

## WWTPC Pickleball League Policies & Procedures

- I. General.
  - a. This document serves as general policies and procedures for the WWTPC Pickleball League.
  - b. WWTPC Staff reserves the right to add, delete, or amend these policies & procedures at any time as they see necessary.
- II. Divisions
  - a. 3.0-3.5 - This division is for advanced beginner to intermediate level players who understand the game, have basic strategy concepts, and developing shot control.
  - b. 3.5+ - This division is for intermediate to advanced level players who have consistent shot control, understand hard vs soft game, and tactical awareness.
- III. Schedule
  - a. Tuesday Evening Matches:
    - i. Mixed: 3.0-3.5 (6:00PM – 7:30PM)
    - ii. Women's: 3.0-3.5 & 3.5+ (7:30PM – 9:00PM)
  - b. Thursday Evening Matches:
    - i. Mixed: 3.5+ (6:00PM – 7:30PM)
    - ii. Men's: 3.0-3.5 & 3.5+ (7:30PM – 9:00PM)
  - c. First match of the regular season for Tuesday Night divisions.
    - i. Spring 2026: March 3<sup>rd</sup>, 2026.
  - d. First match of the regular season for Thursday Night divisions.
    - i. Spring 2026: March 5<sup>th</sup>, 2026.
  - e. The dates for playoffs are listed below;
    - i. Spring 2026 each beginning at 6:00pm: Divisions will be assigned to each date once registrations are finalized and confirmed.
      1. Tuesday, April 28<sup>th</sup>
      2. Thursday, April 30<sup>th</sup>
      3. Tuesday, May 5<sup>th</sup>
      4. Thursday, May 7<sup>th</sup>
  - f. Schedules will be posted on [Teamsideline.com/Coppell](https://www.teamsideline.com/Coppell) under each division.
    - i. Teams will play two matches each week; either in the first two time slots (6:00pm & 6:45pm) or in the last two time slots (7:30pm & 8:15pm)
      1. Courts will not be available prior to 6:00pm unless your team reserves the court and pays the appropriate fees.
      2. Teams will have 15 minutes to warm up prior to their first match beginning at 6:00pm or beginning at 7:30pm.
- IV. Registration
  - a. The fee is PER PERSON

- i. Resident = \$30
      - ii. Non-Resident = \$45
    - b. Each player will register individually through Active Net – [www.coppellactivities.com](http://www.coppellactivities.com).
    - c. Registration will CLOSE at 11:59PM on SUNDAY, February 22<sup>nd</sup>
    - d. Teams will be able to add players through **the second match day of the regular season.**
      - i. If a captain needs to remove a player, contact WWTPC Staff at [wwtpc@coppelltx.gov](mailto:wwtpc@coppelltx.gov)
    - e. WWTPC Staff may move a team or player to another division based on their performance in past seasons.
    - f. Each division is set to hold 8 teams each, however WWTPC Staff reserves the right to combine/expand divisions as they see fit to optimize the league format.
      - i. The first 8 teams to register will guarantee their spot in the league, teams that register after the first 8 will be on the waitlist.
        - 1. A team is confirmed as registered when at least 2 players have registered under the same team name.**
    - g. Waitlisted teams will be registered if a space is available.
    - h. The registration deadline for the Spring 2026 season is February 22<sup>nd</sup>, 2026
      - i. Refunds for withdraws will go as follows.
        - 1. Withdraw before: FEBRUARY 27<sup>th</sup> = 100% REFUND
        - 2. Withdraw before: MARCH 23<sup>rd</sup> = 50% REFUND
        - 3. Withdraw after: MARCH 23<sup>rd</sup> = NO REFUND
- V. Defaults and Retired Matches
  - a. If you know your team cannot make a match, please send WWTPC Staff an email ([wwtpc@coppelltx.gov](mailto:wwtpc@coppelltx.gov)) by 12:00PM the day of the match notifying them.
    - i. These matches can be rescheduled at a date and time agreed upon by both teams prior to the playoffs. If the match is NOT played prior to the playoffs it will result in a forfeit by the original absent team.
    - ii. If the scheduled matches are cancelled due to WWTPC closing or weather, and a team had notified staff about being absent; these matches may be made-up according to section VI “Rescheduled Matches” in the Rulebook.
  - b. No-Shows: If a team has not arrived by 15 minutes after the scheduled match start time, inform WWTPC staff at the front desk. The absent team will forfeit the match.
    - i. If the absent team has players competing in a division that is playing in the earlier timeslot of the same evening, and their matches have not completed; they will be allowed to finish their match and report to their next court immediately after.
  - c. Teams that NO-SHOW for **TWO match nights** during the regular season will be removed from the pickleball league. A refund will NOT be processed.
  - d. Teams that FORFEIT more than **4 matches** during the season may be disqualified from the pickleball league playoffs.

VI. Communication

- a. WWTPC Staff may use any of the following to communicate to the league teams:  
Email, Text, Phone Call, Sports You, and Teamsideline.com