



# **RULES AND REGULATIONS**

## **ALL INDIA TENNIS ASSOCIATION**

R. K. Khanna Tennis Stadium  
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New Delhi – 110 029  
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# **C O N T E N T S**

<b>S. No.</b>	<b>Title</b>
	<b>I. MEMORANDUM OF ASSOCIATION</b>
1.	Name of the organization
2.	Registered office address
3.	Area of operation
4.	Aims and objectives
5.	Disclaimer clause
	<b>II. RULES</b>
1-2	Name
3.	Definitions
4.	Constitution
5.	Objects
6.	Management: Central Council
7.	Powers and duties of Central Council
8.	Powers and duties of Office – Bearers
9.	Powers and duties of the Sub-Committees
10.	Nominations
11.	Tenure of office
12.	Casual vacancies
13.	President
14.	Permanent Vacancies
15.	Hon. Life President and Hon. Life Vice President
16.	Councillors
17.	Accounts
18.	Meetings of the Central Council
18.1	No Confidence
19.	Quorum

- 20. Voting
- 21. Notice
- 22. Withdrawals
- 23. Traveling and Halting Expenses
- 24. Sanction for Open Tournament
- 25. Rules of the Game
- 26. Right of Appeal
- 27. Eligibilities and Disabilities
- 28. AITA Official Pass
- 29. Alteration in the Rules
- 30. Saving Clause
- 31. Interpretation
- 32. Affiliations
- 33. Obligations of Organisations
- 34. Disaffiliation
- 34.1 Disputes
- 35. Re- Admission
- 36. Obligations of players
- 37. (a) Stadium  
(b) Trust

### **III. REGULATIONS**

#### **GENERAL REGULATIONS**

- 38. Executive Committee
- 39. Travelling and Halting Expenses
- 40. Management sub-committee

**RULES FOR THE STATE ASSOCIATION AFFILIATED TO AITA OR STATE ASSOCIATION RULES**

- 41. Definitions
- 42. Constitution
- 43. Objects
- 44. Management
- 45. Affiliation
- 46. Financial year
- 47. Subscriptions
- 48. Capitation Fees
- 49. Tournament Fees
- 50. Nominations and Eligibilities
- 51. Annual General Meeting
- 52. Voting
- 53. Retirement of Office Bearer
- 54. Withdrawal
- 55. Annual Return submission
- 56. Grievances / Complaints / Disputes

57-66. **MANAGEMENT OF TOURNAMENTS – GENERAL REGULATIONS**

- 67. Standing orders
- 68. Alterations to the MOA or the Rules and Regulations
- 69. Annual list of governing body members
- 70. Suit & Legal Proceedings
- 71. Dissolution of the Organisation
- 72. Application of the Act
- 73. Essential Certificate

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# **MEMORANDUM OF ASSOCIATION OF ALL INDIA TENNIS ASSOCIATION**

## **1. NAME OF THE ORGANISATION**

The name of the organization is:  
**“ALL INDIA TENNIS ASSOCIATION.”**

## **2. REGISTERED OFFICE ADDRESS**

The Registered Office of All India Tennis Association is in Calcutta in the State of West Bengal.

The working headquarters of the association shall be located at:  
**R. K. Khanna Tennis Stadium, DLTA Complex (North Wing), Africa Avenue, New Delhi – 110029** or as decided by the Executive Committee from time to time.

## **3. AREA OF OPERATIONS**

All over India

## **4. AIMS AND OBJECTIVES FOR WHICH THE ORGANISATION IS ESTABLISHED ARE AS UNDER**

The Association shall be the governing body of the game of tennis (hereinafter called “The Game”) in India and its objects shall be to advance and safeguard the interests of the game and those of the Association and particularly:

- a) To promote and develop the game of tennis within its jurisdiction.
- b) To promote major competitions, tournaments and team championships and to regulate, arrange and manage all matches in connection therewith, to frame and publish rules and regulations for the same and to fix dates and places where such matches and tournaments are to be arranged or held.
- c) To promote international championships or international matches and to regulate, arrange and manage all matches in connection herewith when held in India.
- d) To make, vary, alter, maintain and enforce rules and regulations for the control and governance of the game in India.
- e) To uphold and maintain rules and regulations for the time being in force namely rules of tennis, the rules and regulations of the International Tennis Federation and the Regulations of the International Tennis Federation Championships.
- f) To enter and manage teams to represent India in International Team competitions and to arrange and/or manage ties held in India.

- g) To collect funds for the Association and to employ the same in such manner as the Central Council considers desirable to achieve the objects of the Association.
- h) To invest any part of such funds not required immediately for the said purposes and objects in such manner as may be considered advisable from time to time.
- i) To build stadia and tennis courts, to buy, acquire or take on lease any property necessary for the furtherance of the objects of the Association.
- j) To make and maintain annual ranking list of players within its jurisdiction.
- k) To promote the teaching of the game and to encourage those recognized as coaches and teachers.
- l) To encourage talent and in deserving cases help the players in obtaining scholarships, sponsorship, employment and monetary benefits etc.
- m) To promote the training of referees and umpires "for conducting the National and International Championships" and other tournaments.
- n) To decide all doubtful and disputed points in connection with the game and the Rules and Regulations thereof.
- o) Generally do all such acts, matters and things in connection with or incidental to the effective carrying out of any of the objects mentioned in the previous sub-clauses thereof.
- p) To preserve the independence of the Association in all matters concerning the game of tennis and in its relation with its affiliated organisations without the intervention of any outside authority.
- q) To preserve the integrity and independence of tennis as a sport.
- r) The general and fundamental principles of the Olympic Charter are applicable and no provisions of this Constitution (Codes, Statute Book Rules and Standing Orders etc.) which relate to participation in the Olympic Games and other events approved by or held under the auspices of the International Olympic Committee shall be deemed to conflict with or derogate from these principles.
- s) In furtherance of its objects, AITA may enter into an agreement with any firm, organisation or concern in which the office bearers and the members of Executive Committee may or may not be financially interested as Director or partner.



**5. DISCLAIMER CLAUSE**

All the income earnings, movable, immovable properties of the Association shall be solely utilized and applied towards the promotion of its aims and objects only, as set forth in the Memorandum of Association and no profit earned thereof, shall be paid or transferred, directly or indirectly, by way of dividends, bonus, profits, or in any manner whatsoever to the present or past members of the Organisation or to any persons, claiming through any one or more of the present or past members. No member of the Organisation shall have any personal claim on any movable or immovable properties of the Organisation or make any profit, whatsoever by virtue of his Membership.

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**RULES OF THE ALL INDIA TENNIS ASSOCIATION  
(REGISTERED UNDER SOCIETIES REGISTRATION ACT XXI OF 1860)**

- 1) These rules be called the All India Tennis Association Rules.
- 2) These shall be applicable to all affiliated units in the country.
- 3) These Rules will come into operation from 31<sup>st</sup> August 2000 (subject to subsequent amendments).

**NAME**

1. The name of the Society is '**ALL INDIA TENNIS ASSOCIATION**' and the registered office of the Association is in the State of West Bengal.
2. The working headquarters of the Association is at present located at R. K. Khanna Tennis Stadium, Tennis Complex, Africa Avenue, New Delhi – 110029 or as decided by the Executive Committee from time to time.

**DEFINITIONS**

3. In these Rules, unless the context indicates otherwise the following shall have the meanings attributed to them:
  - a) AITA means the All India Tennis Association (hereinafter referred to as 'The Association').
  - b) The Association shall consist of:
    - i. Full members with voting rights.

A State Tennis Association, Union Territory Tennis Association, Club, Institution or any other organisation to which the AITA has granted affiliation and which satisfied the conditions laid down in Rule 32 of the Rules.
    - ii. Associate members without voting rights.

A State Association, Union Territory Association or other All India Organisation, viz Railway Sports Control Board, Services Sports Control Board, Association of India Universities and International Lawn Tennis Club of India etc., which body in the opinion of the Central Council, is either not sufficiently developed in tennis matters or is not engaged wholly and exclusively in promotion of the game of tennis and does not satisfy the conditions laid down for membership in Rule 32.
  - c) Central Council. Shall mean and include the Honorary Secretary or representatives of the affiliated organisation, Hon. Life Presidents, Hon. Vice Presidents, Hon. Life Vice Presidents and the office-bearers of the AITA and Associates without voting rights and there shall be no invitees on the Central Council.
  - d) Executive Committee. Means the Executive Committee of the AITA duly elected at Annual General Meeting.

