

***FLOMA Going to World Finals  
Packet***

**IMPORTANT NOTE: Registration  
and housing due no later than  
April 20!**

**Register your team at  
[odysseyofthemind.com/member-area/](https://odysseyofthemind.com/member-area/)  
scroll down to see link titled “How to  
Register Your Team for 2026 World  
Finals” (more details provided in this  
packet).**

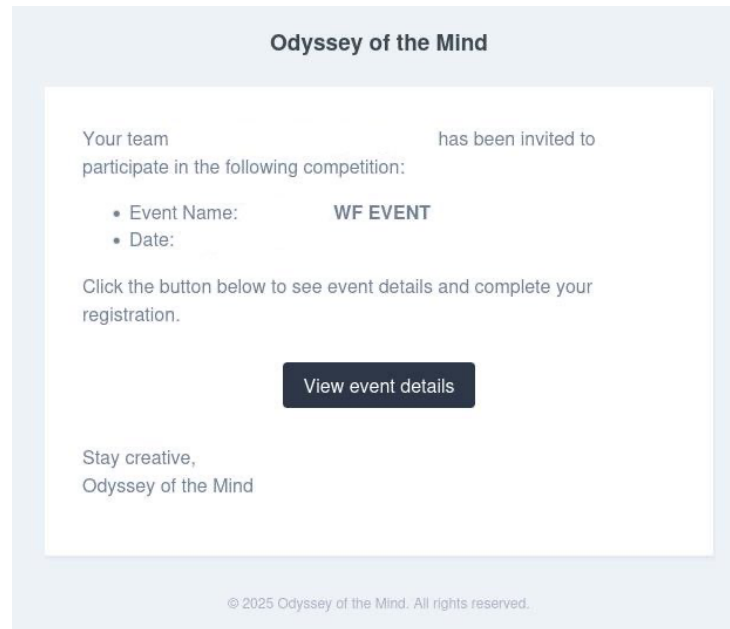
**Stay up-to-date by checking  
[omworldfinals.com](https://omworldfinals.com) often.**



# Odyssey of the Mind®

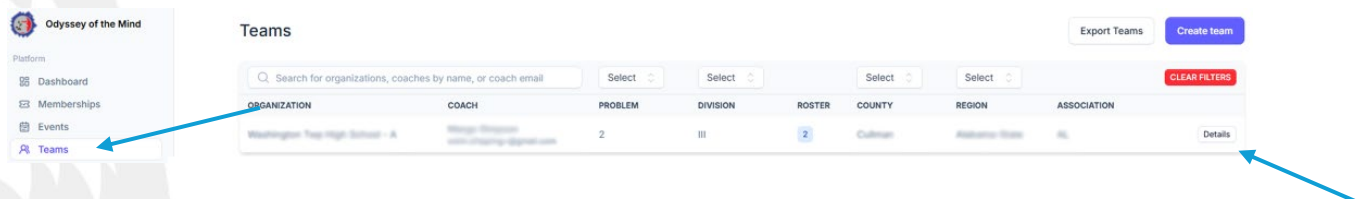
## World Finals Registration

### 1. Once your team is selected for World Finals, you will receive an email



*Please be sure you as the **head coach** who will be attending World Finals is listed as the coach of invited team. The head coach does need to be a coach under the membership in our database. You can contact HQ to make this change to the team record*

### 2. Access [portal.odysseyofthemind.com](https://portal.odysseyofthemind.com) and select **Details** next to your team that was invited



### 3. Choose the competition

The screenshot shows a registration form with the following sections:

- Team Information:** Fields for Team Id (NJ-), Organization, Head Coach, Problem / Division (2 / II), County (Gloucester), and Region (-).
- Team Members:** A list with the message "There are no members registered to the team." and an "ADD TEAM MEMBER" button.
- Additional Coaches:** A list with an "ADD ADDITIONAL COACH" button.
- Competitions:** A list with "World Finals" selected. A blue arrow points to this section.

### 4. Answer housing package question:

Before you begin registering your team, please let us know whether your team will be staying On campus or Off campus. This information will help us better accommodate your team's needs and ensure a smooth registration and payment process.  
If your team housing preferences change, please reach out to the competition organizer.

Will your team stay on campus or off campus?

### 5. Enter your team members and additional coaches if necessary, then Register your team members and coaches that will be attending

The screenshot shows the registration form with the following sections:

- Team Members:** A list with "Team One", "Team Two", and "Team Three". Each entry has a "REGISTER" button. A blue bracket groups these buttons.
- Coaches:** A list with "(Head coach)" and "Additional Coach". Each entry has a "REGISTER" button. A blue bracket groups these buttons.

**For any team registration that includes mixed housing packages (both on-campus and off-campus), the off-campus package will be invoiced. HQ will issue a coupon to offset the cost of the off-campus package.**

**Please ensure that the total number of on-campus housing packages selected matches the total number of team members and coach in order for the off-campus fee to be waived. If the quantities do not align, both housing packages will be invoiced**

5a. Register team member: input all necessary information and click **REGISTER**

Register team member

First Name \*  Last Name \*

Grade

Gender

Roommate name

Disabilities?  
 Scheduling concerns?

Is this person staying on campus?

Housing options (packages)

COU Donation  
Please check the COU box if you would like \$5.00 of your housing cost (with no additional cost to you) to be contributed to COU.

Allergies

Dietary Restrictions

Other Medical Concerns

5b. Register Coach: input all necessary information and click **REGISTER**

Register coach

First Name  Last Name

Email Address

Phone Number  Gender

I confirm that this person is 18 years of age or older.

Billing address

Address line 1

Address line 2

City  Postal code

Disabilities?

Scheduling concerns?

If coaching another team, please provide the membership name, problem, and division of that team.

Arriving late?

Is this person staying on campus?

Housing options (packages)

**▲ Please select an option.**

Housed with another team?

Roommate name

COU Donation  
Please check the COU box if you would like \$5.00 of your housing cost (with no additional cost to you) to be contributed to COU.

Allergies  
If more than one, select 'Other', and write them in the box.

Dietary Restrictions

Other Medical Concerns

Will your team be able to participate in Spontaneous in English?

## 6. Add guests that will be staying on campus

Guests (On-Campus Only) **ADD**

There are no on-campus guests registered to this competition yet.

### 6a. Adding guest: input all necessary information and click

**ADD GUEST**

Add Guest (On Campus)

First name *	Last name *	<input checked="" type="checkbox"/> <b>COU Donation</b> Please check the COU box if you would like \$5.00 of your housing cost (with no additional cost to you) to be contributed to COU.
<input type="text"/>	<input type="text"/>	
Email address *	<input type="text"/>	
Phone number *	<input type="text"/>	
Gender *	Select an option	
Housing options (packages) *	Select an option	
Roommate name	<input type="text"/>	
Allergies		
Select an option		
<input type="checkbox"/> Disabilities?		
Dietary Restrictions		
<input type="text"/>		
Other Medical Concerns		
<input type="text"/>		

CANCEL **ADD GUEST**

## 7. Once all registration is complete, click

**FINALIZE REGISTRATION** ✓

Dashboard Teams Reports

← World Finals

Event Information DECLINE INVITATION **FINALIZE REGISTRATION** ✓

Association:	Creative Competitions Inc
Organizer:	Creative Competitions Inc
Location:	Venue - Address
Event level:	WF

## 7a. Confirm finalization



### Finalize Team Registration

Once confirmed, no additional members can be added to the team.  
We will also notify the competition organizer upon confirmation.

CANCEL

CONFIRM REGISTRATION

***Please review your registration prior to Finalizing or Making payments***

### 8. **SEND PAYMENT LINK** links to registered members, coaches, and guests

Team Members	
Team One	REGISTERED SEND PAYMENT LINK
Team Two	REGISTER
Team Three	REGISTER

Coaches	
(Head coach)	REGISTER
Additional Coach	REGISTERED SEND PAYMENT LINK

Guests (On-Campus Only)	
Guest One	REGISTERED SEND PAYMENT LINK

8a. Choose the amount and email to send the link to and click

SEND PAYMENT LINK

### Send Payment Link

Enter amount to be charged

100

Current Balance Due:

\$400.00

Email link to

Please note, this payment link will expire in 24 hours. If the payment isn't completed within that time frame, you'll need to send a new link to proceed with the payment.

