

Penalty Form - Time Violations

Date: _____

	P		D
	<div style="border: 1px solid black; width: 40px; height: 40px; display: inline-block;"></div>	v.	<div style="border: 1px solid black; width: 40px; height: 40px; display: inline-block;"></div>
Round:	1	2	3 4 5

Competition Location:

- Coastal (Conway)
 Midlands (Lexington)
 Piedmont (Greenville)
 Lowcountry (N. Charleston)
 Midlands (USC)
 State

COMPLETED BY PRESIDING JUDGE

Instructions for Presiding Judge: At the end of the round, collect the timesheets from the timekeepers. If there were any time violations reported throughout the trial and recorded on the presiding judge tip sheet, complete this portion of the form.

P	15 Seconds or More
Opening	
P/P Case	
D Case	
Closing	

D	15 Seconds or More
Opening	
P/P Case	
D Case	
Closing	

Time Penalties (see Rule 4.6 on Back)

- 1 to 14 seconds 0 points
- 15 to 30 seconds (*without extension from presiding judge*) 1 - 2 points
- 31 to 60 seconds 3 - 4 points
- Over 60 seconds 5 - 10 points

The presiding judge and scoring judges must sign this form at the end of the round.

Check One that Applies:

- If the presiding judge determined that a time violation occurred, we certify that we have each entered a penalty in the Time Penalty Box in accordance with the rulings of the presiding judge.
 No time penalties were assessed or penalized.

Presiding Judge – Printed	Presiding Judge – Signature	() Presiding Judge – Cell Phone Number
Scoring Judge #1 – Printed	Scoring Judge #1 - Signature	
Scoring Judge #2 – Printed	Scoring Judge #1 - Signature	
Scoring Judge #3 – Printed	Scoring Judge #3 - Signature	

4.6 Timekeeping and Time Limits

Each team is required to provide a student who will serve as the official timekeeper for that team and will use timekeeping aids. The name of the timekeeper shall be noted on the Team Roster Form. A different timekeeper may be used for each round. An attorney or witness may also serve as timekeeper as long as they are not serving in another capacity during that particular round. Bailiffs may also serve as a timekeeper.

The SC Bar will provide time cards, [timesheets](#), scratch paper, pencils, and clipboards on competition day. Teams are responsible for bringing two stopwatches: one to track time for the Prosecution/Plaintiff side and one to track time for the Defense side. Cell phones are not to be used as stopwatches. The Prosecution/Plaintiff timekeeper will be the official timekeeper of the two timekeepers provided between the two teams. Timekeepers are responsible for fairly and accurately keeping and reporting the time during the trial presentation.

The time limits for the phases of the trial are:

Opening Statements	5 minutes per side
Direct Examinations (re-directs are optional)	25 minutes total per side
Cross Examinations (re-crosses are optional)	20 minutes total per side
Closing Arguments	5 minutes per side

Time limits are mandatory and will be enforced. Timekeeping begins for each trial segment when the first word during that segment is spoken by the attorney. Time runs from the beginning of the opening statement, witness examination, or closing arguments until its conclusion. Time stops only for objections, questioning from the presiding judge, or administering the oath. Time does not stop for the introduction of exhibits or for attorneys to confer with co-counsel.

Attorneys are permitted to ask the presiding judge how much time is remaining. If a speaker runs out of time, the speaker may request the presiding judge's permission to conclude his/her presentation. The presiding judge has sole discretion to grant a time extension up to 30 seconds. The extension may only be requested at the conclusion of their time. If such an extension is granted, no penalty shall be assessed unless the extension is exceeded. If time has expired and an attorney continues without permission from the presiding judge, the scoring judges shall impose a penalty in accordance with these rules. (See Rule 5.4: Completion of Scoresheets and Rule 6.3: Effect of Violation on Score.)

The presiding judge has the discretion to stop the clock for any reason.

Timekeepers may use only the official time cards provided by the SC Bar and no others. The timecards are provided in the following increments: 20:00, 15:00, 10:00, 5:00, 4:00, 3:00, 2:00, 1:00, :40, :20, STOP. Modification of intervals is not permitted.

Both timekeepers shall begin showing the timecards with the highest amount of time allotted for that phase of the trial (e.g., opening statements, direct examinations, cross examinations, or closing arguments) and continue to decrease the timecard intervals simultaneously as time is depleted. Timekeepers are not to start with a smaller timecard for each individual witness' direct or cross examination.

Example: When cross-examination begins, both timekeepers should start with the "20:00" time card. If the first cross-examining attorney uses 5 minutes (leaving 15 minutes remaining), both timekeepers should begin the cross-examination of the second witness by showing the "15:00" time card.

Timekeepers must be seated together. Timekeepers can request to be seated in a location where they can be viewed by the attorneys, but they must be seated with a sufficient distance from the scoring judges (either in front of the scoring judges or off to the side of the scoring judges). Timekeepers are to remain seated during the trial.

Timekeepers cannot verbalize, wave the time cards, use hand gestures, or use any other means to get an attorney's attention other than raising the SC Bar timecards quietly.

At the end of each phase of the trial (e.g., after both opening statements, at the end of each witness's examination (direct and cross), and at the end of the closing arguments), timekeepers will record and confer with one another on the total amount of time used by both sides. If there is more than a 15 second time discrepancy between the teams' timekeepers, the timekeepers must notify the presiding judge of the discrepancy at that moment. The presiding judge will rule on the discrepancy immediately. After a time discrepancy ruling, the timekeepers will synchronize their stopwatches accordingly and the trial will continue.

Any discrepancies between timekeepers less than 15 seconds will not be considered. No time disputes will be entertained after the trial concludes. The decisions of the presiding judge regarding the resolution of time discrepancies are final.

Timekeepers may not communicate with any team members, coaches, or visitors during the recess.

Signed timesheets are turned in at the end of each round to the presiding judge.