

ECHO MILL AMENITIES USAGE GUIDELINES
Effective March 2014

The following guidelines have been established for the safe usage and enjoyment of the Echo Mill amenities by all Echo Mill residents. Residents and their guests are required to follow these guidelines. Not following the guidelines could lead to the suspension of amenity use privileges as provided for in the Governing Documents of the Echo Mill Neighborhood Association, Inc. Any questions regarding these guidelines should be brought to the attention of the Echo Mill Neighborhood Association, Inc. Board of Directors at bod@echomill.org.

Definition of Terms

Echo Mill or **EM** – The Echo Mill Subdivision

EM Board – Echo Mill Neighborhood Association, Inc. Board of Directors

Resident – Echo Mill homeowner or resident in good standing. To be in good standing the homeowner's account must be current and all dues and other assessments paid in full.

Amenities Usage Guidelines – These amenities usage guidelines are additions and/or modifications to the Initial Use Restrictions and Rules found in the Declaration of Covenants, Conditions and Restrictions for Echo Mill. These rules do not remove any initial use restrictions or rules not related to the use of the Echo Mill amenities.

SECTION 1
GENERAL GUIDELINES

1. OPERATING HOURS (Except as otherwise stated): 7:00 am to 11:00 pm
2. USE OF AMENITIES OUTSIDE OPERATING HOURS: Anyone in the Echo Mill amenities outside the hours of operations will be considered a trespasser and will be asked to leave.
3. MODIFICATIONS: In the case of an emergency or situation(s) that threaten the health, safety and welfare of the community, as so deemed at the sole discretion of the EM Board, the EM Board has the authority to institute additional amenities rules and restrictions as conditions warrant.
4. AUTHORIZED USE: The use of all Echo Mill amenity areas is restricted to Echo Mill residents in good standing and their guests.
5. GUEST POLICY: Each household is allowed four (4) non-resident guests at a time in the Echo Mill amenity areas (i.e. pools, basketball and tennis courts, volleyball sand court, soccer field, and nature trails). However, there are no such limitations on non-resident guests for private parties with clubhouse rentals.
6. AMENITY WRISTBANDS:
 - a. Echo Mill amenity wristbands must be worn or in your possession when in the amenities. Residents and non-residents in the amenities without amenity wristbands will be considered trespassers and may be asked to leave. This does not apply to those participating in EM Board approved team activities, including but not limited to swim and tennis team activities.
 - b. The EM Board may substitute, at its discretion, other forms of identification (i.e. ID cards, card keys, etc.) in lieu of wristbands.
 - c. The EM Board may ask for updated directory information as a requirement for distributing wristbands. This could include resident contact information, number of residents in household that will be using the amenities or any additional information warranted.
 - d. The EM Board may require identification to pick up wristbands. In the case of a renter, either a current lease should be presented or any additional information as may be required by the EM Board.
 - e. The EM Board may ask for a signature acknowledging the receipt of amenity wristbands.
 - f. Only residents and their guests may use the amenities. Per the Echo Mill governing documents, an owner who leases his or her unit shall be deemed to have assigned all such rights to the lessee of such unit.
 - g. The person picking up wristbands for a unit must be the homeowner or resident of the unit. No one may pick up wristbands for another unit unless pre-approved by the EM Board.
7. CLUBHOUSE RENTALS: Clubhouse rentals do not include the use of any other amenity (including pools, soccer fields, etc.) during the event for which the clubhouse has been rented.

