



**World Championship**  
**MATE ROV Competition World Championship**

**June 23-25, 2022**

**(Check-in and safety inspections June 21-22)**

**Long Beach City College  
Long Beach, CA, USA**

**Shipping information**

**If you are shipping your ROV:**

**You must ship your ROV to arrive at Long Beach City College (LBCC) no later than MONDAY, JUNE 20.** If your vehicle does not arrive by Monday, it will be your responsibility to contact your shipping carrier to locate it.

**SHIP TO:**

**Long Beach City College  
Bldg O1, Warehouse Rear  
4900 E. Conant Street  
Long Beach, CA 90808**

**From:**

**Your school/team name  
Lead instructor  
Your school's address**

**ATTN: MATE INTERNATIONAL ROV COMPETITION**

***IMPORTANT!!!*** E-mail your tracking information to [sfraser@marinetech.org](mailto:sfraser@marinetech.org) with the words ROV TRACKING in the subject line.

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Your shipment will be kept safe and secure in the warehouse. **NOTE: You are responsible for retrieving your shipment from the LBCC warehouse during normal business hours – Monday – Thursday, 8am – 1pm.**

**NOTE: Closed-toed shoes and safety glasses are required in the workstation area at all times. NO EXCEPTIONS.** Please plan accordingly.

**Tips on shipping:**

Please make sure that your vehicle and any associated equipment and tools are NEATLY and SECURELY packed in crates or sturdy cardboard boxes. LBCC is not responsible for any damaged or missing vehicles.

**If you are transporting your ROV via checked (or carry-on) luggage or car/van:**

You will receive a map and directions to Long Beach City College Campus – competition event locations. You will be responsible for finding the T-Building and off-loading in time for your safety inspection.

**NOTE:** To offload your vehicle, park in the parking structure J, which is located off of Clark Ave.

From there it is a short walk to both the safety inspections in the T Building and the tents where the team workstations will be located.

**Note:** If you are transporting your ROV via checked (or carry-on) luggage, it is recommended that you make personal contact with a TSA representative ASAP. There is no guarantee, but it may be possible to arrange a special screening at the airport the day of your travel to (hopefully) avoid delays (or worse, wires being snipped). Regardless, be sure to label EVERYTHING and have a parts list on hand and within the luggage that contains your ROV. Do NOT pack batteries, fluids, or other potentially hazardous materials.

Please also see the “Letter for helping your team through customs” on the [World Championship webpage](#). It is also addressed to the Transportation Security Administration (TSA) agents.

**Other key information:**

**\*\*\*Each team will need to cover its own shipping costs.\*\*\***

**Shipping your ROV back to your home institution after the competition:**

Please make sure that your vehicle is NEATLY AND SECURELY packed up and ready to be shipped back to your home institution at the end of your second and final product demonstration run. Once securely packed, transport your shipment to the walled (enclosed and secured) outdoor area adjacent to the pool. Your ROV will be picked up and stored in the college warehouse until it is picked up by your preferred carrier. The college will not make shipping arrangements for you.

**Bring your preferred carrier’s shipping/billing form and any other necessary paperwork with you. Make sure to discuss which forms you will need with your shipper prior to the competition so that you will have these forms with you.** Make sure that you **COMPLETELY** fill out the form. In particular, make sure that you complete the billing information section or bring your billing information with you (i.e., a credit card or account number). Attach this form to your ROV’s shipping container.

**YOU are responsible for scheduling a pick-up with your designated carrier.** Use the following address for your shipping company when you arrange for pickup:

**Long Beach City College  
Bldg O1, Warehouse Rear  
4900 E. Conant Street  
Long Beach, CA 90808**

**Be sure to include your school name and destination information so that your ROV can be matched to the shipping order.**

**The pick-up time can be scheduled for any time AFTER 8am on Monday, June 27<sup>th</sup> and during normal business hours – Monday – Thursday, 8am – 1pm.** Your ROV will be shipped at the rate that you indicate on your shipping/billing form.