



To: National SkillsUSA Conference Participants  
From: Don Bauc, State Executive Director  
Re: National Leadership Conference and SkillsUSA Championships  
Date: April 17, 2010

- Congratulations to all of our winners of the 46th State SkillsUSA Championships. All first place winners of "**National Level Contests only**," are eligible to compete at the National Conference and SkillsUSA Championships. **If for some reason the first place contestant cannot attend, the second place winner will be eligible.** Current state officers, national officer candidates, chapter advisors, alumni, and parents of winners are all eligible and encouraged to attend the National Conference and SkillsUSA Championships. The major event days are June 21 - June 25, 2010, (Monday-Friday) in Kansas City, Missouri. **All participants should plan to arrive at our hotel no later than 7:00 p.m. on Monday, June 21, 2010 and leave no earlier than Saturday morning, June 26, 2010.** *The National Awards Program ends late Friday evening followed by an Illinois meeting and awards celebration.*
- The first meeting of our entire Illinois delegation will be held at 8:00 p.m. on Monday, June 21, 2010 at our hotel, the Ramada Inn Overland Park. Packets and materials will be distributed to all participants. The meeting will be held in the Sante Fe Ballroom. The Ramada Inn is located at 7240 Shawnee Mission Parkway, Overland Kansas 66202. The phone number is 1-913-262-3010 and the fax is 1913-262-6180. Our hotel is located about nine miles from downtown Kansas City, Missouri and Bartle Hall, where most of the events will be taking place. The hotel has a swimming pool, and restaurant. Parking is free in the parking lot. A hotel shuttle is available by appointment only. Several fast food restaurants are located within a mile of the hotel. A Steak and Shake and convenience store are within a block and a half of the hotel. Shuttle buses will be available, at no charge, for all registered participants, to take them to the opening ceremony and awards ceremony held at Kemper Arena and to Bartle Hall for the competitive events.
- Parking passes can be purchased for the downtown garage and parking lot. More information will be available later.
- All State Student Officers are expected to attend the National Conference, since they will be the official voting delegates from Illinois. State Officers who do not attend the national conference will not be eligible for the Illinois Life Membership Award.

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- **All participants must pay the registration fee and make their room reservations through Illinois SkillsUSA.**
- Each individual is requested to make their own travel arrangements. The travel time by car from the Chicago area is about 10 hours. Several airlines have direct flights to Kansas City.
- The total state and national **Registration Fee** for Illinois participants this year, is **\$ 160.00 per person**. This fee entitles you to attend all National and State SkillsUSA functions while at the conference. These include: opening session, competition, entertainment programs, the awards session, seminars, limited insurance coverage, shuttle transportation, the Illinois delegate meetings, Illinois awards session, Illinois T-shirt, and Illinois pin, etc.
- The Illinois SkillsUSA refund policy for cancellation of registration or room is as follows:
  - 30 or more days before the event = full refund minus \$10.00
  - 15 or more days before the event = half refund
  - Less than 15 days before the event = no refund
- **NLSC1 FORM REGISTRATION, PERSONAL AND LIABILITY RELEASE FORM**  
Registration for the national conference will be online using the National SkillsUSA Website. For each participant, please print off a copy of the registration form, attach a photocopy of the front and back of the person's insurance card and bring the form and insurance proof with you to the national conference. Also, please fax a copy of the front and back of each participant's insurance card to the State SkillsUSA Office. Put the name of the person who the card is for on the fax. Fax it to: 1-708-479-8444.

**NOTE: It is very important that the entire NLSC1 form be fully completed and be completed accurately. If information is missing from the NLSC1 Form when you print it, go back and provide that information. You will probably find it convenient to use a blank copy of the NLCS1 Form to collect the information initially. Be sure to also give your t-shirt size when registering.**

- **THE FOLLOWING IS DUE "PER PERSON" BY: April 30, 2010.**
- **\$ 160.00 Registration Fee** (See Illinois SkillsUSA refund policy) per each person.
- **\$ 640.00 Room** (one adult for five nights) per each person or
- **\$ 640.00 Room** (two adults for five nights) per couple - one bed or
- **\$ 320.00 Room** (two adults for five nights) per each person - two beds or
- **\$ 214.00 Room** (three or four students for five nights) per each person - two beds .

