

# **Cape Town Table Tennis**

(Formerly Western Province Table Tennis established 1996)

**Affiliated to the S.A.T.T.B**



## **Bye Laws**

(As Amended April 2026)

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## 1. AFFILIATION

- 1.1. All Clubs wishing to participate in Cape Town Table Tennis during the upcoming season must pay an annual affiliation fee of One Thousand Five Hundred Rand (R1 500) at, or should they elect to, before the Annual General Meeting (AGM). The AGM is usually held on the Last Saturday in November of each calendar year.
- 1.2. The Annual Affiliation fee for Clubs, Teams and Players for successive years shall be proposed by the CTTT Executive at the AGM of the organization and approved by a simple majority vote.
- 1.3. Should a Club fail to pay the Annual Affiliation fee in accordance with the requirements of clause 1.1, a late payment penalty of Five Hundred Rand(R500) will be added for late payment.
- 1.4. Late payments, inclusive of applicable penalties, must be made by the deadline date as determined by the General Council at the AGM, which date shall not be later than 1<sup>st</sup> M&R Meeting of the new calendar year plus R500 as per Clause 1.3.
- 1.5. Failure to pay the affiliation fee and any applicable penalties by the final deadline date may result in suspension from all league and tournament activities for the Season.
- 1.6. All clubs operating under the auspices of CTTT must comply with these affiliation fee provisions, which are peremptory and not negotiable.

### 1.7. AFFILIATION/REGISTRATION PROCEDURES:

Clubs must submit the following to the CTTT Secretary and Treasurer at the AGM.

Completed Registration/Affiliation form as provided;

Proof of payment if paid via EFT;

A copy of the Club's constitution AND Code of Conduct.

Registration of New Clubs are subject to approval by the Executive Committee and must demonstrate compliance with the Organisation's Constitution and Bye-laws before affiliation is approved and granted.

### 1.8. COMPLIANCE:

- 1.8.1. All Affiliated clubs must comply with regulations, policies, and directives of the ITTF, SATTB and Cape Town Table Tennis(CTTT), including any amendments or updates issued from time to time.
- 1.8.2. Material Non-compliance by affiliated clubs, including repeated or serious breaches of the abovementioned regulations, may result in sanctions.
- 1.8.3. The Executive Committee is authorized to issue written warnings.
- 1.8.4. **\*NB. Any Suspension or Expulsion of an affiliated club or member from CTTT may only be decided upon and effected by the General Body in accordance with any requirements as set out in the Constitution.**

## 2. REGISTRATION

- 2.1. Clubs must submit the following to the CTTT Secretary and Treasurer at the AGM.
- 2.2. Completed Registration/Affiliation form as provided;
- 2.3. Proof of payment if paid via EFT;
- 2.4. A copy of the Club's constitution AND Code of Conduct.
- 2.5. Registration of New Clubs are subject to approval by the Executive Committee

