



HIDALGO COUNTY, TEXAS APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 05/22/12
TOTAL NUMBER OF EMPLOYEES TRAVELING: 1

DEPARTMENT NAME: Hidalgo County Extension Service
NAME & TITLE OF EMPLOYEE(S) TRAVELING: Christina L. Perez, 4-H & Youth Development

EVENT INFORMATION

TITLE OF EVENT: 2012 Texas 4-H Roundup
EVENT DATE(S) FROM: 06/10/12 TO: 06/15/12
DEPARTURE DATE: 06/11/12 RETURN DATE: 06/15/12
LOCATION OF EVENT: CITY: Lubbock STATE: Texas

PURPOSE OF TRAVEL

- Place an "X" by the applicable purpose of the trip.
- To obtain statutorily required continuing professional education.
 - To obtain continuing education related to an employee's work or maintenance of a license or certification.
 - To testify before legislative bodies, regulatory agencies and commissions, and other forums that may make decisions affecting the County and its affiliated organizations and operations.
 - To participate in professional organizations related to the employee or official's job assignment.
 - To conduct essential research & information-gathering for improvement of County operations or compliance with law.
 - To monitor the development of state or federal legislation or implementation of legislation that might affect the County
 - To participate in forums, coalitions, & discussions relating to the policy, legislative & regulatory interests of the County
 - To pursue the County's interests in litigation or criminal justice.
 - To promote the economic development interests of the County.
 - To carry out other purposes determined by Commissioners' Court to be in the interest of the County (Commissioners' Court approval is attached).

JUSTIFICATION FOR THE NEED TO TRAVEL OUT-OF-STATE

Explain the benefits that this trip it will bring to Hidalgo County. Attach an itinerary, agenda, or schedule for the conference and/ or event. If applicable, justify the need for multiple persons traveling to the same event.

SUMMARY OF ESTIMATED TRAVEL EXPENSES	ESTIMATED EXPENSES	(DBM USE ONLY) FUNDS AVAILABLE BALANCE	MODE OF TRAVEL <small>(Place an "X" by applicable mode of travel)</small>
1. REGISTRATION FEE(S)	\$25.00		AIRFARE* _____
Subtotal for Object Code 584	\$ 25.00	\$	BUS** _____
2. AIRFARE- ROUNTRIP COACH FARE ONLY	\$206.90		Rental Car** _____
3. TAXI FARE	\$ -		County Vehicle** _____
4. BUS FARE	\$ -		Private Vehicle** _____
5. RENTAL CAR	\$128.78		OTHER** (Specify) _____
6. GASOLINE/DIESEL/FUEL	\$75.00		* If traveling by airplane, the traveler should consider purchasing a refundable fare if possibility of a cancellation exists.
7. MILEAGE REIMBURSEMENT	\$ -		
8. TELEPHONE CALLS	\$ -		** If mode of travel includes bus, rental car, county vehicle, private vehicle, or other form of transportation, a comparison of the savings that will be achieved by not choosing to travel by airplane must be provided with supporting documentation.
9. PARKING	\$7.00		
10. LODGING	\$80.00		
11. MEALS	\$168.00		
12. OTHER EXPENSES	\$ -		
Subtotal for Object Code 583	\$ 665.68	\$	
13. TOTAL ESTIMATED TRAVEL EXPENSES	\$ 690.68	\$	

14. IF HIDALGO COUNTY IS NOT FUNDING ANY OR PART OF THIS TRIP, INDICATE BELOW THE EXPENSE TYPE & SOURCE OF PAYMENT:

NOTE: If trip duration is extended to take advantage of lower airfare, a comparison of the savings to the additional estimated cost must be provided with supporting airfare rate documentation.

ELECTED OFFICIAL/DEPARTMENT HEAD CERTIFICATION (Place an "X" by each of the certifications)

I certify that:

- Trip expenses are necessary and will be incurred for official county business.
- Reasonable efforts to minimize the use of county funds have been explored.
- Sufficient funds are available within in my department's budget to pay for the related travel expenses without the need of a budget amendment.

If this trip is for out-of-state training, the training is not available in some other form that does not require out-of-state travel.

APPROVED BY ELECTED OFFICIAL/DEPARTMENT HEAD: [Signature] DATE: 5/24/12 DEPARTMENT CONTACT PERSON: Nora Linda Cruz PHONE NO.: 383 1024

FOR DEPARTMENT OF BUDGET & MANAGEMENT (DBM) USE ONLY:

TRAVEL IS **APPROVED** for the individuals listed below:

TRAVEL IS **NOT APPROVED** for the individuals listed below:

REVIEWED BY (PRINT NAME):	DATE:	REVIEWER'S SIGNATURE:	PHONE NO.:
DBM'S DEPARTMENT HEAD APPROVAL (PRINT NAME):	DATE:	SIGNATURE OF DBM DEPARTMENT HEAD:	

HIDALGO COUNTY
 BUDGET OFFICE
 2012 MAY 25 PM 4 45



HIDALGO COUNTY, TEXAS OUT-OF-COUNTY – TRAVEL ADVANCE REQUEST

A. TRIP AND TRAVELER INFORMATION

EMPLOYEE NAME: <u>Christina L. Perez</u>		EMPLOYEE I.D. NO.: <u>188760</u>	EMPLOYEE TITLE: <u>CEA-4-H & Youth Dev.</u>
DEPARTMENT: <u>Hidalgo County Extension Service</u>	DO YOU HAVE AN OUSTANDING TRAVEL ADVANCE? <u>No</u>		
DEPARTURE DATE: <u>6/11/12</u>	RETURN DATE: <u>6/15/12</u>		
TIME OF DEPARTURE: <u>10:00 AM</u>	TIME OF RETURN: <u>5:00 PM</u>		
TO CITY: <u>Lubbock</u>	STATE: <u>Texas</u>		
SEMINAR/CONFERENCE/MEETING: <u>START DATE: 6/10/2012</u>	<u>END DATE: 6/15/2012</u>	ACTUAL NO. OF DAYS: <u>6</u>	
TITLE OF WORKSHOP/CONFERENCE: <u>2012 Texas 4-H Roundup</u>			
METHOD OF TRAVEL (AIR TRAVEL/ PERSONAL VEHICLE/ COUNTY VEHICLE/ CAR RENTAL): <u>Parent's Vehicle and Air Travel</u>	IS COORDINATION OF TRAVEL REQUIRED? IF NO, ATTACH WRITTEN EXPLANATION FROM THE COUNTY OFFICIAL. <u>Yes</u>		
LIST NAMES OF COUNTY EMPLOYEES TRAVELING WITH YOU IN THE COUNTY VEHICLE, CAR RENTAL, OR PERSONAL VEHICLE? <u>None</u>			
DO YOU HAVE A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT? <u>Yes</u>	IF YES, EXPLAIN REASON FOR NOT UTILIZING COUNTY VEHICLE? <u>Travel is too far to take our County vehicle and I will be traveling with a 4-H Family and returning on airplane. The cost is less also</u>		
PURPOSE/BENEFIT TO HIDALGO COUNTY: <u>To participate in professional organizations related to the employee or official's job assignment.</u>			

