



Pickleball

Referee

Handbook



This document, titled Pickleball Referee Handbook, is the guiding material for both referees and line judges with respect to following Best Practices when officiating any game or match. It is the basis of all training programs.

This Handbook, along with the completion of a PCO referee training course, will help you learn the proper completion of the score sheet as well as the standard referee procedures that players have come to expect.

The other half of learning to become a referee is using the rules and putting procedures from this handbook into practice. When practicing, it is a good idea to have experienced referees shadowing you while working on the court. Having a mentor, and shadowing experienced referees along with practice score sheets, are good choices for referee practice.

All material and references are current and in compliance with the 2021 edition of the IFP Rulebook.

Comments and corrections are welcomed anytime at:
officiating@pickleballcanada.org.

Revision History:

Rev 0: **20-03-10** - Initial release

Rev 1: **20-04-25** - Updated graphics, minor text changes, synchronized with French copy

Rev 2: **21-02-02** - Updated for 2021

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All Appendices are available on the PCO website as standalone downloadable documents.

1. Getting Started and Moving Ahead

The journey to becoming a qualified and calm game Referee may seem long and never ending. You will find this Handbook (along with classroom training, on court training and practice) very valuable tools to help you on that journey.

Refer to **Appendix A – Referee Rating Form Level 1 & 2**

This assessment chart is a handy tool for Referees in training. This chart lists all the tasks for the Referee, and what the Referee needs to be doing to complete their duties as the Referee of the game.

Remember, as a Referee, we are here to serve the game and the players. Understand that you may make mistakes and errors. Apologize, correct and move ahead.

2. The Elements of Officiating

a. Primary Responsibility

The primary responsibility of a pickleball match Referee is to facilitate the match in an orderly and expeditious manner while, at the same time, enforcing the rules in a fair and equitable manner. It is the responsibility of the Referee to stay current with the rules by reviewing the rules, the Referee Handbook and taking the on-line tests frequently, especially before each tournament. Re-taking of the on-line test is required for ongoing maintenance of our credentials.

b. Code of Conduct

It is important that the Referee maintain a professional demeanour of respectful courtesy towards other officials, the event organizers and the players.

The Referee should:

- Stand at the centre line, back from the net post
- Only carry a clip board with the scoresheet, pencils, band aids, server bands, server clips & timing device
- Stand and be attentive at all times
- When NOT actually marking the scoresheet, it should be held down and out of the way
- Do NOT comment on play or coach
- Demonstrably watch for service faults
- Demonstrably watch the NVZ lines
- Collect the ball during Timeouts and at the end of each game

c. The Tools of Refereeing

There are a few simple tools or aids that a potential match Referee should either carry themselves or be certain they are supplied by the Tournament Director prior to each match.

- Stop watch
- Extra server bands
- Numbered server clip, 2 suggested
- Pencil with eraser, 2 suggested
- A scoresheet
- Pregame instruction notes
- Two tournament balls
- A clipboard for holding the scoresheet

d. Scoresheet Markings Pre-Match

There are many things that the tournament desk should have filled out on the scoresheet prior to giving it to the Referee.

- Player names
- Play level
- Maximum game scores
- Court #
- Referee's name
- Event description

As the Referee in charge you must ensure the following is recorded:



- Any of the above information if not on the scoresheet already
- #1 or #2 on back
- Change of end marks 
- Circle each team's starting server, add unique identifier
- First server game 1 or games 1, 2 and 3 if applicable

Figure 1 Pregame Scoresheet Marking 2 of 3 Match

 **PICKLEBALL CANADA**

Match: 39 A
Court: 23
Referee: Frank Johnson
Format: 2 of 3, 1st to 11, W by 2

Event: Mixed Doubles Blue top
Team 1: Jim Smith & Mary Smith
 MTO ☐ MTO ☐

Server **Score**


X	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
X	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

Timeout TW/TF

Team 2: Ralph Brown & Susan Brown
 MTO ☐ MTO ☐
 Red Cap

Timeout TW/TF

Figure 2 Pregame Scoresheet Marking 1 to 15 Game

 **PICKLEBALL CANADA**

Match: 39 A
Court: 23
Referee: Frank Johnson
Format: 1 game, 1st to 15

Event: Mixed Doubles Blue top
Team 1: Jim Smith & Mary Smith
 MTO ☐ MTO ☐

Server **Score**

X	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21

Timeout TW/TF

Team 2: Ralph Brown & Susan Brown
 MTO ☐ MTO ☐
 Red Cap

Timeout TW/TF

e. **Keeping Track with a Server Clip**

Any one of several types of clips may be used as an aid to tracking the current server. The clip must be large enough to fit over the clipboard and easy to manipulate with one hand. It needs to have space to write both the server number (1 or 2) as well as the diagonal line indicating server 1 or 2.

The clip, with the appropriate number face up, is to be attached to the clipboard directly above the current server's name. When the serve changes, due to loss of rally or side-out, the clip must be flipped and repositioned to be directly above the new server's name.

Figure 3 Rotate the Server Clip

The diagram illustrates the use of a server clip on a tournament sheet. At the top left is the Pickleball Canada logo. The event is listed as 'Mixed Doubles 4' with 'Blue top' noted to the right. Team 1 is 'Jim Smith & Mary Smith', with 'MTO' boxes provided for each player. A server clip is shown in two positions: first, with the number '1' facing up over 'Jim Smith', and second, with the number '2' facing up over 'Mary Smith'. Red arrows indicate the rotation of the clip. Below the team information is a score table with two rows, each starting with an 'X' in the 'Server' column and followed by scores from 0 to 8. A blue triangle points to the bottom of the table.