**\*\*\*\* Illinois SkillsUSA reserves the right to place students three or four per room and adults two per room depending on availability of rooms. Every effort will be made to place students three per room and adults in single rooms when requested. However, double bed rooms are always very limited. Advisors will find it easier to get a single. Please note that a roll-away bed could be used in some of the rooms with two people and where two beds are requested. Any additional cost for the roll-away, will be the participant's responsibility. Rooms will be reserved for contestants, advisors, voting delegates, officer candidates and staff first. If additional rooms are available, then parents and other guests will have the opportunity to stay under our block of rooms at our hotel. National SkillsUSA has arranged for several special hotels for parents and friends. Contact the State SkillsUSA Office for details and ask for the Parents and Guests Hotel Reservation Form.**

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**MAKE CHECKS PAYABLE TO: Illinois SkillsUSA** (for registration, rooms and pins only)

Fax the room form, insurance card info and pin form to: ..... 1-708-479-8444

Send all money to ..... **Illinois SkillsUSA**  
**% Donald W. Bauc**

**State Executive Director**

**P. O. Box 15**

**Mokena, IL 60448-0015**

**Please do not send individual student checks.**

**NOTE: A receipt will be available for you at the conference. More information will be posted on the Illinois SkillsUSA website, in the section titled "7 - June Updates - National Conference" beginning around the second week of June. If you need additional information, please call 708-479-8422 or fax 708-479-8444 or E-mail [ilskillsusa@aol.com](mailto:ilskillsusa@aol.com)**

- **CONTEST RULES** - Be sure to follow only the latest national contest rules for your contest. These are found in the 2010 -copyright edition of the SkillsUSA Championships Technical Standards. Remember that the rules for Illinois State contests differ slightly from the national rules. Also, make sure that all Advisors and contestants read the SkillsUSA Championships Technical Standards General Regulations on pages 9 – 13. If you still do not have the 2010 edition of the Technical Standards, you can purchase one from the state or national office.
- **CONTEST UPDATES** - It is critical that every contestant check the national SkillsUSA website for updates to their contests. Read and follow the updates carefully. Check several times before the national conference. These updates are found at:  
<http://www.skillsusa.org/compete/updates.shtml>
- **CONTEST UNIFORMS** - All national conference participants are required to wear contest uniforms when competing in Kansas City. Points are deducted from contestant scores for those who do not wear official uniforms and safety equipment. See the SkillsUSA Championships Technical Standards book, pages 14 and 15 for general rules regarding clothing requirements. See your contest rules for specific clothing requirements. To order go to [www.skillsusastore.org](http://www.skillsusastore.org).
- **GENERAL SESSION ATTIRE** - All participants at nationals should try to wear the official SkillsUSA uniform for the general sessions. If a red blazer is not available, we recommend black pants, white shirt and black tie for the males and black slacks or skirt and white blouse for females. An Illinois SkillsUSA T-shirt will be provided for casual dress functions.
- **RESUME** - All national competitors must create a one-page resume using a word processor and submit the resume electronically at: <http://www.skillsusa.net/resume/>. Once on the site you follow the prompts and upload your Word or PDF resume and click submit. **The deadline for resume submission is June 1.** Again, this link is for NATIONAL COMPETITORS ONLY. It is suggested that each competitor bring a copy of his or her resume with them.
- **ADDITIONAL NIGHTS STAY** - Those individuals who plan to arrive early or stay later should contact the State SkillsUSA Office for the costs to stay at our hotel.
- **ROOM ASSIGNMENT FORM** – Along with this letter is a room assignment form. Please use it to order the rooms you want. Carefully read the directions.