B. ESTIMATED EXPENSES:

I. MEALS: (Meals for one-day travel not requiring an overnight stay will not be advanced)									
Meals will be prorated for partial days	Meal Rate	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	Total
		11-Jun	12-Jun	13-Jun	14-Jun	15-Jun			
Breakfast	\$9.00	\$0.00	\$9.00	\$9.00	\$9.00	\$9.00			\$36.00
Lunch	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00			\$60.00
Dinner	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$0.00			\$72.00
Total	\$39.00	\$30.00	\$39.00	\$39.00	\$39.00	\$21.00	\$0.00	\$0.00	\$168.00

Meal per diems must be prorated for 1st day and last day of travel as follows:	
Departure:	Arrival:
Before 8:00 a.m. (breakfast, lunch, & dinner) \$ 39.00	Before 8:00 a.m. (breakfast) \$ 9.00
8:00 a.m. - 1:00 p.m. (lunch & dinner) \$ 30.00	8:00 a.m. - 6:00 p.m. (breakfast & lunch) \$ 21.00
After 1:00 p.m. (dinner) \$ 18.00	After 6:00 p.m. (breakfast, lunch, & dinner) \$ 39.00

II. INCIDENTAL EXPENSES (taxi fare, shuttle fare, gas charges for car rentals, airport and hotel parking):

Expense type: _____ days @ \$ 20.00 \$ -

III. PERSONAL VEHICLE MILEAGE _____ Miles @ \$ 0.555 (Current Rate) \$ -

(Note: Mileage may be advanced calculated on a point-to-point basis using "Mapquest" at the current county adopted rate per highway mile. Incidental mileage will not be advanced. In addition, "Coordination of Travel" may apply (see Section 7 of the Travel Policies, Guidelines, and Procedures). When traveling out of state, if the most economical means of travel is driving, traveler must supply documentation to support the price of the airfare at the time of travel.

Mapquest

IV. OTHER (Itemize)

_____ \$ _____

_____ \$ _____

V. P.O. # ISSUED UNDER EMPLOYEE'S NAME FOR THE AMOUNT OF THE TRAVEL ADVANCE:	VI. TOTAL TRAVEL ADVANCE REQUESTED: \$ 168.00
--	--

VII. COMMENTS: _____

VII. GENERAL LEDGER ACCOUNT NUMBER: 2-1100-461-00-380-001-0-583

C. CERTIFICATION AND AUTHORIZATION TO PAYROLL DEDUCTIONS

I hereby certify that information provided on this form is true and estimated expenditures are reasonable and necessary. The funds will be used by me for the specific trip listed above and not given to or used by another county employee. If my trip is cancelled, I will immediately return the travel advance funds to the County Treasurer no later than 20 calendar days after the seminar/conference/ meeting end date by submitting a Final Travel Expense Claim. In addition, I agree to account for all travel expenditures including the travel advance by submitting a Final Travel Expense Claim, accompanied by required original supporting documentation, no later than 20 days after my seminar/conference/meeting end date. Any unused funds will also be returned to the County Treasurer's Office no later than 20 days after my seminar/conference/meeting end date.

Should I fail to submit a Final Travel Expense Claim, I understand that I will not be allowed to obtain another travel advance until the pending travel advance is settled. In addition, I agree to repay Hidalgo County and further consent to payroll deductions by the County Treasurer to recover the pending travel advance amount.

 EMPLOYEE SIGNATURE	<u>Barbara Starz</u> DEPARTMENT OFFICIAL'S NAME (Print Name)	 DEPARTMENT OFFICIAL'S APPROVAL (Signature)
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HIDALGO COUNTY
 BUDGET OFFICE
 2012 MAY 25 PM

HIDALGO COUNTY PURCHASING DEPARTMENT

TRAVEL REQUEST FORM

USING THE STATE OF TEXAS TRAVEL CARD

As per County Travel Policy (at least two (2) weeks prior to the date the check will be needed)

Date of Travel Request Submission: 05/22/2012
 Department: Hidalgo County Extension Service Requestor: _____ EXT: _____
 Number of Employees: One (1)
 Employee(s) Name (DOB if requesting airfare): Christina L. Perez, CEA-4-H & Youth Development
 Destination: Lubbock, Texas
 Name of Seminar/Conference: 2012 Texas 4-H Roundup
 Travel Account Number: 2-1100-461-00-380-001-0-583

HOTEL: Req. #: _____ P.O. #: _____

MUST REQUEST CHECK FOR HOTEL


Hotel Name: _____ Hotel Address: _____
 Number of Rooms: _____ Hotel Phone Number: _____
 Check In: _____ Check Out: _____
 Single Bed or Double Beds

AUTO: Req. #: 00216606 P.O. #: _____ Vendor # 396095

Rental Location: Lubbock, Texas (Near Texas Tech University) Type of Vehicle: Economical

Date/Time of Pick up: 6/11/2012 10:30 PM Date/Time of Drop off: June 15, 2012 9:00 AM

AIRFARE: Req. #: _____ P.O. #: CITIBANK vendor #: 343277
 Refundable: YES NO Airline Name: _____

Departure Date/Time: _____ Return Date/Time: _____
 5/25/12
 Signature: Elected Official/Department Head Date
 Original Signature is required

2012 MAY 25 PM 4:45
 HIDALGO COUNTY
 BUDGET OFFICE

For Purchasing Department Office Use Only

Hotel Confirmation: _____	Spoke to: _____
Auto Confirmation: _____	
Flight Confirmation: _____	
Received Confirmation via email/fax: _____	
Credit Card Authorization Form Hotel: _____	Faxed back to Hotel: _____
CC Approval on: _____	Agenda Item: _____
IICPD-TRAVEL-2011 REVISED 2012	
CC APPROVED ON: 3/06/2012	



Texas 4-H and Youth Development

Logout

Logged in as Perez: Christina

Home | My Member List

Entry Cart Payment Confirm **Finish**

Finish Texas 4-H Roundup - Texas Tech University, Lubbock, TX

Texas 4-H and Youth Development

Printer Friendly Format

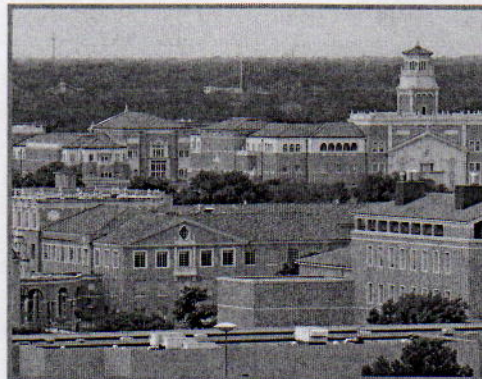
Order Confirmation				
ENTRY	TYPE	STATUS	AMOUNT	
Christina Perez	ADULT - FULL TIME	Pending - County	\$99.00	
			REGISTRATION FEE	\$25.00
			ORDER TOTAL	\$124.00
Payments will remain 'Pending' until Checks are received or Credit Cards and eChecks are approved.				
BILL NAME	METHOD	NUMBER	STATUS	AMOUNT
Christina Perez	VISA	4xxx-xxxx-xxxx-2103	Pending	\$124.00
APPROVED PAYMENT TOTAL				\$0.00
Files to Download				
There are no files to download for this event				
Instructions			Registration Info	
Payment by check will only be accepted with a club/county check. Please mail county/club check only to: Texas 4-H and Youth Development P.O. Box 11020 College Station, TX 77842			Christina Perez christina.perez@ag.tamu.edu Hidalgo County District 12 Confirmation Number 159233 Registered On May 11, 2012	
Event / Date / Time / Location			Event Contact	
Texas 4-H Roundup - Texas Tech University, Lubbock, TX Date June 09, 2012 - June 15, 2012 Time 12:00 am - 12:00 am			For assistance, please contact the organizer: Kyle Merten kjmerten@ag.tamu.edu	

