

CHECK IN PROCEDURES for Wednesday June 14

1. Officials registration is from 9:00 am -7:00 pm in the Palms Ballrooms.
2. Enter the Palm Ballroom at the far end of the building. (go through the back gate and enter the doors where you load the bus)
3. Receive voucher and nametag
 - a. When completing your voucher, and your address has changed since the last time you attended this tournament, mark a star * in the upper left hand corner with the words "NEW ADDRESS".
 - b. In the section 'No. of games/matches/session', you will only mark the session that you work.
 - i. If working the first session, write on the first line: 1st session
 - ii. If working the second session, write on the second line: 2nd session
 - iii. If working the third session, write on the third line: 3rd session
 - c. You will need your Arbiter Pay number to complete the voucher. (We can look it up if necessary).
4. Keep completed voucher and then get your picture taken.
5. Proceed to see Carlos and Rachael to verify work dates.
6. After verifying work dates, take completed voucher to appropriate registration table in the hallway.
7. After verification of voucher, you will receive your credential & lanyard; your name will be written legibly on the back of your credential.
8. You will then receive a business card with your name on it. This card is your ticket for entrance to the meeting on Wednesday, June 14 at 8:00PM.
9. Take the business card with you to pick up your bag with shirts, etc in it.
 - a. At this time, we might not have all the sizes of shirts and jackets, but we have your name to fulfill your request in a couple of days.
10. If you don't like the sizes you ordered, you will have to wait until Thursday afternoon at the convention center to try and exchange. I cannot promise that we will have a new size for you.
11. If you don't pick up your items tonight, your attendance might not be counted. And then you must attend the Thursday morning meeting. The makeup meeting for those who could not attend the evening meeting will begin at 8:00 am in room N330 at the convention center.
12. You will EXIT the Palm Ballroom through the doors by the pool.

You must wear your nametag for the social as well as for the meeting.

All areas of the Palm Ballroom will be considered a QUIET ZONE. Please keep your voices down until you are outside. Thank you for your cooperation.

The Tangerine Room is open for hanging out.

There will be an Officials Social tomorrow night (WE June 14) in the pool area. But I don't know the exact time yet. But sometime around 4 – 5.

Other EVENTS on Wednesday June 14

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| June 14 | JN/National Candidate Clinic (optional) Everyone welcome | | |
| | Majestic Palm C & B | 400 - 530 pm | |
| June 14 | NEW - first time attendees (not required) (start at hotel, shuttle to conv center) | | |
| | Sheraton/OCCC Majestic Palm D/E/F/G | 500 pm | |
| June 14 | Puerto Rican Officials Meeting (Mandatory) | Majestic Palm C & B | 600 pm |
| June 14 | Officials Pre-tournament Meeting (Mandatory - everyone must attend) | | |
| | Majestic Palm D/E/F/G | 800 pm | |