



## **National TSA Conference Delaware Delegation Packet**

**Atlanta, Georgia  
June 22 - June 26, 2018**

**You will find the following information and materials in this packet:**

1. **National TSA Conference Schedule- at- a- Glance - Draft**
2. **TSA Advisor Sign-Off Sheet** –*You will need to certify to DDOE that you have all of the required forms in your possession for the national conference. You must have an original copy of the following forms*
  - **1.0 TSA Advisor Sign-Off Sheet**
  - **2.0 Student Permission Form**
  - **3.0 Parent / Guardian Consent Form (MUST BE SIGNED & NOTORIZED)**
  - **4.0 Delaware TSA Delegate Conduct, Practices and Procedures Form**
  - **5.0 National Technology Student Association, Inc. (Parent) Authorization Form - 2018**
3. **Safety and Security Information** – Share this with parents / guardians for their records in case of an emergency.
4. **National TSA Conference information** - Important information for parents / guardians to keep a copy of.
5. **National TSA Conference Attire Guidelines**

**Questions?** Contact John Singer at [john.singer@detsa.org](mailto:john.singer@detsa.org)  
or Mike Fitzgerald at [mike.fitzgerald@doe.k12.de.us](mailto:mike.fitzgerald@doe.k12.de.us)

### National TSA Deadlines

|                   |  |
|-------------------|--|
| Monday, March 12  | On-line Conference Pre-Registration Opens  |
| Sunday, April 15  | Deadline for releasing rooms at TSA Conference Hotels.   |
| Tuesday, May 1    | TSA Membership Awards Deadline<br>All National TSA Awards/Recognition Deadline<br>State Delegation meeting room request deadline<br>TSA Scholarship application deadline |
| Friday, May 4     | National TSA Officer Candidate applications due to the national office   |
| Monday, May 21    | Competitive event registration ends<br>Special needs request forms due   |
| May 22 - June 26  | Non-competitive event registration open at onsite rates (credit card only)   |
| Wednesday, May 23 | State advisor approval for restricted competitions open  |
| Monday, May 28    | Conference Hotel reservation deadline (pending availability of rooms)  |
| Friday, May 25    | State advisor approval for restricted competitions closes  |
| Friday, June 1    | American Cancer Society contributions due to ACS   |
| June 22 - June 26 | National TSA Conference - Atlanta, Georgia   |

### State TSA Deadlines

- Final due date for registration with National TSA is **May 21**
- All Delaware Delegation forms must be completed and sent to **John Singer** by **May 21**
- All Travel information must be completed and sent to **John Singer** by **May 21**

All requests or arrangements for events that require State Advisor Approval must be completed and sent to John Singer by **May 21**. Preference will be given by placement at state conference. All decisions are final.

**Questions?** Contact John Singer at [john.singer@detsa.org](mailto:john.singer@detsa.org)  
or Mike Fitzgerald at [mike.fitzgerald@doe.k12.de.us](mailto:mike.fitzgerald@doe.k12.de.us)

## National Conference Planning Notes

### 1. Conference Cost

| Attendee               | Pre-registration | On-site       |
|------------------------|------------------|---------------|
| Advisor                | \$100            | \$110         |
| Student Competitor     | \$100            | Not Available |
| Student Non-Competitor | \$100            | \$110         |
| Alumni                 | \$45             | \$55          |
| **Guest                | \$45             | \$55          |
| ***Child               | \$25             | \$35          |

### 2. Accommodations

#### 2018 National TSA Conference Hotel Information

TSA has the exciting opportunity of hosting our 40th Anniversary conference in Atlanta, Georgia. TSA will have three host hotels, The Marriott Marquis, The Westin Peachtree Plaza and The Omni CNN Center. The downtown location in Atlanta, Georgia offers many exciting, educational and historical opportunities to explore in very close proximity to conference hotels.

Traditionally, sleeping room blocks at the national TSA conference have held a majority of rooms at the conference location. For the 2018 national TSA conference, which is being held at the Georgia World Congress Center (a convention center), there are three conference hotels. Each hotel offers an average of 800 sleeping rooms for TSA attendees. In other words, one third of the conference attendees will be at each hotel property. There is not a “headquarters” hotel. Complimentary shuttle buses will be provided for the short distance from the Marriott Marquis and the Westin Peachtree Plaza to the Georgia World Congress Center (GWCC). Likewise, free shuttle service will be provided from the Omni CNN Center to the Westin and Marriott locations.