2012 MAY 25 PM 4:45
 HIDALGO COUNTY
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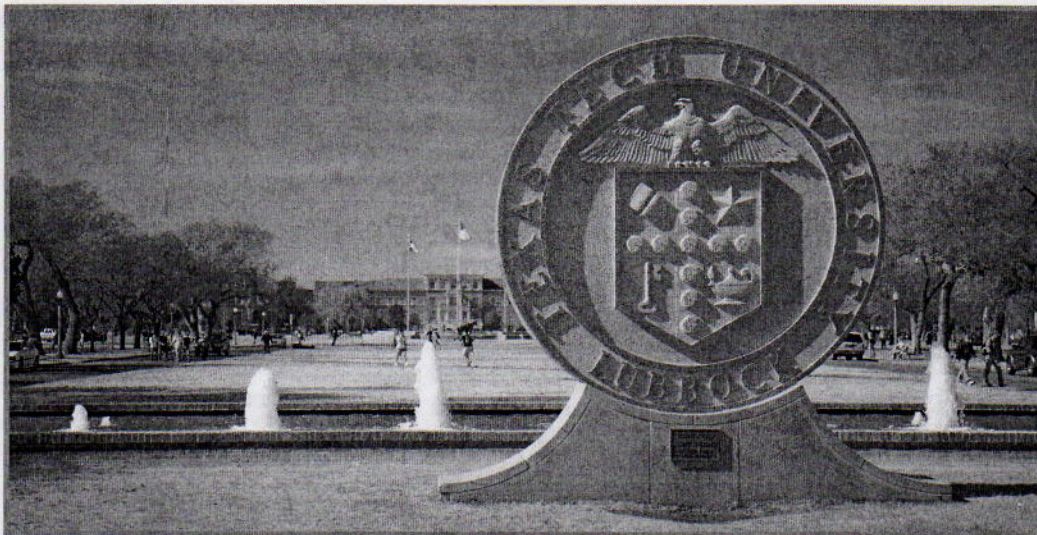
DORM HALLS & RATES

Weymouth & Coleman

**dorms feature community bath facilities*



Doubles \$20 per person / per night



Parking \$7 for the Week

**more info available on the Texas 4-H website: <http://texas4-h.tamu.edu>*

*Home of Texas Tech, Buddy Holly,
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a legendary ranching and music heritage.*



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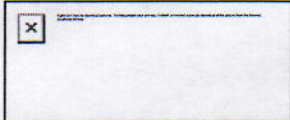
2012 MAY 25 PM 4 45

HIDALGO COUNTY
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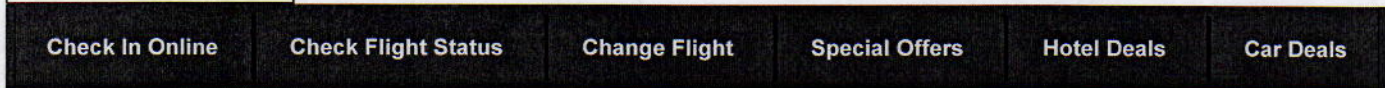
Christina Perez

From: Southwest Airlines <SouthwestAirlines@luv.southwest.com>
Sent: Friday, May 11, 2012 2:38 PM
To: Christina Perez
Subject: Southwest Airlines Confirmation-PEREZ/CHRISTINA LORRAINNE-Confirmation: 4JK75D

You're all set for your trip!



[My Account](#) | [View My Itinerary Online](#)



Ready for takeoff!



Thanks for choosing Southwest for your trip! You'll find everything you need to know about your reservation below. Happy travels!



AIR Itinerary

AIR Confirmation: 4JK75D

Confirmation Date: 05/11/2012

Passenger(s)	Rapid Rewards #	Ticket #	Expiration	Est. Points Earned
PEREZ/CHRISTINA LORRAINNE	00020103979910	5262440203647	May 11, 2013	1098

Rapid Rewards points earned are only estimates. Not a member - visit <http://www.southwest.com/rapidrewards> and sign up today!

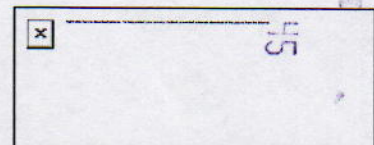
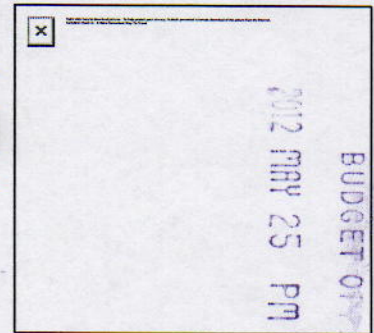
Date	Flight	Departure/Arrival
Fri Jun 15	19	Depart LUBBOCK TX (LBB) on Southwest Airlines at 09:15 AM <i>Stops in DALLAS LOVE FIELD (DAL)</i> Arrive in HOUSTON HOBBY (HOU) at 12:00 PM Wanna Get Away
	977	Change planes to Southwest Airlines in HOUSTON HOBBY (HOU) at 2:05 PM Arrive in HARLINGEN TX (HRL) at 3:00 PM Travel Time 5 hrs 45 mins Wanna Get Away

Air Cost: 206.90

Carry-on Items: 1 Bag + small personal item are free see full details. Checked Items: First and second bags are free, size and weight limits apply.

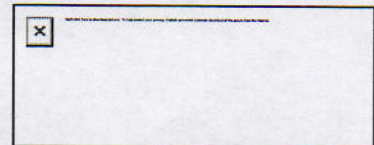
Fare Rule(s): 5262440203647: NONREF/NONTRANSFERABLE/STANDBY REQ UPGRADE TO YL.

Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual named on the ticket. Any changes to this itinerary may result in a fare increase.



Find a Hotel
See ratings, photos and rates for over 40,000 hotels.

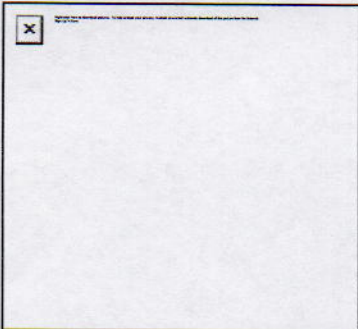
Book a Hotel



Rent Some Wheels
Explore your destination on the perfect set of wheels.

Rent a Car

LBB WN X/HOU WN HRL170.23MLAUVNRO 170.23 END ZPLBBDALHOU XFLBB4.5HOU3
AY5.00\$LBB2.50 HOU2.50



IMPORTANT INFORMATION REGARDING YOUR TRIP

This itinerary is operated by Southwest.

