



# SEPAK TAKRAW ASSOCIATION OF CANADA

*1280 Cameron Street      Regina, SK      S4T 2T1      Canada*  
*Phone/Fax: (306) 584-8778      Email: [stac@takrawcanada.com](mailto:stac@takrawcanada.com)*  
*Web Site: [www.takrawcanada.com](http://www.takrawcanada.com)*

## SEPAK TAKRAW OFFICIALS DEVELOPMENT PROGRAM, Appendix 1

### Sepak Takraw Officials Log Sheet:

DATE mm/dd/yy	PROGRAM, LEAGUE OR TOURNAMENT NAME	CITY/TOWN	P R O V	1 Official OR 2 Officials	DIVISION: Children, 6-10 Youth, 11-14 Junior, 15-18 Senior, 19-40 Masters, > 40	NUMBER OF “BEST OF 3” MATCHES OFFICIATED	NUMBER OF “MODIFIED” MATCHES OFFICIATED
<b>PLEASE INDICATE BELOW MATCHES THAT WERE SUPERVISED &amp; EVALUATED:</b>							
<b>INDICATE BELOW INFO. OF ANY OFFICIATING COURSE, CLINIC OR OTHER P.D. PARTICIPATED IN:</b>							
<b>OFFICIAL'S NAME:</b>		<b>CITY:</b>		<b>PHONE:</b>			

# SEPAK TAKRAW OFFICIALS DEVELOPMENT PROGRAM, Appendix 2

## Expense Reimbursement Form

NAME		ADDRESS		DATE	
CITY/PROV.		CODE	PHONE		FAX
EMAIL ADDRESS					
VOLUNTEER _____ OFFICIAL _____ TOC _____ CLINICIAN _____ STAFF _____ EXECUTIVE _____ PLAYER _____					
<b>EVENT NAME(S) / PURPOSE OF CLAIM:</b> _____					
<b>MEALS: VOLUNTEERS, TOC, OFFICIALS, CLINICIAN</b>					
	IN PROVINCE	OUT OF PROVINCE	# OF DAYS	DATES	TOTAL
BREAKFAST	\$7.00	\$8.00			\$
LUNCH	\$7.00	\$8.00			\$
SUPPER	\$7.00	\$8.00			\$
	(\$21.00/day)	(\$24.00/day)		<b>TOTAL</b>	\$
<b>MEALS: STAFF / EXECUTIVE</b>					
	IN PROVINCE	OUT OF PROVINCE	# OF DAYS	DATES	TOTAL
BREAKFAST	\$9.00	\$10.00			\$
LUNCH	\$9.00	\$10.00			\$
SUPPER	\$9.00	\$10.00			\$
	(\$27.00/day)	(\$30.00/day)		<b>TOTAL</b>	\$
<b>TRAVEL – MILEAGE:</b>	KM. X \$0.25/KM = _____		PARKING: _____		OTHER ( _____ ): _____
<b>ACCOMMODATIONS:</b>	# NIGHTS X _____ = _____				\$
<b>TELEPHONE:</b>	ATTACH DOCUMENTATION				\$
<b>OFF. LEVEL (circle):</b>	<b>OFFICIATING MATCHES FEES:</b>				
2 3 4 5 6	CHILDREN, 1 Ref, <b>\$5.00 / \$6.00</b> per match X _____ =				\$
2 3 4 5 6	YOUTH – Modified, 1 Official, <b>\$6.00 / \$6.50 / \$7.00 / \$7.50 / \$8.00</b> per match X _____ =				\$
2 3 4 5 6	YOUTH – Best of 3, 1 Official, <b>\$7.00 / \$7.50 / \$8.00 / \$8.50 / \$9.00</b> per match X _____ =				\$
2 3 4 5 6	YOUTH – Best of 3, 2 Officials, <b>\$6.50 / \$7.00 / \$7.50 / \$8.00 / \$8.50</b> per match X _____ =				\$
3 4 5 6	JUNIOR – Best of 3, 1 Official, <b>\$8.50 / \$9.00 / \$9.50 / \$10.00</b> per match X _____ =				\$
3 4 5 6	JUNIOR – Best of 3, 2 Officials, <b>\$8.00 / \$8.50 / \$9.00 / \$9.50</b> per match X _____ =				\$
3 4 5 6	SR./MASTERS – Best of 3, 1 Official, <b>\$9.50 / \$10.00 / \$10.50 / \$11.00</b> per match X _____ =				\$
3 4 5 6	SR./MASTERS – Best of 3, 2 Officials, <b>\$9.00 / \$9.50 / \$10.00 / \$10.50</b> per match X _____ =				\$
<b>TOURNAMENT OFFICIALS ASSIGNOR</b>	\$50.00/HALF DAY or \$100/DAY (8 Evaluations or 2 per official)				\$
<b>LAYMAN / PROV. COACH CLINICIAN FEES:</b>	\$24.00 / \$45.00 PER HOUR (minimum) \$60.00 / \$117.00 for HALF DAY \$102.00 / \$195.00 for FULL DAY (maximum)				\$
<b>PROVINCIAL EVENT COORDINATOR:</b>	\$75.00/DAY				\$
<b>OFFICIAL GAME DEMO.</b>	\$10.00/PLAYER per match X _____ =				\$
<b>OTHER:</b>	ATTACH DOCUMENTATION				\$
SIGNATURE: _____			DATE: _____		TOTAL CLAIM \$ _____
IF OFFICIAL, ASSIGNOR'S SIGNATURE: _____					DATE: _____