- e) India. Means and includes all territories under the administrative control of the Government of India
- f) National of India. Shall mean and include a person as defined in Chapter II of the Constitution of India and as defined in the standing orders of the ITF under Qualification of a player to represent a country and definition of National.
- g) Office-bearers of the AITA. Mean and include the President, the Hon. Secretary General, the Vice Presidents, the Hon. Joint Secretaries and the Hon. Treasurer. Any person, who is a national of India and otherwise eligible, will be entitled to be an office-bearer.
- h) Patron-in-chief and Patrons. A Patron-in-Chief and Patrons of the AITA are those who are nominated as such by the Central Council.
- i) President. Means the President of the AITA duly elected by the Central Council.
- j) Hon. Life President. Means the Hon. Life President of the AITA duly elected by the Central Council in exercise of its powers and in accordance with Rule No. 15 (a).
- k) Hon. Life Vice President. Means the Hon. Life Vice President of the AITA duly elected as such by the Central Council in exercise of its powers and in accordance with Rule No. 15 (b).
- l) Hon. Secretary General. Shall mean the Hon. Secretary General elected by the Central Council.
- m) Hon. Joint Secretary. Shall mean the Hon. Joint. Secretary duly elected by the Central Council
- n) Hon. Treasurer. Shall mean the Hon. Treasurer duly elected by the Central Council
- o) Hon. Vice Presidents. Means the Vice President duly elected as such by the Central Council. Any Vice President who has served more than two terms as Vice President of AITA will be designated as Senior Vice President.
- p) The Affiliation year or Financial Year. Means the period of twelve months from 1<sup>st</sup> April to the following 31<sup>st</sup> March.
- q) Jurisdiction. The jurisdiction of the Association shall extend all over India and the territories of India.

## **CONSTITUTION**

- 4. The Association shall comprise of:
  - a) The State Associations affiliated to AITA;

- b) Union Territory Associations affiliated to AITA;
- c) Such other All India Organisations as are not confined to any State and as the Central Council may, from time to time declare to be affiliated to the AITA on such conditions as the AITA may prescribe, provided that such State Associations, Union Territory Associations and other All India Organisations, which in the opinion of the Central Council, either not sufficiently developed or matured or underdeveloped in tennis matters or are not engaged wholly and exclusively in promotion of the game of tennis and which do not satisfy the conditions laid down in Rule No. 32, will be termed as "Associate members without voting right" as opposed to others which will be called "Full members".

## **OBJECTS**

- 5. The Association shall be the governing body of the game of Tennis (hereinafter referred to as "The Game") in India and its objects shall be to advance and safeguard the interests of the game and those of the Association and particularly as defined in Clause 4 of the Memorandum of Association.

## **MANAGEMENT: CENTRAL COUNCIL**

- 6. The Central Council shall supervise and control the administration of the AITA and game in India through the Executive Committee and other sub-committees.

### **a) Central Council**

- i. The Central Council shall consist of a President, Hon. Life Presidents, Hon. Life Vice-Presidents, Senior Vice Presidents, Vice-Presidents, Hon. Secretary General, the Hon. Joint Secretaries and the Hon. Treasurer of the AITA and Hon. Secretaries or representatives of the affiliated organisations.
- ii. The number of Vice-Presidents shall not exceed ten. Not more than one Vice-President shall be elected from any affiliated organisation.
- iii. The number of Life Presidents shall not exceed three at any one time.
- iv. The number of Life Vice-Presidents shall not exceed eight at any one time.
- v. The number of Joint Secretaries shall not exceed two at any one time.

### **b) Executive Committee and other Sub-Committees**

The Executive Committee shall consist of the President, The Hon. Secretary General, the Hon. Joint Secretaries and the Hon. Treasurer and twelve members elected biennially from the Hon. Secretaries or representatives representing different affiliated organisations. Subject to the powers of the Central Council as a supreme governing body of the Association, the Executive Committee shall exercise the powers as defined in the Regulations.

c) Sub-Committees

The Committees as mentioned below shall be appointed biennially at the Executive Committee Meeting held any time after 15 days of the of the Annual General Meeting and each subcommittee shall consist of not more than five members, other than the President, The Hon. Secretary General, The Hon. Joint Secretaries and the Hon. Treasurer. The sub-committees will continue to function till the new sub-committees are appointed. Chairman of the Committee shall be elected from the Vice Presidents or Executive Committee Members of the AITA.

1. Management Committee
2. Ethics Committee
3. Tournament Committee
4. Senior Selection Committee
5. Junior Selection Committee
6. Coaches Education & Certification Committee
7. North East States Development Committee
8. Other States Development Committee
9. Any other committee as mentioned under regulation 38k

(The President, The Hon. Secretary General, the Hon. Joint Secretaries and the Hon. Treasurer shall be ex-officio members of all the sub-committees.)

**POWERS AND DUTIES OF CENTRAL COUNCIL**

7. The Central Council shall have the following powers –
  - a. To elect the President, the President, the Hon. Secretary General, The Hon. Joint Secretaries and the Hon. Treasurer, the Executive Committee and the Sub Committees mentioned in Rules 6(c), and such other committees as it may think necessary for carrying on the work of the Association. In particular and without prejudice to the generality of the powers mentioned above, the Central Council shall have the power to convene a general body meeting of any of its affiliated organisations to resolve any dispute which impedes the normal functioning of its affiliated organisations that may have arisen in the management, elections, in conduct of tournaments etc. and to conduct elections by issuing required notice and complying with the formalities as enjoined by the rules of the affiliated organisation. All decisions taken and elections held at meetings convened by the Central Council shall be absolutely binding on affiliated organisations. The Central Council may also depute such persons according to its own decisions for convening such meeting and for presiding over such meetings and for conduct of such meeting and all decisions taken by these representatives shall be absolutely binding on the affiliated organisation and its members.
  - b. To carry out the objects of the Association and to make, maintain and publish all necessary Rules and Regulations in connection therewith.

- c. To appoint not more than one person to act on the Committee of Management of the national Grass Court Championship of India, National Hard Court Championship of India and on any other tournaments held in India by any affiliated organisation or any club or Tournament Committee affiliated to such organisation and the expenses of such appointed person shall be met by the Association holding the tournament.
- d. To prohibit any act or practice by affiliated members and clubs or Tournament Committees affiliated to such members or by any person which in the opinion of the Central Council is detrimental to the interests of the Game and to deal with any such member, club or Tournament Committee or person, in such manner as Council may think proper.
- e. To adopt for any player the status deemed adequate or appropriate as per the international Tennis Federation Rules.
- f. To reinstate, upon terms or otherwise and for good cause shown, any player who had ceased to be an amateur.
- g. To impose penalty on affiliated organisations and on such members and/or players for any infringement of the Rules and Regulations of the Association.
- h. To consider and deal with all applications for affiliation and decide all questions as to the right of representation at the meetings of the Central Council.
- i. To decide all questions of eligibility of persons nominated or elected as office-bearers and Councillors of the Central Council and to annul any election if through non-attendance or any other course, continuation as a member of the Central Council is not considered to be in the interest of the Association.
- j. To delegate all or any of its powers to its duly appointed committees.
- k. To enlist by co-option or invitation for any special purpose the services of any person who is not an office-bearer or councilor.
- l. To nominate a Patron-in-Chief and patrons.
- m. To establish and maintain office premises, to appoint staff and to appoint auditors.
- n. To disaffiliate any organisation which has not complied with any of the rules and which has not resulted in an automatic disaffiliation. The Central Council shall also have the power to readmit such organisation that is disaffiliated under these rules on being satisfied that the noncompliance was not intentional and the circumstances indicated sufficient cause for condoning the noncompliance.
- o. To build Stadia and Tennis Courts on the land belonging to the Association or on land owned by any other body or on land taken on lease from any other body, on its own or jointly or in partnership with that body.

- p. In case of dispute between the AITA and/or its office-bearers on one part and State Association or Union Territory Association, units affiliated to State Association, Club, Institution, Councillor or any individual on other part, relating to matters covered under rules and regulations of the AITA, only courts within territorial area of Delhi State shall have jurisdiction to try such matters, irrespective of any other territorial jurisdiction of a party or person to the dispute in such matters and this Rule is binding on its Affiliates, Associates, Councillors, clubs or Institutions, individual person or persons connected directly or indirectly with the AITA. All disputes shall always be referred first to Arbitration.
- q. Affiliated Units of AITA will ensure that any unit affiliated to the affiliated unit of AITA will not engage AITA in direct legal proceedings and will always go through the affiliated unit of AITA. In case this procedure is not followed, AITA Executive Committee has the power to inform the affiliated unit to disaffiliate the said affiliated unit or expel/suspend any office bearer of such an affiliated unit.

## **POWERS AND DUTIES OF OFFICE-BEARERS**

### **8. a. The President**

The President shall be the Chairman of the Association and of the Central Council and shall direct all transactions with the assistance of the Central Council and it shall be his duty to preside over all meetings of the Central Council and the Executive Committee and to take action as provided in these rules. In the absence of President, the Central Council / Executive Committee may elect any one from amongst the Office Bearers, Vice Presidents, Hon. Life Presidents and Hon. Life Vice Presidents to Chair the meeting of the Central Council / Executive Committee.