What you need to know to travel:

- Don't forget to checkin for your flights 24 hours before your trip on southwest.com or your mobile device.
- Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you checkin, the earlier you get to board.
- Get more information about the [Southwest Travel Experience](#)

Important Check-In Reminder

Be sure to arrive at the departure gate with your boarding pass at least 10 minutes before your scheduled departure time. Otherwise, your reserved space may be cancelled and you won't be eligible for denied booking compensation.

[Go to Boarding School](#)

[Get EarlyBird](#)
[Check -In™ Details](#)

Cost and Payment Summary

AIR - 4JK75D

Base Fare	\$ 170.23
Excise Taxes	\$ 12.77
Segment Fee	\$ 11.40
Passenger Facility Charge	\$ 7.50
September 11th Security Fee	\$ 5.00
Total Air Cost	\$ 206.90

Payment Information

Payment Type: Visa XXXXXXXXXXXXX2103
 Date: May 11, 2012
 Payment Amount: \$206.90

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Special Travel Needs

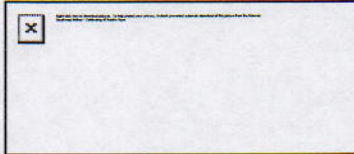
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This is a post-only mailing from Southwest Airlines. Please do not attempt to respond to this message. Your privacy is important to us. Please read our [Privacy Policy](#).



¹ All travel involving funds from this Confirmation Number must be completed by the expiration date.

² Security Fee is the government-imposed September 11th Security Fee.

See [Southwest Airlines Co. Notice of Incorporation](#)

See [Southwest Airlines Limit of Liability](#)

Southwest Airlines
P.O. Box 36647-1CR
Dallas, TX 75235

[Contact Us](#)

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HIDALGO COUNTY
BUDGET OFFICE
2012 MAY 25 PM 4 45

Nora Cruz

From: Nielda Cavazos [nielda.cavazos@co.hidalgo.tx.us]
Sent: Wednesday, May 23, 2012 11:50 AM
To: Nora Cruz
Subject: FW: Confirmed: Enterprise Rent-A-Car Reservation

Thanks,

Nielda Cavazos, Administrative Assistant Hidalgo County Purchasing Department
2802 S. Bus Hwy 281
Edinburg, Texas 78539
Phone: (956)-292-7000 ext 4853
Fax: (956) 292-7612
nielda.cavazos@co.hidalgo.tx.us

-----Original Message-----

From: Enterprise Rent-A-Car Reservations [<mailto:onlinerervations@enterprise.com>]
Sent: Wednesday, May 23, 2012 11:27 AM
To: nielda.cavazos@co.hidalgo.tx.us
Subject: Confirmed: Enterprise Rent-A-Car Reservation

Dear Christina Perez,

Thank you for choosing Enterprise. We look forward to seeing you at 7:30 am on Tuesday, June 12, 2012. This message is to confirm you have updated your reservation. Following are the details for the updated reservation:

RESERVATION INFORMATION

Confirmation Number: SSVR6G

Name: Perez, Christina

Pick Up Date: Tuesday, June 12, 2012 at 7:30 am

Drop Off Date: Friday, June 15, 2012 at 9:00 am

Pick Up Location Address and Phone Number :

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HIDALGO COUNTY
BUDGET OFFICE

LUBBOCK
1902 BUDDY HOLLY AVE
LUBBOCK, TX 79404-1049
Tel.: (806) 765-0622

Pick Up Location Hours for the week of : June 11, 2012

Monday	7:30 am	6:00 pm
Tuesday	7:30 am	6:00 pm
Wednesday	7:30 am	6:00 pm
Thursday	7:30 am	6:00 pm
Friday	7:30 am	6:00 pm
Saturday	9:00 am	Noon
Sunday	Closed	

Car and Rate Information for HIDALGO COUNTY PURCHASING:

Compact

Nissan Versa, Toyota Yaris or similar

11.17 USD (1 Hour @ 11.17)

100.50 USD (3 Days @ 33.50)

5.40 USD (TEXAS PROPERTY TAX LIC FEES)

117.07 USD (Subtotal)

11.71 USD (SALES TAX)

Total charges 128.78 USD

Additional surcharges, local taxes, etc. may apply.

HIDALGO COUNTY
BUDGET OFFICE
2012 MAY 25 PM 4 45

ENTERPRISE MILEAGE POLICY

MILEAGE IS UNLIMITED WITHIN THE RENTING STATE AND BORDERING STATE. IF TRAVELING OUTSIDE OF THESE STATES, MILEAGE WILL BE AT 200 FREE MILES PER DAY AND \$.25 EACH ADDITIONAL MILE.

ENTERPRISE AGE POLICY

ALL DRIVERS MUST BE 21 YEARS OF AGE OR OLDER.

ENTERPRISE ADDITIONAL DRIVER POLICY

THERE WILL BE AN ADDITIONAL CHARGE OF \$10.00 PER DAY FOR EACH ADDITIONAL AUTHORIZED DRIVER OTHER THAN A SPOUSE OR DOMESTIC PARTNER.

TOLL ROAD USAGE PROGRAM

Click here for more information:

<http://www.htallc.com/enterprise>

ENTERPRISE WILL PICK YOU UP

If you need a ride, Enterprise will pick you up, take you to our office and get you on your way, absolutely free. Call Tel.: (806) 765-0622 now to make arrangements. Geographic restrictions may apply.

TO MODIFY OR CANCEL THIS RESERVATION

Please click the link below to modify or cancel this reservation. (Note: Modifying your location, date, or time may result in changes to your rates, taxes, surcharges or underage fee).

<https://www.enterprise.com/car-rental/deeplinkmap.do?bid=001&confirmnum=SSVR6G&firstname=Christina&lastname=Perez&cnty=US&language=EN>

HIDALGO COUNTY
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HIDALGO COUNTY
BUDGET OFFICE

The 2012 Texas 4-H Roundup theme and logo
concept was developed by
Texas 4-H member, Kerilyn Wendel,
DeWitt County, District 11.

COUNTY REGISTRATION INFORMATION AND INSTRUCTION MANUAL

GENERAL INFORMATION

EVENT DATES

Texas 4-H Roundup will be held on Sunday, June 10, 2012, beginning at 4:00 p.m. and ending at 10:00 a.m. on Friday, June 15, 2012.

LOCATION

The 2012 Texas 4-H Roundup will be held in Lubbock, TX on the campus of Texas Tech University. See schedule for location of all events.

ELIGIBLE PARTICIPANTS

Senior Participation: The majority of contests that take place at Texas 4-H Roundup are open to those youth who have qualified at the district level in Roundup contests and advanced for competition to the state level. In 2012, Texas 4-H Roundup will host eleven invitational-style contests. These contests include:

- 4-K For 4-H Walk and Run,
- Swine Quiz Bowl,
- Recipe Rally,
- T.D. Tanksley, Jr. Invitational Livestock Judging Contest and Workshop,
- Invitational Meats Judging Contest and Workshop,
- Healthy Lifestyles Invitational and Workshop,
- Invitational Swine Skill-a-thon,
- Wildlife Contest and Workshop,
- Discover Scientific Method: Science, Engineering, & Technology Poster Competition,
- Quilt Challenge,
- Invitational Poultry Contest and Workshop, and
- Veterinary Science Skill-a-thon.