Pickleball Canada

Event: Mixed Doubles 4 Blue top

Team 1: Jim Smith & Mary Smith


MTO MTO

Server	Score								
X	0	1	2	3	4	5	6	7	8
	0	1	2	3	4	5	6	7	8
X	0	1	2	3	4	5	6	7	8

f. Recording Points by "Server"

- Based on server # when point scored
- Forward slash (/) for server #1 in current score box
- Backward slash (\) for server #2 in current score box

Figure 4 Recording Points by First Server



Event: Mixed Doubles 4.0 Blue top


Team 1: Jim Smith & Mary Smith

MTO MTO

Server	Score	0	1	2	3	4	5	6	7	8
X		0	1	2	3	4	5	6	7	8
		0	1	2	3	4	5	6	7	8
X		0	1	2	3	4	5	6	7	8

Diagram illustrating recording points by the first server. A wooden clothespin is placed on the 'Event' line. A red arrow points to the 'Blue top' label. Another red arrow points to the 'Team 1' line. A third red arrow points to the '4' in the score box for the first server (X) at score 4. A blue triangle is at the bottom right.

Figure 5 Recording Points by Second Server



Event: Mixed Doubles 4.0 Blue top

Team 1: Jim Smith & Mary Smith

MTO MTO


Server	Score	0	1	2	3	4	5	6	7	8
X		0	1	2	3	4	5	6	7	8
		0	1	2	3	4	5	6	7	8
X		0	1	2	3	4	5	6	7	8

Diagram illustrating recording points by the second server. A wooden clothespin is placed on the 'Event' line. A red arrow points to the 'Blue top' label. Another red arrow points to the 'Team 1' line. A third red arrow points to the '6' in the score box for the second server (X) at score 6. A blue triangle is at the bottom right.

g. Recording the Loss of Serve or Side Out

- Loss of first serve - no marking
- Side out or loss of second serve – mark with a vertical line after current score
- If current score is ZERO make a vertical line on the right side of the zero score box

Figure 6 Recording Side Out at Zero Points



Event: Mixed Doubles 4 2 Blue top


Team 1: Jim Smith & Mary Smith

MTO MTO

Server	Score								
X	0	1	2	3	4	5	6	7	8
	0	1	2	3	4	5	6	7	8
X	0	1	2	3	4	5	6	7	8

A vertical line is drawn after the score 1 in the first row. A red arrow points to this line. A blue triangle is at the bottom right.

Figure 7 Recording Side Out - When Team Has Points



Event: Mixed Doubles 4 2 Blue top

Team 1: Jim Smith & Mary Smith

MTO MTO

Server	Score								
X	0	1	2	3	4	5	6	7	8
	0	1	2	3	4	5	6	7	8
X	0	1	2	3	4	5	6	7	8

A vertical line is drawn after the score 5 in the first row. A red arrow points to this line. A blue triangle is at the bottom right.

h. Recording Timeout

- Do NOT flip the scoresheet - regardless who called the Timeout
- In Timeout area / box for team calling "Timeout", place a diagonal slash corresponding to current server number
- Write the serving team score above diagonal slash
- Write the receiving team score below diagonal slash

Figure 8 Serving Team Timeout

Timeout		TW/TF
5	4	





Figure 9 Receiving Team Timeout




TW/TF	Timeout
10	7
5	5
	4
	5

i. End of Game - Scoresheet after Game 1, Best 2 of 3

- Circle final scores
- Make horizontal line through unused score and Timeout areas

Figure 10 Scoresheet after Game 1, Best 2 of 3



Match: 39 A
Court: 23
Referee: Frank Johnson
Format: 2 of 3, 1st to 11, W by 2

Event: Mix Doubles 4.0 Blue top
Team 1: Jim Smith & Mary Smith
MTO MTD

Server	Score	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Timeout	TW/TF
X	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17			
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17			
X	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17			

Team 2: Ralph Brown & Susan Brown
Red Cap MTO MTD

Server	Score	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Timeout	TW/TF
X	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17			
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17			
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17			

j. **End of Game - Scoresheet after 1 - 15 Game**

- Keep the scoresheet with winning team names right-side up
- Circle winning team names - clearly
- Write WINNERS within circle
- Circle final scores
- Write final score within circle area
- Have winning team verify and initial

Figure 11 Scoresheet After 1-15 Game

PICKLEBALL CANADA

Match: 39 B
Court: 23
Referee: Frank Johnson
Format: 1 game, 1st to 15

Event: Mixed Doubles
Team 1: Jim Smith & Mary Smith
Team 2: Ralph Brown & Susan Brown

Winners

16 - 14 15

Timeout TW/TF

Timeout TW/TF

k. End of Match - Scoresheet After Best of Three Match

- Keep the scoresheet with winning team names right-side up
- Circle final scores
- Circle winning team names clearly
- Write WINNERS within circle
- Write ALL final scores in space allocated
- Have winning team verify and sign

Figure 12 Scoresheet After Best of 3 Match

PICKLEBALL CANADA

Match: 39 A
Court: 23
Referee: Frank Johnson
Format: 2 of 3, 1st to 11, W by 2

Event: Mix Doubles 4.0 Blue top
Team 1: Jim Smith & Mary Smith
MTO: ☐ MTO: ☐

Server Score
X 0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17
0 0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17
X 0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17