8. **SMOKING:** Smoking is not permitted at any of the amenity areas. This includes in and around clubhouses, pools, volleyball sand court, basketball and tennis courts, playgrounds, soccer field, nature trail, and pavilions.
9. **TRASH PICK UP:** All residents and their guests are responsible for cleaning up and disposing of trash in the trash receptacles located in the amenity areas after any event, whether social or organized (i.e. ALTA tennis, practices, etc.).
10. **GLASS CONTAINERS:** Glass containers are not permitted at any of the outdoor amenity areas. This includes in the pool areas, basketball and tennis courts, volleyball sand court, soccer field, playgrounds, nature trail and pavilions.
11. **TENNIS AND BASKETBALL COURT SURFACES:** Proper tennis or basketball footwear must be worn while on the courts. Any equipment that marks or damages the playing surface is prohibited (including, but not limited to, black-bottom sneakers, roller blades, roller skates, skateboards, scooters, bicycles, etc.).
12. **PETS:** Residents are responsible for picking up and properly disposing of their pets' fecal waste. Pets are not permitted in the pool, pool areas, playground areas, basketball and tennis courts, and sand volleyball court. All pet owners shall adhere to all Cobb County Codes regarding their pets; this includes, but is not limited to the Cobb County "Leash Law" and "Noise Ordinance".
13. **MOTORIZED VEHICLES:** Motorized vehicles are not permitted in the non-parking areas of the amenities. All vehicles must be parked in specifically identified parking spaces/lots/areas. Any area that is not specifically identified as a parking space/lot/area is never considered a legal parking space. The use of golf carts, ATVs and other "un-tagged" vehicles fall under Georgia traffic laws that deal with vehicles that are categorized as Low Speed Vehicles (LSV). All owners of LSVs should completely familiarize themselves and any users with all applicable laws concerning their operation and use.
14. **PLAYGROUND EQUIPMENT USE:**
 - a. The playground equipment is not designed to support the weight and wear and tear associated with the use of the equipment by persons over the age of 12 years old.
 - b. Adult supervision is recommended for children under the age of 13 years old.
15. **TENNIS PAVILIONS:** Approved tennis teams have exclusive rights to use the tennis pavilions during tennis matches. Otherwise use of tennis pavilions is on a first-come first-served basis.
16. **BASKETBALL COURT USE:**
 - a. The basketball court may be used for group play on a first-come first-served basis.
 - b. No group may use the basketball court for more than one hour when other groups are waiting to use the basketball court.
 - c. No hanging from rims, nets, or goal supports is permitted. Slam dunking is also not permitted.
 - d. Abusive or profane language is not permitted. It is left to the discretion of the EM Board to determine what abusive or profane language is.
 - e. Food is not permitted on the basketball court, and beverages must be kept in non-breakable containers.
 - f. Residents are responsible for maintaining a neat and orderly playing area. All litter should be deposited into the trash receptacles provided and the basketball court left in good order prior to leaving.
 - g. Use of the court is for basketball only; no other use is permitted.
 - h. The non-resident to resident ratio must be no greater than 4 to 1, and amenity wristbands may be used to monitor compliance.
17. **NON-RESIDENT FEES:** The EM Board reserves the right to charge fees to non-residents who use Echo Mill facilities. These uses include, but are not limited to, tennis teams, swim teams, tennis lessons, and swimming lessons. The EM Board may set the fees at any amount up to \$100 annually per non-resident.
18. **PARKING AND TOWING:**
 - a. All vehicles must be parked in marked designated parking spaces.
 - b. Parked vehicles may not prevent the passage of other vehicles (especially emergency vehicles).
 - c. In accordance with Cobb County law it is illegal to park a vehicle fewer than fifteen (15) feet from a fire hydrant.
 - d. Overnight parking at or in the amenities areas is not permitted unless approved by the EM Board.
 - e. Improperly parked vehicles are subject to towing. The vehicle owner is responsible for all costs of towing improperly parked vehicles.
19. **HAZARDOUS ACTIVITIES:** No activities shall be conducted in the amenity areas that might be unsafe or hazardous to any person or property. Without limiting the preceding statement, no firearms or fireworks shall be discharged in

the amenity areas and no open fires shall be permitted except for those contained in a barbecue grill. In addition, use of grills is not permitted under the pavilion roofs or any other roof in the amenities.

20. REPORTING PROBLEMS IN THE AMENITIES: Any problems in the amenities areas should be reported directly to the EM Board at bod@echomill.org.

SECTION 2 NATURE TRAILS

1. Operating Hours: Dawn to Dusk
2. In addition to the guidelines in this section the use of the nature trails must comply with Section 1 “General Guidelines”.
3. The nature trails are for Echo Mill residents and their guests only.
4. Use of the nature trails is at your own risk.
5. Access is permitted at trailhead access points only.
6. Cooking, fires or smoking is not permitted.
7. Littering or dumping is not permitted.
8. Loitering is not permitted.
9. Hunting is not permitted.
10. Feeding of any animals is not permitted.
11. Residents and their guests should stay on the designated trails.
12. Do not disturb natural landscapes. Be cautious of plants and wildlife in their native habitat.
13. Bikers should yield to pedestrians.
14. Hiking or athletic shoes are recommended.
15. It is recommended that bikers wear helmets at all times.
16. Camping is not permitted.
17. All pets must be on a leash at all times. Pet owners are responsible for cleaning up after their pets.