### **b. The Hon. Secretary General**

- i. Cause minutes of all meetings of the Association and the Council to be correctly recorded, confirmed and kept.
- ii. With the consent of the President, convene meetings of the Central Council, Executive Committee etc whenever required. However, on instruction from the President, Executive Committee Meeting can be called at short notice.
- iii. Have charge of all the correspondence and records of the Association
- iv. In case of urgency, obtain the views of the Central Council or members of the Executive Committee by circulation or by any other manner as directed by the President.
- v. Exercise general control over all matters of routine nature relating to the Association.



- vi. Employ chief executive, managerial executives, officers, clerical and other staff as may be required from time to time for efficient running of the office.
- vii. Incur expenses with the approval of the Executive Committee
- viii. Perform such other duties as may be necessary for the proper and efficient working of the Association.
- ix. All cheques shall be issued under the joint signatures of the Hon. Secretary General or the President or a member nominated by Executive Committee and the Hon. Treasurer of the Association or any two office bearers of the Association.
- x. The Hon. Secretary General shall be entitled to Rs. 5000/- as imprest cash at one time and may incur required expenses out of that.

c. The Honorary Joint Secretaries

All the duties & powers of the Hon. Joint Secretaries shall be entrusted to them by the Executive Committee & / or by the Hon. Secretary General.

d. The Honorary Treasurer

- i. Within three months after the close of the financial year, the Hon. Treasurer shall furnish the Executive Committee with a statement of accounts, copies of which shall be forwarded to all members of the Executive Committee.
- ii. All accounts shall be maintained by the Hon. Treasurer and he shall be entitled to pay all bills unless previously countermanded by the Executive Committee or the Central Council.
- iii. All cheques shall be issued under the joint signatures of the Honorary Secretary General or the President or a member nominated by Executive Committee and the Hon. Treasurer of the Association or any two office bearers of the Association.
- iv. All amounts received by the Hon. Treasurer shall be deposited with the bankers of the Association forthwith.
- v. The Hon. Treasurer shall be entitled to Rs. 5000/- as imprest cash at one time and shall ensure that the accounts of the Association are audited at the end of each financial year by the auditors of the Association.
- vi. Collect all moneys and dues payable to the Association and report to the Executive Committee on all financial matters.
- vii. Make an annual statement of accounts and place it before the Annual General Meeting of the Central Council.
- viii. Submit to the Honorary Secretary General quarterly statements of income and expenditure.

- ix. Disburse the funds of the Association according to the directions of the Executive Committee
- x. Keep a roll of all members and from time to time amend and correct the same as circumstances require.
- xi. Employ such clerical and other assistants as may be authorized by the Executive Committee

## **POWERS AND DUTIES OF THE SUB-COMMITTEES**

- 9. a. All sub-committees shall carry out such duties as may be authorized by the Central Council. Such duties shall be discharged in accordance with the Regulations of the Association.
- b. All sub-committees are recommendatory. Final decisions shall rest with the Executive Committee.
- c. Normal business of all sub-committees should be done by post. If necessary, Honorary Secretary General may call for meeting of any sub-committee.

## **10. NOMINATIONS**

- (a) Candidates for the offices of the President, Vice-Presidents, The Hon. Secretary General, the Hon. Joint Secretaries and the Hon. Treasurer for the ensuing term to be elected at the Annual General Meeting of the Central Council, shall be nominated, in writing, by:
  - (i) Any four affiliate organisations. Such nominations must reach the registered office of the AITA at New Delhi on or before 25<sup>th</sup> April in each year of election. No Associate member, without voting rights shall have right to nominate or contest in any election of the AITA.
  - (ii) Honorary Secretary General should then inform all affiliated bodies, about the valid nominations received for all posts by 10<sup>th</sup> of May.

### **(b) Letter of Consent**

Every candidate contesting the election should send a letter of consent to the Honorary Secretary General on or before 25<sup>th</sup> April. This letter can be sent along with the nominations or directly by candidates. No nominations are valid without letters of consent.

- (c) In case there is no valid nomination at the time of the Annual General Meeting of the Central Council, the Central Council, itself would be entitled to make such nominations. Every such nomination must have the consent of the nominee.

## **TENURE OF OFFICE**

11. Office bearers and Vice-Presidents of the Association shall hold office for one term of four years and after expiry of that period, until their successors are appointed. Retiring office bearers shall be eligible for re-election. They can be re-elected by simple majority. The President can hold the office for a maximum period of twelve (12) years with or without break. The Hon. Secretary General and the Treasurer may serve a maximum of two successive terms of four years each after which a minimum cooling off period of four years will apply to seek fresh election to either post. The President, the Secretary General and the Treasurer shall cease to hold that post on attaining the age of 70 years.

Further more, no office-bearer of the AITA shall be eligible to be the office-bearer simultaneously of any other National Sports Federation/Association except of the Indian Olympic Association.

## **CASUAL VACANCIES**

12. a. Any one of the office-bearers going out of India for more than three continuous months.
- b. Any circumstances which may prevent them from carrying out their duties. Any office-bearer who is prevented due to any circumstances from attending to or carrying out his duties for a period of more than 30 days, shall inform the President of this fact who shall appoint one of the elected Executive Committee Members to carry on these duties during the absence of the office bearer concerned. If such office bearer fails to do so, then the President shall take such action as he may consider necessary in the circumstances. In case any of the office bearers goes out of India on business of the Association, then his absences will not be considered as Casual Vacancy. A Casual Vacancy arising in any sub-committee may be filled up by the Chairman of that committee. Any casual vacancy in the Executive committee shall be filled in from Hon. Secretaries or representatives of the affiliated organization. In the case of vacancies arising under clause (a) and (b), the same shall be filled in by the President in consultation with the Executive Committee. Interim arrangements may, however, be made as provided above.
- c. It is not obligatory to fill in casual vacancies caused in the Executive Committee or sub-committees. Decision in this matter shall rest with the Executive Committee.

## **PRESIDENT**

13. a. If President is unable to attend to his duties for a continuous period of three months or if he is absent for that period, the Executive Committee shall elect a new President from amongst the elected Vice-Presidents.
- b. In case of absence of less than three months, the President's powers will stand delegated to the Hon. Secretary General for such period of absence.

## **PERMANENT VACANCIES**

- 14 Permanent vacancies can be caused by death or circumstances which may prevent any office-bearer from attending to his duties for more than 3 months.
- a) President  
Permanent vacancy of the post of President shall be filled in by the Executive Committee.
  - b) Honorary Secretary General, the Hon. Joint Secretaries and the Hon. Treasurer:  
Permanent vacancy of the posts of Honorary Secretary General, the Hon. Jt. Secretary or Hon. Treasurer shall be filled in by the Executive Committee.
  - c) Members of the Executive Committee  
Permanent vacancy in Executive Committee shall be filled in by the Executive Committee from Hon. Secretaries or representatives of the affiliated organisations. It is, however, not obligatory to fill in the vacancies caused in Executive Committee. Decision in this matter shall rest with the Executive Committee.
  - d) Any office bearer who has assumed office by virtue of having filled a permanent vacancy or casual vacancy shall not be deemed to have enjoyed a term of 4 years. He will be entitled to contest election as per rules and if elected, hold office for a further term of 4 years and so on as provided herein above.

#### **HON. LIFE PRESIDENT AND HON. LIFE VICE PRESIDENT**

- 15 a. Any person who has served the Association as President / Vice President or as the Honorary Secretary General for more than 12 years (irrespective of whether he has held the posts continuously or otherwise) shall be eligible to be elected a Hon. Life President at the Annual General Meeting.
- b. Hon. Life President shall be entitled to attend any meeting of the Central Council and of the Executive Committee but without any voting rights. He may not hold any office or position in the Central Council other than the office of the President. The number of Hon. Life Presidents shall, however, not exceed three at any one time.
  - c. Hon. Life Vice Presidents may be elected at a general meeting of the Central Council only from amongst the candidates nominate by it. Hon. Life Vice Presidents shall not be entitled to any voting rights but will be entitled to attend any meeting of the Central Council without voting rights. They may not hold any office or position in the Central Council other than the office of the President. The number of Hon. Life Vice Presidents shall, however, not exceed 8 at any one time.
  - d. Any person who has served the State Association or the AITA, In any capacity whatsoever for more than fifteen years (irrespective of whether he has held the post continuously or otherwise) and those players who have been National Champions in tennis or have represented the country in Davis Cup shall be eligible to be elected as Life Vice President.

## **COUNCILLORS**

16. Each affiliated organisation shall be represented by its Honorary Secretary or its elected representative at all the meetings of the Central Council. The name and full address of the Honorary Secretary or the elected representative, if any, of the affiliated organisation shall be communicated to the Honorary Secretary General of the AITA before the 15<sup>th</sup> day of May in each year. If Honorary Secretary is attending the meeting, the elected representative, if any, shall not be entitled to attend the meeting of the Central Council.