#### Room Block Reservation Policy for all properties

A major credit card is required to confirm all room reservations. Between January 2018 and April 15, 2018, up to 9 rooms may be reserved online or by calling hotel reservations. Requests for 10 or more rooms, but fewer than 20, must be reserved by the hotel group housing coordinators. Group reservation requests of 20 rooms or more must pay the one-night, non-refundable, rate and tax per room, when the reservation is made. The hotel reserves the right to reference past conference reservation history prior to confirming a group reservation request. Requests for 20 or more rooms must be reserved by the group housing coordinator at each property. Cancelling any room reservation (individual or group) after April 15, 2018, will result in a two-night rate and tax penalty charged to the credit card on file per cancelled room. A \$200.00 per person fee will be assessed by TSA, Inc. from any conference attendee who does not stay at the national TSA conference properties on 6/22, 6/23, 6/24 and 6/25. This policy is not implemented once the hotel sleeping room block has been sold out and has been authorized by National TSA. Those living within a twenty-five mile radius of Atlanta, Georgia are exempt from this policy. TSA hotel reservation/cancellation policy supersedes all hotel property policies. Check-in is after 3:00 pm and check-out is 11:00 am. Complimentary shuttles will be provided each day throughout the national TSA conference, running continuously to each property. Schedule information will be available in the conference program.

### **Atlanta Marriott Marquis**

265 Peachtree Center Ave.  
Atlanta, Georgia 30303  
T: (404) 521-0000  
Toll free: 1-888-855-5701  
F: (404) 586-6299

Located in the heart of downtown, and .7 mile from the Georgia World Congress Center, the Atlanta Marriott Marquis is an iconic destination bursting with style and energy. Situated in the Peachtree Center, our hotel places travelers near a MARTA rail station, Georgia World Congress Center and AmericasMart Atlanta. Once you've explored downtown Atlanta, settle into spacious guest rooms, all of which feature stunning cityscape views, state-of-the-art technology and serious creature comforts. The Atlanta Marriott Marquis has 700 guest rooms for the 2018 National TSA Conference. The sleeping room rate is \$189 plus tax and a \$5 Georgia state hotel/motel fee. 4-night minimum stay is required. Must include nights of 6/22, 6/23, 6/24, 6/25.

### **Omni Hotel at CNN Center**

100 CNN Center  
Atlanta, Georgia 30303  
T: (404) 659-0000  
F: (404) 525-5050

Located in the heart of the city, connected by a covered walkway to the Georgia World Congress Center, the Omni Atlanta Hotel at CNN Center offers spectacular views of downtown Atlanta and Centennial Olympic Park. The Omni offers southern charm, contemporary style, and a broad array of dining options, guest amenities and services. The Omni Atlanta Hotel has 900 guest rooms for the 2018 National TSA Conference. The sleeping room rate is \$209 plus tax and a \$5 Georgia state hotel/motel fee. 4-night minimum stay is required. Must include nights of 6/22, 6/23, 6/24, 6/25.

### **Westin Peachtree Plaza**

210 Peachtree St. NW  
Atlanta, Georgia 30303  
Phone: (1)(404) 659-1400  
Reservations: (1)(866) 716-8108

The Westin Peachtree Plaza one of GA's most iconic landmarks rising above the heart of the city. Just .5 mile from the Georgia World Congress Center, the hotel is moments away from Atlanta's best-known attractions - from the Georgia Aquarium and the World of Coca-Cola to Philips Arena, Centennial Olympic Park, and the Mercedes-Benz Stadium. Take a ride on the glass elevator, to the level 72 observation deck, and enjoy a spectacular view of all of Atlanta. Meeting rooms are on the first 14 floors, sleeping rooms are on rooms 15 to 72. The Westin Peachtree Plaza has 800 guest rooms for the 2018 National TSA Conference. The sleeping room rate is \$194 plus tax and a \$5 Georgia state hotel/motel fee. 4-night minimum stay is required. Must include nights of 6/22, 6/23, 6/24, 6/25.

