

SWISS QUEST TOURNAMENT ORGANIZATION MANUAL

NOVEMBER 2025 EDITION



**SWISS
BASKETBALL**

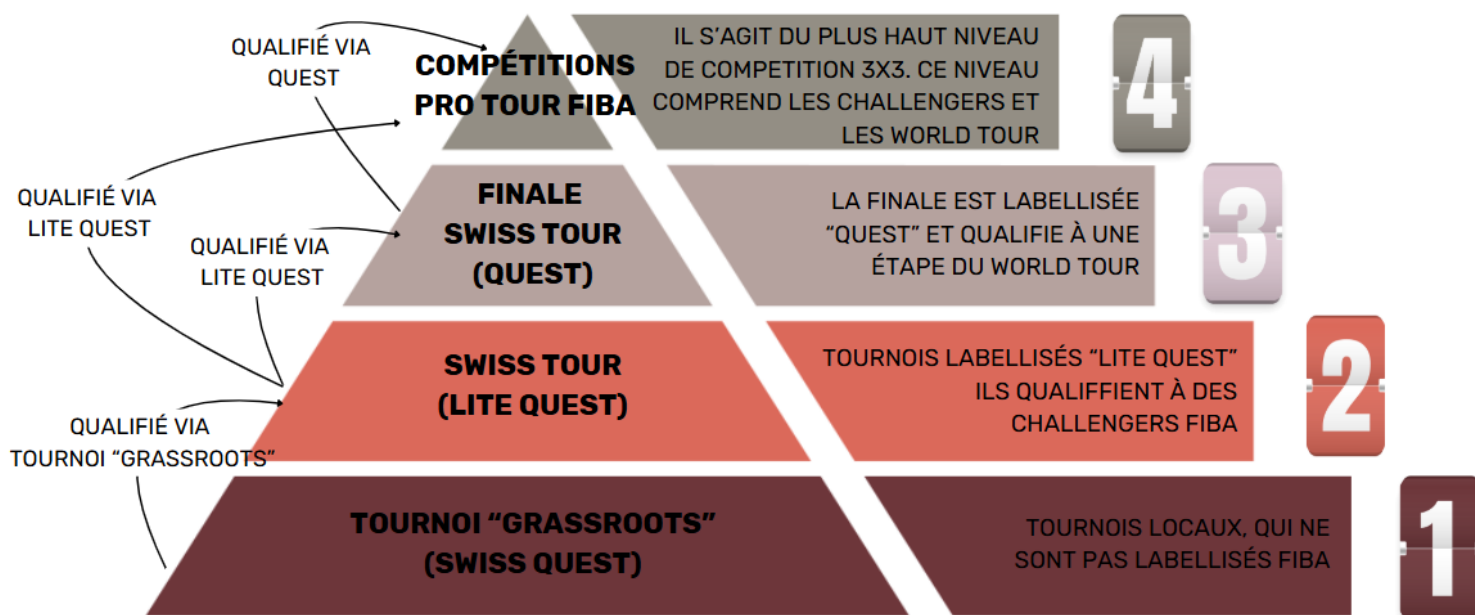
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1 OVERVIEW

Swiss Quest is a local tournament certified by Swiss Basketball (SWB) that is part of the Swiss Tour 3x3 qualification pyramid. It offers participating teams a chance to qualify for an official stage of the Swiss Tour.

Swiss Quests are accessible events, organized independently by a club, city, or local organization, with a simplified framework and fewer logistical constraints than the Swiss Tour stages.



1.1 SWISS QUEST CONTRIBUTION

To organize a Swiss Quest-labeled tournament, the organizer must pay a contribution of CHF 1,000 to Swiss Basketball.

This amount covers:

- the awarding of the official "Swiss Quest" label;
- the creation of a personalized communication kit (see point 6.1 – "official visuals");
- the costs associated with assigning official referees for the day of the tournament.

Payment must be made upon signing the contract and no later than 4 weeks before the event. No tournament will be validated without receipt of payment.

2 ORGANIZATION CONDITIONS

2.1 APPLICATION AND LABEL

- The application must be submitted to SWB before **January 15**.
- It must include a description of the event and the contact details of the person in charge.
- The signing of an official contract is mandatory.