Timeout TW/TF

11-5 5-11 11-7 MS

11-8 8-11 11-7

Server Score
0 0 0 X
MTO: ☐ MTO: ☐

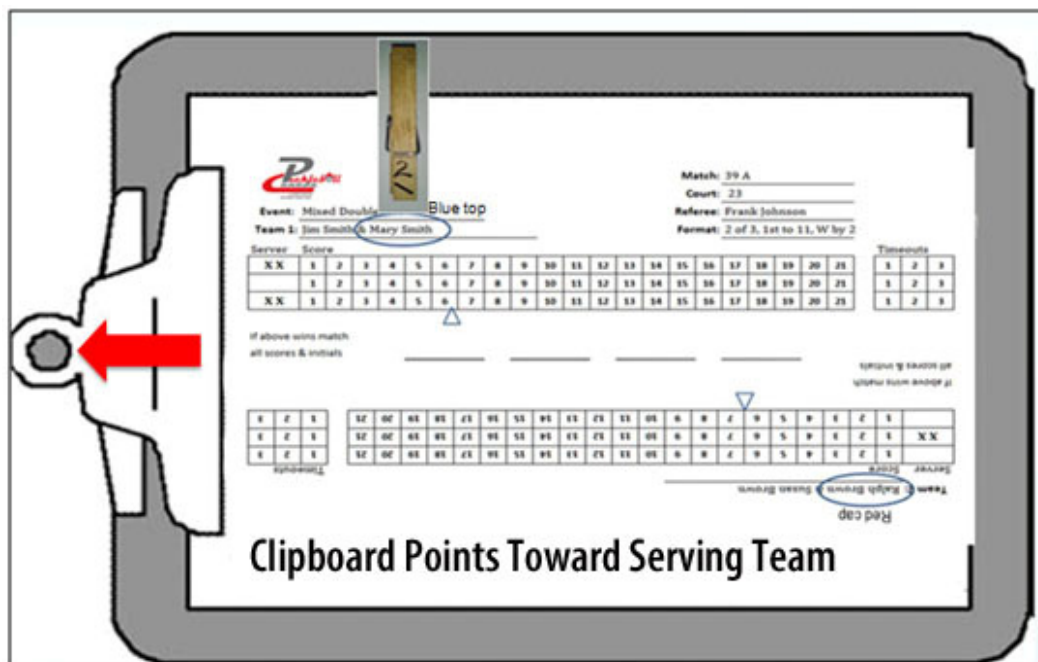
Team 2: Ralph Brown & Susan Brown
Red Cap

3. Game Management

a. Pregame Tasks & Instruction

- Make sure you have your tools and know how to operate them properly
- Make sure you are aware of the local conditions as per the Tournament Director's instruction
- Review the scoresheet, make sure you understand it and that it is correct
- Check that the players are not related to you or are your playing partners. If so, pass the match to another Referee
- Start timer for specified warm up period
- Call the players in and conduct pregame conference
 - The Tournament Director should have provided guidance
 - If not - be prepared. Refer to **Appendix B – Pregame Conference.**
- Complete any scoresheet notes required
- Orientate the scoresheet correctly
- Establish clipboard with 'clip' pointing to serving team
- At T-1 minute announce "1 minute". Pay attention to players' serve styles
- At T-15 seconds announce "15 seconds", give game ball to team with first serve
- At T-0, if Game 1, confirm player names, state game #, announce "time in" and call the score. At the beginning of each game ensure that the potential server and the potential receiver have their wrist bands visible.

Figure 13 Clipboard Orientation



b. Game Pace and Cadence

- Call scores clearly, loudly and with consistency. Players will develop a rhythm following your cadence.
- Do all your scoresheet marking during the time ball is being retrieved - be ready when the players are ready. Do not chase the ball - **BE READY**.
- Enforce all time limit conditions
 - Pregame warm up time
 - Nominal time to get ready to serve or receive
 - Ten second serve time
 - Timeout durations
 - Change end duration
- Be cognizant of equipment and Referee timeouts

c. Score Calling Procedure

- Check all players are or should be ready
- Call score clear, loud and with consistency
- Mentally start 10 second count
- Timeout may be called any time prior to the paddle making contact with the ball to initiate the serve
- No one can become 'unready' after the Referee starts to call the score
- Carefully watch for service violations. Know what to look for based on the type of serve being used
- Call "Fault" for service time violation at 10 seconds

d. Allowable Questions with Respect to Serve Conditions

Before the serve occurs (i.e. paddle contacts the ball), any member of the serving team or receiving team may ask:

- What is the score?
- Am I the correct server / receiver?
- Am I in the correct position?
- The Referee is obliged to answer each and all questions.
- Anyone may challenge the score up until the serve takes place - with no penalty
- A score call challenge may occur up until the 3rd shot with the following results:
 - If the score was called wrong - no penalty
 - If the score was called correctly - the challenging player is deemed to have committed a fault.
- Referee action / reaction
 - Announce "Time"
 - Step into court, arm raised

- Answer question(s)
- Advise players you will re-call the score
- Step back to position, lowering arm
- Call the score and start the 10 second count again

e. At the End of Every Rally

- Announce clearly
 - Point, or
 - Second serve, or
 - Side out
- Mark the scoresheet if required
- Move server clip if required
- Rotate clipboard if required

f. Timeout Procedure

- Timeouts may be called:
 - Before the serve was initiated - ball contact with paddle
 - Between rallies
 - Between games 1-2 or 2-3
- Call "Timeout" and acknowledge team asking for Timeout
- Announce "one minute", start timer
- Announce the score
- Move to centre of court on the side of the net of the requesting team
- Avoid conversing with players
- Mark the scoresheet appropriately
- At T-15 seconds, announce "15 seconds"
- Move to your Referee position
- Advise both teams of Timeouts remaining
- If line judges are present, check each for readiness
- At T-0 call "Time in" and the score - regardless if players are ready or not
- Start the 10 second count