**2018 National TSA Conference Schedule- at- a- Glance (Tentative)**  
**Delaware Delegation**

Key  
**Members & Advisors**  
**Graduating Seniors**  
**State Officer Team**  
**Voting Delegates**  
**State President**  
**State Advisor**  
**Advisors**

**Students** and **State Officers** are strongly encouraged to attend the special interest sessions focusing on the leadership lessons of The Student Leadership Challenge. Students that participate in all five leadership special interest sessions are eligible to receive certification and a lapel pin upon the completion of the training.

**THURSDAY, June 21, 2018**

5:00PM — 6:00PM TSA, Inc. Board of Directors/National TSA Officers Dinner  
6:00PM — 9:00PM TSA, Inc. Board of Directors Meeting  
6:00PM — 9:00PM National TSA Officers Meeting

**FRIDAY, June 22, 2018**

12:00PM — 7:00PM Conference Registration Packet Pick Up TBA  
2:00PM — 3:00PM CRC Managers Meeting GWCC 402  
3:00PM — 4:00PM National TSA Officer Candidates Meeting GWCC Exhibit Hall A-3  
3:00PM — 4:00PM Mandatory Competitive Event Coordinators Meeting GWCC 404  
**4:00PM — 5:00PM Advisor Update Meeting GWCC 412**  
5:00PM — 8:00PM Competitive Events Check-In (for selected events) Various Locations  
6:30PM — 8:30PM Competitive Event Check-In (for selected events) Various Locations  
9:00PM — 9:30PM Required sign-up for presentation times Various Locations  
7:00PM — 8:00PM \*TEAMS – Welcome GWCC 412  
**6:00PM — 9:00PM State Delegation Meetings Various Locations**  
**10:00PM Curfew**

**SATURDAY, June 23, 2018**

**7:15AM — 8:45AM State Flag Representatives Meeting GWCC Exhibit Hall A-3**  
8:00AM — 8:00PM \*TEAMS Competition Various Westin Locations  
**9:00AM — 11:00AM Opening General Session (General Session I) GWCC Exhibit Hall A-3**  
9:00AM — 5:00PM Information Desk Open TBA  
**11:30AM — 12:30PM Advisor Update Meeting GWCC 412**  
11:30AM — 7:00PM Competitive Events (selected events submit 7-8 AM) Various Locations  
**11:30AM — 6:00PM Special Interest Sessions Various Locations**  
**12:00PM — 2:00PM State Advisor Forum GWCC 405**  
**1:00PM — 2:00PM State Presidents Meeting GWCC 409**  
**2:00PM — 3:00PM Leadership Speaker Session GWCC Exhibit Hall A-3**  
3:00PM — 5:00PM Submit Middle School Display Events Omni Grand Ballroom E  
4:00PM — 6:00PM Submit High School Display Events Omni Grand Ballroom D  
**4:00PM — 5:00PM Alumni/ Graduating Senior Reception GWCC 309**  
**5:00PM — 6:00PM TSA Region 1-5 Meeting (State Officers only)**  
Region 1 Omni Hickory  
Region 2 Omni Chestnut  
Region 3 Omni Pecan

Region 4 Omni Walnut

Region 5 Omni Hazelnut

6:00PM — 9:00PM State Delegation Meetings Various Locations

10:00PM Curfew

### **SUNDAY, June 24, 2018**

8:00AM — 1:00PM \*TEAMS Competition – Semifinals Various Westin Locations

9:00AM — 11:00AM Recognition Assembly (General Session II) GWCC Exhibit Hall A-3

9:00AM — 5:00PM Information Desk Open TBA

11:00AM — 7:00PM Competitive Events Various Locations

11:00AM — 6:00PM Special Interest Sessions Various Locations

11:30AM — 12:30PM Advisor Update Meeting GWCC 412

11:30AM — 7:00PM Competitive Events (selected events submit 7-8 AM) Various Locations

1:00PM — 5:00PM TSA Meet and Greet GWCC Hall A-1

2:00PM — 3:00PM Leadership Speaker Session GWCC Exhibit Hall A-3

7:00PM — 8:30PM \*TEAMS – Awards Ceremony GWCC Exhibit Hall A-3

6:00PM — 9:00 PM State Delegation Meetings Various Locations

10:00PM Curfew

### **MONDAY, June 25, 2018**

7:00AM — 7:30AM Voting Delegate Seating GWCC Exhibit Hall A-3

9:00AM — 11:00AM Annual Business Meeting (General Session III) GWCC Exhibit Hall A-3