## **ACCOUNTS**

17. Within six months after closure of the financial year, the Hon. Treasurer shall furnish to the Executive Committee statements of accounts.
  - a. All bills shall be passed either by the President, Honorary Secretary General, Hon. Jt. Secretary or Hon. Treasurer before payment.
  - b. All cheques shall be issued under the joint signatures of the Honorary Secretary General or the President or a member nominated by Executive Committee and the Hon. Treasurer of the Association or any two office bearers of the Association.
  - c. All amounts received by the AITA shall be deposited with the banks of the Association forthwith.
  - d. A maximum sum of Rs. 5000/- shall be allowed to the Hon. Treasurer as imprest cash (at one time).
  - e. The accounts of the Association shall be audited at the end of each financial year by the auditors of the Association.

## **MEETINGS OF THE CENTRAL COUNCIL**

18. (a) Annual General Meeting of the Central Council shall be held annually at such time and place as the President shall fix, provided that such meeting shall not be called on a date earlier than six weeks after the 31<sup>st</sup> day of March. The ordinary business of the Annual General Meeting shall be: -
  - i. To receive the report of the Honorary Secretary General which will include the tentative programme for the ensuing year as drawn up the Executive Committee and Hon. Treasurer statement of account for the previous year, duly audited.
  - ii. To elect, when due, the President, Hon. Life Presidents, Hon. Life Vice Presidents, Vice Presidents, the Honorary Secretary General, the Hon. Joint Secretaries and the Hon. Treasurer, the Executive Committee and various sub-committees for the ensuing year. Associate member shall not be entitled to be elected in the Executive Committee. The number of Hon. Life Vice Presidents shall, however, not exceed 8 at any one time

- iii. To nominate a Patron-in-Chief and Patrons.
  - iv. To confirm the names of the councilor's representing the affiliated organisations.
  - v. To appoint Auditors for the ensuing year.
- (b) All other business transacted at an Annual General Meeting or any General Meeting shall be deemed 'Special Business', and shall be decided by two-third's majority of votes properly recorded.
- (c) An Extra-Ordinary General Meeting may be convened by the President whenever he thinks fit, or shall be convened by the Honorary Secretary General within three months of receipt of requisition by the councillors of minimum five affiliated organisations specifying the business for which the meeting is to be convened. No other business shall be transacted at such a meeting.
- (d) No business than the formal adjournment of the meeting shall be transacted at any meeting unless a quorum be present. No quorum will be necessary for an adjourned meeting.
- (e) All ordinary business of the Annual General Meeting shall be decided by a bare majority of votes properly recorded at such meeting. However, any business regarding 'Change of Constitution and Rules' will be decided by two-third majority of the member present and who are eligible to vote. All business of an Extra ordinary General Meeting, being special, shall be decided by two-third majority of votes properly recorded.
- (f) In the case of an equality of votes, the President or the Chairman shall have a casting vote.
- (g) Notice of every meeting shall be sent under Postal Certificate to the office-bearers, Hon. Life Presidents, Hon. Life Vice Presidents, Vice Presidents and Councillors of the Central Council at least 4 weeks prior to the date fixed for such meeting. Such notice shall specify the date, time and place of such meeting and the nature of business to be transacted and in case of Annual General Meeting, shall be accompanied by a report of the Honorary Secretary General, report of the Hon. Treasurer, audited statement of accounts for the past year and nominations received for the post of office bearers and Hon. Vice Presidents for elections for the ensuing year, provided always that the accidental omission to give any such notice to any person entitled thereto or its non-receipt by him shall not invalidate the proceedings at any meeting.
- (h) At a meeting, every question or motion shall be decided by open voting unless, prior to any vote being taken, ballot is-
- (aa) Directed by the Chairman or
  - (ab) Demanded by not less than three persons present and entitled to vote.
- (i) Election of office-bearers and Vice-Presidents shall be by secret ballot.

- (j) All matters discussed by the Council in a meeting shall be treated as private and confidential. Matters of public interest, may however, be released to the press by the Honorary Secretary General subject to approval by the Chairman. No other member is permitted to speak to the press or anybody on behalf of the Association without the permission of the Honorary Secretary General.

### **NO CONFIDENCE**

- 18.1. Proposal for no confidence in Executive Committee or any Office Bearer(s) / Members(s) thereof can be taken up only at an EGM convened specially for this purpose. The proposal should be made by at least 25% of the affiliated organizations. The EGM shall be called and convened by the Hon. Secretary General on receipt by him of a requisition in writing to the above effect. No other business shall be transacted at such a meeting. A no confidence proposal would be considered as passed if the votes cast in favour of the proposal are at least two-thirds of the votes properly recorded at the meeting.

### **QUORUM**

19. At the Annual General Meeting or any meeting of the Central Council, seven persons shall form a quorum of which at least four shall be representatives of affiliated organisations.

### **VOTING**

20. (a) Every representative of a Full Member Organisation shall be entitled to vote at all meetings of the Central Council as under: -
- i) Every vote of a Full Member Organisation shall be counted as 1/3/5 and that of the office bearers and elected Vice Presidents as one. Associate Member Organisations shall not have any right to vote.

Full Member Organizations shall have additional votes for the following year in addition to the 1/3/5 votes calculated as under:-

If it has in the last financial year conducted International / AITA Tournaments carrying prize money of: -

US\$ 5000-US\$ 10000 or equivalent in Rupees	1 Vote
US\$ 10001-US\$ 25000 or equivalent in Rupees	2 votes
US\$ 25001 and more or equivalent in Rupees	3 votes
Davis Cup / Fed Cup Zonal tournaments	1 vote
Davis Cup / Fed Cup World Group Ties	2 votes
ITF Juniors	1 vote
Mini Junior / Sub Junior / Junior National	1 vote
Senior / Veteran Nationals	2 votes

Provided however that in calculating the actual voting rights for the year, average of the previous four years would be calculated and that would constitute the voting right of that state.

Tournaments mentioned above must be approved and owned by the AITA and conducted by the concerned Full Member Organisation.

The total number of tournaments conducted under this clause will always be counted from the tournaments conducted prior to the end of the financial year immediately preceding the date of the meeting at which the vote is to be exercised.

A list of Full Member Organisations having total number of votes under the above clauses will be worked out at the end of each financial year by AITA and shall be circulated to all affiliates and persons entitled to vote by 15<sup>th</sup> May following the end of a financial year.

Decision of the Executive Committee in awarding additional votes will be final and binding on all members.

- ii) An Office Bearer and elected Vice Presidents of the Central Council will not be entitled to vote by Proxy. He shall, however, be entitled to one vote. The Hon. Life Presidents, Hon. Life Vice Presidents, the Office Bearers, elected Vice Presidents and Associate Members shall not be entitled to hold proxies or represent any member or organization.
  - iii) Any representative of an affiliated organisation who is not an office bearer, Hon. Life President, Hon. Life Vice Presidents or Vice Presidents of AITA can hold proxy and represent other affiliated organisations and can vote on their behalf at the meeting of the Central Council.
  - iv) No person, representing an associate member without voting rights, shall have any right to vote on any matter or subject or issue in discussion before the Central Council, but such a person may take part in discussions and express his/her views in the Central Council Meeting and all the decisions taken by the Central Council shall be binding and enforceable irrespective of such person's views expressed in the Council Meeting. An Associate Member shall not be entitled to cast votes on any matter at the meetings of the Central Council, though he is entitled to take part in discussions during the Central Council meeting.
- (b) At any time, the President of the Association may request a vote by mail to the Central Council on any question, matter or resolution deemed by the President to be of sufficient importance and urgency or for any other reason suitable or advisable for so handling. Notices or requests for such a vote shall be made along with such note or explanatory information as may be helpful or necessary in understanding the question, at least two weeks in advance of the date fixed for depositing of votes. The Secretary General shall record all votes duly received and signed, which shall, at the expiration of the date fixed, have the same effect as if such votes had been cast by the members of the Central Council at a duly convened meeting.
- © (i) Full Members with Five Votes Each  
Andhra Pradesh  
Assam  
Bengal



Bihar  
Chandigarh  
Chhattisgarh  
Delhi  
Gujarat  
Haryana  
Himachal Pradesh  
Jammu & Kashmir  
Karnataka  
Kerala  
Madhya Pradesh  
Maharashtra  
Orissa  
Punjab  
Tamilnadu  
Telengana  
Uttar Pradesh

- (ii) Full Members with One Votes Each  
Jharkhand  
Manipur  
Meghalaya  
Mizoram  
Nagaland  
Tripura  
Uttrakhand
- (iii) Associate Members without voting rights  
Association of Indian Universities  
International Lawn Tennis Club of India  
Railway Sports Control Board  
Services Sports Control Board

### **NOTICE**

21. Resolution and Motion  
The Central Council or any affiliated organisation may bring forward any resolution or motion at the Annual General Meeting provided in the case of an affiliated organization, the resolution/motion is seconded in writing by another affiliated organization and due notice thereof is given to the Hon. Secretary General on or before the 30<sup>th</sup> day of April in each year. The Executive Committee can bring forward any resolution/motion at any time before the AGM.