Refer to **Appendix C - Standard Timeout Procedure**

g. Change of End Procedure

- Timing of end changes
 - First side to 6 points, game 3, best 2 of 3 match, max point = 11
 - First side to 8 points, single game to 15 points
 - First side to 11 points, single game to 21 points
- On reaching any of the above conditions, call "Timeout"
- Announce "score is xx, change ends, one minute"
- Start timer - 1 minute
- Move to centre court
- Before removing the clip:
 - Write the current server number below/beside current server's name
 - Write complete score beside change of end delta
 - Shade in the appropriate delta marker
- Re-orientate the scoresheet and the clipboard
- Reposition the clip according to the current server # noted above
- At T-15 announce "15 seconds"
- Move to your Referee position
- If line judges are present check each for readiness
- At T-0 call "Time in" and score- regardless if players are ready or not
- Start the 10 second count

Figure 14 Change Ends

PICKLEBALL CANADA

Match: 39 A
Court: 23
Referee: Frank Johnson
Event: Mixed Doubles 4.0 Blue top
Team 1: Jim Smith & Mary Smith
Team 2: Ralph Brown & Susan Brown
Format: 2 of 3, 1st to 11, W by 2

Server	Score	Timeout	TW/TF
X	0		
X	0		

6-5-1

Server	Score	Timeout	TW/TF
X	0		
X	0		

11-0-0

h. Between Games Best of Three Matches

- Start 2 minute timer
- Announce "2 minutes"
- Collect the ball to ensure the same ball is used in the next game
- Move to center court
- Finish any end of game scoresheet work
- Reposition the scoresheet on clipboard
- Check for Starting Server changes
- Reposition the server clip
- Recheck paddles?
- At T-15 seconds announce "15 seconds"
- Give ball to serving team
- Move to your Referee position
- If line judges are present check each for readiness
- At T-0 "Game # - Time in" and call the score - regardless if players are ready or not
- Start the 10 second count

Standard Timeouts may be called between games. Refer to Timeout Procedure section.

i. Medical Timeout

- Player initiated Medical Timeout
 - Call "Timeout", acknowledge player requesting
 - Arrange for onsite Medical or Tournament Director to be called
 - Start 15 minute timer when Medical or Tournament Director arrive on scene
 - Make scoresheet notes
 - Write MTO by player's name
 - On the back of the scoresheet note nature of incident - MTO, player name, score, cause, valid?
 - If player is able to continue before time is up
 - Announce "resume play - 15 seconds"
 - Move to your Referee position
 - If line judges are present, check each for readiness
 - At T-0 call "Time in" and the score and start the 10 second count - check if all players are ready

- If player cannot continue
 - Declare Match Forfeit, unless the player requests a 'retirement'
 - Complete scoresheet marking following Match Forfeit procedure
- Referee initiated Medical Timeout
 - The Referee may call a 'Referee timeout' if a player's condition appears to be in jeopardy
 - The onsite Medical or Tournament Director should be called
 - If Medical or Tournament Director determines no medical condition exists, play should resume and NO Medical Timeout is charged against the player.
 - If the Medical or the Tournament Director find cause to treat the player, the player is charged with a Medical Timeout. All procedures as per Player initiated Medical Timeout are to be followed.

Figure 15 Medical Timeout

Pickleball Canada

Event: Mixed Doubles 4.0 Blue top

Team 1: Jim Smith & Mary Smith

MTO ☒ MTO ☐

Server	Score	0	1	2	3	4	5	6	7	8
X										
	0	1	2	3	4	5	6	7	8	
X	0	1	2	3	4	5	6	7	8	

Timeout TW/TF

back of scoresheet

MTO Jim Smith
Game 1, 6-4-1
hurt ankle, valid MTO

j. Hydration

Any player may quickly towel off or take a drink between rallies providing the flow of the game is not adversely impacted.

k. Verbal Warnings, Technical Warnings, Technical Fouls - General.

These are tools the Referee has at their disposal to control unsportsmanlike behaviour at anytime during a match

- A Verbal Warning (VW) may be issued to ALL players, a pre-emptive measure to control profanity.
- A Technical Warning (TW) has no other penalty associated with its use. (It is considered a single strike against the offending team).
- A second TW is considered another strike and automatically becomes a Technical Foul (considered as the 2nd strike).

- A Technical Foul (TF) is considered 2 strikes against a team, with the offending team having a point removed from their score. If the offending team has no score, the non-offending team has a point added to their score
- Receiving a third strike results in a game forfeit
- Receiving a fourth strike results in a match forfeit. This would arise as a result of having one TF and receiving a second TF
- Record the awarding VW, TW, TF or forfeits on both the front and back of the scoresheet.

Examples of Verbal Warnings, Technical Warnings and Technical Fouls

A Verbal Warning can only be issued in response to profanity that has not risen to the level of a TW or TF, and is issued to all players on the court and can only be used once per match.

Technical Warnings can be issued to the players by the Referee for:

- Repeatedly using profanity towards their partner, their opponents, the spectators or towards any officials. Repeatedly using excessive profanity will warrant a 2nd TW.
- Excessive arguing, aggressively damaging or striking the ball
- Taking excessive time between rallies, appealing too often, or other unsportsmanlike behaviour i.e. questionable “out” calls.
- Illegally being coached (i.e. not during Timeouts)

Technical Fouls can be issued after a VW or TW has been given, or can be issued without a first TW, based on the severity of the player’s behaviour or language.

