All Sponsored Awards must be approved by the Executives.

25.4.2.2 The Club is not liable for the state of a Sponsored Award.

25.4.3 Awards can originate from Financial Members and Non-Financial Members

25.5 TYPES OF CLUB AWARDS

25.5.1 Best Player Award: Best Single Player Member.

25.5.2 Best Doubles Team Award: Best Doubles Pair of Members.

25.5.3 Most Improved Player Award: Member with the most improved Playing skills.

25.5.4 Sportsmanship Award: Member who shows a high level of Sportsmanship. A Member who is fair and kind to all during a Game.

25.5.5 Humanitarian Award: Member who supports other Members with Tennis items, Cash etc.

25.5.6 Best Supporter Award: Members who supports the Club with their Finances, Resources, Contacts, Influence etc.

25.5.7 Best Coach Award: This is the Most Committed Tennis Coach to the Club.

25.5.8 Best Dressed Player Award. Member who is Always Correctly Dressed, and wears the best and the brightest outfit to games. Having a sense of Style is part of the Tennis Culture.

25.5.9 Most Dedicated Player Award: Member, who is present at most of the games, comes early and invites others to play. Someone with the most Commitment and Enthusiasm.

25.5.10 Best Server Award. Member who has the Best First and Second Serves.

25.5.11 Most Positive Member Award: Member who is always Optimistic no matter the results.

25.5.12 Most Valuable Member Award: All round Member who is a Player, Financial supporter, Sponsor, Adviser, Optimist, and a Comic. This person is respected, well liked, has a bright smile and a good sense of Humour. A must have in Every Club.

25.6 TYPES OF SPONSORED AWARDS

25.6.1 A Member can sponsor an Award in the Name of a Person, Position, Family, Title, or Object etc;

EXAMPLES OF SPONSORED AWARDS

- 25.6.1.1 "The Amototo Award";
- 25.6.1.2 "The Chairman's Award", "The Club Captains Award";
- 25.6.1.3 "The Omo Offa Tennis Award";
- 25.6.1.4 "The Diamond Tennis Award".

END.

∞LONG LIVE OFFA TENNIS CLUB∞