### **WITHDRAWALS**

22. An affiliated organisation desiring to withdraw from the Association must give notice in writing to the Hon. Secretary General prior to the 1<sup>st</sup> day of March in any year, and in default will be liable to pay its subscription for the ensuing year.

### **TRAVELLING AND HALTING EXPENSES**

23. The President, Hon. Secretary General, Hon. Joint Secretaries and the Hon. Treasurer, the member of the Executive Committee and Members of the various sub-committees shall be entitled to such travelling and halting allowances as may be approved by the Executive Committee.

#### **SANCTION FOR OPEN TOURNAMENT**

24. Sanction to hold an open tournament, invitation or international tournament shall only be granted to affiliated organisations and to clubs affiliated to such organisations. No tournament shall be held in India without the permission of the AITA. The penalty for both players and the club which has conducted the unauthorized tournament shall be as may be decided by the AITA.

#### **RULES OF THE GAME**

25. The rules of tennis as adopted and amended from time to time by the International Tennis Federation and the Rules and Regulations of the Association for the time being in force, and the decisions of the Central Council on all doubtful and disputed points arising in connection therewith, shall be binding on all the affiliated organisations, clubs and tournament committees affiliated to such organisations in India.

#### **RIGHT OF APPEAL**

26. Any club or player affiliated to any affiliated organisation, or any person being a member of such an organisation or club or player being aggrieved by a decision or ruling of the Governing Body of such affiliated organisation, may appeal to the AITA within a period of 30 days of the said decision or ruling and the appeal shall be heard at such place and time and by such persons and in such manner as the Central Council shall direct. Expenses incurred in connection with such an appeal shall be paid by such parties to the appeal and in such manner as the Central Council shall determine.

## 27. ELIGIBILITIES / DISABILITIES

### (A) ELIGIBILITY FOR ELECTION TO THE STATUS OF OFFICE BEARERS

- (a) If the contesting candidate happens to be an employee, the nomination must be accompanied by a 'No Objection Certificate' from the employer indicating that they have no objection in filing nomination for the election to the post desired.
- (b) All the office bearers of AITA who are serving as on date i.e. 23<sup>rd</sup> April 2005 and who have served in the past.
- (c) If the contesting candidate happens to be self-employed, he will be required to give a certificate that he will devote sufficient time for the working of the Association.
- (d) If the contesting candidate happens to be an employee, he shall obtain a certificate from the employer confirming that the employer is willing to allow sufficient time to the concerned candidate for management of the affairs of the Association.
- (e) The contesting candidate should have attended at least 2 AGMs of AITA in person.
- (f) For the post of the President, however, the Executive Committee can pass a resolution by 2/3 majority to overrule the above conditions.

### (B) DISABILITIES

No one shall be eligible to become an office bearer, Hon. Life President or Vice President or Hon. Life Vice President or Executive Committee member of the AITA, who

- (a) Has been convicted for an act or moral turpitude under the Indian or the State Penal Code, excepting offences of political nature;
- (b) Has been removed from any office of the Association (office-bearer, Executive Committee Member or Sub-Committee Member or Member of the Central Council) or from any office of an affiliated organization (office bearer or councilors) or any other sports association for an act of malfeasance. However, such a person is allowed to contest elections after a period of 4 years.
- (c) Has been declared as insolvent;
- (d) Has been suspended or debarred by the Association from taking part in affiliated tournaments till such time as the disability to compete is withdrawn, notice of which shall be sent to each member;
- (e) An office bearer shall not be an office bearer of any other national sports federation except Indian Olympic Association. If on date of the election a persons or persons elected happen to occupy any such position, then he

or they shall resign from the same within thirty days of the date of election to the All India Tennis Association. Failure to do so shall render their election invalid automatically.

#### **AITA OFFICIAL PASS**

28. The Patron-in-Chief, Patrons, Hon. Life Presidents, Hon. Life Vice-Presidents, elected Vice-Presidents, office bearers and members of the Central Council and Executive Committee shall be entitled to free admission to any tournament and to a first class seat in the spectators gallery on presentation of the official Badge or Pass, which shall be issued to every such person.

#### **ALTERATION IN THE RULES**

29. No addition, alteration, deletion or modification of these rules and regulations shall be made except at a meeting of the Central Council; i.e. Annual General Meeting or Extraordinary General Meeting called for that purpose by a resolution carried by a majority of at least two-third of the votes properly recorded at the meeting. Any addition, alteration, deletion or modification shall be given effect from the 1<sup>st</sup> day of April following, unless the Central Council decided otherwise. Any alteration in various regulations may however, be made by simple majority of votes. Any proposals for change in the Rules or Regulations of the Association for consideration duly seconded by at least 2 voting members shall reach the office of the AITA or the office of the Hon. Secretary General before 15<sup>th</sup> day of May preceding the Annual General Meeting of the Council in which they are to be considered.

#### **SAVING CLAUSE**

30. Any point not directly covered by these rules or the rules called the State Association Rules, shall be decided in the light of the rules most nearly applicable and in accordance with the general tenor and spirit of the said rules.

#### **INTERPRETATION**

31. Except where otherwise stated, every reference in these rules to the masculine includes the feminine gender.

#### **AFFILIATIONS**

32. Any organisation which may desire to be affiliated or to become an Associate member, without voting rights shall apply to the Hon. Secretary General. All such applicants must be governed by the rules in accordance with Regulations to these rules. The applicant shall forward the copy of its Rules and Regulations, Bye-laws and list of district tennis associations, clubs and institutions affiliated along with following documents: -

- a. Registration Certificate,
- b. List of Membership and List of Office-bearers,
- c. Minutes of last two Annual General Meetings
- d. Audited accounts for last two years.
- e. Copy of Rules & Regulations conforming to AITA Regulations.

- i. All applicants applying as affiliates shall have four district associations and/or 12 clubs and institutions except in case of Union Territory Associations which shall have minimum 12 clubs or institutions affiliated to it. If more than one body or organisation in a State claims affiliation to the AITA, which one of the bodies will be entitled to affiliation to the AITA, will be a matter exclusively and entirely within the power and jurisdiction of the Executive Committee of the AITA to decide. If a body/organisation has already been recognized and affiliated to the AITA, no other body/organisation shall be recognized or affiliated to the AITA.
  - ii. Applicants, such as State Associations. Union Territory Associations and other All India Organisations, which in the opinion of the Central Council are either not sufficiently matured or under-development in tennis matters or are not engaged wholly and exclusively in promotion of the game of tennis and which do not satisfy that conditions laid down in Rule No. 32 (i) may be admitted as "Associate Member without voting right" The admission as an Associate Member will be a matter exclusively and entirely within the power and jurisdiction of the Executive Committee of the AITA to decide.
- f. The AITA as on date (i.e. 15<sup>th</sup> June 2013) has 21 full members who are admitted as full members with full voting rights of 5 votes each. In addition AITA has 8 full members with a voting right of 1 vote each. Henceforth, Associate members on fulfillment of criteria to be laid down by Executive Committee of AITA may be promoted by the Central Council on the recommendations of the Executive Committee as full member with voting right of 1 vote. On fulfillment of further conditions as laid down by the Executive Committee, Central Council on recommendations of Executive Committee may increase the voting strength to either 3 or 5 votes. This means there will be three categories of full members: -
- a) Full member with 1 voting right.
  - b) Full member with 3 voting right.
  - c) Full member with 5 voting right.

### **33. OBLIGATIONS OF ORGANISATIONS**

- a. Every organisation affiliated under Rule 32 shall pay an annual affiliation fee of Rs. 5000/-. The State Association which holds the tournaments gaining additional voting rights will be required to pay Rs. 1000/- per additional vote in the relevant financial year. The increased voting rights will accrue to that association in the Annual General Meeting of the following year.
- b. The annual contribution for each year shall be payable in advance, on or before the 31<sup>st</sup> day of March, provided, however, that the first annual contribution shall be payable within one month of the receipt of notice of affiliation.

- c. Every affiliated organisation shall on or before the 31<sup>st</sup> day of March in each year, send to the Hon. Secretary General, the Hon. Joint Secretaries and the Hon. Treasurer a complete list of office bearers, councillors, names of affiliated clubs, district associations and other organisations, minutes of the Annual General Meeting and audited statements of accounts. This provision, however, will not be applicable to Association of Indian Universities, Railways Sports Control Board, Services Sports Control Board and International Lawn Tennis Club of India.
- d. Notice of every subsequent addition to such list and of any withdrawal therefrom shall be sent to the Hon. Secretary General, the Hon. Joint Secretaries and the Hon. Treasurer by every such organisation.
- e. The results of all major tournaments will be sent within 7 days from the date of conclusion of the tournament to Hon. Secretary General of the AITA.
- f. Such other information as may be called for by the Hon. Secretary General or the Hon. Treasurer of the AITA within one month of the receipt of the communication from the Hon. Secretary General or the Hon. Treasurer.