CANCEL

SEND PAYMENT LINK

*Note: The default value is the person's package cost*

9. If submitting a P.O. please upload it here as a .PDF via

UPLOAD P.O

Purchase Orders

UPLOAD P.O

ORDER ID

SUBMITTED BY

SUBMISSION DATE

9a. Upload your PO and click

SUBMIT P.O

### Upload Purchase Order

Drag & Drop your files or [Browse](#)

Only PDF files are permitted, with a maximum size of 5MB.

CANCEL

SUBMIT P.O

9b. Once submitted it will show up on your P.O list

Purchase Orders

UPLOAD P.O

ORDER ID

SUBMITTED BY

SUBMISSION DATE

PO-1

Mar 06, 2025 at 01:47 pm

VIEW

10. If you would like to pay an amount of the teams total click

PAY

Billing	
Total Due:	\$400.00
Paid Amount:	\$0.00
Balance Due:	\$400.00

10a. Enter an amount and click

CONTINUE TO PAYMENT

Pay

Please enter the amount you want to pay.

100

Current Balance Due: \$400.00  
You're paying: \$100.00

CANCEL

CONTINUE TO PAYMENT

10b. Make your payment through the stripe interface

Creative Competitions Inc

Pay Creative Competitions Inc

\$100.00

\$100.00

Subtotal \$100.00

Add promotion code

Total due \$100.00

Pay with link

amazon pay

Or pay another way

Email

Payment method

- Card
- Cash App Pay
- Affirm
- Klarna

Save my info for 1-click checkout with Link  
Securely pay on Creative Competitions Inc and everywhere Link is accepted.

link

link

Pay

By clicking Pay, you agree to the Link Terms and Privacy Policy.

Powered by stripe | Terms | Privacy

11. Once fully paid your balance will show as \$0.00

Billing

Total Due:	\$400.00
Paid Amount:	\$400.00
Balance Due:	\$0.00

## **Frequently Asked Questions** (from <https://omworldfinals.com/faq/>)

Have questions about staying on campus, competition, dining at World Finals, and more? This page offers tons of information to guide you during your experience at World Finals. If you can't find the answer you need, email [info@odysseyofthemind.com](mailto:info@odysseyofthemind.com)!

### **What's the best resource for information about Odyssey of the Mind World Finals for participating teams?**

The World Finals packet has information about the University, local attractions, housing, prop shipping and more. Download the entire thing in the Know Before You Go Section. Most of the information on this page is from there.

### **I've heard a lot about pin trading, what is it?**

Odyssey of the Mind Associations offer team members pins to trade while at World Finals. Pin trading is a great way to meet new friends from all over the world and to create a collection to help you remember your World Finals experience the rest of your life.

### **Can parents, siblings and others stay in housing with the team members and coaches?**

Yes! Parents are encouraged to stay with teams in the dorms. While filling out your Team Housing Registration simply add anyone wishing to stay in the dorms in the allotted space. The price is the same.

### **What is the cost to stay on campus?**

Tuesday arrival package will be \$810 per person.

Wednesday arrival package will be \$775 per person. This includes room, meals, shuttles around campus, access to all events and the registration fee. If choosing to stay off campus, the Team fee is \$3,750 if registering within two weeks of your tournament. This fee includes everything mentioned above other than room and meals. If registering after two weeks from your competition the registration fee is \$4,250.

### **Can we select different housing packages?**

Yes, your team is allowed to mix housing packages.

### **Is there a discount for young children?**

Yes! Children 2 and under do not need to be included on your housing form. Beds are lofted and not safe for a 2-year old. Pack-n-Play supplied by the parent or guardian is recommended.

### **How long can we stay on campus?**

You can select from two housing and meals packages—arriving on Tuesday or Wednesday, with both checking out Sunday by noon.

### **Do we have to pay a registration fee? And how much does it cost?**

If your team selects housing packages equal to the number of team members attending World Finals plus one coach (no matter who uses the packages, i.e. siblings, parents, other supporters), the fee is already included in the cost. If staying off-campus, the fee is \$3,750 if the team's registration is submitted within two weeks of your associations' competition date and \$4,250 if it is submitted after that date.

### **What if part of the team wishes to stay off campus and part on campus? How much is the registration fee per person?**

The registration fee is per team, not per person. However, as long as the number of housing packages purchased equals the number of team members in attendance plus one coach, there is no further cost as the registration fee is included in the housing packages. If there is less than that number purchased, the registration fee is not considered paid and the team will have to pay the fee or purchase the number of housing packages needed. Anyone can use those packages, i.e. parents, siblings, supporters. For example, if there are 7 team members, the housing packages purchased should equal 8; if the number of team members is 5, the housing packages purchased should be 6 (all team members + 1 coach).

### **What is the payment deadline?**

All payments must be made by April 20.

### **How do we get to campus from the airport? Do you provide a shuttle?**

Discover Ames is offering round trip shuttle service for Odyssey of the Mind teams from the Des Moines International Airport (DSM). DSM is a 45-minute drive from Ames. The arrival shuttle will run between the airport and Odyssey of the Mind Registration site at Scheman building. Shuttles will be scheduled to accommodate Odyssey group arrivals and are not available at regular intervals or to other destinations. Delayed flights will be accommodated as quickly as possible.

Arrival service is available Tuesday, May 26 and Wednesday May 27. Limited arrival shuttles on Thursday, May 28.

For more information or to make your shuttle reservation, visit the Discover Ames Odyssey website.

You can download a flier of full information found in the "Know Before You Go" section entitled Getting To Campus.

### **Where is team registration?**

All coaches must register their teams at Iowa State University's Scheman Building, located at 1805 Center Dr, Ames, IA 50011. Maps and written directions will be included in the Arrival tab of the During World Finals section for your reference.

### **What are the hours for Team Registration?**

Registration will be open:

Tuesday, May 26 12:00 pm – 12:00 am

Wednesday, May 27 10:00 am – 12:00 am

Thursday, May 22 9:00 am – 12:00 pm \*

\*Thursday registration will take place at the Odyssey of the Mind Information Desk in Memorial Union, located on the campus of Iowa State University.

### **Are the dorms air-conditioned?**

Some residence halls have air-conditioning; however, we cannot guarantee air-conditioned lodging in advance. Check the weather forecast to make sure you pack the right clothes!

### **Is there any place I can connect to the Internet when I'm on campus?**

Campus has wireless internet access available to you across campus. All of residence housing has plug-in access to the Internet using the data jack, so be sure to bring an Ethernet cord if you are planning to plug in for non-wireless access. ISU has a service that allows campus visitors access to the Internet during their event to browse the web and check email.

1. On your WiFi Settings select IA-State – Guest

2. Read the terms and select "Accept."

Questions regarding registration for guest access may be directed to the IT Services Solution Center at 515.294.4000.

### **Can special dietary needs and/or food allergies be accommodated at the dining halls?**

Yes. Most of our dining centers are able to accommodate individuals with these allergens: dairy, egg, fish, shellfish, wheat, peanuts, tree nuts, and soy. When Registering, if anyone in your group has dietary allergies, please list the member's full name, contact telephone number, email address and list the allergens (see above list) for the medically-required dietary needs on the lodging & meals reservation. If you are requesting Halal or Kosher diets, please complete the form using the same process as above. Those who are unable to self-manage their dietary allergies, such as celiac disease, will be assigned to a specific dining area. Many other dietary needs or preferences (such as for those who have diabetes; are vegetarians, etc.) can be accommodated simply by choosing appropriately from the wide variety of choices that will be available at each meal. These types of needs should not be listed on the lodging and meals reservation.

### **Can parents staying off campus eat in the same dining hall as the team?**

Of course! Individual guest meals can be purchased at the entrance of the dining centers with credit only. \*Guest meals are an option at dining centers, but guests not on a meal plan may need to wait until seating availability is open due to anticipated number of Odyssey of the Mind attendees on a meal plan. Guests that are not on a meal plan are highly encouraged to eat at an off campus location and there are several restaurants in the campus town area.

### **What kind of meals can we expect in the dining center?**

You will be assigned to a specific dining center for your meals. All persons who have purchased Odyssey of the Mind housing or meal packages will be issued a color-coded wristband allowing them into the appropriate dining center. Meals typically include a selection of entrees, hot and cold side dishes, salad bar, fresh fruits and vegetables, and a variety of deserts and beverages. University Dining may choose to substitute some meals as pick-up-and-go meals when appropriate (notices to be shared at arrival).