9:00AM — 5:00PM Information Desk Open TBA

9:00AM — 7:00PM Competitive Events Various Locations

11:00AM — 6:00PM Special Interest Sessions Various Locations

11:30AM — 12:30PM Advisor Update Meeting GWCC 412

12:30PM — 2:30PM TSA, Inc. Corporate Board Annual Meeting GWCC 311

1:00PM — 1:45PM CRC/Students Forum GWCC 408

1:45PM — 2:30PM CRC/Advisors Forum GWCC 408

2:30PM — 3:30PM TSA, Inc. Board of Directors Meeting (new board) GWCC 311

5:00PM Buses depart for Atlanta Braves Baseball Game TBA

10:00PM Curfew

### **TUESDAY, June 26, 2018**

8:00AM — 11:00AM Awards Ceremony (General Session IV) GWCC Exhibit Hall A-3

12:00PM — 1:00PM National TSA Officers Meeting (new officers) TBA

\*Tests of Engineering Aptitude, Mathematics, and Science (TEAMS)

### **Notes from the Delaware TSA State Advisor**

*The meeting times/events marked in **yellow** are mandatory unless a conflict with a competitive event occurs. Students who are not in events are expected to select and attend Special Interest Sessions. Advisors are to attend events marked in **blue** to learn up-to-the-minute updates such as logistics, conference changes, location changes, etc. Students must adhere to the TSA dress code requirements for their events and public appearances as directed by competitive rules or as requested by the State Officers or State Advisor. Adults must dress appropriately for all occasions.*

**Questions?** Contact John Singer at [john.singer@detsa.org](mailto:john.singer@detsa.org)  
or Mike Fitzgerald at [mike.fitzgerald@doe.k12.de.us](mailto:mike.fitzgerald@doe.k12.de.us)



### 1.0 TSA Advisor Sign-Off Sheet

**I certify** that the following forms have been completed and that I have an original with me for each person attending the National TSA State Conference including myself and any chaperones. I certify that I have shared all files with the State Advisor of TSA.

- **1.0 TSA Advisor Sign-Off Sheet**
- **2.0 Student Permission Form**
- **3.0 Parent / Guardian Consent Form (Must be signed and notarized)**
- **4.0 Delaware TSA Delegate Conduct, Practices and Procedures Form**
- **5.0 National Technology Student Association, Inc. (Parent) Authorization Form - 2018**

- |   |                         |
|---|-------------------------|
| ➤ 1.0 TSA Advisor Sign-Off Sheet                                  | _____ (Advisor initial) |
| ➤ 2.0 Student Permission Form                                     | _____ (Advisor initial) |
| ➤ 3.0 Parent / Guardian Consent Form ( <b>Must be notarized</b> ) | _____ (Advisor initial) |
| ➤ 4.0 Delaware TSA Delegate Conduct Form                          | _____ (Advisor initial) |
| ➤ 5.0 National TSA, Inc. (Parent) Authorization Form - 2018       | _____ (Advisor initial) |

\_\_\_\_\_  
TSA Advisor (print name)

\_\_\_\_\_  
School Name

\_\_\_\_\_  
TSA Advisor (signature)

\_\_\_\_\_  
Date

**Sign and email all forms as a PDF. All forms must be received no later than June 1.**

**Send completed forms to John Singer at [john.singer@detsa.org](mailto:john.singer@detsa.org)**



## 2.0 STUDENT PERMISSION FORM

**RETURN PHOTOCOPIYS OF ALL FORMS ON OR BEFORE June 1, 2018**

**NOTE:** Chapter Advisors are to keep the original at all times and **SEND A PHOTOCOPY** of the completed 1.0 SIGN-OFF, 2.0 PERMISSION, 3.0 CONSENT, 4.0 CONDUCT, 5.0 TSA Parent Authorization forms to DOE prior to any travel with students.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ School: \_\_\_\_\_

### **PARENT OR GUARDIAN PERMISSION**

\_\_\_\_\_ has my permission to attend and participate in the **2018 TSA National Career Development Conference**. I understand the Delaware delegation will be traveling by **bus/student/family car/plane**. My child has been made aware that they are to obey the rules of the Delaware delegation and of the advisors/supervisors/teachers/chaperones assigned to them. If there is some reason my child needs medical attention or for some disciplinary reason the child must be sent home, I will be contacted.