SECTION 3 SOCCER FIELD

1. Operating Hours: Dawn to Dusk
2. In addition to the guidelines in this section the use of the soccer field must comply with Section 1 “General Guidelines”.
3. The soccer field may be used for group play on a first-come first-served basis.
4. No group may use the soccer field for more than one hour when other groups are waiting to use the soccer field.
5. Unless no person or no group is waiting to use the field, no person or group may have full use of the soccer field. Multiple people or groups wishing to use the soccer field at the same time should share the field equally.
6. The non-resident to resident ratio must be no greater than 4 to 1, and amenity wristbands may be used to monitor compliance.

SECTION 4 POOLS

GENERAL RULES

1. The EM Board will set the operating hours of the pools, pool fountains, and water slide annually and can modify the operating hours as deemed appropriate.
2. In addition to the guidelines in this section the use of the pools must comply with Section 1 “General Guidelines”.
3. Echo Mill amenity wristbands must be worn or in your possession at all times when at the pools and while in the pool area. Lifeguards, pool monitors, EM Board members and/or other persons designated by the EM Board as persons of authority will periodically check amenity wristbands.
4. Residents may bring a maximum of four (4) guests per household. Guests MUST be accompanied by a resident and must have Echo Mill guest amenities wristband in their possession at all times. Residents will be responsible for any damage caused by their guests.

5. Residents and guests attempting to use the pool or pool area without an Echo Mill amenities wristband will be considered trespassing and asked to leave the pool area and may be subject to further action.
6. No one is allowed in the pool or pool areas outside operating hours. Anyone discovered in the pool area outside operating hours will be considered trespassing and asked to leave and may be subject to further action.
7. Pools, the water slide and the slide pool are swim at your own risk.
8. The water slide is only operational and can only be used when lifeguards, pool monitors, or other persons designated by the EM Board as persons of authority are present. Only one person at a time can be on the water slide.
9. The EM Board may authorize and/or approve the use of pool monitors or other persons of authority in lieu of lifeguards. Pool monitors and/or other persons of authority as appointed, authorized, and/or employed by the EM Board have the authority to enforce the EM rules regarding pool use. No person is considered a pool monitor or person of authority without being authorized by the EM Board as such.

FACILITY

1. Propping open pool gates is not permitted.
2. Radios and other electronic devices must be battery operated and maintained at a volume level so as not to disturb others using the facilities. The determination of what is "disturbing" will be at the EM Board's discretion.
3. Food or beverages are not permitted within five (5) feet of the pool edge. Glass containers and other glass items are not permitted in the pool or pool area. Chewing gum is not permitted in the pool or pool area.
4. Smoking is not permitted in the pool or pool area.
5. Pets, bicycling, skateboarding or rollerblading is not permitted in the pool or pool areas.
6. Pool furniture is for the convenience of all residents and their guests; proper use of pool furniture is expected of all. Pool furniture is not permitted to be placed in the pools and/or under the pool fountains.
7. Arm floats and toddler life preservers are permitted. An adult or person older than the child authorized by the parent of the child must accompany children using these devices.
8. Swim balls (i.e. pool Nerf-type, inflatable beach balls) may be used in the pool as long as the lifeguards, pool monitors, or other persons designated by the EM Board as persons of authority have full view of the swimmers at all times. During times of peak pool usage, lifeguards, pool monitors, or other persons designated by the EM Board as persons of authority can limit the use of these items.
9. Under-age consumption of alcohol is not permitted.
10. Littering is not permitted. It is the responsibility of all swimmers to pick up their trash; this is not the responsibility of the lifeguards, pool monitors, or other persons designated by the EM Board as persons of authority. All trash should be placed in the trash receptacles or otherwise properly disposed of.
11. Pool phones are for emergency use only.