### **What time are the dining halls open? What is the cost for meals for those not staying on campus?**

Hours are:

Breakfast – 6:30am to 9:30am (Wednesday – Sunday)

Lunch – 10:30am to 1:30pm (Wednesday – Saturday)

Dinner – 4pm to 7pm (Tuesday – Saturday)

Access to the all-you-care-to eat dining facilities will be limited to participants wearing wristbands and their guests purchasing meals at the following guest rates:

Breakfast – \$15

Lunch and Dinner – \$18

Child Breakfast (4 – 9) – \$11

Child Lunch (4 -9) – \$13

Children 3 & Under Free with paying adult

Please note: ISU dining and C-Stores are cash-less

### **Our team is arriving after the dining halls close; however, the package we purchased includes dinner that day. Will dinner be provided?**

If you plan to arrive after the scheduled dinner hours, we encourage you to make plans to eat prior to arriving or explore the many great dining options available to you in the community.

### **What is the penalty if we cancel our housing reservation?**

There is no penalty if you cancel your reservation by April 20. Cancellations by April 24 are subject to a 50% penalty. Unfortunately no refunds can be given after April 26 as your room has been booked.

### **Can we make changes to our housing reservations if we reserve our space now?**

Absolutely! Please enter your information as quickly as possible. You can modify your housing reservations through April 20.

### **What types of rooms are used for housing?**

Your team will get the actual experience of living like college students! Teams will be housed in traditional style residence hall housing (the majority in double-occupancy rooms), with additional placements in triples, if available. When completing your Lodging/Meals Reservation, please indicate only medically-required housing and dining needs that may affect placement.

### **Will a team member be housed with someone he/she does not know or with another adult?**

In order to accommodate all teams it will be necessary to assign one person to every available bed. This means that if a team has 9 persons assigned to rooms with a total of 10 beds, there may be a person from another team of the same gender and similar age assigned to the remaining space. An adult will not be assigned to a room with a team member unless requested on the housing form.

### **Will males and females be housed together in the same residence hall?**

Males and females may be assigned within the same residence hall room if requested. Males and females may be assigned within the same suite or apartment, but not within the same sleeping room unless requested.

### **Will I be provided linens?**

Yes! To make your stay easier, each person will be provided with a pillow, pillowcase, sheets, blanket, 2 towels, 1 washcloth & soap. Daily towel exchanges will be available at a centralized location.

### **Are laundry facilities available?**

Yes, laundry facilities will be available within the residence area; cost of laundry and detergent is the person's responsibility

### **When will we know where we're staying?**

When you get to campus and register for your housing you will receive your housing assignment.

### **Who will I room with?**

When you fill out your Lodging and Meals Reservation you can request your roommate. We will do our best to accommodate you.

### **What if I lose the key card to my room?**

Be sure to keep track of your keys! At check in, you will receive an envelope with all your keys, use this as a handy resource to gather them all to turn in at check out. Keys must be returned at check-out; charges will be assessed for unreturned keys (up to \$175). If lost keys are found, turn them in to one of the 24- hour residence hall desks or to the Odyssey information desk. You can also check here if looking for a lost key.

### **Are there refrigerators in the residence halls?**

A 24-Hour Conference Desk will be located in each residence area. Guests who have questions about housing or dining should feel free to call or stop by their Conference Desk. The 24-Hour Desks can store medications requiring refrigeration (refrigerators are not supplied in all residence rooms). Bring medications in small, well-labeled containers.

### **Can anyone enter the residence halls?**

Only university staff and Odyssey of the Mind teams and coaches assigned to the residence will have keys to the residence areas. Participants are not allowed in Department of Residence areas that are not assigned to their group unless accompanied by a responsible host registered for that area. If you have guests you must behave appropriately and respect the other teams. Unruly behavior should be reported to the resident assistant, University staff, or Odyssey Information promptly. A 24-hour Conference Desk will be located in each residence area.

### **Our team would like to stay in a hotel. Will you help us with those arrangements?**

The Convention and Visitors Bureau can assist you with a list of nearby hotels at:[www.discoverames.com/odyssey](http://www.discoverames.com/odyssey)

### **What if my team arrives after registration hours?**

We strongly encourage teams to arrive to Ames and Iowa State University during the published registration hours, but understand that this may not be possible due to travel delays, etc. If you are taking an airport shuttle booked through Discover Ames and arrive after 10:00 p.m. to Des Moines International Airport, the Department of Residence team will communicate with the charter bus company which residence hall you are housed in and take you directly to the residence hall (your coach must complete the check in process the next day). If you are driving into Ames, a 24-hour phone number will be posted on the North doors of Scheman to call for your residence hall assignment.

### **Can teams staying off campus use the recreational facilities?**

Yes, the registration fee covers all of the events and recreation opportunities at World Finals. Team members and adults staying on campus are permitted to participate in recreational activities at listed University facilities. Team members must provide the medical release form.

### **Who can attend the competitions and ceremonies on campus and how much are the tickets?**

Everyone is welcome to attend and the event is free to the public. For the Opening and Awards Ceremonies you do need a ticket to enter. Participating teams will get their tickets when they sign in at the Odyssey of the Mind registration desk. Spectators who are not staying in Odyssey housing may pick up their complimentary tickets on the day of the event at the Odyssey Information Booth or at the Arena Box Office the evening of the event. [Only one ticket per person will be distributed. This helps prevent over-distribution of tickets by giving mass quantities to more than one person from the same group.] You must sit in the seat designated on the ticket.

### **Will I need a vehicle to get around campus?**

CyRide, the city's public transit system, will operate a free bus service throughout the competition connecting the residence areas, central campus, and the Iowa State Center. CyRide also will offer free rides throughout Ames for Odyssey of the Mind participants and coaches wearing their wristbands.

### **Do drivers need a parking permit?**

Teams traveling with a vehicle will receive a parking pass during team registration that includes recommended parking lot information based on their assigned residence hall. The pass must include a cell phone number.

Teams traveling with oversized vehicles, box trucks, or trailers must park at the Iowa State Center (shuttle service available on the west side of Stephens Auditorium) or in the Towers parking lot (no shuttle service but walkable to campus).

Parking in red reserved lots or spaces is prohibited, and vehicles parked in these spaces may be subject to towing.

Those teams that are staying off campus, must park at the Iowa State Center lot and utilize the shuttle service available on the west side of Stephens Auditorium.

The Iowa State Center parking is free and overnight parking is allowed.

Alternate paid parking options:

- o Iowa State Memorial Union – daily fee (\$)
- o East Parking Deck – metered daily fee (\$)
- o Ames Intermodal Parking Ramp – metered daily fee (\$)

### **Can I get a handicapped parking permit?**

No special permit is needed. Simply use your state-issued tag and park in designated areas. We would like to drive our RV to campus.

### **May we park on campus?**

Individuals are not permitted to stay in RVs and Campers on campus.

### **We are chartering a bus to get to campus. Where do I tell the driver to park?**

If your team is chartering a coach to bring you to Ames, please make the following arrangements with your driver. When on campus, the charter should park in the general lots at the Iowa State Center. At registration, pick up information on permitted pick up/drop off locations on campus. Parking is not allowed for buses on central campus, and waiting times are limited. Be sure to exchange cell phone numbers with your driver in case either your driver or the team need to make arrangements for an alternate meeting place.

**When can we check on our props? If we are driving our props to campus, where do we deliver them?**

Props will be grouped according to problem and division and delivered to the designated prop storage area near each competition site by Wednesday, May 27. For props that travel with you, participants must load and unload their own props. Designated loading/unloading zone information will be available at team check in.

Prop storage hours are:

Wednesday, May 27: 8:00 am- 10:00 pm

Thursday, May 28: 7:00 am – 10:00 pm

Friday, May 29: 7:00 am – 10:00 pm

Saturday, May 30: 7:00 am – 4:00 pm (or 30 minutes following last competition, whichever is later.) All remaining props need to be packed for shipping or removed by 4:00 pm.

**How do we arrange to ship our props home?**

Teams who wish to ship materials home must register such request with the ISU Prop Information booth for proper guidance. All teams are responsible to pre- arrange for PREPAID OR C.O.D shipment of any materials requiring return.

**When will the competition schedule be available?**

The tentative schedule will be online for review on April 28th then taken down May 1st to make any necessary revisions. The Finalized Competition Schedule will be online May 5th.

**How do I contact my child once the team arrives on campus?**

Most cell phones work on campus and in the residence halls. Prior to leaving home, be sure to leave a list of all team members and chaperones and any cell phone numbers with family members. Distribute a list of cell phone numbers to all your team members. Team members should call home and give family members their residence hall name and room number. In the event of an emergency at home, family members should call ISU Police at 515-294-4428. Please remember this is for emergency use only.