Refer to the TW, TW & TF sections for specific handling details.


I. Issuing and Recording a Verbal Warning

Profanity and gestures must be immediately addressed. If a first instance of the use of profanity does not warrant a technical warning or technical foul, a verbal warning may be issued, BUT only one VW may be issued during a match.

- Stop play (Referee timeout) to advise the players that you are issuing a verbal warning
- Call all players together at the net. Do not point out which player made the infraction unless requested by a player. Inform the players that the use of any further profanity will result in a technical warning or technical foul, depending on the severity.
- Document a verbal warning on the scoresheet by marking “VW” to the left of the final score area in the middle section of the scoresheet along with the game number and score. Do not rotate the clipboard.
- Announce “15 seconds”
- Move to your Referee position

- If line judges are present check each for readiness
- At T-0 "Game # - Time in" and call the score - regardless if players are ready or not
- Start the 10 second count

Figure 16 Verbal Warning



Match: 39 A
Court: 23
Referee: Frank Johnson
Format: 2 of 3, 1st to 11, W by 2

Event: Mix Doubles 4.0 Blue top
Team 1: Jim Smith & Mary Smith
 MTO MTO

Server	Score	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
X	0																		
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
X	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	

VW Game 1, 6-4-1

Server	Score	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
X	0																		
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	

Team 2: Ralph Brown & Susan Brown
 MTO MTO

Timeout TW/TF

m. Issuing and Recording Technical Warnings and Technical Fouls

- Announce a Technical is being assessed
- Bring players to the net to give a brief explanation
- Mark "TW or TF" in the offending team's TW/TF boxes *without* rotating the clipboard
- Mark on the back of the scoresheet:
 - TW or TF
 - Names
 - Game #
 - Score
 - Reason(s)
- When a Foul is given:
 - erase the last marked point and, if appropriate, any following side out mark from the score of the offending team.
 - Replace/place any removed side out mark with a new mark after the new lowered score.

- Write TF in the box with the new lower score. If the new score is now zero, write TF in the zero point box.
- If the offending team did not have any points, score equal to 0, add a point to the non-offending team. A new side mark will be required if the *receiving* team has the point added.
- Announce “15 seconds”
- Allow the teams to re-adjust their new positions on the court - no coaching by you
- Move to your Referee position
- If line judges are present check each for readiness
- At T-0 call "Time in" and call the score - regardless if players are ready or not
- Start the 10 second count

Refer to **Appendix D - Progressive Disciplinary Action**

Figure 17 1st Technical Warning

PICKLEBALL CANADA

Event: Mix Doubles 4.0 Blue top

Team 1: Jim Smith & Mary Smith

MTO MTO

Server	Score	0	1	2	3	4	5	6	7	8
X										
	0	1	2	3	4	5	6	7	8	
X	0	1	2	3	4	5	6	7	8	

Timeout

TW/TF

TW

TW - Smith & Smith Game 1
6-7-1, coaching

back of scoresheet

Figure 18 2nd Technical Warning

PICKLEBALL CANADA

Event: Mix Doubles 4.0 Blue top

Team 1: Jim Smith & Mary Smith

MTO MTO

Server	Score	0	1	2	3	4	5	6	7	8
X										
	0	1	2	3	4	5	6	7	8	
X	0	1	2	3	4	5	6	7	8	

Timeout

TW/TF


TW
TF

TW - Smith & Smith Game 1,
6-7-1, coaching

2nd TW = TF, Smith & Smith
Game 1, 7-10-1, coaching

back of scoresheet

Figure 19 Technical Foul Subtract a Point



Event: Mix Doubles 4.0 Blue top

Team 1: Jim Smith & Mary Smith

MTO MTO

Server	Score	0	1	2	3	4	5	6	7	8
X		0	1	2	3	4	5	6	7	8
		0	1	2	3	4	5	6	7	8
X		0	1	2	3	4	5	6	7	8

Timeout


 TW/TF

TF

TF - Smith & Smith, Game 1
7-0-1, excessive & directed profanity

back of scoresheet

Figure 20 Technical Foul Add a Point



Event: Mix Doubles 4.0 Blue top

Team 1: Jim Smith & Mary Smith

MTO MTO

Server	Score	0	1	2	3	4	5	6	7	8
X		0	1	2	3	4	5	6	7	8
		0	1	2	3	4	5	6	7	8
X		0	1	2	3	4	5	6	7	8

Timeout

1	2
1	2
1	2

 TW/TF

TF - Brown / Brown, Game 1
7-0-1, physical threat

back of scoresheet

If above wins match
all scores & initials _____

Team 2: Ralph Brown & Susan Brown

Red Cap

MTO MTO

Server	Score	0	1	2	3	4	5	6	7	8
X		0	1	2	3	4	5	6	7	8
		0	1	2	3	4	5	6	7	8
X		0	1	2	3	4	5	6	7	8

Timeout

 TW/TF

TF

n. Game and Match Forfeits

Game Forfeits (GF) are issued by the Referee, after accumulating a combination of warnings and fouls. If a team receives 1TW plus a TF, or 3TW's (3 strikes) a GF is to be assessed.

A GF may also be directed to the team arriving between 10 and 15 minutes late between games of a match.

Document a GF by marking "GF" to the left of the zero score box of the offending team, and make notes on the back of the scoresheet.

