

ELMRIDGE PARK TENNIS CLUB (EPTC) RULES AND RESTRICTIONS

effective July 1, 2025 (v1.0)

Changelog:

v1.01 (aw) 2025-07-01: Initial release

WELCOME TO ELMRIDGE PARK TENNIS CLUB (EPTC)!

Hours of Operation:

The EPTC season usually runs from late April to early November. Exact dates are determined by the City of Ottawa each year. Tennis courts can be reserved between 7am and 10pm. Pickleball courts can be reserved between 8am and 9pm. All courts are open 7 days a week during our season.

Memberships are for the full season, expire before the next season begins, and are not pro-rated if purchased after the season begins. Memberships are not normally refundable.

For Court Use rules and restrictions, see below.

With a paid Adult, Youth, Household [formerly Family], or Couple membership, you can book courts, register for camps and events, join groups, and participate in activities, using our club management software **CourtReserve**.

IMPORTANT NOTE: We are currently **sold out** of paid EPTC Memberships for the 2025 season. You can still create a CourtReserve account to access our EPTC Portal and become a 2025 PAYG member.

With a free Pay As You Go ("PAYG") [formerly "Non-Member"] membership, you have many of the privileges of paid annual members, subject to availability 24 hours in advance, including access to *some* events (e.g. camps, youth development programs, and some clinics), all at PAYG prices.

You can sign up yourself or your child for these events using the CourtReserve Member Portal after signing up for PAYG membership using this registration form. To do so, once in the CourtReserve member portal, simply select a free "Pay As You Go (PAYG)" membership type. You can then add additional family members (if desired) to your account. To add a family member, go to your name at the top right of the CourtReserve member portal, then select "My Family". You will then be able to add/pay for the various events offered to PAYG Members - *please note, not all EPTC events will be offered to PAYG Members*.

You can also register yourself (and your family) to the **Waiting List** for any of our paid Membership types. You will be contacted should one become available. *Children can continue to register for camps if they are added as PAYG members to their family (using the My Family --> Add Family Members function in the top right drop down list of the portal).*

Once you have registered, you will automatically be added to our newsletter list. You can add yourself to player lists, from which you can unsubscribe at any time in your profile.

For assistance with any aspect of CourtReserve, please contact courtreserve@eptc.ca

Other contact info: General inquiries: info@eptc.ca; EPTC monitors: monitors@eptc.ca;
Operations: operations@eptc.ca; Tennis inquiries: tennis@eptc.ca; Pickleball inquiries: pickleball@eptc.ca;
President of Board of Directors (Complaints, Kudos, Sponsorship, Volunteering, etc.): president@eptc.ca

We look forward to seeing you on the courts!

2025 EPTC COURT USE RULES AND RESTRICTIONS

General Rules on Bookings:

- Reserve courts or spots in mixers using CourtReserve before playing (unless you are a Guest sponsored by a member).
- **Paid events are non-refundable within 72 hours of court time, unless otherwise indicated.** “Paid events are non-refundable” refers to cancellations and no-shows by members. Cancellations by organizers (including failure to meet minimum registration requirements) are refundable. If you’re not sure, please ask before registering.
- Only instructors authorized by the EPTC Board may offer paid lessons and clinics.
- Only members, or Guests and PAYG members who have paid the appropriate fee, may play.
- Guests and PAYG members need a wristband before playing.
- Players who have booked a court get priority over those who haven’t.
- If you are more than 10 minutes late for your court booking, the booking is cancelled and others may use the court (whether they booked it subsequently or not). Any fees paid are non-refundable.
- EPTC analyses court-use data to ensure fair use and to plan events and allocations. We also need to report some use to The City of Ottawa. So, please enter all the people in your party when reserving a court or after you firm up who you’ll be playing with.

How EPTC Defines "Prime Time":

- Weekday evenings 6-10pm for all sports
- Note that a reservation with any Prime Time is considered entirely Prime Time (e.g. you cannot book 430-630pm as a single reservation on a weekday)

Member Reservation Restrictions:

n.b. These restrictions exclude mixers and other club-run events. Restrictions are lifted 24 hours beforehand if CourtReserve indicates availability. Max refers to time in reservations you’re in, not just reservations you make.

An **Adult** or **Youth** membership holder may reserve for a maximum of:

- 2 hours/day, if hours are not concurrent (e.g. two 1-hour bookings at the same time are not permitted);
- 1 reservation/day of up to 1.5 hours during Prime Time (counts toward daily hourly limit); and
- 3 reservations/week during Prime Time.

Household [formerly **Family**] or **Couple** membership holders may reserve for a maximum (per membership) of:

- 4 hours/day, including up to 1 concurrent court reservation/day (i.e. 2 courts booked at the same time),
- 2 reservations/day of up to 1.5 hours each during Prime Time (counts toward daily hourly limit), if these reservations are not concurrent or consecutive; and
- 6 reservations/week during Prime Time.

An **EPTC PAYG MEMBER** is a player who has registered with the club and who has a CourtReserve account. PAYG members must wear a wristband and sign a waiver before playing. PAYG members are considered “pay to play” players, can sign up to some club events and can do the following (for a PAYG fee):

- register for all summer camps
- register for some clinics and coaching sessions
- reserve courts that are not already reserved 24 hours beforehand in CourtReserve (n.b. court availability will also depend on the availability of EPTC Monitors or Volunteers who need to check PAYG members in)
- register for PB and tennis mixers 24 hours before an event if there is room in CourtReserve
- sign up for the waitlist for a paid membership (note that this is not automatic, you must sign up yourself)

An EPTC GUEST is always accompanied by an EPTC member.

- The refundable guest fee is paid by the EPTC member at time of booking, valid for a maximum of 2 hours of play/day
- Paid individual members (Adult, Youth) may invite up to 3 guests/day. Those with paid family memberships (Household, Couple) may invite up to 7 guests/day. Pay As You Go members may not invite guests.
- Guests must wear wristbands and sign a waiver before playing
- The sponsoring member is responsible for their guest

Restrictions Bypass:

Some restrictions are bypassed within 24 hours of the reservation, subject to availability:

- minutes, courts, reservations, Prime Time reservations a member can have per day and per week;
- concurrent reservations;
- maximum allowed courts per reservation.

Equipment Rentals:

EPTC offers equipment that Members can reserve, with the following restrictions. There may be a fee at some times and for some membership types.

- Tennis Ball Machine: max 1 hour/day, courts 1 and 2 only, no Prime Time.
- Pickleball Ball Machine: max 1 hour/day, all courts, no Prime Time.
- Practice Wall: max 1 hour/day, court C only, no Prime Time.
- Pickleball racquets and balls may be borrowed if needed, subject to availability.

Rating Systems:

EPTC has three rating systems in place: two self-assessed (**Tennis Rating** and **Pickleball Rating**) and one formally assessed (**PB Assessed Rating Range**). These ratings are optional, though some events will be restricted based on one of them, and a fellow player's "open reservation" may also be restricted. Many players will have a rating in all three systems.

Tennis Rating and **Pickleball Rating**: you can optionally set this when you register at EPTC, and you can adjust it at any time. Please be realistic when rating yourself: both you and your fellow players will enjoy the games more if you're playing at the appropriate level. EPTC reserves the right to review and adjust a player's self-assessed rating if it is deemed to be inaccurate.

PB Assessed Rating Range: this rating is assigned by EPTC after a (paid) formal assessment. It is intended to be used at only the highest rating level(s), by pickleball players seeking competitive play. Please contact us for more information on this rating system.