- and must demonstrate compliance with the Organisation's Constitution and Bye-laws before affiliation is approved and granted.
- 2.6. All Clubs, and their Players wishing to participate in League Teams must be in good standing with the organisation, and registered with the CTTT Treasurer, and M & R Secretary, via their Club's League Representative, prior to their participation in the League programme.
  - 2.7. All teams shall be registered on the official League Team Entry Form with the names of the players that will compete in those teams. No teams shall be accepted if the players' names are not declared.
  - 2.8. Clubs are required to pay the Club, Team and Player Registration IN FULL at the Registration Meeting. Clubs rendering payment directly into CTTT account or via .EFT MUST submit a proof of payment together with the registration forms.
  - 2.9. A club is permitted to change the status of a member from player to social member only if the said member has not participated in any league fixtures. If a registration fee had been paid for said member then a club may apply for a refund; or the registration fee may be allocated to a new member.
  - 2.10. Notwithstanding the above, subsequent additional Player Registrations will be accepted after the initial Teams have been submitted provided that, the Player is in good standing with the Organisation. The player registration form in addition to an updated league team form must be submitted to the M & R Secretary prior to the league participation.
  - 2.11. Also that the current League fee is received from the Club by CTTT within 7 days of the player's participation with proof of payment to the M&R Secretary. Failing which, all matches played by the Player will be forfeited. (see Clause: 2.17)
  - 2.12. No person, shall play in league matches unless he/she has been registered as a league player by their club.
  - 2.13. A player registered as a Social player may only play in tournaments.
  - 2.14. No transfer will be considered by the Executive Committee unless the player concerned is in good standing with his/her club. Also has informed their club of their intention to transfer, and obtained, and completed the Transfer Form, signed and approved by their existing club official, and the official of the club that they intend joining. Then submitted to the CTTT Executive for accreditation prior to participation in the league programme.
  - 2.15. No player shall play in any league match unless he/she has resided seven (7) days in the Cape Town region.
  - 2.16. No player registered outside the Cape Town shall be permitted to play in CTTT leagues prior to forwarding a clearance to the CTTT Executive from the previous organisation [see also 2.4 above.] Also where applicable, the official body of the last Country of participation.
  - 2.17. Any club playing an ineligible player shall forfeit to the opposing team all points in respect of matches in which such player participated. and a fine of R200 will be imposed on the club of the defaulting team.
  - 2.18. Registration fees per annum shall be:
    - 2.18.1. Club Affiliation
    - 2.18.2. The category of fees shall be:
    - 2.18.3. Senior League: Team Registration, Senior Player, Junior Playing in the Senior League, Player with Disability, Veteran 60 to 70, Veteran 70+. Veterans 70+ shall not be liable for fees.
    - 2.18.4. Junior League: Team Registration, Junior Player
    - 2.18.5. Players registered as "social players" by their club are not liable for registration fees unless subsequently used in the Junior or Senior Leagues; then the difference in player registration will be payable.
    - 2.18.6. Players registered in the second round of the season are liable for half of the player registration fees.
    - 2.18.7. Club, team and player registration fees are to be set at the Annual General Meeting. Subject to proof, players who turn 60 during a season would be deemed to be 60 at the start of the season.

### 3. LEAGUE COMPETITIONS AND FIXTURES

- 3.1. Each division shall consist of a maximum of ten (10) teams, playing each other on a "home and away" basis. Each team shall consist of a maximum of six (6) players per team.
- 3.2. No club may enter more than three (3) teams in any division.
- 3.3. There shall be promotion/relegation between divisions.
- 3.4. The two top teams in each league division will be Promoted.
- 3.5. The two bottom teams in the league division will be Relegated for the following new Season.
- 3.6. In the event of two or more teams tying for the top or bottom positions of any division, then the following method will be used to break the tie: 1) Matches won and lost; 2) Games won and lost, to determine which teams are to be promoted and relegated. If a further tie then results, a play-off fixture shall decide the issue using a seven-match score-card and the members of the team must be the regular members of that team. The play-off will be played to a result.
- 3.7. When formatting the new Season's League programme and there are less than the agreed number of teams in any of the leagues, clubs are allowed to apply with written motivation to fill vacancy that may arise. The Match & Registration Secretary & committee may, at their discretion fill such a vacancy taking into consideration the motivation for this league position provided it is seen to be appropriate based on the known strength of the players in the team and the prior year's league positions other than those promoted/relegated in terms of clause 3.3.
- 3.8. Acceptance into the Premier division is subject to clubs entering and maintaining at least one additional team for each Premier team, in any other division. If at any stage the club does not comply with the above requirements, their Premier status will be reviewed by the Executive Committee.
- 3.9. Should a team fail to fulfil three (3) consecutive fixtures, the Match and Registration Secretary shall have the authority to withdraw the team and to adjust the points scored by all teams in the division involved.

