



**BAILIFF TIMEKEEPING SHEET**

**ROUND INFORMATION** (to be filled out by Bailiff)

Date \_\_\_\_\_

Round # \_\_\_\_\_

Room \_\_\_\_\_

Team # Matchup \_\_\_\_\_ A -vs- \_\_\_\_\_ R

Judges Presiding: 1. \_\_\_\_\_ President

2. \_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_  
Bailiff Signature

**TIME RESTRICTIONS**

The total time allocated to each team (including rebuttal/surrebuttal) may not exceed 45 minutes.  
The total time allocated to each oralist (including rebuttal/surrebuttal) may not exceed 25 minutes.

**APPLICANT TIME ALLOTMENT** (to be filled out by Applicant Team)

Name of Oralist #1 \_\_\_\_\_ Time allotted \_\_\_\_\_

Name of Oralist #2 \_\_\_\_\_ Time allotted \_\_\_\_\_

Time reserved for Rebuttal: \_\_\_\_\_ (10 min max) Total for team: \_\_\_\_\_ (45 min max)

**RESPONDENT TIME ALLOTMENT** (to be filled out by Respondent Team)

Name of Oralist #1 \_\_\_\_\_ Time allotted \_\_\_\_\_

Name of Oralist #2 \_\_\_\_\_ Time allotted \_\_\_\_\_

Time reserved for Surrebuttal: \_\_\_\_\_ (10 min max) Total for team: \_\_\_\_\_ (45 min max)

**TIMEKEEPING** (Optional to be filled out by Bailiff)

The chart below is for bailiffs using watches that count up. Each box should indicate when to show the appropriate sign. For example, if the first oralist is allotted 22 minutes, the "20 Minutes Remaining" sign should be shown after 2 minutes have elapsed.

	APPLICANT			RESPONDENT		
	First Oralist	Second Oralist	Rebuttal	First Oralist	Second Oralist	Surrebuttal
<b>20 min remaining</b>			<del>X</del>			<del>X</del>
<b>15 min remaining</b>			<del>X</del>			<del>X</del>
<b>10 min remaining</b>						
<b>5 min remaining</b>						
<b>3 min remaining</b>						
<b>1 min remaining</b>						
<b>STOP</b>						