**Is there a health center on campus in the event of an emergency?**

Yes, there is an extensive list of Health Services and a required medical release form in the WF packet found in the Know Before You Go section.

**Will any of the events be broadcast online?**

Opening Ceremonies, the Graduation Ceremony and the Awards Ceremony will be broadcast as a live webcast during the event. Stay tuned to the World Finals website and our social media for updates and broadcasts. The footage will also be posted shortly after the ceremony on the World Finals media page.

**What if I have questions about Iowa State University or Ames?**

Check out a special page for OM participants by Discover Ames  
[www.discoverames.com/odyssey](http://www.discoverames.com/odyssey)

**Who is eligible to participate in the graduation ceremony?**

High School and College students missing their graduations because they are attending the Odyssey of the Mind World Finals are invited to participate in the graduation ceremony. Due to time and space restrictions, we cannot invite all students to participate. To participate in the graduation ceremony, please sign up before April 20. [Check back later for the signup form.] Graduates are encouraged to wear caps and gowns for this ceremony. However, everyone is encouraged to attend the event in order to support their fellow participants and see OMER!

**When will we see the team's scores on the website?**

The team's scores will be available on the [OdysseyoftheMind.com](http://OdysseyoftheMind.com) immediately after the Awards Ceremony ends.

**What is OMER'S News and where can I find it?**

OMER's News is the daily Odyssey of the Mind World Finals Newsletter. The first edition is available when you arrive on campus and new editions are digital only and will be posted on our app and website each day of the event.

# Buddy Team Sign Up

Are you interested in being a Buddy Team? Buddy Teams are a wonderful tradition at World Finals!

Buddy Teams from the United States and Canada get paired up with overseas teams who are participating at World Finals. Most of the international teams do not speak English and Buddy Teams help them get around campus, support them when they perform, and share the World Finals experience. Being a Buddy Team will not interfere with your team's performance.

As your team knows, competing in a World Championship can be intimidating. Not understanding the local language and customs can make it even more stressful. Buddy Teams help us provide each International Team with a warm welcome and ongoing support.

**Matches will begin after the registration deadline of 4/20/26.**

**The sign up is found when the coach opens their team registration under the event information.**

## Event Information

Decline Invitation

Team Registered

Association:

Organizer:

Location:

Event level:

Start Date:

End Date:

Registration Cutoff Date:

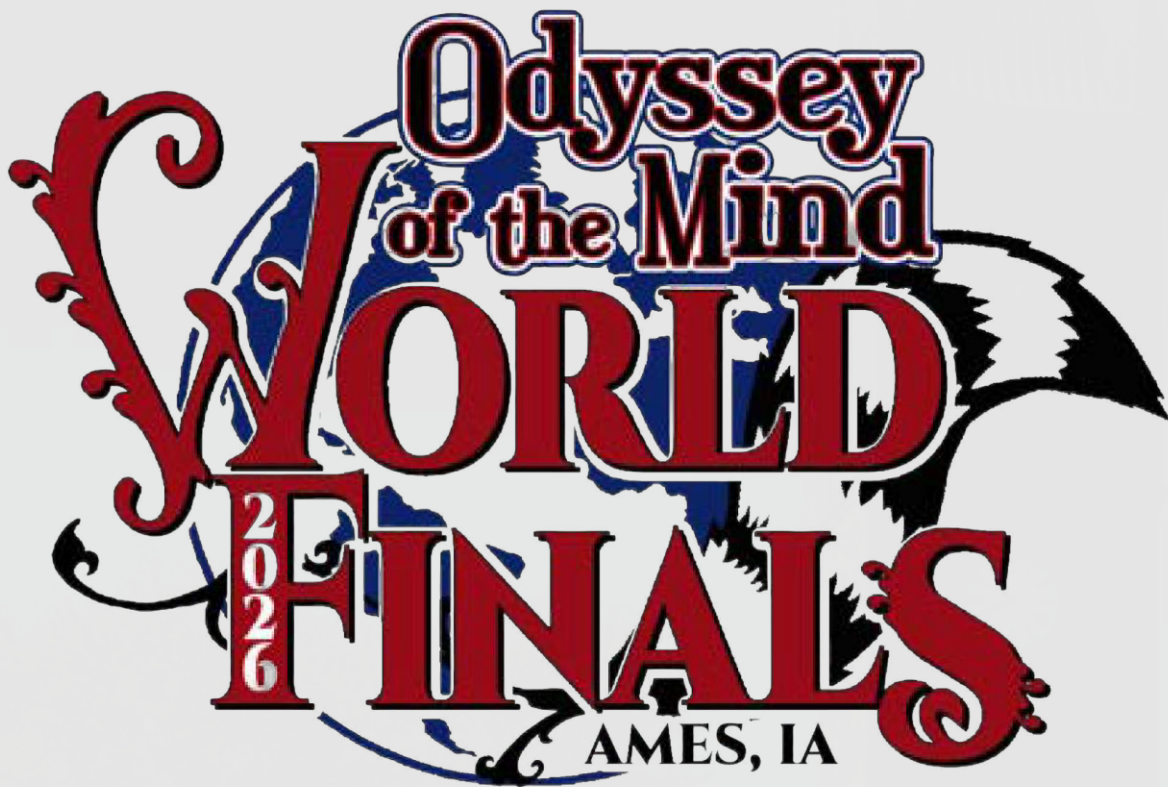
Payment Instructions:

Other details:

Buddy team:

*your info will appear here*

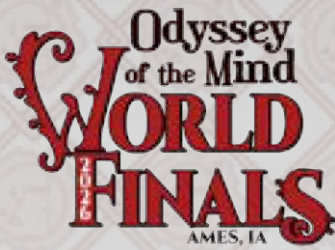
Sign Up



# COACHES' PACKET

May 27-30, 2026

Hosted at Iowa State  
University



## Traveling to Iowa State University, Ames, Iowa

### Getting here by ground transportation

Ames is a great driving destination and within a day's drive for many of your teams. Located just 25 miles north of Des Moines, Ames sits on the northwest corner of US HWY 30 and I-35; it's very easy to get to!

### Getting here by air transportation

**Des Moines International Airport (DSM)**, which is located about 45-minutes to the south of Ames, has more than 100 daily arrivals and departures.

<https://www.flydsm.com/>

DSM partner airlines offer over 20 nonstop routes.

American Airlines | Allegiant | Delta | Frontier | Southwest | United

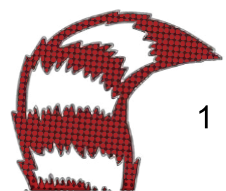
### Other nearby airports

The Eastern Iowa Airport (CID) is located in Cedar Rapids, IA, and is a 1 ½ hour drive to Ames. - <https://flycid.com/>

The Dubuque Regional Airport is located in Dubuque, IA, and is a 3 hour drive to Ames - <https://www.flydbq.com/>

Other airports that are within a 4-hour drive include Omaha (Eppley Airfield, OMA), Kansas City International Airport (MCI), Minneapolis-St. Paul International Airport (MSP).

**Please note, travelers are responsible for finding their own transportation to and from these airports.**



## **Airport Shuttles**

**Discover Ames is offering round trip shuttle service for Odyssey of the Mind teams from the Des Moines International Airport (DSM).** DSM is a 45-minute drive from Ames. The arrival shuttle will run between the airport and Odyssey of the Mind Registration site at Scheman Building.

Shuttles will be scheduled to accommodate Odyssey group arrivals and are not available at regular intervals or to other destinations. Delayed flights will be accommodated as quickly as possible.

Arrival service is available Tuesday, May 26 and Wednesday May 27. Limited arrival shuttles on Thursday, May 28.

Departure service is available Sunday, May 31. No departure shuttles are available on Monday, June 1.

All shuttles from any other airport are the responsibility of the traveler.

### **Important Information About Booking an Airport Shuttle:**

1. Cost per person for a round-trip shuttle (arrival and departure) is \$75; one-way shuttle is \$50.
2. Shuttle fees can be paid with a credit card at time of registration. VISA, MasterCard, and Discover are accepted.
3. Deadline to request an airport shuttle is: May 8, 2026
4. You will need the following in order to register for a shuttle:
  - a. Team Number
  - b. Number of people and names of those you're reserving the shuttle for. i.e. If your team is traveling on several different flights; you will need to complete the reservations multiple times based on travel schedule.
  - c. Arrival Airline, Arrival Flight Number, Arrival Date, Arrival Time (arrival time of the flight NOT the time you want a shuttle)
  - d. Departure Airline, Departure Flight, Departure Date, Departure Time (time of the flight NOT the time you want a shuttle)
  - e. On-site Contact – Name, email, cell phone of the adult(s) that will be on-site with the group on travel days. The individuals listed in this section will be receiving the communication from Discover Ames on their shuttles.

