

Date: February 23, 2017

Subject: Email #1: *FIRST*® LEGO® League World Festival at the *FIRST*® Championship – Houston- Welcome & Travel!

Dear World Festival Teams:

We are excited to welcome you to the *FIRST*® LEGO® League World Festival at the *FIRST*® Championship in Houston, Texas, USA on April 19 – 22, 2017! Below is information that may be helpful to you and your team as you plan your trip.

Items in **green** are specifically for teams **outside** the United States and Canada.

Items in **blue** are specifically for United States and Canadian teams.

Items in **yellow** require action by ALL teams.

Welcome to the *FIRST*® Championship!

Welcome to the *FIRST*® LEGO® League World Festival at the *FIRST*® Championship! This event provides the opportunity for *FIRST* to welcome teams from all *FIRST* programs: *FIRST*® LEGO® League Jr., *FIRST*® LEGO® League, *FIRST*® Tech Challenge, and *FIRST*® Robotics Competition in a culminating celebration. From April 19th to 22nd, 2017, *FIRST* teams will be together in Houston at the George R. Brown Convention Center, and Minute Maid Park (home of the Houston Astros). Many activities are in the works to encourage teams to visit and support the other *FIRST* programs, and over the next few weeks and months, you will receive additional details.

Planning for Your Trip

Houston Weather



The Houston temperature in April can vary between 57° and 80°F. Make sure your team plans accordingly. Springtime can bring rain and storms so make sure you pack your umbrellas and jackets. April is also one of Houston's windiest months.

Transportation in Houston

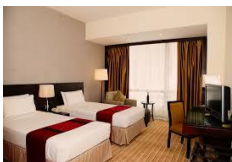


To and from Hotels or around the City: Teams are responsible for their own transportation. Houston has public transportation that makes getting around the city easy and affordable. Whether you need transportation from the airport to your hotel or to one of the tourist attractions in Houston, there are plenty of public transportation options. For information on the city's public transportation, including bus routes and transportation costs, visit the Visit Houston-Travel Planning section of their website [here](#).

FIRST is working with Experient, Inc. for **Hotel Accommodations and Badging**

1. Please note that Experient is downloading an updated team list from our registration system every Tuesday and Thursday. This may cause a delay in between the time your team is registered and the time you are able to search your team in Experient's website, to book hotels and badging.

Hotel Accommodations



You can find information about booking room blocks for your team at many hotels throughout Houston [here](#).

Badging Required – Action Required

In order to access the event and enjoy the free shuttle service between *FIRST* event venues, all attendees (team members, volunteers, families, and friends) must have a badge. The coach must request badges for everyone traveling with your team. These badges will be available to the team at Team Registration/Check-In in Houston. You can find information about badging [here](#).

NOTE: This badging process is separate from the World Festival registration process.

Lunches



Lunches are not included in the World Festival registration fee. Pre-order lunch forms will be posted on our website as soon as they become available. There will also be concessions throughout Houston for your convenience. More details will come in later communications.

Traveling Abroad? – Action May Be Required



Teams traveling from outside of the United States and who need assistance to secure visas should contact FLL as soon as possible. A generic event invitation will be sent automatically following initial team registration. Email FLL World Festival at flwf@firstinspires.org to get individualized official letters if needed to help speed the visa process along.

Consent and Release Forms for teams outside United States and Canada – Action Required

Team members (children and coaches) are required to have a filled-out and signed *FIRST* Consent and Release form which you can find in English [here](#) or Spanish [here](#). All coaches must submit completed *FIRST* Consent and Release forms for every team member and coach. Please include Team Name in the Subject Line and Email completed forms to flwf@firstinspires.org by April 3, 2017.

Team Rosters for United States and Canadian Teams – Action Required

All teams from the United States and Canada are required to complete their team roster in your [team account](#) . The team roster will show if team members have completed electronic *FIRST* Consent forms. If you have not already done so, invite your team members' parents to go into the system to complete the consent form electronically. This will save you time. For any team member or coach who does not have an electronic copy on file with *FIRST*, please submit the signed *FIRST* Consent form located in English [here](#) or Spanish [here](#).

Email the additional *FIRST* Consent forms to fllwf@firstinspires.org by April 3, 2017.

Volunteer Recruitment – World Festival – Team Member Families

Family and friends may be traveling with you to celebrate this experience with you. If so, please encourage them to volunteer their time to make the event the best it can be! Those who volunteer are able to get close to the action, meet and interact with the World Festival teams, and receive meals on the days that they volunteer. Volunteers also receive a volunteer shirt that not only allows people to identify our volunteers but will also serve as a special World Festival keepsake after the event.

Please find a flyer that explains how to apply for a volunteer role and provides an overview of the volunteer assignments that are appropriate for families and friends of the teams that are competing at this event [here](#). Volunteer positions are for an entire day, and some of the positions, like the ones that support the robot game, are two-day positions (Thursday and Friday). Please share the flyer with those who will be traveling with your team.

We look forward to meeting and greeting you very soon, and we hope that some of your entourage will volunteer some of their time to support this event!

For more information, feel free to contact Kathy Levine, World Festival Volunteer Coordinator, at klevine@firstinspires.org.



World Festival Tournament Information – Email #2 will cover many details – Look for that email on Wednesday, February 23.

We look forward to seeing your team in Houston!