Individuals that have qualified to participate in a state-level event on Thursday must participate in that event and are not eligible to participate in an invitational contest on the same day. In addition, those individuals qualifying to participate in the state level livestock judging contest and meats judging contest (Wednesday) **may not** participate in the T.D. Tanksley, Jr. Invitational Livestock Judging Contest and Workshop and the Invitational Meats Judging Contest and Workshop (Thursday).

4-H members being awarded a Texas 4-H Youth Development Foundation Opportunity Scholarship, and those serving on a state level leadership group. (i.e. such as Texas 4-H Council, Tech Team, Fashion Board, etc.) are also eligible to participate.

Intermediate Participation: Texas 4-H Roundup is being opened to intermediate aged 4-H'ers again in 2012. **However**, intermediates will be allowed to participate in a limited number of invitational style contests and workshops. These invitational contests and workshops will take place on Tuesday, June 12, 2012 and Thursday, June 14, 2012, and are outlined in the 2012 Texas 4-H Roundup Rules and Guidelines and listed above.

Adults that are invited to participate are parents, guests of contestants, volunteer leaders/coaches, and county Extension agents. Regardless of being a youth or an adult, ALL participants are required to pay a registration fee.

- **YOUTH CONTESTANTS:** All contestants must have passed their 14th, but not their 18th birthday, before August 31, 2011. Contestants must have been born during the following periods:
 - **Senior aged youth** – Ages 14 to 18, September 1, 1992 and ending August 31, 1997
 - **Intermediate aged youth** - Ages 11 to 13, Birth Dates between: September 1, 1997 – August 31, 2000 are allowed to participate in the Thursday invitational contests listed earlier.

All senior contestants in a qualifying contest must have competed at the district level and placed in a placing that allows them to advance to Texas 4-H Roundup. ALL contest participants and scholars are required to pay the full registration for Texas 4-H Roundup.

All contestants registered will be verified and certified at the county, district, and state levels prior to being accepted for participation at Texas 4-H Roundup. When certifying contestants, all information entered into the registration program will be reviewed, including age, prior participation, etc.

- **WORKSHOP PARTICIPANTS:** Youth who would like to attend Texas 4-H Roundup, but have not qualified in a contest, or is not a scholar, may participate in an educational workshop, nightly assembly, and/or in an invitational contest. It is a requirement that youth be within the same age requirements stated in the

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Roundup eligibility section to participate in workshops. If a youth individual registers for a workshop, it is a requirement that they attend. Those found not attending will be asked to leave and possibly not allowed to participate in future state/national 4-H events.

- **4-H SCHOLARS:** 4-H members that have been selected to receive a Texas 4-H Scholarship are required to register for Texas 4-H Roundup. Registration is necessary for orientation and the scholarship assembly. Those 4-H scholars not registered will not be awarded a scholarship.

Parents and family members are also required to pay the registration fee.

- **LEADERSHIP TEAM MEMBERS:** Members of Clothing Board, Technology Team, and Food and Nutrition Project Team, who have been assigned a particular task at Texas 4-H Roundup, are allowed to register and attend Texas 4-H Roundup.
- **TEXAS 4-H COUNCIL MEMBERS:** All members of the Texas 4-H Council are required to register for full-time participation (all nights lodging, Monday through Thursday).
- **ADULTS:** Parents, leaders, and coaches of eligible participants are allowed to register for Texas 4-H Roundup. All adults who plan on attending any part of a contest (i.e. coach of the livestock judging team or just coming in for the contest) are required to register. This is a requirement of the event application and insurance. Parents, leaders, and coaches can either register as a full-time attendee or a day attendee, and may do so on 4-H CONNECT or on-site at Roundup Headquarters.
- **COUNTY EXTENSION AGENTS:** County Extension agents planning to attend Texas 4-H Roundup are required to register for the event. Registration for all county Extension agents must be completed through 4-H CONNECT.

CHAPERONE RATIO

All youth attending Texas 4-H Roundup must be accompanied by a **REGISTERED** chaperone in a ratio of 1 adult to 8 youth. All chaperone ratios must adhere to gender (i.e. if you send 4 males and 4 females, then you need 1 male chaperone and 1 female chaperone).

All youth will be required to declare who will serve as their primary **REGISTERED** chaperone during the registration process on 4-H CONNECT. Youth registration not having an adult chaperone will not be accepted.

REGISTRATION

FULL-TIME REGISTRATION FOR TEXAS 4-H ROUNDUP

- Cost:
- \$ 25.00 for full time *senior* youth registration (refer to pg. 3 for details on age)
 - \$ 25.00 for full time *intermediate* youth registration (refer to pg. 3 for details on age)
 - \$ 25.00 for full time adult registration
 - \$ 75.00 for full time *senior* late registration
 - \$ 75.00 for full time *intermediate* late registration

ONE-DAY REGISTRATION FOR TEXAS 4-H ROUNDUP

- \$ 15.00 for one-day pre-registration (*Intermediate and Senior 4-H members participating in Invitational Contests only*) ***New lower price for 2012 Texas 4-H Roundup!!**
- \$ 10.00 for one-day pre-registration (adults and 4-H members - non-event participating)
- \$ 10.00 for one-day on-site adult registration
- \$ 10.00 for one-day on-site youth registration (non-event participating)
- \$ 10.00 for one-day scholarship assembly registration (adult and non-scholarship recipients only)

***All event contestants and scholarship recipients must pre-register as full-time participants using 4-H CONNECT.**

Adults that wish to have on-campus housing must also pre-register via 4-H CONNECT during the registration period below. On-site registration will only be available for day registrations. No housing, and/or workshops will be sold on-site.

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REGISTRATION PERIOD ON 4-H CONNECT

April 11 to May 11, 2012: Regular Registration Period
May 12 to May 18, 2012: Late Registration Period and Registration Change Period (\$15.00 change fee).
May 19 to May 25, 2012: Family, Medical, Emergency Change Period ONLY (\$25.00 fee per registration).

The following is a list of expenses that are covered in the registration fee:

- Name tag and registration packet
- Printing of programs and other materials
- Awards (certificates, medals, cash awards)
- Facility rental
- Recreation events (entertainers, nightly dances)
- Secondary insurance (youth participants)
- Computer user fees
- Contract student labor
- Management fees
- **NOTE: Meals are not covered under registration fees!**

REGISTRATION PAYMENT

All payments for Texas 4-H Roundup must be RECEIVED IN THE TEXAS 4-H YOUTH DEVELOPMENT FOUNDATION OFFICE by Friday, May 25, 2012. **Registrations not having been paid by the close of May 25, 2012 are subject to cancellation.**

To prevent the possibility of cancellation, everyone is encouraged to use the credit card or e-check payment option on 4-H CONNECT. If a COUNTY/CLUB is mailing a payment, it must be mailed to:

Texas 4-H Foundation
c/o 2012 Texas 4-H Roundup
P.O. Box 11020
College Station, TX 77842-1020

All registrations paid using a county/club check must include a county invoice with the payment. Absolutely **NO PERSONAL CHECKS** will be accepted. If any are, they will be returned and your registration cancelled.

PACKET PICK-UP

Packet pick-up is allowed by individuals or as a county group. If a county Extension agent, or county delegation coordinator, is planning on picking up the entire county's registration, it is his/her responsibility to designate a location and time to meet and distribute materials. The Roundup registration staff will not be responsible for redistributing registration packets once they have been signed for.