#### **DISAFFILIATION**

- 34. An affiliated association / organization can stand disaffiliated on the occurrence of any of the following but a Show Cause Notice should be issued by the Executive Committee before disaffiliation.
  - a. Nonpayment of annual subscription and other dues to the All India Tennis Association by 31<sup>st</sup> March every year.
  - b. For non-filing of membership returns as provided for in Rule 33 (c).
  - c. For electing or keeping in its office as an office-bearer or Councillor or as member of any of its sub-committees any person who is suspended by the All India Tennis Association at its General Body Meeting for any reason whatsoever or if he has been convicted by a court of law.
  - d. For allowing any tennis event involving foreign players or exhibition matches or any other event requiring Government or AITA permission to be held on the courts of any of its affiliated clubs or institution without prior approval of AITA.
  - e. Any affiliated unit which files legal case against AITA in contravention of Rule 7(p) shall stand automatically disaffiliated. In case of existing legal cases, the unit shall stand automatically disaffiliated if it does not withdraw the case within 1 month of the passing of the resolution by the Central Council giving effect to this clause.
  - f. Non submission of certificate duly approved by the Executive Committee of the affiliated unit stating that as long as a member unit is affiliated to the AITA, it will follow and abide by the constitution of the AITA approved and amended by the central council from time to time. In case the certificate is not received within 45 days of passing of this resolution, the affiliated unit will be considered automatically disaffiliated.

- g. For non-payment of Royalty or any other amount due to AITA.

## **DISPUTES**

- 34.1 All unresolved disputes arising within the affiliated units of AITA or between affiliated units of AITA shall be referred by the affiliated units or its constituent member to the AITA Secretary General for settlement by the AITA. For this purpose the AITA Executive Committee on recommendation of the President AITA will recommend 5 names to the disputing parties to select one name in consultation with the President, AITA who is acceptable to both the parties. In case the disputing parties fail to agree to one common name to arbitrator out of the 5 names already recommended. In case of urgency the Central Council's recommendations shall be obtained by resolution passed by circulation. The arbitration proceedings shall be carried out in accordance with the provisions of the Arbitration and Conciliation Act 1996.

The arbitration procedure shall be completed within the period specified by the AITA Executive Committee (President AITA based on the circumstances of the case has the authority to extend or vary the period).

- 34.2 Prior to invoking clause 7(p), all unresolved disputes arising between the affiliated units and the AITA (provided the disputes raised by the affiliated unit have been duly approved by a resolution of the Executive Committee of the unit properly convened and in respect of which resolutions have been filed with the AITA) shall be referred by the secretary of affiliated unit to AITA for settlement. For this purpose the AITA Executive Committee on the recommendation of president AITA shall recommend 5 names to the disputing parties to select one name in consultation with the President AITA, who is acceptable to both the parties. In case the disputing parties fail to agree to one common name to arbitrate the dispute, the Central Council of AITA shall appoint the arbitrator out of the 5 names already recommended. In case of urgency the Central Council's recommendations shall be obtained by resolution passed by circulation. The arbitration proceedings shall be carried out in accordance with the provisions of the Arbitration and Conciliation Act 1996.

The arbitration procedure shall be completed within the period specified by the AITA Executive Committee (President AITA based on the circumstances of the case has the authority to extend or vary the period).

## **RE-ADMISSION**

35. The Central Council shall have the power to re-admit any organisation, which stood disaffiliated under rule 34, after it is satisfied that the disqualification has ceased to exist.

An organisation which has stood disqualified under rule 34(a) shall, on application being made, be normally entitled to re-admission on payment of all its outstanding dues along with a minimum penalty of Rs. 3,000/- on such payment being received by the Hon. Treasurer from the said organisation, the Hon. Treasurer shall issue a receipt to the organisation. The receipt issued

shall be forwarded to the Hon. Secretary General of the AITA by the organisation concerned for being placed before the Central Council. The Central Council, shall as early as possible, re-admit the member unless for reasons to be recorded in writing, the Central Council comes to the conclusion that the organisation concerned does not deserve to be re-admitted.

### **OBLIGATIONS OF PLAYERS**

36. (a) Executive Committee has full powers to suspend any player who fails to comply with any of the following:

a) Registration

It is compulsory for players of all categories, i.e. amateurs and professionals including juniors and veterans to register with AITA. Registered players shall pay the registration charges as fixed by AITA. No affiliated organisation shall accept entry of any player who is not registered with AITA in any tournament conducted under its jurisdiction.

- ii. A player must at all times accept the authority of the Association. He shall place himself at the disposal of the Association when required to prepare for an take part in events for which he may be selected to represent his State or Country. If he declines without good reason to place himself at the disposal of the Association, he shall render himself to be suspended.
- iii. When playing in any event under the jurisdiction of another National Association, a Player is required to comply with the rules of that National Association as well as those of his own Association.
- iv. A player shall not play in a tournament match, exhibition match or other competition with or against a person who is under suspension.
- v. A player shall not play in a tournament match, exhibition, match or other competition in public, which is not controlled by an authority approved by the National Association of the Country in which the event is held.
- vi. A player shall not enter or signify the intention to enter for more than one tournament, match or competition advertised to take place during the same period.
- vii. A player shall not play for stake declared for, or wager.
- viii. A player shall not contribute under his own name to the press, broadcast or television in regard to and during the time of any tournament match or competition, which is held under the jurisdiction of National Association and in which he is entered as or is a competitor, except with the previous consent of the National Association of the country concerned and under the direct control of the Chairman of the committee or other authorized management of the event to which the attribution relates. In no such case may a player receive any pecuniary advantage.



- ix. A player shall not advertise in any way within the precincts of tournament match or competition in which he is entered as or is a competitor.
- x. A player shall in no circumstances participate in the profit or gross receipts of a tournament, match, exhibition match or other competition.
- xi. No junior player shall, in any way or manner, accept prizes in money.
- (b) Junior players – who have not attained their 14<sup>th</sup> birthday, shall not compete in professional events.
- (c) Any sports person and / or support personnel aggrieved by any decision or action of an International Sports Association / Federation imposing any penalty or punishment by way of disciplinary action or otherwise may raise that dispute before the Court of Arbitration for Sports (CAS) and/or the International Council of Arbitration for Sports (ICAS) either by himself / herself or through the NSF concerned.

### **37. (A) STADIUM**

The name of the Stadium built in New Delhi in collaboration with Delhi Lawn Tennis Association is “R.K. KHANNA TENNIS STADIUM” and will always remain so, notwithstanding anything contained to the contrary in the Rules of the AITA or DLTA.

### **(B) TRUST**

A trust shall be created by AITA whereby the rights in the Stadium including all the income arising there from shall be vested in the Trustees, for the achievement of the objects of AITA; Inter-alia for promotion and development of the game of tennis throughout the country and the maintenance and efficient running of the R. K. Khanna Tennis Stadium.

**REGULATIONS SANCTIONED BY THE  
ALL INDIA TENNIS ASSOCIATION  
General Regulations**

**38. EXECUTIVE COMMITTEE**

The Executive committee, as defined in Rule 6 (b) of the AITA Rules, shall exercise the following powers. An appeal against the decision of the Executive Committee shall rest with the Central Council.

- a) All affairs of the association shall be conducted by the Executive Committee and it shall be the duty of the Executive Committee to see that the general provisions of the constitution and the Regulations and bye-laws of the Association are complied with by all the members.
- b) The Executive Committee shall have supervisory powers over all the tournaments conducted under the auspices of the AITA and may assume the conduct of such tournament, as it may deem advisable.
- c) Executive Committee shall, from time to time, frame rules for the conduct of tournaments.
- d) The Executive Committee shall have exclusive power to add alter, amend, delete and modify any of the Rules of the tournament from time to time and the same are binding don all the participants from the date Executive Committee has given effect to come in force.
- e) The Executive Committee shall have general charge of the funds of the association. It shall sanction and control expenditure, where necessary, and shall generally supervise and conduct the business of the Association.
- f) The Executive Committee shall hear and decide all questions submitted to it by the members for decision. All its decisions shall be complied with forthwith. But an appeal there-from may be filed with the Central Council by any member who is dissatisfied with the decision of the Executive Committee.
- g) Each member of the Executive Committee must be a member of an affiliated organization. Affiliated directly or indirectly to the AITA.
- h) The Executive Committee shall meet as and when the work so requires. At a Central Place (where all members could easily assemble) in order to dispose off urgent business of the Association.
- i) The time and the place for such meetings shall be fixed by the President and a notice shall be issued by the Honorary Secretary General to each member of the Executive Committee at least 15 days before the date fixed for such meeting. The agenda for the meeting shall also be circulated along with the notice of the meeting.
- j) The Executive Committee may also arrive at decisions on points referred to them by circulation. All matters circulated must be voted on within a period of 15 days from the date of dispatch of the Circular.
- k) The Executive Committee shall have authority to appoint sub-committees not provided for in the Rules.

