

## Checklists

### BEFORE YOUR TEAM LEAVES HOME

- Have each team member fill out a medical release form and have it signed by a parent/guardian.
- Ship props between May 1 and 21. Don't forget to attach the shipping label. 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 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 <http://www.fpm.iastate.edu/odyssey2014/>.
- Bring extra pillows if needed (you'll receive only one in residence housing) and universal plug-ins if coming from outside the U.S.

### ONCE YOU ARRIVE

- Check in at Iowa State Center, Scheman Building.
- Turn in your team's medical release forms. Rock wall climbing release forms are taken at the time of use in the recreation center.
- Check on your props with the shipping/receiving clerk at Scheman during check-in or at the prop information table on Thursday or Friday in the Memorial Union.
- Located assigned residence area and dining center.
- Call 4-HELP (515.294.4357) 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 24-Hour Desk number for your assigned living area.
- Use the free shuttle to get around campus and Ames.