Figure 21 Game Forfeit

Pickleball Canada

Match: 39 A
Court: 23
Referee: Frank Johnson
Format: 2 of 3, 1st to 11, W by 2

Event: Mixed Doubles - Blue top
Team 1: Jim Smith & Mary Smith
MTO: ☐ MTO: ☐

Server	Score	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
X GF	0																		
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
X	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	

Timeout TW/TF
TW
TF

VW Game 1, 1-1-2

TW - Smith & Smith Game 1, 6-7-1 coaching
TF - Smith & Smith Game 1, 9-9-2 aggressive paddle throw, **Game Forfeit**

back of scoresheet

Server	Score	0	1	2	3	4	5	6	7	8	9	10	11	12	13
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	

Team 2: Ralph Brown & Susan Brown
MTO: ☐ MTO: ☐

Match Forfeits (MF) are issued by the Referee after 2 Technical Fouls have been assessed (4 strikes). A MF may also be assessed to a player whose behaviour continues to be deliberately aggressive towards their partner, the opponents, the Officials, or the spectators. This behaviour is as listed but not necessarily complete; to include reckless striking or throwing a ball or paddle that may endanger any person. The Tournament Director may also issue a MF.

A Match Forfeit would also be directed to a team arriving 15 minutes late for the first game of the match.

Match Forfeit called due to TW or TF

If the assessment of a technical warning or a technical foul triggered the match forfeit:

- Follow the procedure for the technical warning or technical foul. However, do not make a point adjustment in the score since the score will be recorded as X-0 (where X is the winning score for the game format).
- Stop the game in progress. Inform the players.
- Write "MF" to the left of the offending teams zero score box
- For all games, circle or lightly shade the winning score for the non-offending or non-retired team. In addition to drawing a line through all unused points and unused TO boxes for all games, draw a line through all points for the offending team since the score will be zero for each game.
- Position the scoresheet with the winning team 'up'
 - Circle the winning team's names
 - write "Winners" within the circle
 - Write "Match Forfeit" within the circle
 - Mark final score on line provided - all scores are 11-0
 - Ask winner s to verify and initial

Figure 22 Match Forfeit

Winners
Opponent forfeit

Team 2: Ralph Brown & Susan Brown

Server: MTO: MTO:

Score: 0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17

11-0 11-0 11-0

Team 1: Jim Smith & Mary Smith

Server: MTO: MTO:

Score: 0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17

11-0 11-0 11-0

Match: 39 A
Court: 23
Referee: Frank Johnson
Format: 2 of 3, 1st to 11, W by 2

Event: Mixed Doubles
Blue top
Team 1: Jim Smith & Mary Smith

Team 2: Ralph Brown & Susan Brown

Match Forfeit

PICKLEBALL CANADA

Match Forfeit called due to player no show

- Circle winners indicating reason "Opponent Forfeit" or "Opponent Retired"
- Mark score as 11-0 for game 1 and 11-0 for game 2
- ask the winners to verify and initial

The Referee must document these forfeits on the back of the scoresheet before handing into the tournament desk.

4. Specific Rules and Circumstances

a. Common Rules to Know and Enforce

- Call all faults as soon as they occur. If you are late calling, better to call rather than have the offending team be given an advantage.
- Faults may be called any time prior to the next serve of the match; or until the scoresheet is returned to the tournament desk, applying to an incorrect server/receiver on the last point of the match.
- It is a fault if the server strikes the ball to initiate a serve while the score is being called. There is no penalty for serving before the start of the score being called.
- Know the details of what makes each serving type legal and illegal
- Service foot faults
- Correct server in correct court
- Correct receiver in correct court
- Where served ball lands – on lines
- NVZ faults during rally play
- Become familiar with conditions with ball striking the net, net supports or the temporary net structure and how ball contact is ruled
- Become familiar with conditions when players may or may not cross the plane of the net for back spin balls, Ernie's, and around the post attempts
- Accepted paddles and allowable modification.

b. Handling Disputed Calls

- Line Calls made by players and the Referee is questioned by the opponents:
 - If you clearly saw the ball in or out, make the call
 - If you are not 100% certain then the original call stands
- Questions about score accuracy:
 - The players have until the 3rd shot to question the score, without penalty, if the score was called incorrectly.
 - If the score was called correctly, fault would be called on the offending team.
 - If there is confusion or disagreement on the score, call the players to the net to explain the score. Use your scoresheet to replay the previous points to determine how the score in question came about.
 - If the disagreement continues, trust your scoresheet and announce “15 seconds” to prepare the players for the game to resume.
- Questions re correct server, correct receiver, or correct court position, are all to be answered by the Referee. If the score has been called but before the serve has occurred, the Referee shall call “time”, steps onto the court, answers the question, inform that he will re-call the score, step off the court, recall the score and begin a new 10-second count.

Don't let the game be delayed by debates happening across the net. Call the score to get the game going again. If the debate continues, consider giving out a technical warning, or foul, as appropriate.

5. Line Judges

Line Judges are an integral part of many tournament matches, and are a portion of the PCO's Officiating development program.

Line Judges (LJ) are part of the Officiating Team, and are in the best position to make line calls for their assigned lines. Determining to use line judges for medal games is within the jurisdiction of the Tournament Director. The PCO recommends all sanctioned tournaments employ a minimum of 4 line judges for all Gold medal games.

This Line Judge section of the Referee Handbook works with line judge training programs, along with the Line Judge Test to keep training fresh between tournaments.

a. Game Management Hierarchy

The assigned match Referee is in charge of all aspects of officiating and managing the match, including:

- Managing the officiating team
- Briefing the officiating team
- Positioning of all members of the officiating team
- Ensuring all members of the officiating team are ready

b. Line Judge Code of Conduct

As part of the officiating team the line judge assumes certain higher levels of responsibility.

