

2020 Future City Competition

Preparing for Competition Day Checklist

□ Items to bring with you to the Competition

- **City Model**
 - Make sure the model fits the size requirement of 25”(W) x 50”(L) x 20”(H)
- **Presentation Boards** (please put your School and City name on the back of all materials so that they can be kept w/ your model when moved)
- **Index Card:** Include a 4” x 6” Model Identification Index Card to be displayed next to the model including: a) the name of the Future City, b) scale of the model, c) school name and d) names of the three presenting students, the teacher coach and the engineer mentor.
- **Model Repair Kit** (glue, tape, batteries, paint, etc)
- **Forms** (please try to submit electronically to fcc.albany.schools@gmail.com by Wednesday. All others may be submitted on day of).
 - Expense Form with receipts
 - **Media Waivers** for EVERYONE on your team (all teachers, mentors, volunteers, students who could potentially be pictured in a team photograph). - THROUGH THE ONLINE LINKS: <https://futurecity.org/resource/media-waiver-form>
Parents will need to complete the waiver for students PRIOR to the competition!
 - Honor Statement
- Your **TEAM** and **SMILES**
- Not Required but nice to have
 - Hard copy of the Essay and Narrative

□ Review prior to arriving

- Schedule of Events
- Presentation Time
- Map and Directions to The Armory at Sage
- Review Model Drop-Off Instructions below!

□ Arriving Instructions

- **Please plan to arrive between 7:30 and 8:15.** Please do not arrive before 7:30. The planning committee needs this time to prepare for the event.
- **Parking** on the Sage Campus as well as on the streets that border the Armory
- Enter through the front entrance of the Armory
- **Teacher/Mentor** please stop at the registration table upon your arrival to pick up your registration materials. Team members and fan clubs may proceed directly to the team’s table and set up your display.

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- **MODEL DROP-OFF INSTRUCTIONS:** The **vehicle transporting the model** will be directed to a drop off at the side door of the Armory, next to the loading door, look for the Model Drop-Off sign and our traffic volunteers. A student or team member should accompany the model during the drop off. The driver will need to stay with the vehicle through the drop off stop and will be directed to the parking areas. The student and model will be escorted into the building by our volunteers. Team Members will be able to meet up at the team's display table in Armory.
- **Departing and Exiting following the event** will follow the same instructions as arrival and model drop off. All guests should exit through the main entrance of the Armory. Models will exit at the same spot as drop off, led by volunteers from the display area to the exit door behind the stage. The model vehicle should meet at the drop off location where the model will be loaded into the vehicle by volunteers/team members. Please pay special attention to our traffic volunteers for safety.
- **Parking**
 - All participants will be directed to parking lots on arrival. There is plenty of parking for everyone.
 - Handicap parking is available in each of the lots and at the side of the Armory.

□ **Food**

- Breakfast food will be available for everyone (bagels, donuts, coffee, hot chocolate, tea). No cost for breakfast foods.
- Lunch will be provided for team members. Spectators may obtain a lunch ticket for a suggested donation of \$5 at the Future City Store. Lunch includes assorted subs, cookies, chips, and beverage.
- Our food is provided by Price Chopper. Although we select nut free products from Price Chopper, Price Chopper is unable to guarantee the food is made in a nut free area.
- There are limited allergy free lunches available. Salads are made by Price Chopper but they cannot guarantee they are made in a completely nut/allergy free area.

□ **Future City Store**

- We do offer a Future City store for the purchase of t-shirts and other Future City items. Prices range from \$2-\$7. Each participant will receive a free T-shirt and giveaway.

□ **Other**

- Contact us with any questions.
Regional Coordinator: Diane Bertok (cell: 518-944-6448; email: fcc.albany@gmail.com)

- Remember, it's a day to celebrate our young engineers and Futuristic City designs.