

# 2024 AAU REFEREE PRE-TOURNAMENT INFORMATION #3

(updated Friday June 7, 2024)

Print (or save) this document and take it with you when you travel. Or access it on [omnevb.net](http://omnevb.net).

## PHONE NUMBERS to USE after June 8

OFFICIALS OFFICE PHONE – 531-772-3340

SCHEDULE/ASSIGNING ISSUES – 830-444-6069 (text only)

NORTH DESK – 402-239-0255 (call or text for issues on your court)

SOUTH DESK – 402-239-3635 (call or text for issues on your court)

WEST DESK – coming soon (will only be used during the first session)

The **CHANGE REQUEST** form is posted on [omnevb.net](http://omnevb.net). You need your **UNIQUE grid code** to complete the form and to know your assignments. See the Grid Code document posted close to the form.

**There will be no requests for time off in the first session (except for church or other pre-approvals).**

The tournament powerpoint will be posted soon. I'm still gathering critical information. The first day's schedule will be posted sometime on June 12.

Just a few reminders as we get closer to the start of the tournament:

1. **IMPORTANT** - If you have been unable to access the hotel/roommate form, go to the website ([omnevb.net](http://omnevb.net)) and you can access it there.
  - a. You need to **VERIFY** your work dates immediately. These dates are now posted at the end of the online Hotel/Roommate report. In addition, hotel confirmation numbers are posted. You should verify that your number matches your roommates.
2. When checking into the hotel, you can use the **confirmation number** that is noted in the report.
3. When checking into the hotel, you cannot make any requests for a different type of room, etc unless you have contacted me first. The hotel staff is not authorized to make any changes.
4. A **credit card for incidentals** will be required of everyone checking into the hotel. A hold of \$150 will be applied to your card. If that presents a problem for you, just let me know (at [aaubrefs@gmail.com](mailto:aaubrefs@gmail.com)).
5. If you are parking a car, you might see a daily charge for parking on your bill, but that will be removed before you checkout and added to the master bill.
6. If you **ARE NOT parking a car** at the hotel and you previously indicated that you were, please let me know, so I can adjust that column on the report. We will be charged for each car that is parked at the hotel.
7. If you do not know your roommate and have not yet connected with them, you should do so as soon as possible, to verify arrival times, etc.
8. The hotels are now only offering **TIDY service**, which means your room will be tidied each day. They will dump the trash, give you new towels, refresh the amenities, but they will **NOT** make the bed. Linens will be changed every 3 days. The room will be vacuumed when the linens are changed.

- a. If you require additional room service, you must make a request to the front desk at least 24 hours in advance.
9. At officials check-in, you will receive an **AAU credential with your name** on it. You can use this credential to receive 10% off any of the food and beverage locations at the hotel. This includes the markets near the front desk. It must be your credential, not your nametag.
10. Guests are only allowed **ONE to-go box only**. DO NOT take breakfast items to use for your lunch. Eat your breakfast there or take one box to go if you are running late.
11. If you are staying at the Courtyard, you will receive a ticket for the number of days you are staying. You must have the ticket to get breakfast each morning. Courtyard breakfast will start at 5:30 am from June 12 to June 17 ONLY. All other days, breakfast will start at 6:30 am.
12. **Breakfast at Fairfield and Springhill will start at 5:30 am** on June 12. If you arrive earlier than June 12 or depart later than July 8, breakfast will start at 6:30 am.
13. If you have a change in your work availability, send email to [aaubrefs@gmail.com](mailto:aaubrefs@gmail.com). Or complete a schedule request form. **DO NOT** complete a new additional information form. **DO NOT** use other email addresses or texting.
14. The **CHANGE REQUEST form** is to be used:
  - a. if you are had a schedule change that is not showing up on the updated daily match counts
  - b. if you are requesting specific time off (ie, to watch a team play, a specific ½ day off, etc). If you are requesting time off to watch a team play, you will not be used for the entire wave. You must know the exact wave that you want to be off, giving us a team name is not very helpful.
  - c. If you are missing a playoff match (make sure you know the match code of the missing match, as well as your partner)
  - d. If you are missing a match because you were sent to a court to cover all officiating positions (know the names of all other refs who assisted).
15. If you are **associated with a team**, ie, you coach for a club, you have a child, niece, nephew, grandchild, etc who plays for a team, that is considered a conflict. We are unable to know conflicts during the assigning process. However, as soon as the schedule comes out and you realize that you might have been assigned to the same court or pool as your conflict, you need to notify the schedule/assigning phone immediately. If you do not get an immediate response, make sure you let the desk or lead referee for your section know.
16. Referee assignments will be posted the night prior, usually between 7:00 pm and 8:00 pm.
  - a. Referee assignments will be posted on a separate website that is separate page off the AAU National Championships home page.
  - b. On your phone, you can find the **AAU Ref Assignment page** by clicking on the 3 little bars at the top of the home page. Then click on the AAU National Championship page (with an arrow) and then click on the the AAU Ref Assignments page. You will be directed to a new page with assignment information. A list of your personal assignments listed by your grid code. Pay attention that your assignments might be on 2 lines. Your last assignment will be followed by your grid code again to end your assignments.
  - c. There is a also a grid version, which will list your partner for each match.

- d. You can track your daily assignments by keeping a screenshot of your alpha assignments or you can use a paper version which can be found in the north or south office.
17. If you have not completed your **direct deposit information on your RefTown account**, please do that as soon as you can. If you have not been able to complete a RefTown account, make sure you bring your banking information with you to the tournament, so the account can be completed then.
- a. This information only applies to US residents (or those who have a US bank account). US residents include all Puerto Rican referees.
  - b. Log back into your previously created RefTown account. DO NOT create a new account.
18. The pool party prior to the start of the boys tournament will be on Saturday June 29 from 4-6 pm at the Springhill pool. Pizza and 2 drink tickets will be available.
19. The pizza party is followed by a **MANDATORY meeting at OCCC room N330** for all referees working the boys tournament. Saturday June 29, 7:00 pm
20. Refer to the **other pre-tournament documents** for any additional information. It is wise to review all documents prior to your arrival in Orlando.
21. Don't forget to bring a soft-side personal cooler for your daily lunch.
22. Expect that it **will rain each day**, bring an umbrella.

Reminders about your **behavior** at this tournament.

It is expected that you:

1. Will **show up ON TIME** every day that you are assigned. Being late could cause you to stay home for the rest of the day.
  - a. On time is at the court no later than 20 minutes prior to the start time.
2. Will NOT come to work being **hungover or still drunk** from the night before. If there is any smell of alcohol on your breath or body, that will be cause for you to be sent home for the day (at the very minimum). It is very wise if you stop your drinking by 11 pm.
  - a. And don't even THINK about drinking if you are not of legal age.
3. Have **clean and fresh clothes** each day.
4. That you keep your hotel room as clean as you would at home.
5. **Will not invite ANYONE to your hotel room** without the knowledge of your roommate. I don't care who stays in your room, but your roommate must be aware of any visitors. Anyone who locks a roommate out of the room will be sent home.

I'm really not as mean as I sound sometimes, but I do not like drama and because I spend so much time writing all the rules, I just like it when you follow them. And I'll be so happy to see all of you soon.

**MY GOAL IS NOT TO BE BETTER THAN ANYONE ELSE,  
BUT TO BE BETTER THAN I USED TO BE!**