

Team Check-in

The very first item on the team's tournament agenda is check-in. Teams must finalize their registration for the tournament by turning in any paperwork or payments (for food, etc. Tournament Registration Fees are due prior to event day) during check-in. Only one Coach needs to be present for Check-in. The list of items due at check-in is below.

Due at Check-in

- Any event specific order forms. Some expo organizer may offer a prepaid lunch option or snacks. These forms may be due at check-in
- Other items and forms may be required at check-in. Teams need to check out the Tournament Webpage for their tournament to see if any other items are due at check-in.

Received at Check-in

After successfully turning in the above items, teams will receive the following list of items from check-in.

- Event Map
- Pit Map
- Event Schedule
- Reviewing Schedule
- Coach Badge(s) (See [Team Coach Badges](#))
- Medals or pins or other awards (as applicable)