3 EVENT DESCRIPTION

- The tournament is played over one day.
- A minimum of 8 teams must be guaranteed by the organizer.
- The organizer is free to set the registration fees for participating teams. However, Swiss Basketball accepts no responsibility for the number of teams registered. The organizer must guarantee a minimum of 8 participating teams. Failure to do so will result in penalties as set out in the current regulations (see Chapter 9 – Penalties & Fines).
- Teams must be named after a city.
- Competitive formats:
 - 8 teams → 2 groups of 4 → semi-finals & final
 - 12 teams → 4 groups of 3 → quarterfinals, semifinals, final
- To avoid delays, it is recommended that 25-minute match slots be scheduled on Event Maker.

3.1 SWISS TOUR QUALIFYING PLACES & CONFIRMATION

3.1.1 Allocation of places

- Swiss Basketball (SWB) guarantees a minimum of two (2) qualifying places for a single stage of the Swiss Tour linked to the Swiss Quest in question.
- Depending on the needs and availability of the Swiss Tour stage, the 3rd place team may also qualify (confirmation by SWB).

3.1.2 Contact and confirmation process

- The organizer is responsible for sending the winners' contact details to SWB within 48 hours of the end of the tournament.
- Teams have seven calendar days from the first contact from SWB to confirm or decline their participation in the assigned Swiss Tour stage.

4 MINIMUM INFRASTRUCTURE

4.1 COURT & BASKET

The organizer must provide a court with official 3x3 dimensions, i.e., 15m x 11m, either indoors or outdoors.

- The use of an official court is recommended but not mandatory.
 - The court must have the correct markings: a complete half-court with a full 3-point line.
 - If the tournament takes place in an unmarked hall, the LOC must provide temporary markings (tape, washable paint, etc.).
- The use of an official basket is also recommended, but a standard basket is acceptable.

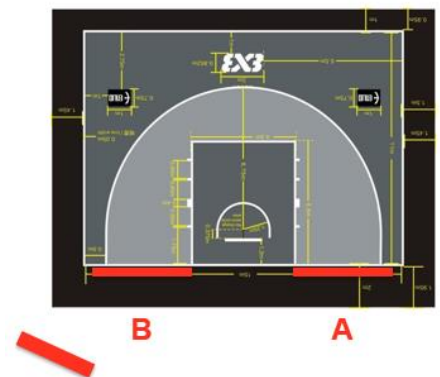
As part of its partnership with SWB, a court and/or basket may be made available to the organizer free of charge, provided that this equipment is available and that the following points are strictly adhered to:

- The assembly and delivery of the court and/or basket must be carried out exclusively by SWB's partner service providers and at the organizer's expense.
- The organizer must ensure the supervision and security of the court and/or basket, day and night.
- A copy of the civil liability insurance covering the equipment must be attached to the contract.

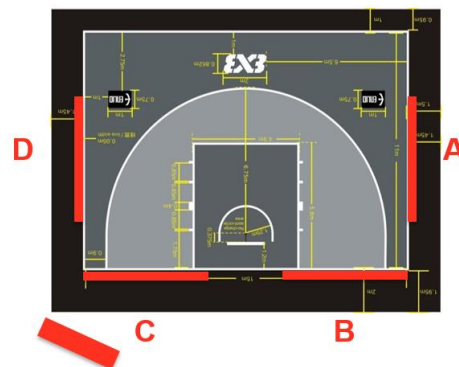
4.2 LED & GIANT SCREEN

SWB offers organizers an optional extra, negotiated on favorable terms with its official service provider. This includes the installation of LED advertising around the court and a giant screen for displaying the score, offering both greater visibility for partners and sponsors and enhancing the quality of the tournament.

- **Option 6 LED**
 - 6 advertising LED modules (2 × 4.8 m = 9.6 linear meters)
 - LED format: A, B = 2x 3pcs 768px x 144px
 - 1 giant scoreboard (4 m × 2.5 m = 9 m²)
 - Scoreboard set-up with small screen for players
 - Price: CHF 3,110 (+ CHF 300–500 for German-speaking area)



- **Option 16 LEDs**
 - 16 LED advertising modules (4 × 6.4 m = 25.6 linear m)
 - LED format: A, B, C, D - 4 pcs 1024px x 144px)
 - 1 giant scoreboard (4 m × 2.5 m = 9 m²)
 - Set-up of the scoreboard with small screen for players
 - Price: CHF 6,390 (+ CHF 300–500 for German-speaking area)



4.3 OFFICIAL BALLS

- The use of official FIBA 3x3 Wilson balls is recommended
- A minimum stock of 3 balls (2 for warm-up, 1 for the match) is recommended.

