

2024 AAU REFEREE PRE-TOURNAMENT INFORMATION #1

(Friday April 19, 2024)

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

PHONE NUMBERS to USE after June 8

OFFICIALS OFFICE PHONE – 531-772-3340

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

Welcome to Orlando!! Bookmark the website address www.omnevb.net as that is where you can always view all documents, assignments and other important information needed for this tournament. If you need immediate attention, texting is preferred over calling. If you need to call and no one answers, please leave a message. Most likely you will receive a text in return.

This message is being sent to all accepted referees. You must be registered and accepted in AES (advancedeventsystems.com) to complete this additional information form. You can view your acceptance to your specific sessions by logging into your AES account.

Completion of the form below regarding your hotel stay, transportation, shirt sizes, etc is requested immediately. You MUST have your current AAU membership number available. If you register without these numbers, your entry will be deleted. Read each question thoroughly before you answer.

If you have not already made your travel arrangements, you should do so quickly as possible. Once you are accepted in AES, you are approved to make your travel arrangements. Many sessions are full. You will receive a message if you are not accepted for a specific session.

If you are accepted for more than one session, you only need to complete ONE form. However, you might receive multiple requests to complete the information.

[Click on this link to complete the Request for Additional Information.](#) Must be completed before April 30.

If you need to change your information, complete a new form. Only the most recent entry will be retained.

HOTEL

Most referees will be housed at the Marriott Village – three Marriott hotels in one complex.

Posted on omnevb.net is a summary sheet of hotel amenities and services.

- * Springhill Suites (8601 Vineland Ave, Orlando, FL 32821)
- * Fairfield Inn (8615 Vineland Ave, Orlando FL 32821)
- * Courtyard by Marriott (8623 Vineland Ave, Orlando FL 32821)

Referees will NOT have a choice in which hotel they are placed. There are many factors that are used when assigning rooms. If you have a special request, please note it in the registration form.

If you are driving, directions to the hotel can be viewed on the hotel's website.

If you have a Marriott Bonvoy number, you will only get points (or credits), if you personally pay for a room. If your room is booked through the master AAU rooming list, you will NOT receive points or credits.

Even though your room charges are covered by AAU, you will still need to provide a credit card at check-in for incidentals. Please be prepared to provide one.

Each room has a refrigerator and a microwave. Each hotel has their own laundry facilities. Only credit cards can be used for laundry. The resort fee and parking fee are waived for our group.

Please DO NOT CALL the hotel and make special requests. If you call the hotel, they just call me to verify the request. If you have a request, please let me know or note it in your form.

Check in at the hotel is not until 4:00 pm. So, if you arrive earlier and try to check in and they have your room ready, then good for you. But if they do not have your room ready, do not pester the front desk staff. Anyone who harasses, bullies, intimidates, or raises their voice at any hotel staff will be dismissed from the tournament immediately. The hotel will store your luggage until your room is ready.

Be patient, store your bags, go to the grocery store, find something to eat, amuse yourself, but do not bother the front desk staff. Most rooms are pre-assigned and because we have so many rooms, the staff does not have much ability to make changes (or get your room cleaned) any quicker. If you are not happy, I have other referees who would love to take your place.

Parking at the hotel is free for AAU guests (\$20 per night), but I need to know if you are parking a car. You will be issued a special parking permit, so you are not charged for parking.

HOUSING POLICY

All AAU paid for housing will begin on the day prior to your first day of officiating and will end with checkout on the last night of your assigned tournament date. If you live more than 2 hours from Orlando or use airline transportation to get to Orlando, you can stay on the finals night at no charge and check out the following morning.

If you want to arrive earlier than the day prior to the first day of your session, you must make your own housing arrangements. The AAU rate for additional nights is \$99 per night, plus tax and is available 3 days before and after the end of the event. You can make your own arrangements for extra nights by [using this link](#). **This link is only for reservations outside of your planned participation dates.**

This hotel property does not have the larger family rooms that were previously available. IF I have enough rooms available, I can make arrangements for single rooms. Payment for single/family rooms will be deducted from your final pay. At official's check-in, you will receive a document noting the amount that will be deducted from your payment. Referees who request a single room or bring their spouse and will use a king room will be billed at \$50 per night. Referees requesting a single room with double beds will be billed at \$60 per night.