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date

\*\*\*\*\*

### **Medical Data**

Please Print --List any allergies or possible illness for which medicine or treatment may be needed during the conference period.

Allergies: \_\_\_\_\_

Type of Medicine carried: \_\_\_\_\_

Currently being treated for: \_\_\_\_\_

Name and address of family physician: \_\_\_\_\_

Physician's phone: \_\_\_\_\_

Name and address of person to contact in case of illness: \_\_\_\_\_

Contact person's phone: \_\_\_\_\_

Blue Cross/Blue Shield No.: \_\_\_\_\_

Other Insurance Name and No.: \_\_\_\_\_

### **3.0 PARENT / GAURDIAN CONSENT FORM**



I, \_\_\_\_\_  
(Parent/Guardian's Name) (Relationship)

of \_\_\_\_\_  
(Name of TSA Participant) (Age)

Complete Home Address: (including Zip)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Area code and Home telephone No.)

\_\_\_\_\_

(Area code and Work telephone No.)

\_\_\_\_\_

I hereby authorize in advance the advisor/TSA representative to secure the services of a physician or hospital, and to incur the expenses for necessary services in the event of accident or illness, and I will provide for the payment of these costs.

I also do hereby on behalf of him/her absolve and release the school officials, the TSA chapter advisors and the assigned state/provincial TSA staff from any claims for personal injuries or illness which might be sustained while he/she is en route to and from or during the TSA sponsored activity.

Medical/hospitalization carrier policy number: \_\_\_\_\_

Other Medical Insurance: \_\_\_\_\_

Policy Number: \_\_\_\_\_

I also agree that the school officials, the TSA chapter advisors, the state/provincial TSA staff, or the Conference Conduct Committee members have the right to send

\_\_\_\_\_ home from the activity at our expense, provided that he/she has violated the Code of Conduct and/or his/her conduct has become a detriment.

\_\_\_\_\_  
(Parent/Guardian's Signature)

\_\_\_\_\_  
**(Notary's Signature and Seal) - REQUIRED -**

\_\_\_\_\_  
(Date)

#### 4.0 DELAWARE TSA DELEGATE CONDUCT PRACTICES AND PROCEDURES

The Delaware TSA requires each delegate attending the conference to read and complete the **Attendance Permission Form** and return it to the **state/provincial** TSA advisor prior to attendance. *Please note that both the Delaware Delegate Code of Conduct and the National TSA Code of Ethics are expected to be followed throughout the conference.*

- The term “delegate” shall mean any TSA member, including advisors, attending conferences (high school, collegiate, alumni, and professional).
- There shall be no defacing of public property. Any damage to any property or furnishing in the hotel rooms or building must be paid for by the individual or chapter responsible.
- Delegates must wear identification badges and/or wristbands at all times.
- Delegates shall refrain from using inappropriate or profane language at all times.
- Delegates shall refrain from verbal, physical or sexual harassment, hazing or name-calling.
- Delegates shall respect the rights and safety of other hotel guests.
- Delegates shall not possess alcoholic beverages, narcotics or weapons in any form at any time under any circumstances.
- Delegates shall refrain from gambling—playing cards, dice or games of chance for money or other things of value.
- Use of tobacco products by delegates is prohibited at all TSA functions.
- Delegates must adhere to the dress code at all times.
- Delegates must not dress or behave in a manner than can be interpreted as sexually explicit.
- Students shall keep their adult advisors informed of their activities and whereabouts at all times.
- No delegate shall leave the hotel (except for authorized events) unless permission has been received from chapter and state/provincial advisors.
- Delegates should be prompt and prepared for all activities.
- Delegates should be financially prepared for all activities.
- Delegates are required to attend all sessions and activities assigned including workshops, competitive events, committee meetings, etc. for which they are registered unless engaged in some specific assignment scheduled at the same time.
- Delegates will spend nights at their assigned hotel and in their assigned room. No guests are allowed during curfew hours. Male and female delegates shall only be permitted in rooms together provided an advisor is present. Delegates will be quiet at curfew.
- Curfew will be enforced. Curfew means the delegate will be in his/her assigned room.
- State/Provincial associations will be responsible for delegates’ conduct.
- Delegates ignoring or violating any of the above rules will subject to their entire delegation to being unseated and their candidates or competitive events to being disqualified. Individual delegates may be sent home immediately at their own expense.
- Tasteful casual wear will be accepted during specific social functions as designated during orientation.