### 4. MATCHES AND TEAMS

- 4.1. Clubs shall play all fixtures on the date and at the place set down in the official fixtures of the Organisation.
- 4.2. Notwithstanding the foregoing, club teams with foreseen impediments to their scheduled league fixture, are encouraged to bring their match forward with the agreement of their opponents.
- 4.3. Once a date has been agreed, the M&R is to be notified of the arrangement prior to the Fixture being played.
- 4.4. Where a Club's premises are not available to them on the home night/day of a league fixture they are entitled to request their opposition to swap to an away fixture provided that if in the first half of the scheduled matches, they will be the home team, in the second half.
- 4.5. However, when this arrangement is made please ensure that the "home and away" result on the match card is retained as per the fixture table. But noted as a swap under comments.

#### 4.6. Postponement of fixtures:

- 4.6.1. **No postponements will be condoned.** In the event of serious unforeseen circumstances arising, permission of the Match & Registration Secretary must be sought. And if condoned by the M & R, must be played by a date stipulated by the M & R.
- 4.6.2. No Fixtures shall be postponed

- 4.6.3. Fixtures are scheduled before the start of the season.
  - 4.6.4. The first round of the League will start the First week in April each year, unless exceptional circumstances prevent this.
  - 4.6.5. Requests for fixture changes must be submitted in writing no less than seven days in advance and are subject to prior approval.
  - 4.6.6. In the event of scheduled load shedding, a fixture swap may be arranged, or the home team may provide an alternative venue.
  - 4.6.7. Should unscheduled load shedding occur, the M & R Secretary needs to be alerted immediately. Captains may at the time agree upon a date whereby the fixture will resume. The agreed date will not exceed two weeks from the scheduled fixture date.
  - 4.6.8. Scoresheets must be retained. Incomplete matches will be replayed. Complete matches will not be replayed. Team players will remain the same , with, no alterations being allowed.
  - 4.6.9. Postponements shall not be encouraged .However, in the event of unforeseen circumstances, including but not necessarily limited to transport disruptions, safety concerns, illness, bereavement, inclement weather. The M&R Committee shall assess the situation in a fair and reasonable manner, and make the final decision regarding any postponement.
  - 4.6.10. **Postponement will however be allowed in circumstances where a team has two(2) Playing Athletes doing National Duty.** The Fixture must be played within one(1) week of Athletes returning from National Duty.
  - 4.6.11. In the event of national callups taking place ,with official notification of not less than three(3) weeks of the date of departure of the relevant players, then matches must be re-scheduled to an earlier date as.
- 4.7. A team shall consist of no more than four (4) players, three (3) of whom shall play two (2) singles matches each, and-two (2) of whom shall play one (1) doubles match of which H3 and V3 must be part of.
  - 4.8. Before the start of play, the opposing captains shall hand to each other the order of play for the singles matches and the doubles combinations may be declared just prior to the doubles match being played, without reference to the order of the opposing team, except with the consent of that team's captain.
  - 4.9. Fixtures must be played according to the following system:
    - 4.9.1. H1 vs V1, H2 vs V2, H3 vs V3, Doubles, H1 vs V2, H3 vs V1, H2 vs V3. Each fixture shall consist of seven (7) individual matches consisting of six (6) Singles and one (1) Doubles match. H3 and V3 must be part of the doubles pairs. All matches will be best of five (5) games. The winner of a fixture shall be that team which wins the majority of the matches.
    - 4.9.2. The result of each fixture shall be noted on the Organisation's current official score card and a legible and fully completed scorecard is to be submitted via social media compatible to the M&R Secretary to the relevant Captains' group directly after the completion of the fixture by both team captains. Failure to submit in time will result in the match being declared null and void and both clubs shall be fined R150 each. Submission of score cards no later than 4pm on a Sunday of the match week.
    - 4.9.3. League Points:- Win = 3 points, Loss = 1 point, Walkover = 0 points.
    - 4.9.4. Individual Points:- Win = 3 points, Loss = 1 point; Walkover= 0 points.
  - 4.10. **Commencement of league play:**
    - 4.10.1. The scheduled time for the commencement of league fixtures shall be 19h30 and there shall be no delays (away teams warm ups are to be prior to 19h30).
    - 4.10.2. In the case where a team is unable to be present at the appointed time, and has advised its opposing team's captain timeously of a valid reason for the delay, if accepted by the opposing team's captain and team, they may agree

to delay the scheduled start of the fixture by a time that is acceptable to them, but not later than 20h30.