ATTIRE

1. Appropriate swim attire must be worn at all times. The determination of "appropriate attire" will be at the EM Board's discretion.
2. All swimmers should stay out of the water when they are ill. This includes diarrhea, open sores, and other potentially infectious illnesses because of the risk of contaminating the pool with feces and germs and making others sick.
3. Non potty-trained infants/children MUST wear swim diapers covered by separate rubber/vinyl pants, all of which must fit snugly around the legs and waist. If the diaper becomes soiled the infant/child must leave the pool immediately. It is recommended that swim diapers and swim pants be checked frequently (approximately every 30 to 60 minutes) and changed away from the poolside when soiled. Diapers, cleaning supplies and other contaminated items must be disposed of in a waste receptacle.

BEHAVIOR

1. Residents and their guests are not permitted to congregate around the lifeguard stands or distract or socialize with lifeguards, pool monitors, or other persons designated by the EM Board as persons of authority who are on duty. Only lifeguards are permitted on lifeguard stands.
2. Behavior within the pool area that jeopardizes the safety of others will not be tolerated.

3. Abusive or profane language is not permitted. It is left to the discretion of the EM board to determine what abusive or profane language is.
4. Diving is not permitted in any of the pools.
5. Running in the pool area is not permitted.

AGE RESTRICTIONS

1. Children under the age of 13 MUST be accompanied by an adult. Children ages 13-16 should be able to swim the length of the pool to use the pool unaccompanied by an adult. It is the responsibility of the parent or guardian of the child to make sure the child is safely able to use the pool unaccompanied by an adult.
2. The wading pool at the bottom of the front slide is intended for children age 12 years old and younger. Exceptions can be made for adults and older siblings supervising young children.

WEATHER

1. In the event of inclement weather, lifeguards, pool monitors, or other persons designated by the EM Board as persons of authority have the discretion to clear the pool of all swimmers until sufficient time has passed after lightning and/or thunder has ceased. Swimmers are allowed to stay in the pool area during this time at the discretion of the lifeguards, pool monitors, or other persons designated by the EM Board as persons of authority.

DISCIPLINE POLICY

The EM Board reserves the right to revoke pool privileges from any person that does not follow the Echo Mill pool usage guidelines. If the person is a minor the EM Board will make every attempt possible to notify his/her parents/guardians. This discipline policy is set by the EM Board to maintain the safety of the Echo Mill pools. No person who utilizes the pool or pool area is exempt from the discipline policy.

Disciplinary action is based on the classification of the behavior as either: (1) violent or (2) non-violent.

A. Violent

Violent behavior includes but is not limited to fighting; verbal harassment of the lifeguards, pool monitors, or other persons designated by the EM Board as persons of authority; vandalism, tripping, vulgarity, stripping, theft, or acting under the influence of alcohol or illegal substances.

Consequences which may be imposed if violent behavior is displayed:

1st Offense: Immediate ejection from the pool and a one-week suspension of pool privileges.

2nd Offense: Immediate ejection from the pool and a two-week suspension of pool privileges,

3rd Offense: Offender will be referred to the EM Board for possible ejection from the pool for the remainder of the pool season.

B. Non-Violent

Non-violent behavior includes violation of any pool rule, public displays of affection offensive to others, running, roughhousing in the pools or pool areas, and loud boisterous conduct.

Consequences which may be imposed if non-violent behavior is displayed:

1st Offense: 15 minutes out of the pool.

2nd Offense: 30 minutes out of the pool.

3rd Offense: 1 day ejection from the pool. Offender will be referred to the EM Board. Continued misbehavior may result in loss of pool privileges for the remainder of the pool season.

Any person who is ejected from the pool area and refuses to leave or threatens the lifeguards, pool monitors, or other persons designated by the EM Board as persons of authority will be reported to the local police department.

SWIM TEAM USE OF REAR POOL

1. Echo Mill allows the use of the rear swimming pool by EM Board approved swim teams that participate in a competitive swim league.
2. When swim meets are held at Echo Mill the use of the rear pool is restricted to the EM Board approved swim team and its opponent and is closed to all other Echo Mill residents and their guests during that time.

3. Use of the rear pool during practices of EM Board approved swim teams is restricted to the swim team and is closed to all other Echo Mill residents and their guests during that time.
4. The swim team coordinator or co-coordinator will provide the EM Board with the swim team practice schedule annually prior to the first day of practice for approval.
5. Swim team practices and meets are only permitted to be held at the rear pool.
6. The swim team must have a minimum of 50% Echo Mill residents participating on the team. The swim team coordinator or at least one of the co-coordinators must be an Echo Mill resident.
7. Non-residents who participate on an Echo Mill organized swim team may be charged a non-resident fee.
8. Each season the swim team coordinator will submit all non-resident fees collected and team rosters to the EM Board and/or the property management company.