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Student Signature

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Chapter Advisor Signature

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Parent / Guardian Signature

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Date

## 5.0 National Technology Student Association, Inc. (Parent) Authorization Form – 2018

Technology Student Association, Inc. (Parent) Authorization Form - 2018 CONSENT, RELEASE, HOLD HARMLESS AND AUTHORIZATION TO REPRODUCE PHYSICAL LIKENESS This form is required of all minors and adults who attend the national TSA conference. Copies of this completed form are to be retained and brought to the conference by minor's parents, chapter advisors and/or state advisors. It is the responsibility of the chapter advisor to make sure there is a completed form for each participant and to give a copy to their state advisor prior to the conference if requested by the state advisor. National TSA reserves the right to request a completed copy of this form at any time from the chapter advisor or state advisor. Do not send this form to the national TSA office. As used below, TSA shall mean the (National) Technology Student Association, Inc. and its officers, directors, employees, assigns, and agents (including any third party designated and approved by TSA) at any time, including, without limitation, individuals or entities involved in print, publication, television, broadcast, or video media. As used below, "Participant" shall mean any individual, student, advisor, teacher, or volunteer involved in a TSA activity. The participation in any TSA program, meeting or conference (collectively, the "Event"), agrees to the following: I hereby grant to TSA the right to photograph and/or videotape me (my child) during my participation in an Event. I further grant to TSA, forever and throughout the world, the right to use these photographs and videotapes of my likeness, voice and sounds during my participation, and to reuse or license the right to such photographs and videotapes of my participation, and my name, likeness and biography, as TSA may desire, in all media and in all forms and for all purposes, including without limitation, advertising and other promotions for TSA, without further compensation to me or any limitation whatsoever. In granting this license, I understand that TSA is not under any obligation to exercise any of their rights, licenses and privileges herein granted. Each such photograph and videotape shall be a work for hire and TSA shall be deemed the owner of any copyright and/or trademark rights therein (and all applications, registrations and renewals resulting there from). If, however, the work is deemed not to be a work made for hire by a court of competent jurisdiction, then this Consent and Release to Produce Physical Likeness ("Release") shall constitute an irrevocable assignment by the Participant of the worldwide copyright in the work to TSA. It is a TSA policy not to print a minor's picture accompanied by his/her name unless TSA has obtained specific permission from his/her parent or guardian. The undersigned being fully cognizant of the risks in participating in an Event, hereby assumes the risks of bodily injury (including, without limitation, death) and property damage, inherent in such participation. Exception to the extent due to the gross negligence or willful misconduct of TSA, to the fullest extent permitted by applicable laws, I hereby waive any claims or causes of action which I may now or forever have against TSA arising out of my participation, and I will indemnify and hold harmless TSA against any and all claims resulting from such participation. I hereby release TSA and its respective successors, affiliates, licensees and assigns from all claims, demands, liabilities, damages, costs and expenses (including, without limitation, attorney's and other professional fees and expenses) that I may now or ever have against TSA arising in connection with my participation in the Event and TSA's exercise of rights hereby granted, including, without limitation, claims for compensation, defamation, or invasion of privacy, or other infringements or violations of personal or property rights of any sort. In the event I should sustain injuries or illness while involved in an Event, I hereby authorize TSA to administer, or cause to be administered, such first aid or other treatment and medications I may bring as may be necessary under the circumstances, to include treatment by a physician or hospital of TSA's choice. This Release shall be binding upon my heirs, personal representatives and assigns, and me and shall be governed by and construed under the laws of the Commonwealth of Virginia without regard to conflicts of laws principles. Venue for any legal action arising out of or in connection with this Release shall be in Fairfax County, Virginia. This release constitutes the entire agreement among the parties hereto with respect to the subject matter of this Release and supersedes any and all previous agreements among the parties, whether written or oral, with respect to such subject matter. I understand that this form involves a release of legal rights. A parent or guardian agrees to all of these terms on behalf of a minor.

