



# Checklist

## **Before your team leaves home**

1. Check [www.cvs.umd.edu/4-OMER](http://www.cvs.umd.edu/4-OMER) for latest information about Odyssey of the Mind at UM
2. Call 4.OMER (301.314.6637) or e-mail to 4.OMER@umd.edu to let us know about special needs or questions.
3. Check competition schedule on the OotM WF web site between May 8 - 10.
4. Have each team member submit a medical release form that is signed by a parent/guardian.
5. Order souvenirs ahead of time with enclosed Preorder Form or on-line at the Ootm WF site.
6. Ship props between May 5 and May 21. Don't forget to attach shipping label. Include only items for one problem and one division in each package.
7. Leave a list of all team members and chaperones' names and any cell numbers with family members
8. Leave emergency and non-emergency numbers with family members.
9. Fill out Media Release Form & Team contract for Registration and bring all problem-specific forms for competition.

## **Once You Arrive**

1. Check in at Ritchie Coliseum. (Stamp Student Union, if arriving after Sun.) Turn in Medical Release Form, Media Release Form, and signed Team Contract for Behavior.
2. Have team members call home and confirm they arrived safely. Use the free UM Shuttle to get around campus
3. Check your props.
4. Pick up preordered souvenirs and have a great time!