- Stay current with your duties & the Rules by frequently taking the online tests
- Be fair, impartial and consistent
- Be fair, pleasant and courteous
- Avoid excess friendliness with players and spectators
- Silence all personal electronic devices
- Recuse yourself from conflicts if friends, partners or relatives are to play in the match to be assigned to you
- Devote 100% to the match before you
- During rallies, line judges should follow the ball so they can anticipate when they may have to make a call, at which point their focus should be on the outside of the line.
- Be ready to make calls with confidence and without hesitation

c. Pre-Match Briefing With Line Judges

Prior to the start of each match the assigned match the Referee will conduct a briefing with the line judges to review:

- Line assignment responsibility, including faults on serve
- Positioning - to sit or stand, to avoid the sun and spectators
- Verbal and non verbal calls
- Obstructed view situations
- Role of players in calling lines to their disadvantage
- Role of spectators in calling or influencing your calls - none
- Response to an “are you ready” call from the at the game start and after each break in play

d. Communicating the Call During the Game

There are several game circumstances that will require a line judge to react. All verbal calls are to be made loudly and immediately.

- OUT Calls - Balls Clearly Landing OUT
 - Immediately call "OUT"
 - Raise one arm pointing in an out direction
 - Hold the arm position until the Referee positively acknowledges the out call you made
 - Make out calls for all balls landing out of bounds, even those way out. A non call is an indication of IN
- A ball landing IN but close enough that a question may arise
 - Signal with both hands, palms down, pointing to the playing surface at a downward angle
 - NO verbal call is to be made - silence is mandatory
- Your View is Blocked
 - When your view is blocked and you cannot make a call, hold both hands covering your eyes until the Referee acknowledges your 'blocked view' indication
- Service Foot Faults
 - When there is a service foot fault, immediately announce “foot fault”
- Incorrect server or receiver
 - Wait the rally to END
 - Raise both hands clasped above head
 - Wait for the Referee to acknowledge your signal
- Illegal coaching has been observed
 - Wait for the rally to END
 - Raise both hands in an outward shaped "V"

- Wait for the Referee to acknowledge your signal
- Other potential rule violations have occurred
 - Wait for the rally to END
 - Raise one arm to a vertical position
 - Wait for the Referee to acknowledge your signal

e. Other Line Judge Responsibilities

Line judges should be ready to answer player positioning questions, and follow the play on the court in case the Referee is required to ask for their opinion of what happened on the court. Should the Referee start to poll the line judges, be ready to respond if you have clearly observed the event

Some examples: net contact violations, double bounces, ball-player contact with players' clothing/hair, NVZ violations during attempted around the post shots or Erne's, as well as momentum contact into the NVZ between the partners.

f. Appeals and Questions

- The Referee may ask line judges or players to assist in determining a call
- The Referee may request a line judge to repeat their call for confirmation if the original call was not clear or heard plainly. It is important to hold the hand signal for a few seconds
- If a player appeals to the Referee, and the Referee clearly sees the ball IN or OUT, your call may be overruled. Do not worry or get upset. Look forward, and prepare for the next rally
- Players may overrule a Line Judge line call to their own disadvantage. This call will be accepted by the Referee
- If neither the Line Judge NOR the Referee can see clearly enough to make a call, a replay will occur

Chart of Line Call Appeals

Case or Situation	Without Line Judges	With Line Judges
Referee makes call	Referee's call stands	Referee's call stands
Referee cannot make call	Player's call stands	Line Judge's call stands
Referee overrules "out" call	Fault against player	Replay
Referee overrules "in" call	Referee's call stands	Referee's call stands
Player overrides "in" call	Opponent wins rally	Opponent wins rally
Player overrides "out" call	Opponent wins rally	Replay
No call by players, Referee, or Line Judges	Ball is "in"	Replay

Thank you to USAPA Handbook for the use of this chart.

Take Note: In the continuing pursuit to *make accurate calls at the net*, the use of a two referees might be in place for higher level play. The use of the Dual Referee system, does not alter any of the responsibilities of the Lead Referee in officiating and managing the match. The Lead Referee will make all final decisions regarding the resolution of any disagreements and the assessment of penalties.

Remember the game is about the players.

A good Referee is one that no one remembers after the game is over.

Appendix A - Referee Rating Form Level 1 & 2

Candidate: _____ PCO #: _____

Start Date: _____ Trainer: _____

Jan 2021

	Rating Date	Rating Date	Level 1 Ready	Level 2 Ready
Pre-Match				
Has all the tools, including an operating stop watch				
Checks paddles, court and net				
Pre-match briefing, including serve/receive/end/defer				
Starts game on time				
Scoring Skills				
Clip board pointing correctly				
Waits for all players to be ready or should be ready/position				
Keeps and calls the score				
Uses consistent voice and cadence				
Holds clip board at their side or behind back during play				
Uses clip for 1st and 2nd server correctly				
Uses / \ correctly				
Match Interruption Management				
Performs Timeout procedures and markings correctly				
Conducts between game procedure correctly				
Follows change of end procedures accurately				
Handles line call appeals properly				
Handles hinders promptly and correctly				
Player Management				
Answers score, server and position questions correctly				
Identifies & explains incorrect server/receiver and/or position				
Knows when to issue and how to record VW, TW & TF				
Knows when to issue & how to record Game & Match Forfeits				
Match Management				
Stands in correct position				
Controls the flow of the game				
Maintains professional on court demeanor				
Knows legal serve requirements				
Watches for foot faults on serve and at NVZ				
Completes score sheet correctly				
Enforces the rules while being fair and respectful				
Handles on court stress				
Handles spectator interference				
Overall Impression				
Shows confidence, good cadence and initiative				
Have completed Rules Test and Best Practice Tests				
Have completed Line Judge and Players Tests				
Game/Tournament Experience - list # of matches				
Satisfactory Completion of Level 2 Date:				

Appendix B - Pregame Conference

This document is an example only. Specific tournament guidance will come from the Tournament Director (TD). This information is intended for you to become familiar with the pregame procedure.