- 4.10.3. Failure of the defaulting team to meet the agreed time reverts to Clause 4.10.1.
- 4.10.4. Should an entire team arrive late without having advised its opponents in terms of the previous paragraph it shall be penalised by forfeiting one (1) match for every completed period of fifteen (15) minutes commencing from the scheduled time, up to a maximum time of 20h30 where-after, the fixture shall be forfeit by the defaulting team. A fine of R50 will be levied on the club of the defaulting team for any match forfeited in this manner. If the entire fixture is forfeited, a fine of R200 will be levied on the club of the defaulting team for any match forfeited in this manner.
- 4.10.5. In the event of an advised delayed and agreed start time, the fixture will nevertheless be forfeit by the defaulting team if none of their players have not arrived ready to play the fixture by 20h30 and a fine of R200 will be levied on the club of the defaulting team.
- 4.10.6. Should a team arrive without its full complement of players, those present shall commence play at the scheduled time and play their singles matches in the order of the score-card until the other member/s arrive. Notwithstanding the order of play on the score-card provided that at 20h30 the defaulting team's player is not holding up the continuous playing of the fixture's games to completion. Any matches scheduled but not played by the late player shall be forfeited to the opposing player and fine of R50 per match will be levied on the club of the defaulting player.
- 4.10.7. Should an entire team not arrive for a scheduled fixture, a walkover match card should be completed by the non-defaulting team captain, indicating the names of the players present at the venue plus a R200 fine to be imposed on the defaulting team. Two (2) fixture points shall be awarded to the non-defaulting team, zero fixture points shall be awarded on the defaulting team.
- 4.10.8. If only two (2) members of a team is present, such a team shall forfeit the singles matches which the third player would have played and the doubles match plus a R150 FINE imposed on the defaulting team. The 2-player team cannot use any of the players as H3 or V3.
- 4.10.9. A 2-player team is allowed to win the fixture if they win all 4 of their singles matches.
- 4.10.10. The M & R Secretary has the discretion on whether or not to award a walkover to the non-defaulting team if both captains are in agreement that the defaulting team is unable to fulfil a team for a scheduled fixture. The non-defaulting team therefore would not need to be at the venue until 8.30pm to claim the walk over.

#### **4.11. SUBSTITUTIONS:**

- 4.11.1. NO Substitutions will be allowed during match week 1/ 16/ 17/ 18
- 4.11.2. NO New registrations will be allowed during match week 16/ 17/ 18
- 4.11.3. Players will be allowed to substitute into any higher division up to five (5) times during the season. The Six match he will be tied to that division played.
- 4.11.4. Teams will be allowed Five(5) substitutions during the season, once they reach there 5 subs, then No more substitutions for the remainder of the season will be allowed.
- 4.11.5. New players can be registered throughout the season, except during week 16/ 17/ 18.
- 4.11.6. \*NB. There will be NO Fines attached to fielding a two man team during week 16/17/18.**

- 4.11.7. Where a club has more than one team in a division, a substitute from a lower league will be cup-tied to the team they substitute up in and will not be allowed to be used as a substitute in any additional teams in that same division.
- 4.12. A player's first match of the season must be in the team that the player was registered in.
- 4.13. Any unregistered/ineligible player that played for a team will forfeit all his/her points to the opposing player/s and a fine of R200 will be imposed on the club of the defaulting team.
- 4.14. A Player may play in two Fixtures in a League Week, providing that one of these is an unscheduled Match or is substituting into a higher division. (But not on the same night). A player substituting for a higher division team must return to his/her registered team the following league week.
- 4.15. Clubs having more than one (1) team in any division may NOT rotate the players in such teams in the same division.
- 4.16. Substitutes shall be players from a lower division only and consequently where a Club has more than one team in a division, the players in those teams shall not be used as substitutes in that division.