Participant's Name and Signature \_\_\_\_\_

School \_\_\_\_\_

Home address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Allergies \_\_\_\_\_ Age \_\_\_\_\_

Current Medication \_\_\_\_\_

History of heart condition, diabetes, asthma, etc. \_\_\_\_\_

Physician's name and telephone \_\_\_\_\_

Insurance company and policy number \_\_\_\_\_

Parent/Guardian's Name and signature \_\_\_\_\_

Parent's Phone (h) \_\_\_\_\_ (c) \_\_\_\_\_ Email \_\_\_\_\_



## Safety and Security Information

<http://www.tsaweb.org/sites/default/files/AtlantaSafetyTips.pdf>

# Atlanta Safety Tips

TRAVEL SMART

### 1

Do not answer the door in a hotel or motel room without verifying who it is. If a person claims to be an employee, call the front desk and ask if someone from their staff is supposed to have access to your room and for what purpose.

### 2

When returning to your hotel or motel late in the evening, use the main entrance of the hotel. Be observant and look around before entering parking lots.

### 3

Close the door securely once you enter your room and use all of the locking devices provided.

### 4

Do not needlessly display guestroom keys or convention badges in public.

### 5

Place all valuables in the hotel or motel's safe deposit box.

### 6

Do not draw attention to yourself by displaying large amounts of cash or expensive jewelry. Remove convention badges outside of meeting site.

### 7

**Clean Car Campaign**

**ATTENTION!**

**DO NOT LEAVE VALUABLE ITEMS IN VEHICLES IN PLAIN SIGHT**

- Laptop Computers
- Purse or Wallet
- MP3 Players
- Cell Phones or Chargers
- Loose Change
- Cameras
- Bags or Boxes
- GPS Devices

### 8

When walking, stick to well-lit, busy areas; walk with a purpose. Don't be distracted by use of your head phones or cell phone.

### 9

Do not give money to panhandlers. NOTE: monetary solicitation is illegal in the downtown convention area.

### 10

Need directional assistance downtown? Call an Ambassador (404) 215-9600

### 11

Not all taxi cabs accept credit cards. Always make note of the company name and taxi number of the cab you are using.

### 12

See Something, Say Something  
Text (404) 344-5355

### 13

Stay alert near street car tracks.

### EMERGENCY NUMBERS

EMERGENCY ASSISTANCE  
911

CITY OF ATLANTA  
Police: (404) 614-6544  
Fire: (404) 546-7000

## USEFUL INFORMATION

### THE AMBASSADOR FORCE OF THE DOWNTOWN IMPROVEMENT DISTRICT

The Ambassador Force of Atlanta provides an added layer of security and directional assistance in the convention area. Ambassadors will provide an escort to visitors walking to destinations within the district. If you need an escort, call the Field Office at (404) 215-9600 and give your name and location to the dispatcher. You can also visit their Visitor Information kiosk at the corner of Peachtree St. and Andrew Young International Blvd.

### CLOSEST HOSPITALS

**Grady Memorial Hospital**  
80 Jesse Hill Jr Drive SE  
Atlanta, GA 30303  
Main: (404) 616-1000

**Atlanta Medical Center**  
303 Parkway Drive  
Atlanta, GA 30312  
Main: (404) 265-4000  
ER: (404) 265-4136

**Emory University Hospital Midtown**  
550 Peachtree Street NE  
Atlanta, GA 30308  
Main: (404) 686-4411

### PARKING RESOURCES

Visit [www.atlantadowntown.com](http://www.atlantadowntown.com) for an interactive map and list of downtown parking areas.