For more information or to make your shuttle reservation, visit:

<http://discoverames.com/odyssey/transportation/>

**Cost per person for a round trip shuttle: \$75.00**

**Airport Shuttle Deadline is May 8, 2026 at 11:59 PM CST**

## **Airport Shuttles - Continued**

Departure information will be determined during the week of Odyssey and posted <https://discoverames.com/odyssey/transportation/> by Saturday, May 30 at 10:00 a.m. The on-site contact provided during registration will be emailed this link as well. It will also be included in the registration confirmation.

Questions regarding **Airport Shuttles** may be directed to **Discover Ames:**

Katie Kramer, Director of Visitor Experience  
[katiek@discoverames.com](mailto:katiek@discoverames.com) | 515-817-6312

## **Additional Transportation Options**

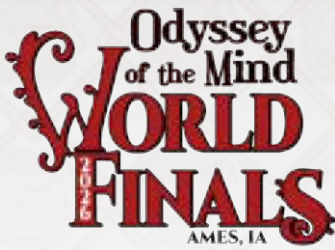
For teams that land in Chicago O'Hare (ORD) or the Minneapolis-St. Paul International Airport (MSP), charter service can be arranged through the two companies listed below.

- Executive Express: <https://www.executiveexpress.biz/coverage-areas/>
- Windstar Lines: <https://quotes.gowindstar.com/Quotations>

## **Additional ground transportation options:**

Des Moines International Airport (DSM) visit:  
<https://www.flydsm.com/at-the-airport/ground-transportation>

Cedar Rapids International Airport (CID) visit:  
[flycid.com/travel/ground-transportation/](https://flycid.com/travel/ground-transportation/)



## Team Registration

### Location

Registration will take place at Iowa State University's **Scheman Building**.

**Please note this is a different venue from the Odyssey of the Mind 2024 World Finals.**

### Where can I find the Scheman Building?

From Interstate 35 to US-30 West. Travel on US-30 west to South University Blvd in Ames. Continue north on University Blvd about 1-mile; turn west (left) on Center Drive. Scheman Building is located to the north of Center Drive. Follow signs for registration drop-off/parking.

### Scheman Building on the Iowa State University map:

<https://www.google.com/maps?ll=42.02149,-93.63675&z=19>



# Welcome to Odyssey of the Mind World Finals

## Registration Hours

All team coaches must complete their World Finals registration upon arrival to Ames and Iowa State University.

Registration will be open:

Tuesday, May 26 – 12:00 pm – Midnight

Wednesday, May 27 – 10:00 am – Midnight

Thursday, May 28 – 9:00 am – Noon \*

\*Thursday registration will take place in the Room 2630 at the Memorial Union located on the campus of Iowa State University.

## Coaches

Please proceed to the 2nd floor lobby of Scheman Building to finalize your team's registration process.

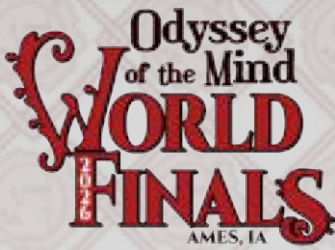
- Turn in team contract, media, insurance waiver, and have your medical release ISU Medical Release forms. Receive your team's housing
  - If assigned to a residence hall; you will receive your residence hall keys and further details.
- Receive other important World Finals Materials.

## Teams

The 1st lobby of the Scheman Building is available for teams to wait for their coaches while they finalize the registration process. Teams may pin trade, socialize with other Odyssey of the Mind participants, flip through a Discover Ames visitors' guide, or purchase your Odyssey of the Mind 2026 World Finals apparel and swag at the souvenir/merchandise stand.

## Late Night Arrivals

We strongly encourage teams to arrive to Ames and Iowa State University during the published registration hours, but understand that this may not be possible due to travel delays, etc. Please check back to this page for updated information on late night arrival process. We will make every effort to work with your shuttle driver to accommodate. Also look for signage posted on the Scheman Building North doors after hours.



## Campus Housing

Most residence rooms are double occupancy rooms; however, there are limited single-occupancy rooms. The majority of housing areas have group bathrooms (shared by a floor) located nearby the sleeping rooms. Few have suite-style sleeping rooms with two rooms sharing a bathroom (up to four people per suite). Beds are single (twin) beds, most of which will be lofted over room furniture. Air-conditioned rooms are not guaranteed. Please plan accordingly when making your housing plans.

Your team will be pre-assigned rooms in residence housing on campus. In order to accommodate all teams, it will be necessary to assign one person to every available bed. This means that if a team has 9 persons assigned to rooms with a total of 10 beds, there may be a person from another team of the same gender and similar age assigned to the remaining space. Males and females may be assigned within the same residence hall room if requested. Males and females may be assigned within the same suite or apartment, but not within the same sleeping room unless requested. Please inform team members of this possibility.

Each person will be provided with a pillow, pillowcase, sheets, blanket, 2 towels, 1 washcloth & soap. Daily towel exchanges will be available at a centralized location. Laundry facilities will be available within the residence area; cost of laundry and detergent is the person's responsibility.



## Medical Required Housing Request

If you have a team member with a medically required special housing assignment need, list the member's full name, contact telephone number, email address and description of requirement when you submit your Team Registration. Please indicate medical required housing and dining accommodations that may affect placement needs.

## 24-Hour Assistance

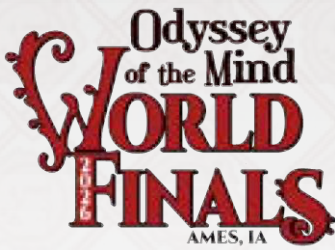
A 24-Hour Conference Desk will be located in each residence area. Guests who have questions about housing or dining should feel free to call or stop by their Conference Desk. The 24-Hour Desks can store medications requiring refrigeration (refrigerators are not supplied in all residence rooms). Bring medications in small, well-labeled containers.

## Lost Keys

Be sure to keep track of your keys! At check in, you will receive an envelope with your team's assigned keys. Use this as a handy resource to gather all keys at the end of the event to turn in upon check out. **Keys must be returned at check-out; charges will be assessed for unreturned keys (up to \$175).** If lost keys are found, turn them in to one of the 24-hour residence hall desks or to the Odyssey of the Mind information desk.

## Responsible for your own belongings

Iowa State University and Creative Competitions, Inc. shall assume no responsibility for theft, destruction or loss of money, valuables, or other personal property belonging to Odyssey of the Mind participants, for any reason. Please inform your team members to keep their room doors locked at all times, and do not leave valuables in public areas.



## Dining

### Dining Centers

Teams will be assigned to a specific dining center for your meals. All persons who have purchased Odyssey of the Mind housing package will be issued a color-coded wristband allowing them into the appropriate dining center. **Wristbands must be worn at all times. Participants must dine at their assigned dining center and will not be allowed entrance into an alternate dining center.** Meals typically include a selection of entrees, hot and cold side dishes, salad bar, fresh fruits and vegetables, and a variety of desserts and beverages. ISU Dining may choose to substitute some meals as pick-up-and-go meals when appropriate (notices to be shared at arrival).

Hours are: Breakfast – 6:30am to 9:30am (Wednesday – Sunday)

Lunch – 10:30am to 1:30pm (Wednesday – Saturday)

Dinner – 4pm to 7pm (Tuesday – Saturday)

### Guest Meals

Access to the all-you-care-to-eat dining facilities will be limited to participants wearing wristbands and their guests purchasing meals at the following guest

Age 10 & Over - Breakfast \$15

Lunch/Dinner \$18

Child 4 - 9 - Breakfast \$11 Lunch/Dinner \$13

Children 3 & Under - Free with paying adult

Convenience stores are located within the residence facilities and on the ISU campus. They carry a wide variety of beverages, snacks, ISU souvenirs, cards for residence hall washers and dryers, laundry supplies and personal care items.

Please note that on Iowa State campus, dining centers, Memorial Union, and Convenience Stores are **cash-less; cards are only accepted for payment.**

### Off Campus Dining

In addition to the meals offered as part of your package, Ames offers a variety of dining options in the community. If your plans include dining off-campus, visit [DiscoverAmes.com](http://DiscoverAmes.com) for options.