## 5. KNOCK-OUT COMPETITION

- 5.1. All KO fixtures are to commence at 7.30pm and are subject to League Time Schedule.
- 5.2. A knock-out (KO) fixture shall consist of a 7-match scorecard of 6 singles matches and one (1) doubles match, each best of 5 games. Any 2 players of a team can play the doubles match. Fixtures must be played according to the following system:  
5.2.1. H1 vs V2, H2 vs V1, H3 vs V3, Doubles, H1 vs V1, H3 vs V2, H2 vs V3. The winner of a fixture shall be the team that wins the majority of the matches.
- 5.3. A team shall consist of 3 players or more but none of these players will be allowed to play in any other KO team.
- 5.4. If a 3-player team is a player short, a substitute may ONLY be used if the substitute has not played in any KO team at any stage of the competition. The substitute will then be locked in that team for the remainder of the KO competition.
- 5.5. If a substitute is not available, the team is allowed to play 2 players, forfeiting the matches of the absent third player, and a fine of R150 is imposed.
- 5.6. A team is allowed to win a KO fixture with only 2 players. The 2-player team cannot use any of the players as H3 or V3.
- 5.7. A team that uses a player that has played in another KO team will forfeit the matches of that player and will be fined a fee of R200.
- 5.8. Captains shall toss for Home or Away.
- 5.9. The first team to win 4 matches determines a result, and the match may at this point be terminated. The complete fixture may be played at the discretion of both teams.
- 5.10. Both teams shall have a match balls and a net available.
- 5.11. A club's designated league team A, B, C, etc shall be the same team for the knock-out. The fourth and/or fifth players of those teams may be used, only in those teams, in subsequent rounds of the KO competition.
- 5.12. The matches must be played strictly in the sequence as on the scorecard. No player must play all his matches in a row.
- 5.13. 13 All players are Cup-Tied to the knock-out team that they are registered in. They may at no stage play in any other knock-out team.
- 5.14. The first round losers of all divisions shall play in a Plate Competition.

- 5.15. All score-cards shall be submitted to the relevant captain's WhatsApp group directly after the fixture has been completed.

## 6. TOURNAMENTS

- 6.1. No open tournaments results shall be taken for the purpose of grading without the sanction of the Executive Committee.
- 6.2. Seeding for all CTTT Closed tournaments shall be in accordance with the CTTT current official grading list.
- 6.3. Clubs shall be held responsible for the non-payment of entry fees of their members.
- 6.4. Entries for tournaments shall be forwarded to the organising officials by no later than the closing date as stipulated on their entry form. Late entries may be accepted after the closing date at the discretion of the tournament organisers. However, if accepted, a "Late Entry Fee" will apply.
- 6.5. Where entries have been forwarded in advance, doubles partners shall not be changed post the start of the draw for entries unless in the circumstance of absence of one of the players, who may only be replaced by a player not originally drawn in the event.
- 6.6. For junior, veteran and super-veteran events, competitors may not be older or younger, respectively, than the ages laid down by the South African Table Tennis Board.
- 6.7. The Executive Committee may appoint a Management Committee for tournaments under the auspices of the CTTT; this committee of three (3) members which shall include the tournament organiser as convenor is to adjudicate in any dispute not involving the laws of table tennis, which might arise during the tournament. The decision of the Judicial Committee shall be final.
- 6.8. A referee and deputy referee shall be appointed by the Executive Committee for the Cape Town Open Championships and any other tournament they may consider necessary, to rule in respect of the laws of table tennis and any ruling given by them shall be final.
- 6.9. Clubs shall submit their open tournament dates at the registration meeting. There shall not be more than one open club championship in any one week.

