



How to fill out an Official Game Sheet

Pre-game

Coaches/Managers:

- The home team will start filling out the game sheet, they will hand this off to the visiting team for them to complete their side.
- Teams will need to make sure certain information is filled in properly, these are:
 - Top right corner - Game Number, League/Tournament, Date
 - Top Row - Home Team & Team Staff
 - 2nd Row - Visitor Team & Team Staff
 - 3rd Row - Division, Category, Location, Score/time/shot clock operators, Game start time
 - Colour of jersey
 - Numbers and Player names (must have the last names in full at the least)
 - Cross out any players that did not make the game

Officials during warm-up:

- Officials will check the Officials Game Sheet against the players are on the ice. They count the players on the ice, and as long as there are more on the Officials Game Sheet than on the ice, that is good. They are also checking for the Coaches.

During the game

- Score-keepers are inputting the data that the officials are communicating to them; Goals and Penalties. Everything on the sheet needs to be recorded top down, with all boxes used.

Inputting Goals:

- Always start at the top and fill in top down
- There should never be ticks or checkmarks denoting goals
- Listen to the official for 1, 2, or 3 numbers and then list accordingly
- **PER** – period the goal is in
- **GOAL** – Jersey number of the player as indicated by the referee
- **ASSISTS** - Jersey number of the player(s) who assisted goal as indicated by the referee
- **TIME** – Write the time of the goal as per the game clock

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cont.

Inputting Penalties:

- Always start at the top and fill in top down and Input all boxes, as some can be different
- **PER** – period the penalty is in
- **NO** – Jersey number of the player who received the penalty. (may not always be a player)
- **SERVED BY** – Jersey number of the player that is serving the penalty. In most cases it will be the same as the NO of the player who received the penalty but not always. EX – The goalie gets a penalty so another player must serve the goalies penalty.
- **MIN** – How long the penalty is. It might be 2 or 4, please listen to the official for that prompt
- **REASON** – They are listed in the Penalty Codes section at the bottom of the sheet. EX - Write the # 13 for tripping
- **TIME OFF** -The time that player came to the box
- **TIME START** – Write the time the penalty actually starts. In most cases it will be the same time as the TIME OFF but there are cases where the penalty will be delayed. EX- If there are 3 penalties called with a short span, the 3rd penalty will not start until the 1st penalty is complete – ask the referee for clarification if you are unsure.
- **TIME FINISH** – Write the time on the game clock when the penalty finished. This is usually 2 minutes after the penalty starts or time a goal scored.
- **TIME OUT** – Write the time on the game clock when the player returns to the game. This is usually the same as the time finished but not always. EX – there are 3 penalties, a penalty may expire, but that player is not allowed on the ice because there are still 2 players serving active penalties. Ask the referee for clarification

Inputting Time Outs

- There is a small square on the bottom of the penalty section for each team. Fill out the period and time on the clock that the time-out was taken

Post-Game

- The referees will check over the game sheet after the handshake and sign the game sheet
- You then can take the game sheet and distribute the copies. See the bottom right hand corner to see the distribution list.



RINGETTE
BRITISH COLUMBIA

OFFICIAL GAME REPORT

Game No.	4134011	Date	Oct. 1, 2018
League	CHRL	Tournament	
Referee 1		No.	
Referee 2		No.	

Home	Chilliwack	1 Coach	A. Smith	2 Asst Coach	T. Doe	3 Asst Coach	D. Came	4 Trainer	Z. Zor	5 Manager	S. Mack
Visitor	Fraser Valley	1 Coach	T. Cor	2 Asst Coach	F. Franks	3 Asst Coach	B. Willow	4 Trainer	S. Toul	5 Manager	P. Pot
Division	U12	Category	B	Location	Chilliwack Tiesa Ridge	Shedlock Operator	T. Smith	Time Started	11:02 am	Time Completed	11:58 am

HOME

Please type or print clearly

COLOUR Black		GOALS				PENALTIES					
NO	PLAYERS NAME	PER	GOAL	ASSISTS	TIME	PER	NO	SERVED BY	MIN	REASON	TIME OFF
1	J. Baur	1	5	17.2	17:52	1	21	2	13	10:02	10:02
2	E. King	1	21	5.1	4:02	1	13	2	3	6:16	6:16
5	J. Date	2	13	2	19:07	2	21	2	9	10:13	10:13
12	H. Deters	2	19	18.1	16:32						
13	S. Betts	2	19	13	9:52						
14	P. Bath	2	1	17	2:04						
17	C. Daze	2	17	2.1	1:07						
18	B. Green										
19	N. Wine										
21	B. Bates										
TOTAL		7		6		TOTAL STOPPED		TIME OUT USED		PERIOD	
GAME SUMMARY		No. 1st		2nd		OT		MIN.		TIME	
SHOTS STOPPED											

VISITOR

Please type or print clearly

COLOUR White		GOALS				PENALTIES					
NO	PLAYERS NAME	PER	GOAL	ASSISTS	TIME	PER	NO	SERVED BY	MIN	REASON	TIME OFF
1	C. Sally	1	3	7	5:12	1	17	17	4:14	6:16	2:16
3	W. Bottle	2	12	10.5	11:51						
4	J. Same										
5	B. Boyer										
7	D. Lock										
9	E. Ford										
10	H. North										
12	S. Huxley										
17	H. Hore										
TOTAL		2		4		TOTAL STOPPED		TIME OUT USED		PERIOD	
GAME SUMMARY		No. 1st		2nd		OT		MIN.		TIME	
SHOTS STOPPED											

- PENALTY CODES
- Minor Penalties
 - 2-00 MIN.
 - 1- BOARDING
 - 2- BODY CONTACT
 - 3- CHANGING
 - 4- CROSS CHECKING
 - 5- DELAY OF GAME

- 6- ELBOWING
- 7- HIGH STICKING
- 8- HOLDING
- 9- HOOKING
- 10- ILLEGAL SUBSTITUTION

- Fully Served Penalties
- 11- INTERFERENCE
 - 12- SLASHING
 - 13- TIEPping

- 14- ROUGH PLAY
- 15- UNSPORTSMANLIKE CONDUCT
- 16- MISCONDUCT (expulsion)
- 17- MAJOR
- 18- MATCH (expulsion +)
- 19- PENALTY SHOT

- INCIDENT REPORT
- WHITE
 - REPORT

- DISTRIBUTION
- LEAGUE
 - LOCAL ASSOCIATION
 - VISITOR
 - HOME