* All scholarship recipients and guests must register at the main Roundup Registration area located on the lower west level of the United Spirit Arena near the ticket office. You can find the location by entering through the main west doors of the arena.

* All housing information (including key pick-up) will take place in the Coleman Hall.

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Packet pick-up for Roundup 2012 will be held on the lower west level of the United Spirit Arena near the ticket office.

At this location, registered participants will pick up their registration packet. Parents, siblings, grandparents, and other relatives/friends that are attending for only one day, can register on-site at the on-site/information desk located in a specified location in registration area located in the lower west level of the Spirit Arena.

Registration will be open during the following times:

Sunday, June 10, 2012	4:00 p.m. – 7:00 p.m.
Monday, June 11, 2012	7:00 a.m. - 7:00 p.m.
Tuesday, June 12, 2012	7:00 a.m. - 7:00 p.m.
Wednesday, June 13, 2012	7:00 a.m. - 7:00 p.m.
Thursday, June 14, 2012	7:00 a.m. - 6:00 p.m.

All participants arriving Sunday thru Thursday must go to Coleman Hall after picking up their registration packet to receive dorm assignments and keys. (Those staying in hotels are responsible for their own travel to check in and check out.)

All participants (youth, volunteers, leaders, parents, county Extension agents, guests, faculty) are required to provide the necessary forms listed below in order to receive their Texas 4-H Roundup Registration Packet. This is a matter of risk management and must be followed.

	TURNED INTO TEXAS 4-H ROUNDUP STAFF	TURNED INTO COUNTY EXTENSION AGENT OR DESIGNATED COUNTY COORDINATOR
YOUTH <i>(includes scholars, workshop participants)</i>	<u>New for 2012</u> Waiver, Indemnification and Medical Treatment Authorization Form, Code of Conduct, and Consequences of Misbehavior Forms will be accepted through Texas 4-H Connect	1 COPY: Waiver, Indemnification and Medical Treatment Authorization Form 1 COPY: Code of Conduct 1 COPY: Consequences of Misbehavior
ADULTS	<u>New for 2012</u> Waiver, Indemnification and Medical Treatment Authorization Form will be accepted through Texas 4-H Connect	1 COPY: Waiver, Indemnification and Medical Treatment Authorization Form

ON-SITE REGISTRATION

All contestants, leadership youth, scholars, workshop participants, and adults staying in the dorms MUST register on 4-H CONNECT prior to Texas 4-H Roundup. Day registration for adults is available using 4-H CONNECT and will be offered to on-site **adult** registration as well.

Younger guests not participating as a contestant, scholar, etc. must register on-site due to limitations with the age verification process on 4-H CONNECT.

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TENTATIVE SCHEDULE OF EVENTS

FOR THE MOST CURRENT COPY OF THE SCHEDULE OF EVENTS,
VISIT THE 2012 TEXAS 4-H ROUNDUP WEBSITE AT:

SATURDAY, JUNE 9, 2012

2:00 pm Early arrival for Council Members

SUNDAY, JUNE 10, 2012

4:00 pm – 7:00 pm Roundup Registration
United Spirit Arena – Lower Level

MONDAY, JUNE 11, 2012

7:30 am – 5:00 pm Dining – Student Union Building

7:00 am – 7:00 pm Roundup Registration
United Spirit Arena – Lower Level

7:30 am – 9:30 am 4-H Foundation Scholarship Donor and VIP
Appreciation Breakfast (Invitation only)
United Spirit Arena - Club Red

9:00 am – 9:30 am Scholarship Orientation
United Spirit Arena – South Stands

10:00 am – 12:00 pm Scholarship Assembly
United Spirit Arena

12:00 pm – 8:00 pm Indoor Rifle Match
South Plains Junior College, Levelland

12:30 pm – 2:00 pm Scholarship Banquet (Scholars Only)
Wallrath Scholarships - Texas Tech University
School of Law
All other Scholarships – McKenzie – Merket
Alumni Center

7:00 pm – 9:00 pm State 4-H Council and Technology Team
Recognition Event (By Invitation Only)

TUESDAY, JUNE 12, 2012

6:30 am – 6:30 pm Dining – Student Union Building

7:00 am – 7:00 pm Roundup Registration
United Spirit Arena – Lower Level

7:30 am – 9:30 am Roundup Donor & VIP Appreciation Breakfast (By
Invitation Only)
United Spirit Arena – Club Red

7:45 am – 9:45 am Fashion Storyboard Check-in
United Spirit Arena – 111B

8:00 am – 8:00 pm Indoor Rifle Match
South Plains Junior College, Levelland

8:00 am – 12:00 pm Trade Show Setup
United Spirit Arena – Concourse

8:00 am – 9:00 am Horse and Beef Quiz Bowl Orientation
United Spirit Arena – South Stands

8:30 am – 9:00 am Invitational Swine Quiz Bowl Orientation
Animal & Food Science – 100 and 122

8:30 am – 9:00 am Nutrition Quiz Bowl Orientation
Human Sciences - 169

9:00 am Invitational Swine Quiz Bowl
Animal & Food Science – 100 and 122

9:00 am Quiz Bowls Start (Beef, Horse)
CityBank Rooms A,B,C,D

9:00 am Nutrition Quiz Bowl
Human Sciences – 111, 120, 122

9:00 am Leaders for Life Contest
Agricultural Education & Communications
Building – 102, 206, 209

9:30 am 2012 Texas 4-H Roundup Press Conference &
Ribbon Cutting
United Spirit Arena (Outdoor Entrance)

10:00 am Recipe Rally Orientation
Human Sciences - 287

10:30 am – 12:30 pm Recipe Rally Prep Time
Human Sciences – 287

12:00 noon Photography Video Display Opens
United Spirit Arena Concourse

1:00 pm Recipe Rally Presentations
Human Sciences – 173

1:00 pm – 5:00 pm Robotics Workshop
Electrical and Computer Engineering Building

1:00 pm – 8:00 pm Trade Show Open
United Spirit Arena – Concourse

1:00 pm – 8:00 pm Winner Photo Site Open
(Photographer present: 3:00-5:00 pm)
United Spirit Arena Concourse

3:00 pm – 4:00 pm Fashion Storyboard Awards
United Spirit Arena – South Stands

4:00 pm – 5:00 pm Quilt Challenge Drop Off
United Spirit Arena

4:30 pm – 5:30 pm Fashion Show Orientation
Human Sciences

6:00 pm Winner Line-up
United Spirit Arena Practice Gym

6:30 pm – 8:00 pm General Assembly and 4-H Has Talent
United Spirit Arena

8:00 pm – 10:30 pm Roundup Kickoff Event
United Spirit Arena Parking Lot

11:30 pm Curfew
In Dorms and Rooms

WEDNESDAY, JUNE 13, 2012

6:30 am – 6:30 pm Dining – Student Union Building

7:00 am – 7:00 pm Roundup Registration
United Spirit Arena – Lower Level

7:00 am Qualifying Livestock Judging Contest
Animal & Food Science – Livestock Arena

7:30 am Consumer Decision Making
Orientation & Awards – HS -169
Judging - HS - CSAR Meeting Room
Holding Area – HS – 173 & 174