GROCERIES/FOOD

There are a couple of grocery stores not too far from the Village. The closest stores are Publix (8145 Vineland, store #812) and Target. Winn Dixie (Shoppes of Lake Ave #2215) used to offer free online ordering and delivery. Walmart also delivers. You can also take an Uber or ask another referee for a ride. The Village also offers transportation to the Vineland Premium Outlets, where Publix/Target are located.

No food is provided during the tournament, but you are welcome to bring your own. You can bring a portable cooler. You should bring ice from the hotel for your cooler each day. Bring all the snacks/food you want, but you should be somewhat discreet about it. Put it in a gym bag or backpack. All food, including sodas that you bring, needs to stay in the officials' lounge.

There will be a microwave and Keurig coffeemaker located in the N322 office AND in the South officials lounge (S310). No popcorn can be microwaved. Bring your own Keurig coffee pods. Bring your own coffee cup. None will be provided.

There are numerous restaurants within walking distance of the hotel, in addition to a food court on the hotel property.

TRANSPORTATION FROM AIRPORT TO HOTEL

Transportation is NOT provided from the airport to the hotel. There are many transportation options from the airport to the hotel. You can find options on the Orlando airport website at orlandoairport.net.

A couple of local referees have offered to pick up travelers from the airport and take you to the hotel for a fee of \$20 (cash or Zelle app) from June 10 until **6 pm on Wednesday June 12**. Text them well in advance to reserve your spot. They are doing this as a courtesy and are not affiliated with AAU or any transportation service.

Felix Sepulveda – 407-988-8701

Fernando Ortiz – 787-564-3148

Jaime Gonzalez – 787-356-0787 (June 12 only)

HOTEL ATTENDANCE DATES and ROOMMATES

A report will be posted on omnevb.net with the dates of each registered referee's hotel dates. If you do not currently have a roommate or if the roommate you initially chose is not working the same dates as you, you can choose another roommate that matches your same dates of attendance (and let me know). I need to send all rooms and roommates to the hotel by Friday May 10, so you need to complete the form and make a choice soon. Otherwise, I can choose an appropriate roommate according to your arrival and departure dates and other factors.

If you are assigned a roommate you've never met before nor roomed with before, make sure you read the 'How to Be a Good Roommate' document posted on omnevb.net. You should contact your roommate in advance.

PLAYING SITES

The main playing site will be the Orange County Convention Center –

1. North A/B (9400 Universal Blvd) and South A/B (9899 International Drive) Halls
2. West Concourse (9800 International Drive) (specific halls will be noted later)

PRE-TOURNAMENT MEETINGS (all meetings held at OCCC room N320)

WE June 12 – 2:00 pm	R2 Clinic (optional) Reviews important R2 duties EVERYONE WELCOME
WE June 12 – 3:30 pm	Advancement Clinic Reviews information on what is expected for the next level of certification EVERYONE WELCOME (optional)
WE June 12 – 5:30 pm	First Time Attendees (not mandatory, reviews tournament logistics) Meet at the hotel to get on the 5 pm bus or meet at OCCC at N322 at 5:30 pm for a walk through of tournament procedures, etc.
WE June 12 – 7:00 pm	All Referees (requested attendance)
WE June 12 – 8:00 pm	Puerto Rican and foreign guest referees (requested mandatory attendance)
SU June 16 – 7:00 pm	Optional - Advancement clinic (repeat of June 12 clinic) (OCCC room N320)
TH June 20 – 7:00 pm	Optional - Advancement clinic (repeat of June 12 clinic) (OCCC room N320)
SA June 29 – 8:00 pm	MANDATORY meeting – all referees working boys session (mandatory, even if you have been working previous session)

There will be a pdf PowerPoint presentation sent out the week prior to June 12 for ALL referees to view.