- l) A meeting of the Executive Committee shall be convened by the Honorary Secretary General within one month of the receipt by him of a requisition in writing from three members of the Executive Committee.
- m) The Executive committee shall take decision regarding the Davis Cup, foreign tours and international matches or competitions.
- n) Quorum. At all meetings of the Executive Committee, 5 persons shall form a quorum of which at least two shall be elected representatives of affiliated organizations.
- o) No business other than the formal adjournment of the meeting shall be transacted at any meeting unless a quorum of requisite number be present. No quorum will be necessary for an adjourned meeting.
- p) All business of a meeting shall be decided by a bare majority of the votes properly recorded. In case of equality of votes, the President or the Chairman shall have a Casting vote.
- q) All matters discussed by the Executive Committee or any Subcommittee in a meeting shall be treated as private and confidential. Matters of public interest may, however, be released to the press by the Honorary Secretary General. No other member is permitted to speak to the press or anybody on behalf of the Association without the permission of Honorary Secretary General.
- r) The Executive Committee shall always have the powers to ratify any action or decision taken by the Office Bearers.
- s) To appoint two tennis players as Executive Committee members. Players should have played for India either in Davis Cup, Fed Cup, Asian Games or Olympics. They will have same powers and tenure as the Executive Committee Members.

**39. TRAVELLING AND HALTING EXPENSES**

Travelling and Halting expenses for attending meetings and on work of the Association shall be decided by the Executive Committee.

**40. MANAGEMENT SUB-COMMITTEE**

Apart from other duties and functions, which may be assigned to the Management Sub- Committee, it shall be the duty of the Committee

- a. To safeguard the financial interest of the Association and to bring to the notice of the Executive Committee any income & expenditure which it may consider to be improper.
- b. Notwithstanding what is stated in 6(c), the Management Sub-Committee shall comprise of the Office Bearers and four more members from amongst the Vice Presidents ad Executive Committee Members.

**Rules which must be in the Constitution of a State Association  
applying for affiliation to the  
All India Tennis Association**

**41. DEFINITIONS**

a) Headquarters

Working headquarters of the State Association or affiliated organisation shall be located at the place of residence of the Honorary Secretary, in case the State Association has no Regd. Office; at the particular place.

b) Central Council

It shall mean and include Honorary Tennis Secretaries or representatives of affiliated clubs or District tennis Associations or other affiliated organizations, office bearers and Vice Presidents of the State or Union Territory Association.

c) Club

An organization of not less than 10 persons with tennis playing facility or where tennis is one of disciplines associated together for the purpose of playing tennis and managed by a committee in accordance with rules, and which shall provide:-

- (i) For holding of Annual General Meeting and other General meeting of the Club;
- (ii) For election by member of the club either annually or at stated periods of their representatives on the Committee of Management: and
- (iii) For the election of office bearers and alteration of the rules of the club by members of club in the general meeting.

d) District Tennis Association

Association formed in an official district of a state for purpose of playing, promoting and organizing the game of tennis within their geographical limit. Each District Association shall consist of minimum two clubs or educational institutions affiliated to it. These clubs or educational institutions should have tennis playing facilities and should conform to the definition of the club and educational institution, as laid down in AITA Rules.

e) District Tennis Association Rules

- (i) It shall be a body registered under Societies Act XXI of 1860.
- (ii) Jurisdiction. Geographical limit of district as approved by the State Government.

(iii) District Tennis Association shall be exclusively for the game of tennis. It shall not be multi- sports Association.

(iv) It shall have rules for election as laid down in AITA Rules for State Associations.

(v) Objectives. Promotion and development of the game of tennis at all levels in the district.

(vi) Constitution, Rules and Regulations of district association shall have to be approved by the State Association.

f) Educational institution

Means any education institution where there is a special tennis section where minimum 10 persons are playing tennis and where all facilities for playing tennis exist.

g) President

Shall mean President of the State or Union Territory Association or any affiliated organization duly elected by its Central Council.

h) Honorary Secretary

Shall mean Honorary Secretary of the association duly elected by its Central Council.

i) Honorary Treasurer

Shall mean the Honorary Treasurer of the association duly elected by its Central Council.

j) Vice-Presidents

Shall mean the Vice-Presidents of the association duly elected by its Central Council.

k) Financial Year

Shall mean the period of 12 months from 1<sup>st</sup> April to 31<sup>st</sup> March of the following year.

l) Jurisdiction

Jurisdiction of the association shall extend to all the geographical limit of the State or Union Territory as recognized by the Government of India.

m) Office-bearers

Shall mean President, the Hon. Secretary General, the Hon. Joint Secretaries and the Hon. Treasurer.

## **42. CONSTITUTION**

- A. Each affiliated State Association, other than Union Territory Association or Organisation as defined in the Rules. Shall consist of four District Associations and/or twelve clubs or educational institutions directly affiliated to the State Association.
- B. Each affiliated Union Territory Association shall consist of minimum of 12 clubs or educational institutions.
- C. Each State Association should form its own rules regarding affiliation of District Tennis Associations and the clubs in those Districts.
- D. Any club or educational institution or any other organization not affiliated to AITA, may affiliate itself to the district association in its territory which will in turn be affiliated with the State Association or to Union Territory Association. But no such organization which falls within the territorial jurisdiction of an affiliated organization shall be permitted to get itself affiliated to any other district tennis association of another district.
- E. Where there is no district association, such clubs or educational institutions or any other organisation can affiliate with State or Union Territory Association.
- F. Corporate bodies or business houses can get affiliated to State or Union territory Association but shall not be entitled to any voting rights.
- G. If any corporate body of business house has a sports club within the state or Union territory where tennis is one of the disciplines and if such a club conforms to the definition of the club as mentioned in these rules such a club can be affiliated to the State or Union Territory Association in its territory with full voting rights.
- H. Every State or Union Territory Association affiliated to AITA may get itself affiliated to Olympic Association of its State or Union Territory.
- I. All State Union Territory Associations Shall be registered under Societies Registration ACT XXI of 1860.
- J. AITA constitution will hold the supreme status amongst affiliated Associations. Before affiliation the constitution of the State Association will be approved by the Executive Members of AITA.

## **43. OBJECTS**

The objects of the Association shall be

- A. To promote, develop, control and improve the game of tennis in the State.
- B. To act as the sole controlling and governing body of the game of tennis in the State,

- C. Generally, to do all such other acts and things as may seem to the Association to be convenient and /or conducive to carry out the objects of the Association.

#### **44. MANAGEMENT**

- a) Each association shall be managed by a council elected at its Annual General Meeting, as per rules for election framed by the associations.
- b) Each association may, at its Annual General Meeting, elect or form such sub-committees, as it may consider necessary to carry on the work of the association.

#### **45. AFFILIATION**

All applications shall be made to the Hon. Secretary and acceptance or rejection of such applications shall be at the discretion of its council whose decision shall be final, provided that where an application is rejected an appeal shall lie to the Central Council of AITA, whose decision shall be final.

#### **46. FINANCIAL YEAR**

The Financial year of the State Association and other organisation shall be from the 1<sup>st</sup> April of a year to the 31<sup>st</sup> March of the following year.

#### **47. SUBSCRIPTIONS**

- A. The first annual subscription to the State Association shall be payable upon receipt of notice of affiliation and thereafter the annual subscription for every year shall be payable in advance before the 31<sup>st</sup> day of March.
- B. The annual subscription payable to the State Association by the district association, club and educational institutions, applying for affiliation, shall be fixed by each state Association.

#### **48. CAPITATION FEES**

- A. A district association or a club or an educational or other institution conducting an open tournament shall, within one month from completion of the tournament, forward to the Honorary Treasurer the due capitation fees together with two copies of the Draw, certified by the Referee or Secretary of the Tournament.
- B. Any affiliated district association club or educational institution whose capitation fees remains unpaid for more than three months after the completion of the tournament, shall automatically be suspended and shall forfeit all right and privileges on the State Council until payment. But if it remains unpaid after the following 1<sup>st</sup> day of March then it shall check to exercise the rights and privileges of affiliated members.

#### **49. TOURNAMENT FEES**

No district association, club, educational or other institution shall conduct a tournament without the permission of the State or Union Territory Association as the case may be. They shall also pay the tournament fees as fixed by the State or Union Territory Association as the case may be.

#### **50. NOMINATIONS & ELIGIBILITY**

##### **(A) NOMINATIONS**

Nominations for the offices of the President, the Vice Presidents, Hon Secretary and the Hon Treasurer shall be made by any four affiliated members with voting rights. Nominations for councilors shall also be made by four affiliated members with voting rights. Letter of consent of the nominated candidate is compulsory.