SWIM LESSONS

1. The EM Board may allow the use of the pools for swim lessons by EM Board approved swim instructors only.
2. Written approval from the EM Board must be obtained by any swim instructor wishing to give swimming lessons in the Echo Mill pools.
3. Requests must be received by and approved by the EM Board in writing prior to the first day of class. Approval is only valid for one pool season.
4. No swim lessons shall be taught (or scheduled) on Saturdays, Sundays or holidays.
5. Swim lessons can only be held Mondays through Thursdays, using Friday as a make-up day only.
6. No swim lesson shall be taught after 12 pm.
7. Only 6 students per class are allowed unless otherwise approved in advance by the EM Board.
8. Echo Mill residents have first priority for swim classes. Non-residents may be used to fill the remaining vacancies.
9. The EM Board reserves the right to change or revoke authorization at any time for any reason.
10. The swim instructor shall have a Waiver of Liability, to be provided by the EM Board, signed by each student or their parent or legal guardian. A copy of each signed waiver is to be given to the EM Board. Students cannot take swimming lessons without this waiver being on file with both the swim instructor and the EM Board prior to the first lesson.
11. All swim instructors/coaches will be required to enter into a written agreement with the EM Board and are expected to strictly abide by this agreement. The EM Board has the right to make modifications as needed to this agreement including setting a fee for use of the pools. Swim instructors/coaches conducting lessons without executing an agreement with the EM Board will be considered trespassers and may be subject to citation and arrest.
12. For purposes of this section, the term "lesson" or "lessons" includes camps, clinics, and other use by a swim instructor/coach and are deemed by the EM Board to require written EM board approval prior to the commencement of such activity.

SECTION 5 CLUBHOUSES

1. Clubhouse Operating Hours: 8:00 am to 12:00 am
2. The EM Board will set clubhouse(s) rental fees and deposit amounts annually.
3. In addition to the guidelines in this section the use of the clubhouse(s) must comply with Section 1 "General Guidelines".
4. Use of the clubhouse(s) for private functions is accorded only to EM residents that are in good standing.
5. Clubhouses are not available for rent during Echo Mill neighborhood sponsored events; neighborhood sponsored events take precedence over resident reservations.
6. Any activities that may, by their nature, be cited as a precedent by any group, cause, party or other organized entity and used as a basis for a civil or punitive action against Echo Mill or the EM Board are strictly prohibited.
7. Any activity that may be reasonably expected to cause a hardship to others in the community due to noise, traffic, or other nuisances will not be permitted.
8. Reservation of the clubhouse(s) does not include the use of the pool, tennis courts, basketball court, soccer field, volleyball sand court or any other amenity area during the time the clubhouse(s) is rented.
9. Occupancy of the clubhouses is limited to the maximum allowed by local codes and ordinances.

10. All clubhouse rentals require the EM residents to sign and strictly abide by the *Clubhouse Usage Agreement*. The EM Board has the right to make modifications, as needed, to the *Clubhouse Usage Agreement*.
11. Reservation of the clubhouse(s) is not confirmed until the signed Clubhouse Usage Agreement, security deposit and rental fee is received by the Association and/or its agent.
12. An EM resident who rents the clubhouse(s) must be present at all times during the event.

SECTION 6 TENNIS COURTS

Court Guidelines

1. In addition to the guidelines in this section the use of tennis courts must comply with Section 1 "General Guidelines".
2. Tennis courts are available to residents and their guests on a first-come first-served basis.
3. At least two tennis courts will be made available for open play during ALTA/USTA season except during match times when no tennis courts may be open for play.
4. Pets are not permitted on the tennis courts.
5. Food is not permitted on the tennis courts, and beverages must be kept in non-breakable containers. Chewing gum is not permitted on the tennis courts.
6. Use of the tennis courts is for playing tennis only; no other use is permitted.
7. Non-league play is not permitted on an open court while ALTA/USTA league play is still in progress, unless all parties mutually agree.
8. Any tennis coach or pro must be invited by an Echo Mill team or resident for lessons or coaching of that team or resident.