OFFICIALS REGISTRATION

In addition to checking into the hotel, all officials need to register as an official on the day prior to the start of your first session. **ALL Officials Registration for the first session will be at the convention center in room N330.** The first day of officials' registration is Wednesday, June 12 from 10:00 am to 7:00 pm. There will be a bus that runs from the hotel to the convention center on Wednesday June 12. The bus will

leave the hotel at the top of the hour, starting at 10:00 am and will depart from the convention center back to the hotel on the half-hour. The bus will run from 10:00 am to 9:00 pm.

You are strongly encouraged to arrange your travel to arrive in time for officials registration. If you are unable to arrive in time to complete officials' check-in, you will have to come early the next morning to the convention center. If you do not arrive by 7:00 pm, you should text the AAU office phone number (531-772-3340) upon your arrival into Orlando, so we know that you have arrived and will be ready to work the next morning. You should arrive at the convention center the next morning no later than 7:30 am.

Check-in for subsequent sessions will be held at the Officials office (N322) at the convention center on the day prior to the start of each session from 10:00 am to 5:00 pm. You only need to register once.

Registration for the boys session will be on Saturday, June 29 from 6:00 pm to 7:30 pm. **There will be a mandatory meeting for ALL referees working the boys session on Saturday June 29, starting at 8:00 pm.** There will be a welcome reception for all referees working the boys tournament at the Courtyard pool from 4:00 pm to 5:00 pm.

At Officials Registration, referees will be given a VIK (value in kind) package which will include an AAU polo shirt, an AAU t-shirt, an AAU long sleeve dri-fit and an AAU jacket. The shirts, along with other shirts (that you must provide) will be worn on some days as the uniform shirt. You should also bring the certified officials gray, blue or white polo. If you do not have any certified officials shirts, you can wear a plain white polo that does not have ANY logos. If you want to order the certified officials shirts, you can do so at vbofficialsgear.com

You will be asked for multiple sizes during the completion of your additional information form, but that does not mean you will get all of the items. All attendees will get the items noted above. Those in attendance for longer periods of time might get additional items.

TRANSPORTATION from the HOTEL to the CONVENTION CENTER

The officials offices are in the north halls (rm N322). We have our own bus system to get referees from the hotel to the convention center. A schedule will be posted with the times.

The buses load at the bus loading area at the hotel, located between the Courtyard and the Fairfield just beyond the food court. The buses take about 30-45 minutes to make one round trip.

A bus will run continuously throughout the day. So, if you only work ½ day, there will be transportation for you. In the morning, there will be three to four buses from 6:00 am to 10:00 am. The first two buses will leave at 6:00 am, one dropping off at the **north** side and one dropping off at the **south** side. Additional buses will leave at 6:30 am. Starting at 10:00 am, the bus will leave the hotel at the top of the hour and then will leave the convention center at the ½ hour, running continuously until 10:00 pm. If you are still at the convention center after 10:00 pm, the staff will take you back to the hotel.

Make sure you get on the correct bus, otherwise you will have to walk to your specific location.

During the first session, when we are using the West concourse of the Convention Center, a bus will run from the hotel from 6:00 am until 10:00 am each day and again in the evening from 6:00 pm to 10:00 pm.

Parking passes are no longer provided for those who have a car (unless you are not staying at the hotel), because we now have a continuous bus system. You can still drive your own car to the convention center, but you are responsible for any parking charges.

Parking passes are a privilege for local referees ONLY. Anyone who shares, gives or sells a parking pass to a non-referee will be immediately dismissed from the tournament.

NAMETAGS

Each referee will receive a nametag that will be worn at **ALL** times (yes, even when you are officiating). It is impossible for anyone to remember all of you.

SHIRTS and VIK

Sizes are not guaranteed, but we try to make sure you get what you requested. If you want a different size, you can exchange an unworn shirt or jacket after noon on the first day of play in the office – N322.

REFTOWN REGISTRATION

All payments will be made through a new payment system this year. If you live in the United States, you **MUST** create an account in Reftown at reftown.com. Some of you might already have a RefTown account. If so, I will accept you into the AAU group.