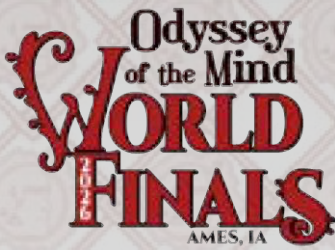


## **Dietary Accommodation Request**

Most of our dining centers are able to accommodate individuals with these allergens: dairy, egg, fish, shellfish, wheat, peanuts, tree nuts, and soy. When registering, if anyone in your group has dietary allergies, please list the member's full name, contact telephone number, email address and list the allergens (see above list) for the medically-required dietary needs on the Team Registration. If you are requesting Halal or Kosher diets, please complete the form using the same process as above. Those who are unable to self-manage their dietary allergies, such as celiac disease, will be assigned to a specific dining area.

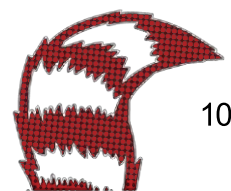
Many other dietary needs or preferences (such as for those who have diabetes; are vegetarians, etc.) can be accommodated simply by choosing appropriately from the wide variety of choices that will be available at each meal. These types of needs should not be listed on the lodging and meals reservation.

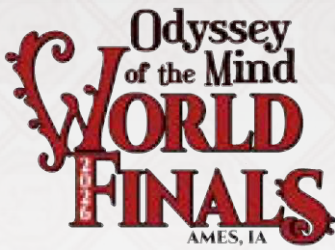
Please note, ingredients used in our recipes may be produced in a facility that may contain common food allergens such as, but not limited to: dairy, egg, fish, shellfish, wheat, peanuts, tree nuts, and soy. Food served in our facilities may not be allergen free even if they are initially made with products that don't contain the allergen.



## Courtesy Reminders for Department of Residence and ISU Dining

- Smoking is prohibited on all university grounds, including parking lots and in all university-owned or operated buildings, residence halls and apartments.
- Alcoholic beverages are not allowed in any Department of Residence buildings and ISU Dining facilities.
- Water guns, ball playing, etc., are not allowed indoors.
- Firearms, weapons, ammunition, fireworks, explosives, and highly flammable materials are not allowed.
- Tampering with elevators, fire alarms, and other building property is prohibited. Complete evacuation of the building is required in the event of a fire alarm.
- For safety reasons, window screens may not be removed. A charge of **\$50** will be assessed to occupant for removal.
- Guests must present their wristbands at all meals served within the ISU Dining facilities. Food and beverages may not be carried out of the dining rooms (for example, no filling of water bottles, coolers and mugs). Shirts and shoes are required in the dining center; swimwear and sleepwear are not acceptable attire.
- Guests shall not engage in conduct which is disruptive to other guests or University programs. Chaperones are responsible for the conduct of minors at all times.
- Quiet hours are from 11:00 p.m. to 8:00 a.m. Noise that can be heard outside of a closed door may be considered too loud for your neighbors at any time.
- Participants are not allowed in Department of Residence areas which are not assigned to their group unless accompanied by a responsible host registered for that area.
- Always lock your door and take your keys even if you leave for "just a minute".
- Never leave suitcases/belongings unattended and make sure your belongings are clearly marked.





## Activities on Campus

### Creativity Festival

Have some fun at the Creativity Festival! There is a wide variety of interactive booths, Arm and Hammer activities, entertainment, OMER's pin collection, the Ranatra Fusca display, creative challenges and more! Don't forget to stop by the Odyssey Angels booth and meet the 2026 Odyssey Angels!

Location: Lied Recreation Center

Hours:

Thursday, May 28– 12:00 pm – 5:00 pm

Friday, May 29– 9:00 am – 5:00 pm

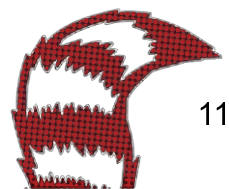
Saturday, May 30 – 9:00 am – 12:00 pm

### International Marketplace

Teams from several other countries are represented at World Finals. Come support those teams and their participants by purchasing items that they brought from their homeland. The International Marketplace \_\_\_\_\_  
the following hours:

Friday, May 29 - 11:00 am – 4:00 pm

Saturday, May 30 - 9:00 am – 12:00 pm



## **Iowa State University Recreation Facilities**

### **State Gym - Gymnasium - volleyball, basketball, rock climbing wall**

Cost: Free; included with team package

- Thursday - 11:30 am to 5:30 pm; 9:00 pm – 10:30 pm (Division 3 & 4 only)
- Friday - 11:30 am to 5:30 pm; 9:00 pm – 10:30 pm (Division 3 & 4 only)
- Saturday – 11:00 am to 4:00 pm

### **State Gym - Pool - swimming**

Cost: Free; included with team package

- Thursday - Noon- to 5:30pm; 9:00 pm – 10:30 pm (Division 3 & 4 only)
- Friday - Noon- to 5:30pm; 9:00 pm – 10:30 pm (Division 3 & 4 only)
- Saturday - 11:00 am to 4:00 pm

Team members should have provided the medical release form during Odyssey of the Mind registration.

Towels, racquets, basketballs, etc. may be checked out at the recreation centers.

### **Cy-Bowl - bowling & billiards**

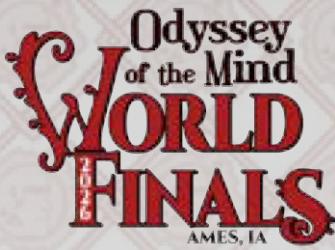
Cost: Free; included with team package

- Thursday - Saturday
- 1:00 pm - 5:00 pm

## **Iowa State Creamery**

Come visit the ISU Creamery for a sweet treat including OMER's Brain Blast flavor. Location: Food Science Building, Room 2955

Cost: Not included; additional \$ required | <https://www.creamery.iastate.edu>



## Discover Ames

Located in the heart of the Midwest, Ames, Iowa is a thriving city of 66,000 people. Named one of the best college towns in America by 24/7 Wall Street, Ames is the perfect location for Iowa State University. The innovative culture of the ISU campus is matched by the vibrancy and small-town charm of Ames. Don't miss Downtown Ames, Reiman Gardens, our exceptional restaurants, Ada Hayden Heritage Park, and many other attractions and outdoor spaces.

There's so much to explore in Ames! After you've arrived and all your pins are traded, what should you do? Check out these ideas:

### Stroll through Reiman Gardens

Spring is in the air at Reiman Gardens, a 17-acre public botanical garden featuring a tropical plant conservatory, the Butterfly Wing, colorful annual displays, seasonal events, and Elwood, the world's largest concrete gnome. May is an especially beautiful time to visit. However, any time of year, visitors are amazed by the sight of up to 800 live butterflies in the Butterfly Wing, representing as many as 80 species, including the impressive Atlas Moth and the stunning Blue Morpho. While you are there, you may even see butterflies and moths emerging from their chrysalises.

### Go Downtown

Downtown is the beating heart of Ames. Discover unique, independent shops and restaurants, festivals and special events, live music, and so much more. Do not miss the farmers market while you are in town for the World Finals and be sure to explore downtown favorites like Dog Eared Books, Sweet Caroline's, and RAYGUN.

### Explore Campustown

Just across Lincoln Way from the Iowa State campus, you will find restaurants, coffee shops, essential shopping, a thriving nightlife, student housing, outdoor events, and a very cool vibe. Do not miss these Campustown favorites: Dogtown University and Barefoot Campus Outfitter for Cyclone gear, along with West Street Deli, Café Beaudelaire, Bar La Tosca, Roni's Mac Bar, and Pizza Pit Extreme for delicious eats. No matter where you go, you are sure to get the full collegiate experience.

## **Take in Nature**

Ames is known for its recreational opportunities. With four golf courses, a park-like ISU campus, bike paths for miles, the lake at Ada Hayden Heritage Park, an outdoor aquatic center, and impressive system of city parks, it's time to get outdoors! Drive a few miles west of Ames and you'll find Ledges, one of Iowa's most popular state parks, as well as year-round activities at Seven Oaks.

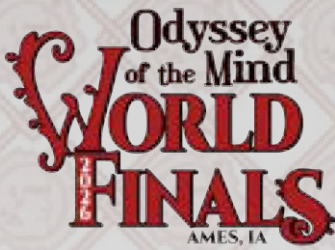
## **Experience art and history**

Iowa State is home to one of the largest campus art programs in the United States. Much of that art can be seen as you wander the grounds or explore campus buildings. But be sure to check out the art museums – Brunnier Art Museum, Christian Petersen Art Museum, and Farm House Museum – and the Anderson Sculpture Garden. In downtown Ames, you can visit the Ames History Museum and the Octagon Center for the Arts.