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- **ILLINOIS TRADING PIN ORDER FORM** - The cost of pins is \$ 2.00 each if ordered in advance. The cost at the national conference will be \$ 2.25 each. (Use the form provided - 1 copy along with a check if ordering pins.) *DUE April 30, 2010* .
- **NATIONAL NAME BADGES** - For security purposes, all registrants receive a name badge. To attend any function during the conference, a person must be wearing a name badge. You must be wearing your official name badge to enter the Opening Ceremony and the Awards Ceremony. If not, you will not be permitted to enter. Please note: Replacement badges WILL NOT be available at the door. The only exception to wearing a name badge is visiting the SkillsUSA Championships, which is open to the public. All competitors must be wearing name badges at the time of competition. If name badges are lost, there is a \$10.00 replacement fee charged after staff has determined the person is, in fact, a registered participant. If the badge was not lost, but rather misplaced, the \$10.00 replacement fee will be fully refunded upon return of the replacement badge. For those lost on Monday or Tuesday, the fee will not be returned.
- **OPENING CEREMONY** - There are no passes available for sale for this event.
- **AWARDS CEREMONY PASSES** - There are separate passes available for this function only. Passes for the awards ceremony on Friday night will only be sold prior to the event at SkillsUSA Headquarters at Bartle Hall. These passes will **NOT** be sold at the door. The awards ceremony will be held at 6:00 p.m. Friday evening, June 26, 2009. The cost of the pass is \$10.00 per person in advance. All sales are final and no refunds will be given. There is no charge for children aged 12 and under.
- **CONFERENCE HEADQUARTERS** - The national conference headquarters is located in Lobby 2100 in H. Roe Bartle Hall. Counters will be out in Lobby 2100 for registration of Judges, VIPs and National Education Teams as well as parking passes and information. The Alumni and Youth Development Foundation offices will be located in another part of the complex to be announced later.
- **PARENTS AND OTHER GUESTS** - The Hotel costs for food are high and the perks are few, so we will need to know how many family members plan to attend our awards party on Friday, June 25, 2010 at the Ramada Inn Overland Park Hotel. Just send a note to the Illinois Office. We realize this is only an estimate at this time. The cost for guests will be in the next letter.
- **COURTESY CORPS WINNERS** - The first, second and third place winners and their Advisors are eligible to participate in the National Courtesy Corps. Fill out the NLSC1 form provided with this memo and mail it to the State SkillsUSA Office or fax it by April 30, 2010. Most of the participant cost for the conference is paid for thru an industry grant for those who participate. The registration information for Courtesy Corps on the national SkillsUSA website explains all of this.
- **ADVERTISING DESIGN CONTEST** - Each first place high school and college/postsecondary contestant will receive a travel stipend. Recipients must be enrolled in or recently graduated from a related/relevant occupational training program and must compete in the national Advertising Design (AD) contest. A form for this stipend is located further back in this memo. **Make sure that you fax a copy of the completed form to the Illinois SkillsUSA State Director for his signature.** Fax to: 1-708-479-8444.

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- **GRAPHIC COMMUNICATION CONTEST** – Each first place high school and college/postsecondary contestant will receive a travel stipend. Recipients must be enrolled in or recently graduated from a related/relevant occupational training program and must compete in the national Graphic Communications (GC) contest. A form for this stipend is located further back in this memo. **Make sure that you fax a copy of the completed form to the Illinois SkillsUSA State Director for his signature.** Fax to: 1-708-479-8444.
- **SPECIAL NEEDS CONTESTANT INFORMATION** – If you have a contestant who will require the assistance of another person at the orientation meeting and during the competition, please complete the Special Needs Form. This form is located further back in this memo. Make sure that you fax a copy of the completed form to the Illinois SkillsUSA State Director for his signature. Fax to: 1-708-479-8444.
- **TEAMWORKS CONTEST SCHOLARSHIPS** - A form is available to register for a travel scholarship to the national conference for the TeamWorks first place winning team. The form is located further back in this memo. Return the form to the Illinois SkillsUSA State Director by April 30, 2010 for his signature. Fax to: 1-708-4798-8444.
- **TIMBERLAND-SPONSORED COMMUNITY SERVICE PROJECT** - On Friday, June 25, 2010, Timberland PRO will again sponsor a community service project. The number of participants per State will be determined by the State's membership. A form for this is located further back in this memo. Return the form to the Illinois State Director by April 30, 2010 and he will send it into the national office by May 15, 2010. Those allowed to participate will be chosen on a first come first served basis by the State Director. Special Note: Students with contest debriefings on Friday, June 25, 2010 will not be allowed to participate. A listing of contest debriefings/industry tours (subject to change) is further back in this memo..
- **CHAMPIONS 5K RUN** – All runners, joggers and walkers are invited to participate in the Champions 5K Run. The run will be held on Friday, June 25, 2010 at 9:00 a.m. starting at Parkville Nature Sanctuary, 12th and East St. on Hwy. 9, Parkville, MO 64152. It is sponsored by Irwin Industrial Tools. The entry fee is \$15.00 per person and limited to the first 300 registered. Each participant will receive a special Champions Run T-shirt. A form for this is located at the end of this memo.

<ul style="list-style-type: none"> <li>• <b>IMPORTANT UPDATES / ADDITIONAL INFORMATION -</b>  <b>Be sure to occasionally check "7- June Updates - National Conference" at the Illinois SkillsUSA website beginning around the second week in June. Information will be posted there that was not available when this memo was produced. As more information becomes available, it will be added to those updates.</b></li> </ul>
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