



RESCHEDULE POLICY

POLICY

Captains have the annual rescheduling period each fall to work with Captains of opposing teams to reschedule matches if needed. In order to identify problematic dates in the published schedule, Captains are encouraged to:

1. Ascertain which players are on more than one APPL team and those players' priorities;
2. Ask players what tournaments, if any, they expect to play during the APPL season;
3. Ask players about potential vacation plans/out-of-town dates during the APPL season;
4. Know how to use the Player Availability Tool in Pickleballscores to easily poll players for availability. Note: this tool can be used repeatedly to get updates.

In order to reduce the need for rescheduling matches, Captains are encouraged to have sufficiently robust rosters to ensure that six players plus a substitute player can be available for each match. Captains are expected to work with each other in good faith and to make all reasonable efforts to accommodate requests during the rescheduling period. Captains may agree to swap home and away matches if their courts are available during that time.

APPL Managed Venue Schedule Changes:

1. As to matches scheduled on APPL managed venues, the Captain of a team who seeks to reschedule a match ("Asking Captain") should use the APPL MANAGED VENUE MATCH RESCHEDULING button under Captain Resources and identify two alternate dates that work for their team. The Asking Captain should contact the Captain of the opposing team ("Considering Captain") as soon as possible to request a schedule change and propose the two alternate dates. If neither of the proposed dates works for the Considering Captain's team, the Asking Captain should go back to the rescheduling tool and find other available dates.
2. Once a new date and time is agreed upon, the HOME MATCH CAPTAIN will select that date and time in the rescheduling tool.
3. In the event there are no available time slots for the match venue, contact your League Coordinator (LC) to help reschedule the match.
4. If the rescheduling of an APPL managed venue results in additional court fees, the team requesting the change is responsible for payment of that fee.

STEP 1

- Click this button on the APPL Website under Captain Resources

APPL Managed Venue
Court Rescheduling

STEP 2

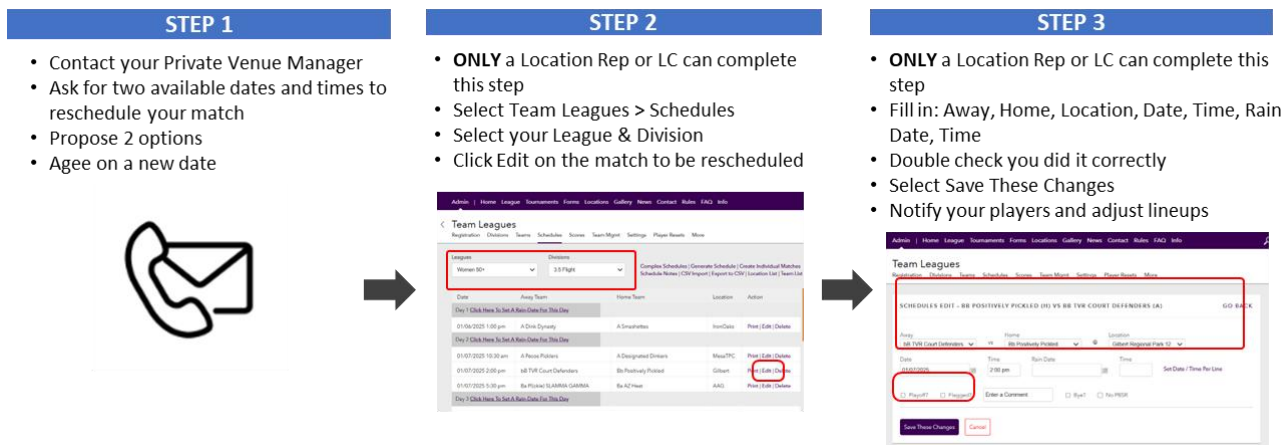
- Select Region and home venue
- Look for available dates and times
- Propose 2 options
- Only click the date/time once agreed upon

STEP 3

- Fill in ALL fields on the right side
- Press Submit and do NOTHING else
- You will get a confirmation of your request
- Within a few days the schedule will be updated and you will get a final confirmation email
- Notify your players and adjust lineups

Private Venue Schedule Changes:

1. If the Asking Captain is the Home Captain, they should reference their HOA's court schedule and identify two alternate dates on which three courts are available for two hours each, that work for their team. The Asking Captain should contact the Considering Captain as soon as possible to request a schedule change and propose the alternate dates. If the dates proposed do not work for the Considering Captain's team, the Asking Captain can propose other available dates or ask the Away Captain if the match can be rescheduled on the Away Captain's home courts.
2. If the Asking Captain is the Away Captain, they should ask the Considering Captain if there are alternate dates at the Home Captain's HOA where three courts are available for two hours each that work for both teams. If not, the Asking Captain can ask the Home Captain if the match can be rescheduled on the Away Captain's home courts.
3. If the Captains reach agreement on a new match date, one of the private venue "Location Reps" must make the change on the regional Pickleballscores website: Schedules > Select Match > Edit >. Change the date and time of the match and click 'Save These Changes'. You will find the names of your "Location Rep(s)" in the upper right hand corner of your team's home page.
4. If the rescheduling of a private court match results in an additional court fee, the team requesting the change is responsible for payment of that fee.



Rescheduling Due to Inclement Weather or Unforeseen Circumstances:

1. The schedule is presumed to be final at the end of the rescheduling period. After that, rescheduling is only warranted in cases of rain, snow and/or sustained winds of at least 20 mph.
2. While Captains are encouraged to be in contact with each other when inclement weather conditions appear imminent, no match shall be cancelled due to inclement weather earlier than the planned travel time for the Away Team plus 2 hours. In order for a match to be called due to inclement weather, the Captain seeking the cancellation must send the opposing Captain a screenshot from **the Weather Channel app** for the court's location, showing that the required inclement weather conditions are projected to occur DURING the scheduled match time. **Both** Captains must agree that a reschedule of the match is warranted under APPL policy. If for any

reason the Captains cannot agree, then the League Coordinator (LC) shall be contacted to decide whether the match should go forward or be rescheduled.

3. The Captains will follow the process above to reschedule the match for their venue, with APPL Managed Venues requiring AT LEAST FIVE DAYS PRIOR to the proposed match date.
4. Any reschedule of a match due to unforeseen circumstances must be approved in advance by your League Coordinator, who must obtain the agreement of the Regional Director. The Asking Captain seeking a reschedule due to unforeseen circumstances will be responsible for identifying a mutually agreeable new match date following the procedure outlined above and their team will be responsible for any change fees that may occur due to the rescheduling.
5. The rescheduled match must take place prior to the end of the season.