## **Enjoy sweets and treats**

Sometimes you just need something sweet! Ames satisfies your cravings in a big way. Try the candy-bar-inspired sundaes at Hickory Park, European-style chocolates (and the BEST gelato) at Chocolaterie Stam, Iowa-State-themed ice cream on campus at the ISU Creamery, peanut butter pie at Aunt Maude's, monster cookies at Cookies, etc., and ridiculously delicious pastries and desserts at The Café and Provisions Lot F.

**Discover all that Ames has to offer at [DiscoverAmes.com](https://www.discoverames.com)**



## Hilton Coliseum (facility used for evening events)

### Clear Bag Policy

The Iowa State Athletics Department has a clear bag policy for all ticketed events.

The following bag types are allowed:

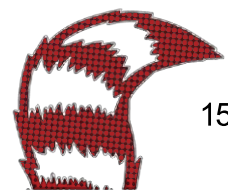
- Plastic, vinyl, or PVC clear totes that do not exceed 12x6x12 inches and do not have a logo larger than 4.5x3.5 inches;
- One-gallon clear plastic freezer bags (i.e. Ziploc or similar);
- Small clutch bags no larger than 6x9 inches;
- Exceptions will be made for bags containing items required for medical, family, or child care.

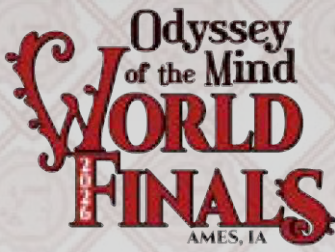
Permitted Items:

- Items required for medical, family, or childcare needs
- One 20oz. unopened or empty bottle of water per person

Prohibited Items include, but are not limited to:

- Alcoholic beverages
- Artificial noisemakers
- Backpacks, fanny packs, purses (or any bag that is not clear)
- Cameras (a lens less than 6 inches is permitted in the Coliseum)
- Chairbacks or stadium seats
- Coolers or containers
- Beach balls
- Food and beverages
- Pets (with the exception of service animals used by disabled guests)
- Strollers
- Umbrella
- Video cameras
- Weapons
- Tools, razor blades, scissors, etc.
- Sealed packages of any kind, including gifts
- Laser pointing devices, flashlights, or glowsticks
- Selfie sticks, telescopic devices, tripods, or camera poles
- Hazardous items including, but not limited to, fuels, torches, lighter fluid, chemicals, paint, batteries, or aerosols





## Float and Banner Parade

### Load-in:

Floats can be delivered to Hilton Coliseum East Loading dock on Thursday, May 28 during prop storage hours.

Floats will not be allowed into Hilton prior to Thursday morning; the space is needed for Opening Ceremony line-up on Wednesday evening.

### Float Assembly:

Assembly of floats can occur on Thursday, May 28 during prop storage hours.

### Size:

Can not exceed 12' tall or 12' wide for each section (in order to get onto floor through bleachers from back tunnel)

**Parade:** Thursday, May 28 | 6:45 pm - 9:00 pm

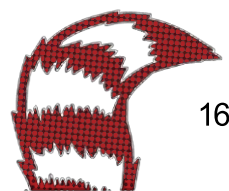
- Floats should be left in the tunnel. Associations with both floats and banners should sit in the arena. Volunteers will be on the arena floor to help with seating.

Associations will be directed when it is time to go to the tunnel and line up with their float or banner for the parade.

- Registration deadline: May 20th, 2026.

Line-up: 6:45 pm (with assembled floats) in Hilton East tunnel

Parade: 7:30 - 9:00 pm





## **McFarland Clinic Ames**

### **Urgent Care**

The McFarland Urgent Care Clinic provides care for acute, non-emergent health problems or injuries that require immediate attention. The urgent Care Clinic is available during evenings and weekends by appointment only. You do not have to be an established McFarland Clinic patient to be served in the Urgent Care Clinic. To schedule your same-day appointment at the McFarland Urgent Care Clinic, please call 515.956.4044.

The Urgent Care Clinic is located at 3815 Stange Road, Ames, IA  
<https://www.mcfarlandclinic.com/communities/ames/mcfarland-urgent-care>

### **Express Care**

McFarland Clinic offers same day and next day appointments for common illnesses, and is available inside both Hy-Vee Grocery Store locations in Ames.

Hy-Vee Lincoln Center - 640 Lincoln Way, Ames, IA  
Hy-Vee West Ames - 3800 Lincoln Way, Ames, IA

#### **Hours of Urgent Care and Express Care**

- Monday through Friday: 9:00 am - 7:00 pm
- Saturday and Sunday: 8:00 am – 4:00 pm

<https://www.mcfarlandclinic.com/specialties/express-care>

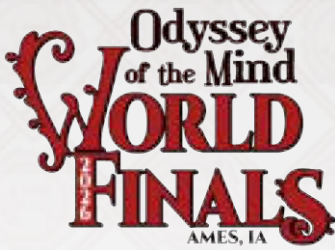
## **Mary Greeley Medical Center (MGMC)**

Medical care also is available through the emergency room of MGMC at  
1111 Duff Ave, Ames, IA  
<https://www.mgmc.org/>

### **First Nurse phone line**

First Nurse is a free health-information community service that allows you to speak with a specially trained registered nurse. Available 24 hours a day, 7 days a week.

Call 1-515-239-6877 or toll-free at 1-800-524-6877



## Parking

As with most college campuses, parking is limited especially in the central campus area. Iowa State University is fortunate to have some larger parking lots on the perimeter of campus and we ask that you please abide by the parking recommendations and pay special attention to the ISU faculty/staff reserved parking spots on campus.

### Residence Area Parking

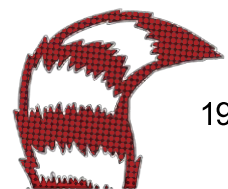
Teams living in residence housing on campus that are traveling with a standard sized vehicle will receive a parking pass during team registration that includes recommended parking lot location based on their assigned residence hall. It is important to follow these parking lot recommendations in order to accommodate all visitors on campus. The passes will be issued upon receiving your residence hall keys and the pass **must** include a cell phone number for the driver of the vehicle in case our parking division needs to reach out during the event.

### Oversized Vehicles

If your team is traveling with an oversized vehicle such as a box truck, trailer, or charter bus those vehicles are required to park in the Iowa State Center Lot or Wallace/Wilson Towers Lot (Parking Lot 61A or 61B) during the week. . No longterm oversized vehicle parking allowed on central campus. The Iowa State Center (Hilton Coliseum, Scheman, Fisher, Stephens Auditorium) has the CY Ride Shuttle transfer stop on the west side of Stephens Auditorium, making it convenient to shuttle to campus. A good rule of thumb, if your vehicle takes up more than one spot, then park at the recommended oversized vehicle lot.

### Commuter Parking

Those not staying in residence housing on campus are required to park at the Iowa State Center (free). The shuttle transfer station is located on the West side of Stephens Auditorium. The shuttle is provided to central campus. Additional parking adjacent to central campus is available at the Memorial Union parking ramp with an hourly charge. Other lots are assigned to university staff. Please take care to avoid restricted areas.



## CyRide

CyRide, the city's public transit system, will operate a free bus service throughout the competition connecting the residence areas, central campus, and the Iowa State Center. CyRide also will offer free rides throughout Ames for Odyssey of the Mind participants and coaches wearing their wristbands. CyRide will be operating during the following hours:

Tuesday, May 26	12:00 pm - 11:00 pm
Wednesday, May 27	6:30 am - 11:00 pm
Thursday, May 28	6:30 am - 11:00 pm
Friday, May 29	6:30 am - 11:00 pm
Saturday, May 30	6:30 am - Sunday 1:00 am
Sunday, May 31	2:00 am - 12:00 pm



## Prop Details

### Preparing Your Shipment

Props may arrive between May 1 – May 27, 2026.

Pack props into shipping boxes or crates. All items shipped must be no wider than 32 inches (82 cm), no taller than 72 inches (183 cm), and no longer than 8 feet in length (244 cm). Boxes or crates can be shipped or securely strapped to a standard 40 inch (102 cm) wide pallet, as long as the box or crate can be removed from the pallet to pass through a standard doorway.