4.4 SUBSTITUTE AREA

- Two seats must be set up at the edge of the court, near the scoring table, to accommodate the 4th player from each team.
- Any other people accompanying the team must remain outside the playing area.

4.5 SCORING TABLE

- A scoring table must be set up in a corner of the court, with three separate spaces for the officials.
- A nearby power supply is required.
- A computer must be provided for keeping score on the scoring app.
- To ensure comfort and legibility of the equipment, the installation of a sunshade or tent to protect officials and electronic equipment is also recommended.

4.5.1 Score display

A clear and visible score display system for players (manual board, slate, TV, etc.) must be provided if the organizer does not choose one of the options described in point 4.2.

4.6 BASIC SOUND SYSTEM

The use of a microphone and a small sound system is recommended to announce matches and provide basic entertainment.

5 REFEREES & OFFICIALS

5.1 REFEREES

- Swiss Basketball appoints and pays four official 3x3 referees.
- Uniforms are provided by SWB.
- The organizer must provide them with water during the day and lunch.

5.2 OFFICIALS

- The LOC is responsible for appointing four table officials for the day, assigned to the following positions:
 - Scoresheet
 - 12-second management
 - Scoring via Event Maker (computer)
- These roles are essential to the smooth running of the tournament. It is therefore imperative to call on trained and experienced individuals.

SWB has a pool of competent and committed 3x3 table officials. Upon request, SWB can request their presence. They are not paid, but lunch and travel expenses must be covered by the organizer.

5.3 COORDINATION MEETINGS

SWB organizes two coordination meetings with the organizer: the first two months before the event and the second during the week before the tournament. The organizer's participation is mandatory.

6 COMMUNICATION & VISIBILITY

6.1 OFFICIAL VISUALS

Once the contract between the organizer and SWB has been signed, a personalized visual kit is prepared, including:

- 1 A4 poster (PDF)
- 3 digital visuals (formats 16/9, 9/16, 4/5)
- 1 visual for urban display (PDF)

These visuals reflect the official visual identity of Swiss Quest. The organizer is free to distribute them on their own channels or adapt them with their local sponsors, provided they comply with the graphic charter provided by SWB.

6.2 COMMUNICATION

- Swiss Basketball: national promotion (website, social media, newsletter, mailing).
- The organizer: local communication (posters, social media, regional media).

6.2.1 Editorial content for SWB

In the week following the event, the organizer must send Swiss Basketball:

- A short text (5–10 lines) summarizing the event (atmosphere, winners, anecdotes, etc.)
- A selection of 10 to 15 royalty-free HD photos that best illustrate the tournament (matches, atmosphere, entertainment, audience, etc.)

This content will be published in the 3x3 section of the official Swiss Basketball website: [swiss.basketball/3x3](https://www.swiss.basketball/3x3)

6.3 MULTIMEDIA CONTENT

6.3.1 Photographs & videos

The organizer is responsible for hiring its own photographers and/or videographers to cover the event. This content may be used freely by the organizer for its communication channels (social media, website, etc.).

6.4 OFFICIAL NAME OF THE EVENT

The official name must include the words "Swiss Quest" followed by the host city/organizer. Examples:

- *Swiss Quest Lausanne 3x3*
- *Swiss Quest KTC Biel*

6.5 PLAYER UNIFORMS

SWB does not provide any official uniforms for Swiss Quest stages. This is therefore an opportunity for the organizer to offer personalized jerseys in their colors or with their local partners to generate visibility.

If jerseys are not provided, the organizer must require each team to wear one light-colored and one dark-colored uniform to avoid conflicts and ensure that the games run smoothly.

6.6 RED BULL PARTNERSHIP

As part of the official partnership between Swiss Basketball and Red Bull for 3x3, Red Bull visibility is mandatory at every Swiss Quest-labeled event.