## 7. COLOURS AND UNIFORMS

- 7.1. Players shall play league matches in their Club Colours which shall be registered with CTTT.
- 7.2. Where a club has registered more than one colour, every member of the team is to be dressed in the same combination of the registered colours.
- 7.3. Where a club has registered more than one colour, every member of the team is to be dressed in the same combination of the registered colours.
- 7.4. Players in individual competitions shall wear dress in accordance with the regulations laid down by the SATTB and the ITTF. Advertising on playing uniforms shall conform to the regulations laid down by the SATTB and the ITTF.

## 8. EQUIPMENT

- 8.1 **Only ITTF Approved balls shall be used in league matches and open championships. CTTT will nominate the BRAND of ball to be used by all teams at the M&R Meeting. NO other balls shall be used for any League fixture.**

## **9. PENALTIES AND FINES**

- 9.1. Fines for the offences will be levied:
- 9.2. Should any affiliated Club or Association fail to pay its annual fee by the date stipulated on the account, or fail to submit a written application for financial relief before the date on which the account is due, or fail to make arrangements satisfactory to the Committee for payment of its fee by an amended due date, the Treasurer shall give such Club or Association ten (10) days' notice to pay, apply for relief or make arrangements for an amended due date. Should any affiliated Club or Association fail to respond to such notice it shall be automatically suspended until outstanding liabilities are satisfied. The Executive Committee shall have no further discretion in the matter and the Secretary shall advise the Club or Association in writing of its suspension and all other members of the position. No application for membership for any subsequent season by such Club or Association shall be considered until the outstanding fee has been paid in full.
- 9.3. Clubs, which fail to attend Meetings, shall be fined in accordance with the following schedule:
  - 9.3.1. Annual General Meetings R300
  - 9.3.2. Failure to attend the Annual General Meeting will incur In addition to the above, an extra 50% of the club and team registration fees payable before or at the Affiliation and Registration meeting.
  - 9.3.3. Other General Meetings R200
- 9.4. Any player who does not play in his/her club colours in league and knockout fixtures shall be fined R50 for every occasion that he/she transgressors. The player's club will be invoiced and the club must recover the money from the player.

**CTTT BYE-LAW COMMITTEE**

# Cape Town Table Tennis

(Formerly Western Province Table Tennis established 1996)  
**Affiliated to the S.A.T.T.B**

## **10. Fee Structure can Only be change at the AGM**

- 10.1. Fee Structure for 2025 Season
- 10.2. Club Registration fee - R500
- 10.3. Senior League Team fee - R200
- 10.4. Senior League Player - R400
- 10.5. 60+ Senior League Player - R150
- 10.6. Para Senior League Player - R150
- 10.7. Junior Playing in Senior League - R150
- 10.8. Junior League fee - R100
- 10.9. Junior playing in Senior and Junior League - R200

## **11. Fine Structure for 2025 Season**

- 11.1. Not playing in Club Colours – R50
- 11.2. Each Forfeit League match point – R50
- 11.3. Two Player Team Fine – R150
- 11.4. Walk Over Fine – R200
- 11.5. **Late submitting (Saturday after 4pm) Scorecard Fine – R150**

**STRUCTURE AS DECIDED IN THE ANNUAL GENERAL MEETING**

### **Match & Registration Secretary and Bye-Law Committee**

S.Jefftha (M&R); S.Nomdo (Acting Chair) D.Sweatz -Boundary; N.Theunissen -Duinefontein;  
P.Fortuin Goodwood; G.Bailey -Liv-Ken; M.Brown -Top; C.Zimri -Mp Royals; S.de Sani -Nexus;  
P.Vassen Comm House; F.Erasmus -Ravens; G.Arendz -Sp Saints; Y.Stein -Stephanians; R.Maphike  
-Observer