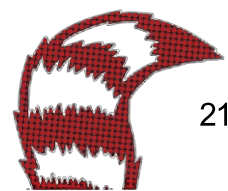
Note: Oversized shipments will remain at the ISU Central Receiving Facility. It is the team's responsibility to coordinate their delivery to the competition site with ISU Central Receiving

**Large and heavy crates** must be well-constructed to allow for forklift use (see illustrations below):



### GOOD CRATING:

- Provides durability and maximum protection
- Uses a fixed (under 32" wide) or removable pallet (over 40" wide) as a base
- Should be easy to lift with a forklift or pallet jack
  - Constructed with screws instead of nails



## **Labeling your Shipment**

Fill out the enclosed Odyssey of the Mind shipping label carefully and securely attach it to EACH box or crate shipped. Each box or crate shipped must be clearly marked and labeled with the official shipping label provided in this packet, whether it is shipped by you or a third party.

When shipping multiple boxes or crates, mark each separate box or crate (Ex: Box 1 of 3, Box 2 of 3, Box 3 of 3)

All boxes or crates shipped require the Membership Name, Team ID Number, Address, Phone Number, E-mail, Problem, and Division

Avoid placing multiple props for different problems in a single box or crate. Items must be shipped to the address provided on the shipping label (see official shipping label).

Props will be accepted May 1 through May 27, 2026

Bring tools to open and reassemble your props. Iowa State University is unable to supply tools.

## **Shipping Your Props**

ALL shipments must be prepaid. ISU Central Receiving will not accept any shipments arriving freight collect or COD. Shipping Label: <https://omworldfinals.com/wp-content/uploads/2026/03/OOTM-Shipping-Label-2026.pdf>.

Be sure to obtain a tracking number from your carrier for each carton/crate shipped.

## **Full Truckload Prop Shipping**

Full truckload shipments shall be loaded by Problem. Please have the carrier provide a manifest to ISU Central Receiving upon arrival.

## **International Prop Shipping**

ALL shipments must be prepaid. ISU Central Receiving, Odyssey of the Mind, and Iowa State University are NOT the importer of record. ISU Central Receiving, Odyssey of the Mind, and Iowa State University are not responsible for customs, clearance, brokerage, taxes, tariffs, duties, or any other fees. The shipper must provide their own broker for customs and clearance. ISU Central Receiving will not accept any shipments arriving via COD (Collect on Delivery) or Freight Collect, or those requiring payment of fees.

## **Shipment Tracking**

Check your carrier's website to see if your shipment has been delivered to Iowa State University Central Receiving. Once your items have arrived at ISU, you can visit the Iowa State University tracking website to check their current location and status at ISU: <https://isu.sclintra.com/OTM>

Each member's prop(s) will be staged according to Problem and Division and delivered to the designated prop storage area near each competition site by Wednesday, May 27.

## **While you are here**

The Prop Information Booth will be available on Tuesday and Wednesday during registration at the Scheman Building.

If your shipment is not in the designated prop storage area, please visit the ISU prop tracking website: <https://isu.sclintra.com/OTM> OR call 515.230.1308

## **Unloading at Competition Sites**

For props that travel with you, participants must load and unload their own props. Designated loading/unloading zone information will be available at team check in.

Prop storage hours are:

Wednesday, May 27: 8:00 am- 10:00 pm

Thursday, May 28: 7:00 am – 10:00 pm

Friday, May 29: 7:00 am – 10:00 pm

Saturday, May 30: 7:00 am – 4:00 pm (or 30 minutes following last competition, whichever is later.) All remaining props need to be packed for shipping or removed by 4:00 pm.

## Prop Return Shipments

Teams needing to ship materials home must register their requests at the ISU Prop Information Booth for proper guidance.

All teams are responsible for arranging either PREPAID or COD shipments for any materials that need to be returned.

Returns must be properly packaged, with a prepaid return shipping label and an orange "RETURN" label attached to each carton. The orange "RETURN" label(s) are provided at the Prop Information Booth.

Freight returns - A completed Bill of Lading (BOL) should be attached to all freight cartons or crates.

ALL returning props should be left in the prop storage rooms to allow ISU Central Receiving to pick them up and stage them for carrier collection at the Central Receiving Facility.

Do not schedule carrier pickups at the prop storage area. Return shipments should be scheduled with your carrier after June 1.

Carrier pick up address:

Iowa State University  
Central Receiving Facility  
2105 East Lincoln Way  
Ames, IA 50010

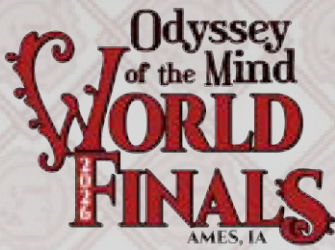
Note - Shipping hours: 8:00 AM-3:00 PM CST, M-F, full access loading dock.

Additional labeling and packaging instructions are available online:

- UPS
- FedEx
- Freight shipments

The deadline to have return shipments registered with the Prop Information Booth and properly packaged/labeled is Noon (12:00 PM CST) on Saturday, May 30, 2026.

*Disclaimer: ISU Central Receiving, Odyssey of the Mind and Iowa State University will not be responsible for overages or shortages of payment and/or damage to return shipments.*



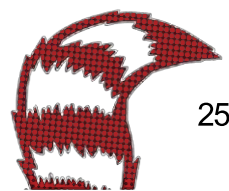
## Check List

### Before your team leaves home

- Have each team member fill out a medical release form, media release form, liability waiver and insurance form and have it signed by a parent/guardian. Provide a copy to your coach, and keep one with you!
- Ship props between May 1 and May 27. Don't forget to attach the shipping label to each separate shipping item/package. Include only items for one problem and division in each package. Must abide to container sizes.
- Leave a list of all team members and chaperones' names and any cell phone numbers with family members.
- Pack clothes for recreational activities, such as a bathing suit, towel and tennis shoes.
- Leave the emergency number with family members. In the event of an emergency at home, family members should call ISU Police at 515.294.4428.
- Check on your props: go to [isu.sclintra.com/OTM](http://isu.sclintra.com/OTM).
- Bring extra pillows if needed (you'll receive only one in residence housing) and universal plug-ins if coming from outside the US.

### Once you arrive

- Check in at Scheman Building.
- Check on your props at the prop information table at Registration, or on Friday or Saturday at the Memorial Union.
- Locate assigned residence area, hotel, and dining center.
- Stop by the Info Desk in the Memorial Union if you need information after arriving on campus.
- After your arrival, have your team members give family members at home their location, housing location, and the conference Desk number for your assigned living area.
- Use the free shuttle to get around campus and Ames.
- Interested in Rock Wall Climbing? If available, Release forms are taken at the time of use in the recreation center.



**Congratulations** on qualifying for World Finals! This is an incredible achievement, and we are so proud of all the hard work, creativity, and teamwork that brought you to this exciting moment. As you prepare for your journey to Iowa, we want to share a special tradition that makes World Finals even more memorable — pin trading!

Pin trading is one of the most beloved parts of the World Finals experience. Teams from all over the world bring pins that represent their state, country, or team spirit and trade them with other competitors. It's a fun way to meet new friends, learn about different regions and cultures, and come home with meaningful keepsakes that represent the connections you've made. Many students say their pin collection becomes one of their favorite memories from World Finals!

We encourage every team to bring plenty of pins and to be ready to trade, share stories, and spread Odyssey spirit wherever you go — in the dorms, competition sites, and around campus. It's not just about collecting pins; it's about building friendships, celebrating creativity, and being part of the global Odyssey of the Mind community.

To help everyone jump right into the fun, we are providing each attending team member with a Pin Trading Starter Kit —a \$40 value— at no cost to our active members.

*Each Starter Pin Trading kit includes:(9 Total Items)*

*7 Problem Pins- LaPhilPhil set (pin for each problem, primary + spontaneous)*

*1 OMER World Finals Pin*

*1 OMER World Finals Charm*



World Finals is an unforgettable adventure, and pin trading adds to the excitement, fun, and sense of connection that makes this event so special. We can't wait to see all the amazing designs and watch our teams represent with Florida pride in Iowa!

Best of luck to all teams — enjoy every moment of this incredible experience!

No orders will be taken past **April 11th**. Your regional director will receive your order in early May and will contact you with arrangements to receive your items. Unless you indicate on your order form that you want your items shipped directly to you.

[Items for Opening and Closing Ceremony](#)

[Extra Items Purchased by Teams/Families](#)

Warm regards,  
Amanda Howell

[sales@floma.org](mailto:sales@floma.org)