##### **(B) ELIGIBILITY FOR ELECTION TO THE STATUS OF OFFICE BEARERS**

- (a) Only those persons who have the experience of being the Office Bearers/ Tennis Administrator of an Affiliated Unit for 4 years or more.
- (b) If the contesting candidate happens to be self-employed, he will be required to give a certificate that he will devote sufficient time for the working of the Association.
- (c) If the contesting candidate happens to be an employee, he must obtain a certificate from the employer confirming that the employer is willing to allow sufficient time to the concerned candidate for management of the affairs of the Association.
- (d) For the post of the Office Bearers, however, the Executive Committee can pass a resolution by simple majority to overrule the above conditions.

#### **51. ANNUAL GENERAL MEETING**

Annual General Meeting of the association shall be held annually at such time and place as the president may fix but not later than the 30<sup>th</sup> September in each year.

#### **52. VOTING**

- a) Each affiliated organization shall be entitled to 5 votes as provided to the district association, clubs or institutions. Office bearers and Vice Presidents shall be entitled to one vote each.
- b) Every club, district association or institution shall appoint one person to represent it at all General Meetings in each year. The names of persons so appointed shall be sent to Honorary Secretary.



### **53. RETIREMENT OF OFFICE BEARER**

The President, Vice-President, The Honorary Secretary and the Hon. Treasurer and Auditors shall retire not later than every four years but shall continue to hold office until the conclusion of the Annual General Meeting at which they retire and shall be eligible for reelection. They can be re-elected by simple majority. Subject always, to the Rules and Regulations of the All India Tennis Association in this connection.

### **54. WITHDRAWAL**

An affiliated district association, club or educational or other institution desiring to withdraw from the association must give notice in writing to the Honorary Secretary Prior to the first day of January in any year and in default will be liable to pay its subscription for the ensuring year.

### **55. ANNUAL RETURN SUBMISSION**

Every State Association and affiliated organization shall submit to AITA its Annual General Meetings proceedings, copy of audited accounts, membership list within 60 days of its Annual General Meeting. In addition, every affiliated organization shall clear all AITA dues including affiliation fees 10 days before the AITA AGM is held for the year. Non compliance with this clause can result in disaffiliation.

### **56. GRIEVANCES / COMPLAINTS / DISPUTES**

All Grievances All Grievances / Complaints / Disputes must be settled in the first place by arbitration as per Rule 34, 34.1 and 34.2 above. Any litigation against AITA / its Office Bearers, by any affiliated Units / individuals must be decided by a proper resolution passed at a meeting carried out according to due process of its rules. The notice of the meeting along with proposed resolution must be sent to AITA. AITA shall always have the right to send its representative to attend the meeting as an observer. The jurisdiction will be the Union Territory of Delhi. The affiliated unit of AITA will give an affidavit to the court that the member unit has no right to file litigation in any other court other than the Union Territory of New Delhi. Affiliated units must incorporate in their rules and regulations that any litigation against AITA or its affiliated units either by the state unit or by any of its affiliated members or office bearers the jurisdiction will again lie in the Union Territory of Delhi.

## **MANAGEMENT OF TOURNAMENTS –GENERAL REGULATIONS**

### **57. MANAGEMENT OF TOURNAMENT-GENERAL REGULATIONS**

The rules of the Association, Rules of Tennis and Regulations as approved by the International Tennis Federation shall be observed in all tournaments, Each Tournament committee will circulate from time to time any deviations of the above and is empowered to formulate general guidelines.

## **58. AITA SUPERVISOR**

All India Tennis Association may appoint an 'AITA Supervisor' on all its scheduled tournament (i.e. all tournaments which qualify for AITA Ranking) and I.T.F. Tournaments. He will be AITA nominee on all such Tournament Committees. He will be responsible for observing the rules of the Association, rules of tennis and regulations as approved by the Executive Committee. Expenses of such a Supervisor shall be paid by the Association conducting the tournament fixed by AITA.

## **59. OWNERSHIP OF TOURNAMENTS**

Sole ownership of the following tournaments shall rest with AITA with the exception of (e) below: -

- a) Indian Open
- b) All Nationals
- c) All Zonals
- d) All Inter-State Team Championship
- e) Ownership of State Tournaments shall rest with respective State Association.
- f) Ownership of all International Tournaments held in India.
- g) All Tennis Leagues held in India

60. All Tournaments in AITA Schedule shall be Prize Money Tournaments, except Junior, mini junior and sub-junior tournament.

61. For the purpose of AITA circuit tournaments the year shall be from 1<sup>st</sup> January to 31<sup>st</sup> December.

62. It is compulsory for every affiliated State and Union Territory Association to conduct every year a state Championship and events shall be Men's, Ladies and Veterans (over45 years) singles and doubles. Juniors and Sub- Juniors, Mini- Juniors singles and one doubles for boys and girls Under18, 16 and 14. Failure to do so will result in a disciplinary action that may be decided by AITA Executive Committee.

63. Minimum 10 per cent of the prize money shall be paid to AITA as Royalty. Executive Committee has the power to vary the percentage (%) or waive the royalty. Nonpayment of royalty can be a ground for disaffiliation under clause 34 g).

64. Depending upon the prize money, every tournament in AITA circuit shall carry Ranking points.

65. The Executive Committee reserves right to frame Rules and Regulations separately to conduct All India Ranking Tournaments and they are binding on the State Association, Union Territory Associations, their affiliates, organizers and participants of the tournament.

66. Any points not directly covered by these Rules and Regulations of Sub-Rules and Regulations framed for conducting tournaments shall be decided by the

AITA Executive Committee in the light of these Rules and Regulations herein and shall be binding on all concerned with such Tournaments.

## **67. STANDING ORDERS**

- 1) The meetings of the Central Council shall be called by the Honorary Secretary General with the approval of the President and shall be held at such place as may be decided by the president.
- 2) A special or emergency meeting of the Council may be called by the Honorary Secretary General with the approval of the President within one month after the receipt by him of a requisition in writing to the effect signed by not less than 6 members of the Council stating the business for which such meeting is to be called but no business other than that specified in the requisition shall be transacted there at.
- 3) Notice of every Central Council meeting shall be addressed by the Honorary Secretary General to each member at his usual address and shall be posted at least 4 weeks before the day appointed for such meeting and such notice shall state the day, time and place of the holding of such meeting and the business to be transacted there at.
- 4) A copy of every report to be presented at a council meeting shall as far as possible, be sent to each member at least five clear day prior to the date fixed for the meeting at which such report is to be considered, Any report on matter of urgency shall be circulated to the members either before or at such meeting and shall be read at the meeting by the member presenting the report or by the Honorary Secretary General. The Chairman's decision, whether the matter is of urgency or not, shall be final.
- 5) At every meeting, the minutes of the previous meeting shall be taken as the first ordinary business and, if accurate, signed by the Chairman of the meeting.
- 6) All questions at the Council meeting shall be decided by show of hands, subject to Rule 19. The Chairman of the meeting shall have a casting vote in the event of a tie.
- 7) Every notice of motion to be placed on the Agenda for a meeting shall be sent in writing to the Honorary Secretary General and shall be signed by the member of the Council giving it.
- 8) A motion of which due notice has been given may be moved either by the member of the Council giving such notice or any other Member.
- 9) The decision of the Chairman upon all points of orders shall be final.
- 10) All matters discussed by the Council in a meeting shall be treated as private and confidential Matters of public interest may, however, be communicated by the Honorary Secretary General to the press subject to the approval of the Chairman.

**68. ALTERATIONS TO THE MOA OR RULES AND REGULATIONS**

The memorandum of association and the Rules of the All India Tennis Association shall be altered, modified, rescinded or added to by special resolution passed by 2/3<sup>rd</sup> of the members in the general meeting called for the purpose. The governing body shall have powers to make, alter, modify or rescind such bye laws & rules as may be considered necessary in the interest of smooth functioning of the society.

**69. ANNUAL LIST OF GOVERNING BODY MEMBERS**

Once in every year a list of the office bearers and members of the Governing Body, viz. the Executive Committee shall be filed with the Registrar of Societies, West Bengal as required under Section 17 of the West Bengal Societies Registration Act, 1961.

**70. SUIT & LEGAL PROCEEDINGS**

The Society may sue or be sued in the name of the Secretary as per the provisions of West Bengal Societies Registration Act, 1961 as applicable to the society.

**71. DISSOLUTION OF THE ORGANISATION**

Subject to the provisions of the Sections 24 & 27 of the West Bengal Societies Registration Act, 1961 or any statutory modifications thereof, the society may be dissolved by a resolution to that effect passed by 3/4<sup>th</sup> members of the society at a general meeting. The said meeting shall also decide the manner of disbursement of the funds & assets of the association, if any after dissolution.

**72. APPLICATION OF THE ACT**

All the provisions under all the Sections of the West Bengal Societies Registration Act, 1961 as applicable to the Societies registered in West Bengal shall apply to the society.

**73. ESSENTIAL CERTIFICATE**

We the undersigned members of the governing body of the Society do hereby certify that the above is a true copy of the Rules & Regulations of the society.

Signature of the three members of the Governing Body:

Sd/-  
(PRESIDENT)

Sd/-  
(SECRETARY)

Sd/-  
(TREASURER)