Two configurations are possible:

- a) Full set-up: When the stage is part of a Swiss Tour, the existing Red Bull set-up (sunshades, tables, car, refrigerators, etc.) must be maintained for the Swiss Quest event.
- b) Reduced set-up: When the stage is organized independently, a Red Bull visibility kit (stickers, cans, etc.) is sent to the organizer and must be installed in accordance with the instructions received.

The organizer agrees to comply with all Red Bull partnership requirements, as defined in the "Red Bull Partnership" appendix attached to this manual.

6.6.1 Co-branding and exclusivity rules

The Red Bull partnership enjoys exclusivity in the "energy drinks" category. Consequently, the organizer is not authorized to collaborate with or display the visibility of a competing brand in this category (on site, in print/digital media, on clothing, in refreshment areas, in prizes, etc.).

7 ENTERTAINMENT

7.1 ADDITIONAL ACTIVITIES

- The organizer is free to offer additional entertainment at the tournament (food trucks, DJs, contests, etc.).

7.2 PRIZE GIVING

- The organizer is free to decide whether or not to offer prize money.
- Swiss Basketball provides the organizer with a Winner Ticket for the winning team, as a symbol of their qualification for a stage of the Swiss Tour. The organizer must use it for the official photo of the winners and then return it to Swiss Basketball after the stage.
- The organizer is free to award other prizes to the winners and/or finalists.

8 3X3 LICENSES

Participation in a Swiss Quest is reserved for players who hold a valid Swiss Basketball 3x3 license. Without these licenses, no official referee can be appointed and the tournament cannot be labeled Swiss Quest.

8.1 GENERAL RULES

- The 3x3 license is independent of the 5x5 license and is valid for the entire season.
- Each player must have a valid license at the time of the tournament.
- The organizer is required to mention the license requirement when announcing the tournament, on the FIBA 3x3 Play event page, and in all communications with teams.

8.2 LICENSE VERIFICATION

- SWB will send the organizer a list of licensed players the day before the event.
- On the day of the tournament, the organizer must check the licenses.
- If a player does not have a license, they can pay for it on site via TWINT (a QR code will be provided by SWB).
- The organizer is entitled to request proof of payment for the license before accepting the team into the tournament.

8.3 IN CASE OF NON-COMPLIANCE

- Any unlicensed player who has participated in the tournament will incur a fine of CHF 50 per player, payable by the organizer.
- The player concerned must rectify the situation within 10 days, failing which a suspension may be imposed.

9 PENALTIES AND FINES

Swiss Basketball attaches great importance to compliance with these specifications. Any serious or repeated breach may result in financial and/or disciplinary sanctions.

These breaches affect the structure and reputation of the Tour as a whole:

OFFENSE	SANCTION
Cancellation of a stage after signing the contract and before the official publication of the calendar	CHF 500
Cancellation of a stage after official publication of the calendar (including cancellation of the tournament due to fewer than 6 teams participating).	CHF 1,000
Fewer than 8 teams present at the tournament	CHF 250 per missing team (max. CHF 500)
Field left in poor condition or not tidied up properly after the event	Minimum CHF 500
Official Swiss Basketball equipment damaged (court, basket, etc.)	Repair costs + variable fine depending on severity
Unlicensed player	CHF 50
Absence of the official photo of the winners with the Winner Ticket.	CHF 50
Poor organization/damage to the image of the Tour (Delays, non-compliant course, lack of officials, etc.)	Up to CHF 500 depending on severity
Red Bull visibility not installed or incomplete	CHF 100 per missing element

