**Robofest 2018-2019 Site Host Organizer Application Form**

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| Competition Date:\* |  | Day of the Week: |  | |
| Competition Start Time:  *Team check-in should begin one hour prior* |  | Competition End Time: | |  |

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| **Site Host Organizer Information**  **(Main contact for event planning and coordination)**  **\*\*Required Fields** | \*\*Contact Name, Title |  | | | |
| \*\*Organization Name |  | | | |
| \*\*Address |  | | | |
| \*\*City, State, Zip |  | | | |
| \*\*E-mail address |  | | | |
| \*\*Primary Phone |  | | | |
| Alternate Phone |  | | | |
| Organization Website URL |  | | | |
| **\*\*Name & Title** of person who will sign certificates |  | | | |
| \*\*Scanned Signature will be provided for Certificate | **[ ]**  YES **[ ]** NO (Certificates will be signed by hand)  **[ ]** File has already been provided | | | |
| **\*\*Venue**  **Information**  **(Event Location)**  [ ] Same as SiteHost Organization  (Skip to next section)  [ ] other (go to) | Venue |  | | | |
| Venue Address |  | | | |
| City, State, Zip |  | | | |
| Venue Contact Name & email |  | | | |
| Venue Phone |  | | | |
| Venue Website URL |  | | | |
| **\*\*Ship Supplies to:**  [ ] Site Host **[ ]** Venue (Skip to next section)  [ ] other (go to) | Event Supplies will be shipped via UPS  (NO P.O. Boxes) | *Contact Name:*  *Contact email:*  *Location:*  *Street Address:*  *City, St, Zip:* | |  | |
| **Logos** | You will provide Logos for | **[ ]**  Host Organization and/or **[ ]** Venue **[ ]** None (LTU Default) | | | |
| **Site Check-In**  **Fee** | Will you collect a separate Site Check-In Fee from each registered team to defray costs?  **[ ]**  NO **[ ]**  YES - how much? (We recommend no more than $20) **\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Competition**  **Categories**  **& # of teams to accommodate (5 is minimum)** | Jr Exhibition (5th – 8th grade)  Max # of Teams: \_\_\_\_\_\_  Sr Exhibition (9th – 12th grade)  Max # of Teams: \_\_\_\_\_\_ | | Jr Game (5th – 8th grade)  Max # of Teams: \_\_\_\_\_\_  Sr Game (9th – 12th grade)  Max # of Teams: \_\_\_\_\_\_ | | + Jr BottleSumo (5th – 8th grade)  Max # of Teams: \_\_\_\_\_\_  + Sr BottleSumo (9th – 12th grade)  Max # of Teams: \_\_\_\_\_\_ |
| **+** RoboParade (4th – 8th ) Max # of Teams: \_\_\_\_\_\_ | | | | |

**(\*) US Qualifier events must be between 3/2 and 4/21 (MI Qualifiers end 4/13).**

**(+)** BottleSumo & RoboParade categories are open competitions. Teams must re-register for Championship events.

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| robofestMascotTranspBG | Please email this completed form to: **LTU - Robofest Coordinator**  **Shannan Palonis spalonis@ltu.edu**  If you have questions about completing this form, please call: **248-204-3568** |  |

**Robofest World Championship will be held at Lawrence Tech University on May 16-18, 2019**