League Play - General

Approved competitive teams are permitted to use the Echo Mill tennis courts with the following restrictions:

1. Any team planning to play organized (ex: ALTA, USTA Leagues) tennis using Echo Mill courts must be approved by the EM Board in cooperation with the tennis coordinator.
2. Each team must have a minimum of 50% Echo Mill residents participating on each team. Either the team captain or co-captain must be an Echo Mill resident.
3. Any other league play (e.g., K-Swiss, T-2, etc.) with Echo Mill residents will be allowed to use courts on a first-come, first-served basis during open play time.
4. Non-residents who participate on an Echo Mill organized team may be charged a non-resident fee. However, at the discretion of the tennis coordinator and the EM Board, a non-resident may not be charged a non-resident fee if the non-resident player will be used SOLELY as an emergency reserve player (i.e. will not be practicing with the team and will ONLY be put into a match if no other players are available to field a lineup). This non-resident fee is to be collected by the team captains and submitted to the tennis coordinator for remittance to the EM Board. Tennis non-resident fees are good for the calendar year January 1 through December 31 and are not prorated. Upon payment of the non-resident fee a non-resident tag will be provided to each non-resident and should be attached to their tennis bag.
5. Each season the tennis coordinator or their designee will submit all non-resident fees collected and team rosters to the EM Board and/or the property management company.
6. After an Echo Mill team has received its schedule, the dates and times of all home matches and the practice schedule will be available via the tennis coordinator.
7. The tennis coordinator will have the final say for Echo Mill team play.
8. If there is no tennis coordinator the EM Board will serve in this capacity.

Tennis Lessons (Non-Team Lessons)

1. Group lessons (non-ALTA or USTA) are defined as having greater than four (4) participants. The tennis instructor and participants may use 1 to 2 courts. No group tennis lessons shall be taught after 7:00pm in the evenings Monday through Friday or on Saturdays, Sundays or holidays without the prior permission of the Tennis Coordinator.
2. Private lessons are defined as having four (4) or less participants. The tennis instructor and participants may use one court with a one hour limitation.
3. All lessons must include at least 50% EM residents.
4. Echo Mill allows the use of tennis courts for group tennis lessons by EM Board approved tennis instructors only.
5. Written approval from the EM Board must be obtained by any tennis instructor wishing to give group tennis lessons in the Echo Mill tennis courts.
6. Requests must be received by and approved by the EM Board in writing prior to the first day of class. Approval is only valid for one year beginning January 1st and ending on December 31st.
7. All group lessons must be scheduled with the EM tennis coordinator, prior to starting classes.
8. The EM Board reserves the right to change or revoke authorization at any time for any reason.
9. The tennis instructor shall have a Waiver of Liability, provided by the EM Board, signed by each participant or the parent or legal guardian of each participant, and a copy of each waiver is to be given to the EM Board. Students cannot take tennis lessons without this waiver being on file with both the instructor and the EM Board prior to the first lesson.
10. All tennis instructors/coaches will be required to enter into a written agreement with the EM Board and are expected to strictly abide by this agreement. The EM Board has the right to make modifications as needed to this agreement including setting a fee for use of the tennis courts. Tennis instructors/coaches conducting lessons without executing an agreement with the EM Board will be considered trespassers.
11. For purposes of this section, the term "lesson" or "lessons" includes camps, clinics, and other use by a tennis instructor/coach and are deemed by the EM Board to require written EM board authorization or approval prior to the commencement of such activity.
12. Private or group lessons should coordinate with any match play to minimize distractions and hindrances for the match play. No tennis lessons are allowed on the same group of courts as scheduled ALTA or USTA matches.

Atlanta Lawn Tennis Association (ALTA) and USTA Teams

ALTA & USTA Teams

Echo Mill can support up to six (6) ALTA/USTA teams in each league. The tennis coordinator, with the prior approval of the EM Board, may change the number of teams Echo Mill can support based on court availability.

Adding ALTA/USTA Teams

1. Anyone wishing to start a new ALTA/USTA team must contact the tennis coordinator prior to the ALTA/USTA registration process to determine availability of adding a new team per the above policy.
2. When a new team is added, they will be assigned practice, match times, and courts per the tennis policies set by the tennis coordinator and the EM Board.

