

4-Person Mechanics Cheat Sheet

Updated August 2023, H. Williams

SITUATION	REFEREE (R)	LINE JUDGE (LJ)	FIELD JUDGE (FJ)	BACK JUDGE (BJ)	DOWN BOX
Pregame (On Field)	Check player equipment, Meet coaches and captains	Check player equipment, Meet coaches and captains	Check player equipment, Meet coaches and captains	Examine field equipment; prepare stopwatch for game	Check-in players
Timing	25 second clock; 1-minute timeouts			All other timing	
Coin Toss (3 min)	Lead captains' meeting and administer toss	Record result of the coin toss and the options selected	Record result of the coin toss and the options selected	Record result of the coin toss and the options selected	Record result of the coin toss and the options selected
Counting	Offense Belts	Offense Belts	Defense Belts	Defense Belts	
Initial Position	7 yards behind and 7 yards outside the deepest back, opposite the LJ	In the neutral zone 2 steps from the sideline out-of-bounds, opposite the FJ	10 yards downfield on the sideline opposite the LJ; at the line-to-gain on 3rd and 4th if necessary	20 yards downfield and 15 yards from the sideline, opposite the FJ, on the hash	At the zone line-to-gain at least 6 feet from the sideline on LJ sideline
Between Plays	- Set ball spotters - Blow Ready for Play - Start play clock - Hustle to initial position - Check with other officials for down - Indicate "open" or "closed" in CoRec - Announce down and distance - Count flag belts	- Mark forward progress - Raise arm and indicate next down - Chop in referee - Indicate "open" or "closed" in CoRec - Retreat to initial position on sideline - Count flag belts	- Mark forward progress (if necessary) - Raise arm and indicate next down - Indicate "open" or "closed" in CoRec - Chop in line judge (if necessary) - Retreat to initial position on sideline - Count flag belts	- Mark forward progress - Raise arm and indicate next down - Chop in referee - Indicate "open" or "closed" in CoRec - Retreat to initial position - Count flag belts	- Update downbox to the current down - Move to new line-to-gain if first down after ready for play has been blown
Pre-Snap Keys	Player in position to receive snap and blockers in backfield	Snapper and blockers in immediate vicinity of snapper	All wide receivers on FJ side of snapper	All wide receivers on BJ side of snapper	

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After the Snap	1. Snap 2. Ball 3. QB 4. Rush 5. Pass	1. Snap 2. Keys 3. Zone 4. Ball	1. Snap 2. Keys 3. Zone 4. Ball	1. Snap 2. Keys 3. Zone 4. Ball	
Line-to-Gain Coverage on 3rd and 4th Downs	Normal mechanics	LOS > 3yd from LTG: Normal Mechanics LOS ≤ 3yd from LTG: Hustle to LTG immediately following the snap, do not leave until the ball clears the LTG	14 > LOS > 3yd from LTG: Initial position is the line to gain, hold position until ball clears LOS > 14yd to LTG: Normal mechanics; stop at the line-to-gain in coverage LOS < 3yd from LTG: Normal mechanics	Normal mechanics	Normal mechanics
Reverse Goal Line Mechanics	0-10 yd line: Straddle the end line	0-10 yd line: Retreat to goal line at the snap	0-10 yd line: Expand coverage area to help LJ	Normal mechanics	Normal mechanics
Goal Line In and Try Attempts	Normal mechanics	>5 yd line: Normal	>14 yd line: Normal mechanics	>14 yd line: Normal mechanics	Normal mechanics
		0-5 yd line: Go immediately to the goal line after the snap; Communicate with FJ and BJ on close calls	0-14 yd line: Initial position is on the goal line; Communicate with FJ and BJ on close calls	0-14 yd line: Start and stay on endline; Communicate with FJ and BJ on close calls/corners	
Change of Possession (Reverse Mech)	Role of BJ Stay ahead of play A Goal Line	Role of FJ Stay ahead of play	Role of LJ Stay with ball Has all spots	Role of R Stay behind play B Goal Line, Grab pucks for R if necessary	Normal mechanics

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Punt	1. Ask A if they'll play or punt on 4th down; 2. Alert B of decision; 3. Reverse mechanics once punt is caught 4. Follow kicked ball and chop in wing official if out-of bounds;	1. Hold initial position until the ball is kicked; 2. Reverse mechanics once punt is caught 3. Responsible for ball out of bounds on sideline;	1. Initial position is on the sideline 5 yards in front of the deepest receiver; 2. Reverse mechanics once punt is caught 3. Responsible for ball out of bounds on sideline;	1. Initial position is 3 yards deeper and 8 yards wide of the deepest receiver, or on goal line 2. Reverse mechanics once punt is caught 3. Drop bean bag at the spot where the kick ends	Normal mechanics
Penalties	1. Get information 2. Preliminary signal 3. Give captain options 4. Walk off penalty 5. Announce penalty and indicate down	If it is your flag, communicate with R and walk off penalty in advance of the R; If not your flag, cover the end of the run and walk off penalty as a triple-check after R	If it is your flag, communicate with R and walk off penalty in advance of the R; If not your flag, cover the end of the run/flag and walk off penalty as a triple-check after R	If it is your flag, communicate with R; If not your flag, cover the flag until the R has talked to the captain; In either case, double-check enforcement	Stay at current location until penalty is administered and ready for play is blown; Double-check enforcement
After Score	Wait for belt pull before signaling touchdown; Ask scoring team if they want a 1, 2, or 3 point try	Remove flag belt if nearest official and alert the R after removal	Remove flag belt if nearest official and alert the R after removal	Remove flag belt if nearest official and alert the R after removal	Indicate on down box whether the try will be for 1, 2, or 3 points and move to the goal line