**Team:\_\_\_\_\_\_\_\_**

**Country or Region:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Administrator:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**MEMORIAL PENALTY WORKSHEET**

|  | **A** | **R** |
| --- | --- | --- |
| **Tardiness in Submitting Memorials.**Rule 6.1(b), 6.2 (5 points for 1st day, 3 points per day thereafter; if both Memorials have not been submitted by 24 January, 2020, the Team will be withdrawn from the Competition.). A: Number of Days Late: \_\_\_\_\_\_\_\_\_\_\_\_\_ R: Number of Days Late: \_\_\_\_\_\_\_\_\_\_\_\_\_\_  |  |  |
| **Resubmission of Memorial.**Rule 6.1(e) (2 points, plus any applicable late penalties).Explanation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| **Failure to Include Necessary Information on Cover Page.** Rules 6.7(2 points, one-time penalty). Required info: team number with A or R; name of court (“International Court of Justice”); year ("2020"); name of case ("Case Concerning the Helian Hyacinth"); side of memorial (“Memorial for [Applicant/Respondent]”)Missing Info: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| **Failure to include all parts of Memorial, or inclusion of an unenumerated part.**Rule 6.6 (2 points per part). Enumerated parts: Cover Page, TOC, Index of Authorities, Statement of Jurisdiction, Questions Presented, Statement of Facts, Summary of Pleadings, and Pleadings.Explanation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| **Excessive Length of Statement of Facts.**Rule 6.12(c) (2 points). Limit: 1,200 words A Number of Words: \_\_\_\_\_\_\_\_ R Number of Words: \_\_\_\_\_\_\_\_ |  |  |
| **Excessive Length of Summary of Pleadings.**Rule 6.12(b) (2 points). Limit: 700 words A Number of Words: \_\_\_\_\_\_\_\_\_\_\_ R Number of Words: \_\_\_\_\_\_\_\_\_\_ |  |  |
| **Excessive Length of Pleadings.**Rule 6.12(a) Limit: 9,500 words (including the Conclusion/Prayer for Relief and footnotes)A Number of Words: \_\_\_\_\_\_\_\_\_R Number of Words: \_\_\_\_\_\_\_\_\_ | 1-100 words over | 3 points |  |  |
| 101-200 words over | 6 points |
| 201-300 words over | 9 points |
| 301-400 words over | 12 points |
| 401+ words over | 15 points |
|  |  |
|  |  |  |
| **Violation of Anonymity.** Rules 2.17 and 6.15 (Up to 10 points, or disqualification). Examples of violations: disclosing name of school, team members, or country.Explanation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*\*Administrators – Please make sure to remove any offending reference to the school, team members, or their country before sending to judges.  |  |  |
| **Failure to Remove Tracked Changes or Comments.**Rule 6.5 (up to 5 points, one-time penalty).Explanation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| **Use of Endnotes**Rule 6.13 (1 point per violation). |  |  |
| **Plagiarism.**Rule 11.2 (1-50 points, depending on degree of violation)\*\* Administrators - All allegations of plagiarism must be referred to the ILSA Executive Office. |  |  |
| **Discretionary Penalties** |  |  |
| **TOTAL** |  |  |