

Memo

To: All Lead Officials
From: Grady Dale
CC: Harry Hunter
Date: 10/23/2008
Re: Scrimmage Report for 2008

Beginning with the 2008–2009 basketball season, the Board for Dallas Basketball Officials Association has implemented a new report to be completed by the Lead Official at all scrimmages. This report is available at the DBOA website and can be found under “Info / Forms & Reports.”

Each lead official is to complete this form and have turned into Grady Dale within 72 hours of the completion of the scrimmage.

Only one report per floor should be completed. If more than one floor is used, designate which floor is being reported in the “Location” space. (ie. JV floor, varsity floor, etc)

Please take two copies of this report to the scrimmage site. When the report has been completed be sure that the correct number of billable hours have been entered and have the authorized signature for that site sign the report and be provided a copy of the report.

Each Lead Official should be sure that all officials that work at that site are written down on the report. Only the officials that have been assigned to that scrimmage by the DBOA assignment secretary should be allowed to work at that site.

Any questions concerning who is assigned to a site or the number of sites contracted by the school should be directed to Grady Dale.

Thanks for your cooperation