Joining Pre-existing ALTA/USTA Teams

1. The tennis coordinator will direct any Echo Mill resident desiring to join a team to the captain(s) of the appropriate team(s). New players must be added before the season's roster deadline, unless the captain makes an exception.
2. Adult teams with sixteen (16) or more players, of whom at least 75% are Echo Mill residents are not required to take on new players. Any team that does not meet this requirement is required to add new Echo Mill players who meet the following criteria: 1) For ALTA teams – the new player has a current ALTA ranking no higher than 2 levels above the team he/she is attempting to join; and 2) For USTA teams – the player meets USTA ranking guidelines for individual rosters.
3. Youth teams with twelve (12) or more players, of whom at least 75% are Echo Mill residents are not required to take on new players. Any team that does not meet this requirement is required to add new Echo Mill players who meet the league age and level requirements.

Home Match Rain-Out Rescheduling

1. In the event of an adult rained-out home match, the match should be rescheduled during the team's normal practice time. If this is not possible, the ALTA/USTA practice schedule should be consulted and the tennis coordinator contacted to determine the status of open courts.
2. In the event of multiple teams requesting make-up match times during open court times, the tennis coordinator will assign one to two courts per team on a first-come first-served basis. These assignments will be communicated to captains via e-mail. Any team that does not follow this procedure may find no courts available when they desire to play.
3. Any team that must play during another team's practice time should contact the captain of that team to come up with a solution. Any remaining make-up matches must be scheduled at the league default time.
4. The exception to this is when a rainout occurs in the last week of the season. Since matches must be played by a certain day and time, teams should schedule make-up matches on their normal assigned courts at a time convenient to both teams playing.
5. Make-up matches will take court priority over scheduled practices during this last week of play.
6. Youth rained out home matches may be scheduled on open court times from 3 pm – 6 pm on weekdays (matches should be completed by 7 pm) or after adult ALTA matches on weekends.
7. Priority for weekend make-up matches will be given to adult teams.
8. Court availability should be verified with the tennis coordinator prior to scheduling make-ups.

Practice and Match Schedules

1. The tennis coordinator will assign and post the practice schedule for each season. Each ALTA/USTA adult team with weekend matches may have one evening (1.5 hour session) of practice reserved per week during the season. Practice times will be assigned to ensure consistency of the schedule and to maximize open court time for non-team players. Weekday leagues will have weekday daytime practices scheduled.
2. All junior team practices will be scheduled for one hour per week and should be completed by 7:00 PM.
3. New practices are assigned on a first come, first served basis. Priority for practice times will be given to each team's day and time assignments of the previous season. Court assignments (back 3, back 2, or front 3) may be rotated by the tennis coordinator.
4. All team captains with three (3) practice courts should give one of his/her courts to a non-team resident if no courts are available elsewhere.
5. In the event of practice rainouts, teams may conduct makeup practices during open court times. However, makeup practices cannot take up more than one court and should be scheduled at times when there are not two teams practicing already.
6. Each time will be allowed to begin practice four weeks prior to the start of the season. However, if a team from the previous season is still playing in the playoffs, they will be allowed to continue to use their assigned practice courts until their season ends. The tennis coordinator will assign temporary alternate practice courts if there is overlapping of practices due to playoffs.
7. Match court assignments (Echo Mill or Echo Mill II) will be made based on previous season assignments, plus any new team requests or requests for change from an existing team. Any new or change requests must be made with the tennis coordinator prior to the beginning of the roster submission period for each season. Requests will be done on a first come, first served basis.
8. Any requests for early home match play (e.g. for Easter or Spring Break) must be approved by the tennis coordinator.
9. In the event of a conflict over court assignments for matches or practices, priority preference will be given to the teams with the highest percentage of Echo Mill residents.
10. No Non-Echo Mill Team can practice or play games on Echo Mill courts at any time. Each Echo Mill resident is allowed one court and three (3) guests but this should NOT be abused in disguising a Non-Echo Mill Team practice.

Non-compliance with ALTA/USTA Guidelines

1. Any individual or team that does not comply with any Echo Mill and/or ALTA/USTA guidelines may be denied use of the tennis courts for practices and matches, at the discretion of the tennis coordinator and the EM Board.