# Atlanta Safety Tips

## TRAVEL SMART

### TAXI CABS



- ▶ Always make note of the taxi number, which is displayed on the exterior of the vehicle. An easy way to do this is snap a photo with your phone. In the event you've left a personal item in the car, or experience a service issue, you will have the information handy.
- ▶ If paying by credit card, verify the taxi can accept this form of payment before entering the vehicle. Please note, many Atlanta taxi drivers are independent operators and do not have the ability to accept credit cards.
- ▶ Ask your hotel bell/valet staff for assistance hailing a cab, and communicate your destination before entering the vehicle.
- ▶ Understanding Zone Fare vs Metered Fare -- Atlanta is unique from most cities, in that the most heavily trafficked areas are set on flat rate zone fares. However, when traveling to a point outside of the zone, the driver will start the meter.
- ▶ In the event of a service issue with an Atlanta Taxi Cab, visitors are encouraged to report the incident to APD, call (404) 614-6514 and request an Enforcement Officer.

### MARTA-METRO ATLANTA RAPID TRANSIT AUTHORITY



- ▶ Catch MARTA first. With direct train service from Hartsfield-Jackson Atlanta International Airport, MARTA is your efficient, no-hassle connection to most major destinations around town. Visit [www.itsmarta.com](http://www.itsmarta.com) for a detailed schedule and rates.
- ▶ Over 300 MARTA Police officers work to provide a safe and secure system for the community.
- ▶ Now you can reach MARTA Police via text - (404) 334-5355. This SMS service is in addition to MARTA's free See & Say app for iOS and Android users.
- ▶ MARTA Police can also be reached by phone at (404) 848-4911.

### ATLANTA STREETCAR



Atlanta Streetcar is now active in downtown Atlanta. Four vehicles transport riders on a 2.7-mile track that connects Atlanta's convention and entertainment district at Centennial Olympic Park to the Martin Luther King Jr. National Historic Site just east of the city. The streetcar puts visitors just a short ride away from more than 300 restaurants, downtown hotels, and top venues and attractions.  
[www.theatlantastreetcar.com](http://www.theatlantastreetcar.com)

- ▶ The Atlanta Streetcars are large vehicles powered by an overhead electrical system -- which means they are very quiet when operating.
- ▶ Stay alert and be aware of your surroundings when near Streetcar tracks and intersections -- always STOP, LOOK, and LISTEN before crossing the street.
- ▶ A Streetcar traveling at 20 miles per hour takes almost 60 feet to stop.
- ▶ Do not run in front of an approaching Streetcar.
- ▶ Step over tracks to avoid catching heels or wheels in the track gap.
- ▶ Streetcar stops may be located on the side of the street or at a center island in the middle of the roadway. When heading to a stop:
  - Use designated crosswalks.
  - Obey walk signals.
  - Look both ways.
  - Keep children close.



## Official National TSA Conference Attire Guidelines

### National TSA Dress Code Official Conference Attire Guidelines

#### **CONFERENCE ATTENDEES**

Everyone, including parents, guests, and children, must be registered to attend the conference. All must comply with the TSA dress code policy.\* All registrants must wear official conference identification name badges at all times.

#### **REQUIRED COMPETITION ATTIRE**

Shirt: official TSA shirt (royal blue)

Pants or skirt: gray

Shoes: black dress shoes worn with black or dark blue socks, hosiery (optional); open-toe shoes or sandals are acceptable (unacceptable: athletic shoes; flip-flops; military boots; or work boots)

*Also required for the middle school or high school level Chapter Team event only (but may be worn for other competitions if preferred by participants):*

Blazer: navy blue with official TSA patch

Tie: official TSA tie (males)

#### **GENERAL SESSION ATTIRE**

Shirt: the official TSA shirt (royal blue) is preferred, button-down shirt or a polo/golf shirt (unacceptable: t-shirts; halter tops; tank tops)

Dress, skirt, or pants: (unacceptable: jeans; baggy pants; exterior pocket pants; shorts)

Shoes: dress shoes worn with dark socks, hosiery (optional); open-toe shoes or sandals are acceptable (unacceptable: athletic shoes; flip-flops; military boots; or work boots)

#### **CASUAL ATTIRE**

Appropriate t-shirts, shorts, or jeans. Casual attire may not be worn at competitions or general sessions.

\*Registered parents, guests, and children who are not compliant with General Session Attire and who wish to attend the Awards Ceremony, may be asked to sit in a designated section, if permitted entry.

*Approved by the TSA, Inc. Board of Directors*

*The above supersedes any other dress code prior to January 17, 2017.*