



# **Basketball Game Host Responsibilities:** Check-in, Scorekeepers, and Officials

1. Arrive at least **30 minutes** prior to game time. Receive any necessary instructions from the building host, previous game host, and scorekeepers.
2. Provide scorekeepers and timekeepers, and when assigned, officials.
3. Provide (you bring) the following equipment for each game:
  - Regulation game ball (men's or women's, inflated as required), pump, needle and gauge.
  - Pens/pencils and scorecards as needed for score keeping.
  - First aid kit (available in member closet), including ice or ice packs.
  - Extra official's shirt and whistle.
  - Black & white tape to correct numbers.
  - Current NFHS basketball rulebook.
4. Supervise check-in of teams (**20 minutes** prior to game time).
  - Confirm that all players on the Team Line-up sheet are on the approved Tournament Roster.
  - Home team is the team which wears the light colored uniforms (NFHS rule 3-4-6b).
  - Team bench will be opposite of the basket/court choice, so that the teams will finish in front of their own bench during the second half of the game (NFHS rule 4-5).
  - Deliver the line-up sheets (with players' numbers) to the scorekeepers to enter onto the score sheet.
  - If the line-up and a full team, 5 players, are not present at game time then that team will forfeit the game.
5. Pre-Game, conducted by Game Host (**5 minutes** prior to game time)  
**Gather both teams together, including spectators.**  
Introduce: Yourself as the Game Host (any questions/problems should be directed to you),  
Building Host Priesthood Supervisor and Referees  
Check for: Proper Uniforms (same color), Legal numbers (on front and back), modest shorts,  
NO jewelry or hats  
Information: Special rules pertaining to the local site.  
Remind **everyone** in attendance to maintain self-control and be an example of Christ-like conduct  
and good sportsmanship.  
One team will lead both teams in reciting the appropriate statement found on the Area Sports  
Poster. The other team will offer an opening prayer.  
Provide referee with a ball at beginning of each game; collect it at the end of the game.
6. **Game:** 4 quarters, 8 minutes each with 4 minute overtime period(s).  
**If the game is limited to an hour**, 4 quarters, 6 minutes each with 3 minute overtime period(s).  
Clock stops on all whistles.  
**Intermission:** One minute after first and third quarters and prior to overtime(s). 3 minute half time.  
**Time Outs:** **Three 60-second** and **two 30-second** time-outs may be charged to each team. Each team is entitled  
to on additional 60-second time-out for each extra overtime period. Unused time-outs accumulate  
and may be used at anytime. The time-out begins when it is reported to the scorer. Sound a  
warning signal **15 seconds before** the expiration of an intermission or a time-out and signal again at  
the end of the intermission of time-out. Teams must be on the floor ready for play at the end of the  
time out or intermission.
7. **Post-Game:** **Make sure the winning team knows where and when they play next.**  
Record scores & results; return scorecard and line-up sheets to the game book.