

Trivia Night Run of Show

The night in order, and who does what



WHEN	WHAT HAPPENS
Doors open	Check-in, mulligan sales, table tents out
Welcome	Emcee reads the house rules and thanks sponsors
Rounds 1–4	Read 10 questions; teams write answers; runners collect
Break	Scores posted; mulligan sales reopen
Rounds 5–7	Same as before; post scores after each round
Final round	No mulligans allowed
Tie-breaker	Only if needed: closest guess wins
Results	Awards, thank-yous, cash box counted by two people

VOLUNTEERS

ROLE	JOB	NAME
Emcee	Reads the rules, the questions and the scores; thanks sponsors.	
Check-in and cashier	Checks teams in, sells mulligans, keeps the cash box.	
Runners	Collect each round's answer sheets and carry them to the scorers.	
Scorers	Mark sheets against the answer key and fill in the scoreboard.	
Judge	Settles disputes and checks each team stays within the mulligan cap; decisions are final.	
Setup and cleanup	Tables, table tents, signs, supplies, and the room after.	

A mulligan is a sticker a team places on one answer line before the runner collects the sheet; the scorer counts that answer as correct. Each team may use up to 5 all night. Mulligans cannot be used in the final round or on a tie-breaker. If teams tie on points, each writes one number for a tie-breaker question; the guess closest to the answer, over or under, places higher. If two guesses are equally close, ask the next tie-breaker. Places without a prize may simply be shared.

Team Answer Sheet

One sheet per team per round; runners collect it when time is called



TEAM NAME	TABLE	ROUND
		MULLIGAN
1		☐
2		☐
3		☐
4		☐
5		☐
6		☐
7		☐
8		☐
9		☐
10		☐

Master Scoreboard

Scorers fill in each round; it is also the backup if a laptop fails

[illegible]

Mulligan Tickets

Cut apart; a team sticks one on an answer line before the sheet is collected



Sell mulligans as one bundle of 5 per team, at check-in or until the final round. The scorer notes each team's stickers on the scoreboard; the judge checks no team uses more than 5. Unused tickets are simply not used.

MULLIGAN One answer counts as correct. Not in the final round or tie-breaker. TABLE	MULLIGAN One answer counts as correct. Not in the final round or tie-breaker. TABLE	MULLIGAN One answer counts as correct. Not in the final round or tie-breaker. TABLE	MULLIGAN One answer counts as correct. Not in the final round or tie-breaker. TABLE
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Sample Round & Answer Key

One 10-question round to try the format; fold the answer key under before reading



This starter includes one 10-question sample round. A full night of 8 rounds needs about 80 questions plus two or three tie-breakers: write your own or use a question pack.

NO.	QUESTION
1	What is the largest planet in our solar system?
2	How many sides does a hexagon have?
3	Which gas do plants take in from the air to make food by photosynthesis?
4	Which is the largest ocean on Earth?
5	What is the capital city of Canada?
6	Under the official rules of adult soccer, how many players can one team have on the field at a time, including the goalkeeper?
7	At how many degrees Fahrenheit does pure water freeze at sea level?
8	Which planet is known as the Red Planet?
9	What is the chemical symbol for gold?
10	In which country are the ancient pyramids of Giza?

Tie-breakers, asked in order only while teams are still tied: 1. How many keys are on a standard modern piano? 2. How many bones does a typical adult human body have? 3. In what year did people first walk on the Moon? Each tied team writes one number; the closest guess places higher.

ANSWER KEY

1. Jupiter 2. 6 3. Carbon dioxide (CO₂) 4. Pacific Ocean 5. Ottawa 6. 11 7. 32 8. Mars 9. Au 10. Egypt Tie-breakers: 1. 88 2. 206 3. 1969

This kit runs the night: registration, rules, scoring and the cash box. It does not include raffle or 50/50 tickets, and it gives no tax, permit or alcohol advice. Check your school or organization's own rules for fundraisers.