10 TASK TABLE

	SWB	ORG.	REQUIREMENT	COMMENTS
GENERAL PREPARATION				
Swiss Quest Contract	X		Mandatory	
Payment of Swiss Quest contribution		X	Mandatory	CHF 1,000
Coordination meeting	X	X	Mandatory	SWB + head of organization
Creation of the event on Event Maker		X	Required	
Sending the communication kit	X		Required	
Grant or sponsorship application		X	Optional	Recommended to reduce the budget
Request for authorization from city/municipality		X	Mandatory	
INFRASTRUCTURE & LOGISTICS				
3x3 field (15x11m)	(X)	X	Required	Can be borrowed via SWB (transport and assembly costs to be paid by the organizer)
Basket	(X)	X	Required	
12-second stopwatches		X	Required	
Scoreboard (table and chairs)		X	Required	
Internet connection (scoring table)		X	Required	For scoring via Event Maker
Power supply/extension cord		X	Required	
Computer (scoring)		X	Required	
Score display		X	Required	Giant screen/TV not required
Seats for 4th player		X	Required	
Bleachers/public area		X	Optional	Recommended for local atmosphere
COMPETITION				
Plan B in case of bad weather		X	Mandatory	
Referees (4 appointed)	X		Mandatory	Managed and paid by SWB
Table officials (4x)	(X)	X	Mandatory	SWB can provide contacts
Attire for players		X	Optional	Either jerseys or dark/light colors
Uniform for referees	X		Mandatory	
Official balls (3x)		X	Required	
Official match sheets		X	Required	

Pen/scoring table equipment		X	Required	
Prize for the winner	(X)	X	Optional	Highly recommended
DJ / Speaker		X	Optional	Highly recommended for atmosphere
Microphone		X	Optional	Useful for MC, announcements, etc.
COMMUNICATION & VISIBILITY				
Local communication		X	Optional	
Local advertising (posters, flyers)		X	Optional	
Local sponsors		X	Optional	(No conflict with major SWB sponsors)
Photographer/videographer		X	Required	15 HD photos + summary to be submitted to SWB
ADMINISTRATIVE & STAFF				
Verification of 3x3 licenses		X	Mandatory	List sent to organizer, check on D-Day
Twint for J-J license payment	X	X	Required	QR code to be sent by SWB
Lunch for referees and table officials		X	Mandatory	Lunch
Water for referees and table officials		X	Mandatory	Provide water during matches
Volunteers for setup/teardown		X	Optional	
Medical staff/physio/first aiders		X	Optional	
Security		X	Mandatory	Mandatory if the field is set up the day before

11 COST REFERENCE

ELEMENTS	DETAILS	AMOUNT
TRANSPORT/UNLOADING OF FLOOR & BASKET (IN TRANSPORT)	BERNE	CHF 1,700
	GENEVA	CHF 2,260
	LAUSANNE	CHF 1,600
	LUGANO	CHF 3,750
	MARTIGNY	CHF 1,750
	ZURICH	CHF 2,450
	LIFT (IF NEEDED)	CHF 330
BASKET & SUPPORT ASSEMBLY ON THE FIELD (FRANÇOIS JAUNIN) ⇒ THE PRICE MAY VARY SLIGHTLY IF DISMANTLING TAKES PLACE ON SUNDAY INSTEAD OF SATURDAY	BERN	CHF 1,260
	GENEVA	CHF 720
	LAUSANNE	CHF 900
	LUGANO	CHF 2,340
	MARTIGNY	CHF 1,260
	ZURICH	CHF 1,620
LEDS, GIANT SCREEN, AND SCOREBOARD SETUP (PLASMA COM)	6 LED VARIANT	CHF 3,000-3,500
	16 LED VARIANT	CHF 6,500-7,000
INSTALLATION OF BLEACHERS (SONOVAL)	200 SEATS	CHF 6,000
	350 SEATS	CHF 7,500
	500 SEATS	CHF 11,500
SECURITY (IF SWB FIELD – INSTALLED THE DAY BEFORE)	SECURITY NIGHT D-1	CHF 500
EVENT LIABILITY INSURANCE (IF SWB FIELD/BASKET)	EVENT INSURANCE	CHF 500
OPTIONAL ADDITIONAL COSTS	SPEAKER/MC EXPENSES	
	POSTER PRINTING	
	PRODUCTION OF GOODIES/T-SHIRTS	

The amounts indicated above are for informational purposes only and may vary depending on the location, service providers, and logistical conditions.

Not all the items mentioned (seating, LEDs, giant screen, etc.) are mandatory: this is an estimate intended to help organizers assess the potential costs associated with their event.

12 FREQUENTLY ASKED QUESTIONS (FAQ)

1) CAN THE ORGANIZER CHARGE TEAMS A REGISTRATION FEE?