You will need your bank account information as well as your bank routing number to complete the RefTown registration.

If you do not live in the United States, you will be given separate instructions for payment at officials check-in. You will need to complete a W-8 form at officials registration. A check will be provided for you a couple of days before your last day in attendance.

REFEREE MATCH PAY

Referee match pay has increased for the 2024 and 2025 tournaments. If you attend the AAU National Championships in 2024, you will receive a raise in pay. If you return again in 2025, you will receive an additional raise. For anyone who comes to the 2025 tournament for the first time (or did not work in the 2024 tournament), you will receive the 2024 pay rates.

There is a new payment category. If you are a provisional referee or a referee without a rating, you will receive the provisional payment. However, if you have been a provisional referee (verifiable), there is a new category called Provisional Plus, meaning that you have at least 3 years of experience.

In addition, the travel stipend has increased for the 2024 tournament. All referees will now receive (in your final pay):

- \$20 per day for full day worked (both waves) plus an additional \$20 for each additional session worked.
- \$25 per day for JN/N for boys sessions

Match Pay	2024	2025
N	48	50
JN	47	48
R	44	45
P+	40	42
Prov <3yrs	36	38

SHIRT of the DAY SCHEDULE

A specific shirt of the day will be designated as soon as I know what color this year's shirts will be.

Any **AAU** outerwear can be worn in the facility when not working. But the **ONLY** acceptable outerwear that **can be worn on the stand** is this year's new AAU jacket. **DO NOT** wear other organizations (USAV, JVA, etc) clothing in the facility at any time.

The rest of the required uniform is navy dress pants with a navy or black belt, ALL white athletic shoes and all white socks. No shorts are allowed to be worn by the referees.

OFFICIALS' LOUNGE at OCCC

There is an officials lounge at each site. You can leave your food, large bags and other items in the room.

1. The officials' lounge at OCCC North will be on the third floor in room N320.
2. The officials' lounge at OCCC South will be room S310.

CONFLICTS and SCHEDULE CHANGES

If you know of a time conflict (church, etc) prior to arriving at the tournament, note that information on your registration form. The form is also available on omnevb.net.

If you encounter a time conflict after arriving at the tournament, you must use the online Change Request form that is only available on omnevb.net. If you have trouble completing the online form, stop in the office – N322 and there is a computer for you to use. There are NO paper copies of the change request form.

You will also use this same form if you have a hotel issue or need clothing exchanged.

DON'T FORGET TO BRING:

As you pack for this event, it's wise to bring a few things that you wouldn't normally bring.

- Umbrella (it rains almost every day in Orlando in the summer)
- A small portable cooler (to bring your lunch if you want)
- Line Judge Flags (there will be some flags for sale at \$25)

Line Judge flags are NOT provided by the tournament, so if you own flags, please bring them.

Starting on **Saturday June 8**, there will be general phone numbers to reach the tournament Officials' staff. Use this number **531-772-3340** to contact a member of the officials' office staff. The tournament phone is available for use from 5 am to 11 pm. Put this number in your phone as – AAU Officials Office.

All schedule/assigning issues or emergencies should be texted to the assigning phone – 830-444-6069. Put this number in your phone as AAU Assigning.

Always include your name in your message.

During the tournament, there will be a phone number posted for each tournament desk (north, south and west). You will use this number to contact the lead refs in your area. When you call the specific number for your area, the desk lead referee will then contact the appropriate person to handle your issue. You should call/text regarding equipment issues, if you need a lead ref to come to your court, etc. Make sure to include your name and/or your court number.

DO NOT CONTACT LEAD REFEREES OR OTHER STAFF MEMBERS ON THEIR PERSONAL PHONES.

ZERO TOLERANCE POLICY

The 2024 AAU tournament will continue to strictly enforce a ZERO TOLERANCE policy regarding inappropriate behavior towards referees. A copy of the policy will be sent soon. All coaches, players and ticket buyers at the event will be given a copy of the policy.