

CHECKLISTS

BEFORE YOUR TEAM LEAVES HOME

- Have each team member fill out a medical release form and insurance information form and have it signed by a parent/guardian. Provide a copy to your coach, and keep one with you!
- Ship props between May 2 and May 20. Don't forget to attach the shipping label to each separate shipping item/package. Include only items for one problem and division in each package.
- Leave a list of all team members and chaperones' names and any cell phone numbers with family members.
- Pack clothes for recreational activities, such as a bathing suit, towel and tennis shoes.
- Leave the emergency number with family members. In the event of an emergency at home, family members should call ISU Police at 515.294.4428.
- Check on your props: go to isu.sclintra.com/OTM.
- Bring extra pillows if needed (you'll receive only one in residence housing) and universal plug-ins if coming from outside the US.

ONCE YOU ARRIVE

- Check in at Iowa State Center, Scheman Building
- Check on your props at the prop information table at Registration, or on Thursday or Friday at the Memorial Union.
- Locate assigned residence area and dining center.
- Stop by the Info Desk in the Memorial Union if you need information after arriving on campus.
- After your arrival, have your team members give family members at home their location, room number and building name, and the conference Desk number for your assigned living area.
- Use the free shuttle to get around campus and Ames.
- Interested in Rock Wall Climbing? If available, Release forms are taken at the time of use in the recreation center.

