



Renee Becker-Blau &lt;rbeckerblau@indianafirst.org&gt;

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**IndianaFIRST: 2017 Tippecanoe District Event - Parking, Food, Volunteer, VIP, etc.**

1 message

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**Renee Becker-Blau** <rbeckerblau@indianafirst.org>  
To: Renee Becker-Blau <rbeckerblau@indianafirst.org>  
Cc: Liz Smith <lsmith@indianafirst.org>

Tue, Feb 7, 2017 at 1:43 PM

Hello Main & Alternate Contacts of FRC Teams attending the Tippecanoe District Event,

The Tippecanoe District Event is taking place **March 3rd - 5th, 2017** at:

**William Henry Harrison High School,  
5701 North 50 West  
West Lafayette, IN 47906**

**March 3rd** is a load-in day, **March 4th** is the first full-day of competition, & **March 5th** is the second full-day of competition.

The IndianaFIRST event page for the Tippecanoe District can be found here: <http://www.indianafirst.org/2017-Tippecanoe-event>

The [2017 Tippecanoe District Public Event Schedule](#) can be found on the IndianaFIRST [2017 Tippecanoe Event Page](#) (please note that the schedule is subject to change).

Updates to the event pages will continue to be made as the event approaches!

Please see below for important event details:

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### **Parking:**

Bus & Trailer parking will be on the North East side of the building by the Tennis Courts.

Teams will load-in starting at the North West Corner of the building and drive South, to the South West Corner of the High School.

Spectator parking will be on the South, South East, and West sides of the building. See the [2017 Tippecanoe Event Page](#) for a picture with these details.

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### **Food:**

Teams are welcome to bring food into the venue, we expect to have access to the cafeteria for teams to eat lunch from 12:00pm - 2:30pm.

Concessions & food vendors will be attending the event for teams to purchase food as needed. A pre-order form for Ami's Pizza will be sent out closer to the event. Grills are not allowed.

Please follow school rules, no tobacco, alcohol, drugs, etc on the school campus, wear shoes and shirts at all times.

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### **Sign Up to Volunteer:**

Interested in volunteering? Sign up as a volunteer in the Volunteer Information Management System (VIMS)!  
- [https://my.usfirst.org/FIRSTPortal/Login/VIMS\\_Login.aspx](https://my.usfirst.org/FIRSTPortal/Login/VIMS_Login.aspx)

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## **2017 Tippecanoe VIP Event & Student Ambassadors:**

The 2017 Tippecanoe VIP Event will be taking place in the morning of Saturday, March 4th. **Reservations for the event are required.**

We would like to encourage you, representing the team attending the event, to suggest VIPs that are connected to your team:

1. You may submit 1-2 names as VIPs with mailing address, company or organization, e-mail, and phone (more details below);
2. We will add those names to our VIP list, and send out an e-invite;
3. **VIPs must RSVP by the date on the invite to confirm their attendance at the event.**

Please provide us with these names so we can pass along the invitations and collect the responses. Managing this process for teams gives us the ability to track who has been invited and who we expect to attend.

FIRST likes to recognize VIPs as those persons or firms that make it possible for your team to exist and to attend our events. This can be somebody who donates significant time, money, materials, or other support to your team. Here are examples of potential VIPs, and this list is not exhaustive:

- The key contact at a company that is a major financial sponsor or that donates facilities or significant amounts of material;
- A school principal or superintendent, if that person strongly supports your program;
- An engineer or other person that provides significant mentoring and assistance;
- A local government leader who has provided significant assistance and support;
- Somebody who passes the "but for" test; but for this person, your team would not exist.

**If you have one or two people you think should be invited, please send Renee Becker-Blau ([rbeckerblau@indianafirst.org](mailto:rbeckerblau@indianafirst.org)) this information by Wednesday, February 15th, 2017. Please send the information as follows:**

Name (and salutation, such as Mr., Ms., Mrs., Dr., etc.);

Professional/business title and name of organization, if applicable;

E-mail address;

Mailing address;

Phone number.

Teams who are outside of Indiana or some distance from the Tippecanoe District, are encouraged to submit names for your potential VIPs. Even if you think they wouldn't be able to attend the event, **the invitation can be sent as a courtesy or a small token of appreciation for what they do.**

If you have any questions please reach out to Renee Becker-Blau, Executive Director of IndianaFIRST at [rbeckerblau@indianafirst.org](mailto:rbeckerblau@indianafirst.org).

**We'll be recruiting student ambassadors as the event approaches.**

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## **Hotel Recommendations:**

Working with Visit Lafayette, IndianaFIRST has compiled a list of recommended hotels that are near the venue. Please book hotels early as many teams are traveling from quite a distance away and will need to stay overnight.

Visit the 2017 Tippecanoe District Event page for more details: [Hotel Recommendations](#)

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## **IndianaFIRST Media Team:**

Mentors, please share this information with your students:

Are you interested in supporting the event as a member of the 2017 IndianaFIRST Media team?

We're looking for students who have experience in photography, interviewing, graphic design, video editing, and social media! Students will have the opportunity to volunteer during the event to take and edit photo and video and other media for use in our district.

If you're interested in volunteering as a member of the media team, please fill out this form: [2017 IndianaFIRST Media Team](#).

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## **#MAKEITLOUD:**

The hashtag for the event is #INWLA.

Follow IndianaFIRST on [Twitter](#) & [Facebook](#).

Invite the general public to attend the event and RSVP by sharing our PUBLIC [Tippecanoe District Event Eventbrite page](#). (Please note this is not the RSVP for the VIP Event!).

Thank you,

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Renee Becker-Blau  
Executive Director  
IndianaFIRST  
C: [414-704-1415](tel:414-704-1415)  
[rbeckerblau@indianaFIRST.org](mailto:rbeckerblau@indianaFIRST.org)  
[www.IndianaFIRST.org](http://www.IndianaFIRST.org)  
Follow us: [@IndianaFIRST](#)  
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