Yes. The organizer is free to set registration fees for participating teams. However, they must guarantee the participation of at least 8 teams in their tournament. If this minimum number is not met, a fine may be imposed. The registration fee must therefore be set at a realistic and appropriate level, considering this minimum participation requirement. Swiss Basketball is available to assist organizers with this process.

2) WHAT HAPPENS IF FEWER THAN 8 TEAMS ARE PRESENT ON THE DAY OF THE TOURNAMENT?

If the number of teams is less than 8, the organizer is liable to a fine of CHF 250 per missing team, up to a minimum of 6 teams (maximum fine of CHF 500). If there are fewer than 6 teams, Swiss Basketball will be obliged to cancel the tournament, and this decision will result in a fixed fine of CHF 1,000 for the organizer.

3) CAN THE ORGANIZER SET A PRIZE MONEY AMOUNT?

Yes. The organizer is free to offer prize money, but it must not exceed CHF 500.

4) CAN THE ORGANIZER DISPLAY THEIR OWN SPONSORS?

Yes. The organizer can promote local sponsors, if there is no conflict with Swiss Basketball's national partners.

5) WHO MANAGES COMMUNICATION FOR THE EVENT?

Swiss Basketball is responsible for national promotion (official website, social media, newsletter, club mailings). The organizer is responsible for local communication (posters, regional media, social media).

6) WHAT ARE THE LICENSING REQUIREMENTS?

All players must have a valid Swiss Basketball 3x3 license on the day of the tournament. If a player does not have a license on the day of the tournament, they must purchase one immediately via TWINT on site. If an unlicensed player participates, the organizer must pay a fine of CHF 50 per player to Swiss Basketball.

7) WHO PROVIDES THE WINNER TICKET?

Swiss Basketball provides the organizer with a Winner Ticket. This ticket must be given to the winning team during the official photo. It must then be returned to Swiss Basketball after the event.

8) CAN THE ORGANIZER ORGANIZE ADDITIONAL ACTIVITIES?

Yes. It is even recommended (DJ, announcer, food trucks, competitions, entertainment, women's tournament, etc.). This contributes to the atmosphere and visibility of the tournament.

9) CAN THE TOURNAMENT BE CANCELED?

A backup plan must be in place in case of bad weather. The tournament cannot be canceled due to weather conditions, except in cases of force majeure. If the tournament cannot take place due to poor organization or because fewer than six teams are present on the day of the event, the organizer will be fined CHF 1,000.

10) WHO IS RESPONSIBLE FOR THE REFEREES AND OFFICIALS?

Swiss Basketball appoints and pays four official referees. The organizer must provide them with water and lunch. The organizer recruits the table officials (SWB can help find contacts).

11) CAN I CHARGE SPECTATORS ?

Yes, the organizer is free to set the admission price for their event. However, 3x3 tournaments are not yet very well known in Switzerland. Charging admission may therefore discourage attendance and detract from the overall atmosphere. It is generally recommended to offer free admission to attract a wider audience.

12) CAN I ORGANIZE A "NIGHT SESSION" TOURNAMENT?

Yes. Evening tournaments are often very successful. However, you will need to provide effective lighting if the event is held outdoors. The cost of installing high-quality lighting should be considered in your budget.

13) WHAT SHOULD I DO IF A TEAM IS ABSENT OR CANCELS AT THE LAST MINUTE?

The absence of a team can compromise the smooth running of the tournament. To limit this risk, the organizer can:

- Make participation conditional on prior receipt of registration fees, or impose a fine for no-shows if no fees are charged;

- Refuse any refund in the event of late cancellation or absence on the day of the tournament;
- Provide one or two reserve teams, ready to be contacted at the last minute to replace a team that fails to show up.

14) HOW DO I KNOW WHICH STAGE OF THE SWISS TOUR MY SWISS QUEST IS LINKED TO?

A Swiss Quest can only be assigned to a specific stage of the Swiss Tour once the full schedule for the season has been established. As soon as this assignment is confirmed, it will be immediately communicated to the organizer concerned. This communication will take place no later than 4 weeks before the date of the Swiss Quest tournament.

15) CAN I CHOOSE THE DATE I WANT FOR MY SWISS QUEST?

Yes, but the tournament must take place before the end of August (or according to the current Swiss Tour calendar) so that the qualified teams can participate in the official summer stages. The final date must be confirmed with SWB when the contract is signed.