



FIBA 3x3 Endorsed Event Organisation Checklist





3x3 Endorsed Event Checklist

General:

- Select date
- Select location (indoor/outdoor)
- Determine number of courts
- Determine entire time available for playing during dates
- Determine max. Capacity for registration
- Determine categories
- Register event via Event Maker (em.fiba3x3.com)
- Run teams & players' registration through play.fiba3x3.com
- Promotion of event
- Referees' needs and estimation based on number of courts and games.

Individual Contests/Entertainment/Other Activities

- Skills Challenge
- Shooting Contest
- Slam Dunk Contest
- Shoot-Out
- Gala Game
- Off-Court Entertainment



Location Set-Up:

- Welcome desk/Registration area
- 3x3 Supervisor desk (incl. Laptop with Wifi access)
- Speaker/DJ
- 3x3 Courts
- Buvette/Bar
- Food area
- LED/advertising

Volunteers:

- Welcome desk/Registration area
- 3x3 Supervisor desk (incl. Laptop with Wifi access)
- Speaker/DJ
- 3x3 Courts: Table Officials (Score sheet & Clock)
- Bar/Drink area
- Food area
- Photos/Filming



Equipment (general):

- Laptop with Wifi access
- Printer
- 3x3 Balls
- 3x3 Rules printed
- Schedule printed
- Scoresheets printed
- Playoff Bracket printed
- Prizes

Equipment (per court):

- Court Markings (15 meters x 11 meters)
- Court Signage
- Table with two chairs for scorekeepers
- Additional two chairs for substitute players
- Two 3x3 Balls
- Gameclock/Scoreboard
- If a Gameclock is not available:
Tablet/Phone with [3x3 Scores](#) Web app
- 3x3 Rules printed
- Scoresheets
- Schedule
- Coin
- Pen



Contact us at help@fiba3x3.com

