**Checklist of Items to Take to AGQBA Regional Tournaments**

**(Revised November 2023)**

* **Five to twelve eligible players**.All team membersmust meet the AAA rules for competition.

* **Tournament Registration Signature Form** with team member names typed in. Students will sign this form during registration. (This form will be sent to the site host two weeks prior to the tournament.) Only those players whose names are listed on this form may play at regional tournaments and any subsequent AGQBA-sponsored (state or finals) tournaments. You may list students who are unavailable for regionals but who could play if the team advances to the next level as long as the total number of players does not exceed twelve. No students may be substituted, added, or removed after the list is submitted at the regional level.
* Copy of **AAA Certificate** filled out verifying eligibility of all player names who are listed on the registration signature form and with the proper signatures **(must have to compete**). (This form will be sent to the site host two weeks prior to the tournament.)
* **Buzzer set-** in good working order. If your team does not have a buzzer system, contact the tournament host **immediately** and let them know you will not be bringing buzzers. Please also bring an extension cord. It is also a good idea to have your equipment labeled with your school name.
* Copy of the most recent AGQBA **Rules of Competition.**
* **Name signs** for each player. The team captain should be clearly marked. Your school name needs to be displayed also, either on the team member name signs or on a separate sign.
* Several **score sheets, challenge forms, scratch paper, and pencils** for your team’s use.
* One **adult** to be a **judge**. **This is required.**Judges should be a high school graduate with a basic knowledge of AGQBA. Judges should be familiar with the guidelines in the AGQBA handbook. They will **not** be judging your team. **It is your responsibility** to let them know they will not be able to see your team complete until possibly at the championship game. (Judges are typically not required at invitationals.)

* One student or adult to be a **scorekeeper.** Scorekeepers may be team members, but they will not be allowed to compete in the game(s) for which they are score keeping. They should be familiar with the AGQBA score sheets and format of the games.

* **Reference materials** for any challenges. Your team is responsible for bringing any resources you may choose to use. Physical challenge materials must be in the competition room and brought in by the team wanting to use them. Only recognized up-to-date materials such as almanacs, encyclopedias, fact finders, textbooks, dictionaries or anthologies (either book or CD format) may be used for proving challenges. Lists and other preparatory materials by quiz bowl companies or other sources are **not** acceptable reference materials. **Sources requiring an internet connection may be used, but accessibility is limited in some areas. Verify with your host the internet use status. See Section 5 in the Official AGQBA Rules about Challenges and materials for all specifics.**
* Several copies of your **team roster** to give to the All-Tournament Team scorekeeper.
* Any other items requested by your site host.

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**NOTE**: Failure to have a Typed Registration Form, a Filled out AAA form, a working buzzer set, and a judge can result in penalties or warnings as spelled out in the AGQBA Rules.

WHEN IN DOUBT ABOUT ANY ITEM YOU NEED TO BRING TO OFFICIAL AGQBA TOURNAMENTS, CONTACT YOUR TOURNAMENT DIRECTOR/HOST OR YOUR AGQBA BOARD REPRESENTATIVE.