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7:30 am	Qualifying Meat Judging & Identification Gordon Davis Meat Science Lab – 100 and 122		Construction Formal Construction Specialty Wool/Mohair Judging Cotton Judging	Human Sciences – 216 Human Sciences – 220 Human Sciences – 120 Human Sciences – 224
7:30 am	Range & Pasture ID Native Grassland – TTU Teams meet at Animal & Food Sciences Parking lot- Indiana & Main	10:00 am – 8:00 pm	Trade Show Open United Spirit Arena Concourse	
7:30 am	Soil Judging District 2 Extension Center	11:30 am – 1:00 pm	Fashion Show Line up and Rehearsal Student Union Building – Allen Theatre	
8:00 am	Range Evaluation Native Grassland – TTU Teams meet at Animal & Food Sciences Parking lot- Indiana & Main	11:30 am – 1:30 pm	Salute to Excellence Banquet United Spirit Arena - Club Red	
8:00 pm – 6:00 pm	Indoor Rifle Match South Plains Junior College, Levelland	2:00 pm – 7:30 pm	Quilt Challenge Display Open United Spirit Arena – Club Red	
8:00 am	Qualifying Horse Judging Contest Equestrian Center	1:00 pm – 8:00 pm	Winner Photo Site Open (Photographer present: 2:00-5:00 pm) United Spirit Arena Concourse	
8:00 am	Fashion Show Judges Orientation Human Sciences - 114	2:00 pm – 4:00 pm	Share The Fun Prop Unloading Student Union Building – Loading Dock All contests	
8:00 am – 11:30 am	Fashion Show Dressing Rooms Open Males Human Sciences - 203 Females Human Sciences 205	3:00 pm – 4:00 pm	Fashion Show Student Union Building – Allen Theatre	
8:00 am – 11:30 am	Fashion Show Holding Room Human Sciences – 111	3:00 pm	Qualifying Meat Judging & Identification Contest Awards United Spirit Arena- South Stands	
8:00 am – 9:00 am	Food Challenge Orientation Student Union Building- Red Raider Ballroom	3:00 pm – 4:00 pm	Range Evaluation and Range & Pasture ID Contest Awards United Spirit Arena – CityBank Bank Rooms A&B	
8:00 am – 12:00 pm	Robotics Workshop Electrical and Computer Engineering Building	4:00 pm – 5:00 pm	Share The Fun Orientation Student Union Building – Matador Room All Contests	
8:30 am	Entomology Agricultural Education & Communications - 206	4:00 pm	Qualifying Horse Judging Contest Awards United Spirit Arena – South Stands	
	Mohair Judging & Evaluation Animal & Food Science - 102	5:30 pm – 6:30 pm	Livestock Judging Awards United Spirit Arena – South Stands	
	Wool Judging & Evaluation Animal & Food Science – 102A	4:30 pm – 5:30 pm	Food Show Orientation Human Sciences -169	
9:00 am	Food Challenge Student Union Building- Red Raider Ballroom	7:00 pm	Winner Line-up United Spirit Arena Practice Gym	
9:00 am – 11:00 am	Fashion Show Judging 9:00 am District 6 9:10 am District 8 9:20 am District 12 9:30 am District 2 9:40 am District 10 9:50 am District 3 10:00 am District 4 10:10 am District 7 10:30 am District 11 10:40 am District 1 10:50 am District 5 11:00 am District 9	8:00 pm – 9:30 pm	General Assembly United Spirit Arena	
		9:30 pm – 11:30 pm	Wednesday Night Dance Party United Spirit Arena	
		12:00 midnight	Curfew In Dorms and Room	
		THURSDAY, JUNE 14, 2012		
		6:30 am	4-K For 4-H Walk and Run United Spirit Arena (Outdoor Entrance)	
		6:30 am – 6:30 pm	Dining – Student Union Building	
9:00 am – 11:00 am	Fashion Show Judging Locations Buying Casual Human Sciences – 103 Buying Dressy Human Sciences – 104 Buying Formal Human Sciences – 105 Buying Specialty Human Sciences – 106 Construction Casual Human Sciences – 110 Construction Dressy Human Sciences – 212	7:00 am – 6:00 pm	Roundup Registration United Spirit Arena – Lower Level	
		9:00 am	Healthy Lifestyles Invitational and Workshop Registration Human Sciences – 169/EI Centro	

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9:00 am	Healthy Lifestyles Invitational and Workshop Adult Waiting Area Human Sciences –El Centro	9:00 am	Horse Student Union Building – Playa Room
9:00 am	Share The Fun Vocal and Solo/Band Poetry/Prose Musical Instrumental Celebrate 4-H Choreographed Routines	9:00 am	Natural Resources Agricultural Education & Communications – 107
9:00 am	Student Union Building (All Contests) Matador Room Escondido Theatre Matador Room Allen Theatre Allen Theatre	9:00 am	Open Student Union Building – Senate Room
9:00 am	T.D. Tanksley Jr. Invitational Livestock Judging Contest and Workshop Animal & Food Science Arena	9:00 am	Open – Family and Consumer Sciences Doak Hall - 156
9:00 am	Invitational Poultry Contest and Workshop Animal & Food Science – Sensory and Teaching Lab	9:00 am	Open – Agricultural and Natural Resources Student Union Building – Mesa Room
9:00 am	Vet Science Skill-A-Thon Animal & Food Science – 102, 118, 223, Conference Rooms	9:00 am	Promote 4-H Agricultural Education & Communications - 116
9:00 am	Invitational Meats Judging Contest and Workshop Gordon Davis Meat Science Lab – 100 and 122	9:00 am	Public Speaking Texas Tech Law School - Courtrooms
9:00 am	Wildlife Contest and Workshop Agricultural Education & Communications – 102 and 209	9:00 am	Safety & Injury Prevention Human Sciences - 169
9:00 am	Discover Scientific Method: Science, Engineering & Technology Poster Competition United Spirit Arena – Club Red	9:00 am	Sheep and/or Goats Student Union Building – Canyon Room
9:00 am – 1:00 pm	Food Show Judges Orientation and Recordbook Judging Human Sciences – 605	9:00 am	Invitational Swine Skill-A-Thon Animal & Food Science – 102A, 122, 123
9:00 am – 4:30 pm	Food Show Holding Area Paperwork Judging Judging Judging Judging	9:30 am	Healthy Lifestyles Invitational and Workshop Participant Orientation Human Sciences – 174
9:00 am – 4:30 pm	Human Sciences – Canyon Room Human Sciences – 605 Human Sciences – 280 Human Sciences – 172 Human Sciences – 281B Human Sciences - 284	9:45 am	Healthy Lifestyles Invitational and Workshop Judging – CSAR Meeting Room Holding Area - Human Sciences – 173,174
9:00 am – 4:30 pm	Food Show Preparation Centers Main Dish and Breads & Cereals Human Sciences - 286	10:00 am – 8:00 pm	Trade Show Open United Spirit Arena Concourse
9:00 am – 4:30 pm	Fruits & Vegetables and Nutritious Snacks Human Sciences - 287	11:00 am	Healthy Lifestyles Invitational and Workshop Team Presentations Human Sciences – 175, 178
9:00 am	Beef Student Union Building – Traditions Room	1:00 – 2:30 pm	Texas 4-H Fitness Challenge Workshop United Spirit Arena – CityBank Bank Rooms A&B
9:00 am	Clothing and Textiles Human Sciences - 105	2:00 pm	Healthy Lifestyles Invitational and Workshop Awards Presentation Human Sciences - 169
9:00 am	Companion Animals Agricultural Education & Communications - 206	1:00 pm – 8:00 pm	Winner Photo Site Open (2:00 pm – 5:00 pm Photographer Present) United Spirit Arena Concourse
9:00 am	Computer Technology Student Union Building – Brazos Room	2:30 pm	T.D. Tanksley Jr. Invitational Livestock Judging Contest & Workshop Awards United Spirit Arena- South Stands
9:00 am	Family Life Doak Hall - 155	2:30 pm – 3:30 pm	Texas 4-H Golf Challenge Workshop United Spirit Arena – CityBank Rooms C&D
9:00 am	Health Human Sciences - 111	3:30 pm	Invitational Meat Judging Contest & Workshop Awards United Spirit Arena- South Stands
		4:00 pm	Share The Fun Awards Student Union Building – Matador Room
		5:30 pm – 6:00 pm	Food Show Award Setup Human Sciences - 169
		6:00 pm – 8:00 pm	Past Texas State 4-H Council Reception (By Invitation Only)