**SUBMIT EXPENSE REIMBURSEMENT FORM TO:**

The local Sepak Takraw Club/PSGB Office



**If no Local office is present, then to:**

Sepak Takraw Association of Canada  
Administration & Finance  
1280 Cameron Street Regina, SK S4T 2T1  
Phone/Fax: 306-584-8778  
Email: stac@TakrawCanada.com

# SEPAK TAKRAW OFFICIALS DEVELOPMENT PROGRAM, Appendix 3

## Payment Record of Officials for STAC Sanctioned Events



**Submit Payment Records to:**  
The Local Sepak Takraw Club/PSGB Office

**OR, if this does not currently exist, then to:**  
STAC, Officials Development Program  
1280 Cameron Street Regina, SK S4T 2T1  
Email: [stac@TakrawCanada.com](mailto:stac@TakrawCanada.com)  
Phone/Fax: 306-584-8778

**Age Division of Event:** \_\_\_ Children (6–10); \_\_\_ Youth (11–14); \_\_\_ Junior (15–18); \_\_\_ Sr./Masters (19 & up)

**Name of Event:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Assignor:** \_\_\_\_\_ **Submitted by:** \_\_\_\_\_

First & Last Name of Official	Level (1-6)	# of Modified Youth Matches 1 STAC Official	# of Best of 3 Matches 1 STAC Official	# of Best of 3 Matches 2 STAC Officials	Total Officiating Pay	Travel Hotel	Food Assign	Total Overall Pay	Local Org. OR STAC Chq #
				Subtotals					
<b>Total Payment</b>									

Invoice #: \_\_\_\_\_



# SEPAK TAKRAW ASSOCIATION OF CANADA

1280 Cameron Street Regina, SK S4T 2T1 Canada  
Phone/Fax: (306) 584-8778 Email: stac@takrawcanada.com  
Web Site: www.takrawcanada.com

## SEPAK TAKRAW OFFICIALS DEVELOPMENT PROGRAM, Appendix 4 SEPAK TAKRAW OFFICIALS EVALUATION SHEET

Evaluator Name: \_\_\_\_\_ City: \_\_\_\_\_ Ph: \_\_\_\_\_

Official's Name: \_\_\_\_\_ City: \_\_\_\_\_ Ph: \_\_\_\_\_

Current STAC Referee Level: \_\_\_\_\_ (Novice / Local B / Local A / Provincial / National / Int'l.)

Name of Event: \_\_\_\_\_ Local Supervisor: \_\_\_\_\_

Event Age Division(s): \_\_\_\_\_ Gender: ( ) Male ( ) Female ( ) Coed

	Observance of Officials Tasks	Yes	Not Always	No
1	The Official dresses appropriately (STAC Officials Jersey & black slacks or similar)?			
2	The Official controls the warm-up time?			
3	The Official makes sure all court officials are ready before the match begins?			
4	The Official observes the positioning of players during the serve?			
5	The Official verbalizes "POINT" when a point is scored by one side?			
6	The Official uses a strong loud voice when verbalizing points awarded?			
7	The Official points to, and/or verbalizes team name that scored the point?			
8	The Official waits for the teams to get into position prior to announcing the score?			
9	The Official sees and calls all the faults during games as they occur?			
10	The Official easily manages filling in the score sheet as the play progresses?			
11	The Official promptly and clearly advises 1 minute "time-out" when requested?			
12	The Official, after each set, directs the players to the baseline?			
13	The Official, after each "time-out", directs the players to the baseline?			
14	The Official controls the match with confidence?			
15	The Official keeps the match moving forward at a good pace?			
16	The Official, after the match, announces the score of each set and the winner?			
17	The Official directs players to "shake hands" at the end of the match?			
18	The Official treats the players with dignity and respect?			
19	The Official makes "Fault" calls immediately and confidently with loud voice?			
20	The Official called all the Faults that occurred as far as could be observed?			

Evaluator's impressions/comments about this Official's performance during the match:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Evaluator Signature

\_\_\_\_\_  
Local Supervisor Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
mm dd yyyy