Try for a less than 60 second (and up to 2 minutes) pregame conference, as it has become more common for players to be electronically sent the rules/procedures for the particular tournament. Just ask the players if they have any questions, rather than taking the time to recite them again. The TD may request that significant rule changes be briefly reviewed.

Take more time for the pregame conference for the first match of the tournament, and less time as the tournament progresses to avoid repeating the same information and annoying the players.

1. After you have checked the court and the net, introduce yourself
2. Confirm with the players, the event and their names on the scoresheet
3. Confirm game format – 2/3 match or 1st to 15
4. Point out court hindrances
5. Remind players who is responsible for line calling
 - a. Base line on serve –the players, unless there are line judges
 - b. NVZ line on serve and during rally – the Referee
 - c. Line calls – the players or line judges
6. Review process for appeals – to come to the Referee only
7. Inspect paddles at all sanctioned tournaments. Paddles should be free of dents, signs of delaminating, or foreign substances that might add more ball grip.
8. Have player choose # 1 or 2, to determine starting server, and side, with the option to defer the choice to the opposing team
9. Handout starting server bands allowing the starting server the choice of game ball
10. Allow players to finish their warm up with the time remaining
11. Notify players when there is 60 seconds remaining
12. Notify the players at T-15 seconds. If you have line judges, ask if they are ready
13. At the start of the first game of the match, announce the names of the players to verify you have the correct scoresheet and ensure that the clipboard is pointing towards the serving team
14. At T-0, announce "Game #, is applicable, Time-In" and the score"0-0-2" to start the game

Appendix C - Standard Timeout Procedure

Besides the calling of the score, how we conduct the Timeout procedure is arguably the most visible thing we do.

What follows is a script that should be memorized so that it flows smoothly:

A rally has just ended. Complete your scoresheet notations.

"Timeout has been called by the receiving (or serving) team"

"One minute"

Start stopwatch.

Move to receiving (serving) team side of net and middle of the court.

"The score is six, four, one."

At centre court, record the Timeout in the appropriate box.

At 15 seconds remaining, say:

"Fifteen seconds!"

Move back to position and announce:

"Receiving team, you have one Timeout remaining. Serving team, you have two Timeouts remaining."

Check readiness of line judges (if applicable)

At T-0, clear stop watch, and say:

"Time in"

"Six, four, one"

Appendix D - Progressive Disciplinary Action

Verbal Warnings	Technical Warnings (TW)	Technical Fouls (TF)	Game Forfeits (GF)	Match Forfeits (MF) by Referee or TD	Ejection by TD only	Expulsion by TD only
<u>Single warning</u> to all players only for profanity violation	Objectionable language directed at person	* No TW previously issued	1 TW assessed & any TF listed in 13.G.2 (red italics)	Player fails to report for match 15 min after called	Flagrant & particularly injurious behaviour affecting tournament	From tournament venue
	Profanity (audible or visual)	<i>Aggressively or recklessly throwing paddle (not striking anything)</i>	After TF issued any other TW	NB: if match 1-15 or 1-21, 10 min after call. TD may permit longer	Using ethnic, religious, racial, sexist or homophobic slurs	TD discretion
	Aggressive arguing with official, player, spectator	<i>Extremely objectionable language or profanity</i>	Player fails to report 10 min after match called	2 TW + TF (red italics) or TF + TF	Injury through ball or paddle abuse	
	Ball abuse	<i>Threats or challenges to any person</i>	NB: matches with 1-15 or 1-21 = MF	Refusal to wear starting server ID	Spitting or coughing on person	
	Disrupting flow of game	<i>Challenging referee rules interpretation & losing with no TO remaining</i>		IMMEDIATE MATCH FORFEIT	Not exhibiting best effort	
	Repeated appeals	<i>Extreme unsportsmanlike behaviour</i>		Deliberate, aggressive physical contact opponent, official, spectator		
	Challenging ref rules interpretation & losing = TW + loss of TO	<i>Requesting a MTO with no valid condition & no TO remaining</i>		Aggressively or recklessly striking ball or throwing paddle putting individual or property at risk		
	Request MTO not approved = TW + loss of TO	<i>Hitting/throwing ball not in play - hitting person</i>		TD MATCH FORFEIT		
	Minor actions unsportsmanlike behaviour, questioning line calls that are continually reversed			Failure to comply with tournament rules, improper conduct, abuse of hospitality, other rules & procedures		
	Receiving illegal coaching			Playing with a non approved paddle		Update 21-02-06

Appendix E - Typical Scoresheets

Event: _____

Team 1: _____


MTO ☐ MTO ☐

Match: _____

Court: _____

Referee: _____

Format: _____



Serve

	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

Timeout

TW/TF

TW/TF

Timeout

17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0	
17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0	
17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0	

Serve

MTO ☐ MTO ☐

Team 2: _____

Event: _____

Team 1: _____


MTO ☐ MTO ☐

Match: _____

Court: _____

Referee: _____

Format: _____



Timeout

TW/TF

Timeout

TW/TF

TW/TF

Timeout

21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0
----	----	----	----	----	----	----	----	----	----	----	----	---	---	---	---	---	---	---	---	---	---

Serve

MTO ☐ MTO ☐

Team 2: _____