	United Spirit Arena – Club Red	10:00 pm – 12:00 am	Aaron Watson Concert United Spirit Arena
6:00 pm – 6:30 pm	Food Show Awards Human Sciences - 169	12:30 am	Curfew In Dorms and Rooms
7:00 pm	Winner Line-up United Spirit Arena – Practice Gym	FRIDAY, JUNE 15, 2012	
8:00 pm – 9:30 pm	General Assembly and Share The Fun Showcase United Spirit Arena	6:30 am – 10:00 am	Dining – Student Union Building
		5:00 am – 10:00 am	Dorm check-out

MEDICAL CARE

Limited, secondary medical/accident care insurance covering non-existing conditions/illnesses is provided for registered Roundup youth participants at two (2) local hospitals: University Medical Center and Covenant Medical Center. All emergencies **MUST** be reported to the Roundup Headquarters in order to ensure proper processing of insurance coverage.

Procedures for filing a medical claim (these must be adhered to exactly or the claim will not be paid).

- All questions must be answered in full for the claim to be processed.
- The insured (parent or guardian, if minor) must complete the insured's section in full.
- Completion of all sections.
- Attach itemized bills showing: (a) name of patient, (b) diagnosed condition, (c) date of treatment, (d) nature of treatment, and (e) charge per treatment.
Make a copy of everything before you put your packet in the mail.
- It is the responsibility of the insured (parent or guardian, if minor) to send in the Claim Form to the Texas 4-H Office. The organizational certification section must be completed and certified by an official of the sponsor organization.
- Must be received in the Texas 4-H Office by July 1, 2012. Send all completed forms, itemized medical bills, etc., to:

Kyle Merten
Texas 4-H Office - Roundup
4180 State Hwy 6
College Station, TX 77845

LODGING AND MEALS

LODGING

Cost: \$20.00 per night for on-campus housing

Youth and adults that wish to stay in 4-H arranged housing will be housed on the campus of Texas Tech University in the Weymouth & Coleman Dorms. Guidelines for Roundup arranged housing are:

- Youth will be housed with youth (**seniors with seniors, intermediates with intermediates**), and adults will be housed with adults. Youth members will not be housed with parent/guardian. **NO EXCEPTIONS!!**
- Housing will be done by gender then by district, then county.
- Genders will be housed in either separate dorms or, at least, separate floors within the dorms. (Texas 4-H and Texas Tech University Student Housing reserves the right to house participants to be efficient for both the event and facilities.)
- Participants can request roommates; however, they must be from the same county and district. **Requests will be filled as best as possible.**
- No participant in Roundup housing is allowed to change rooms without notifying and requesting the change with Roundup housing officials.
- Participants will be required to provide all bed linens, pillows, bath towels, and personal items.

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- Roundup participants will receive their registration packet (nametag, program) at Roundup Headquarters (United Spirit Arena – Lower Level) but will be required to go to Housing Headquarters located in Coleman Hall to receive housing assignment, access card, and room key starting Sunday.
- Check-in to the dorms is not allowed until 4:00 p.m. on Sunday, June 10, 2012. This includes EVERYONE - except Texas 4-H Council, and the Texas 4-H Technology Team.
- If staying in the dorms on Sunday, you must arrive for check-in between the hours of 4:00 p.m. and 7:00 p.m.
- Any access card lost or misplaced may be replaced. However, a **\$60 replacement fee** will be accessed.
- **New for 2012 – For 2012 bathrooms will be community access not semiprivate**

MEALS

On-Campus Meals

Meals will be available for all Roundup participants through the Texas Tech University Dining Services. Meals will be served at various locations across campus. The Student Union Building Food Court and COWamongus (located in the Animal & Food Science Building) will serve as the two main food areas for Roundup. Each will be open for breakfast, lunch, and dinner (except COWamongus).

Meals will be on a cash-sale basis between the participant and Texas Tech Dining Services. Each meal will cost an average of \$6.50 to \$7.00 depending on your selection and amount of food. To help Texas Tech Dining Services plan accordingly, each participant planning on using the on-campus dining facility will be asked to estimate what meals they will be eating on campus.

TEXAS Tech Dining Services accepts cash, credit card, and/or debit cards.

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PARKING

Pre Registration Cost: \$7.00 per pass/week
Onsite Registration Cost: \$10.00 per pass/week

Youth participants are NOT allowed to drive to Texas 4-H Roundup.

Parking passes must be purchased on-line through 4-H CONNECT. Parking passes will be mailed to each adult ordering one prior to Texas 4-H Roundup - PLEASE ENSURE THAT YOUR MAILING ADDRESS ON 4-H CONNECT IS CORRECT. **LIMITED** parking passes will be available for sale at Roundup. Permits should be displayed on dashboard while parked on campus.

Parking on the campus for Texas 4-H Roundup will be for the surface lot next to the United Spirit Arena (C11), Animal & Food Science Building (C12-C16), surface lot on the West Side of the United Spirit Arena (C17), surface lot next to Coleman and Weymouth Dorms (G1), and surface lot on the south side of the Student Union Building (G1). Each adult planning on attending Texas 4-H Roundup may purchase a parking pass that will allow parking in any of the above-mentioned lots.

Parking in any other lot than those designated on the Texas 4-H Roundup Parking Permit may result in a ticket being issued by the Texas Tech University Police Department. The Texas 4-H and Youth Development Program and Texas 4-H Roundup will not be responsible for any parking violations, nor will they assist you in their dismissal.

BUS SERVICE

No bus service will be available for 2012.

TEXAS TECH UNIVERSITY INTERACTIVE CAMPUS MAP

With the Texas 4-H Roundup moving to the campus of Texas Tech University for 2012, Roundup organizers are making every effort to ensure participants, volunteers, and Extension faculty and staff have all the resources they need to have an enjoyable experience. Please use the following link to search the campus of Texas Tech University to locate all contest locations, the United Spirit Arena, dining locations, and housing locations. The link can be found at: (<http://www.ttu.edu/map/>)

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