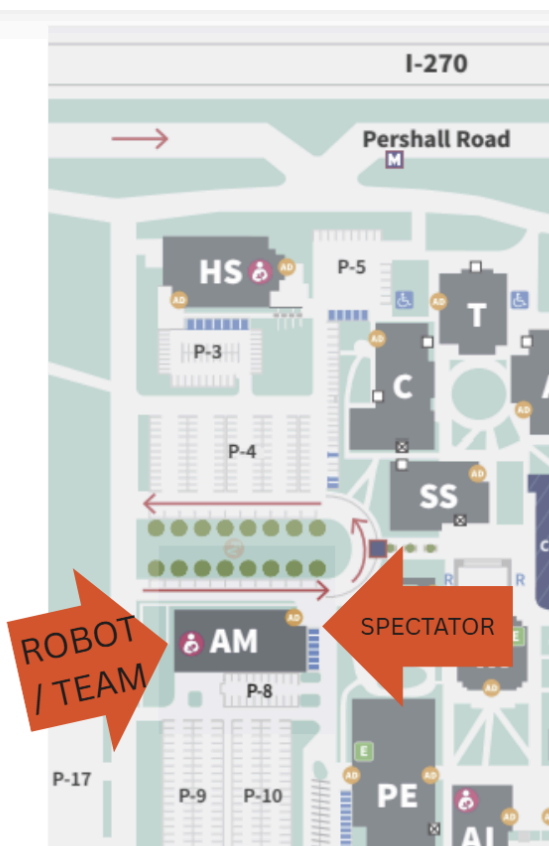


We are excited to have you join Shear Force at the *new* Advanced Manufacturing building for the **STLCC Flo Valley Meet** for the **2025-26 DECODE** season. We hope you have a great time and find this Meet letter to be informative. There is a lot of important information in this letter, so please read it carefully. If you have questions, schedule changes, or special needs, don't hesitate to contact the event coordinator listed below.

<u>Event Info</u> Saturday, November 15, 2025 (doors open at 7:30 am)	Advanced Manufacturing Center St. Louis Community College - Florissant Valley 650 Archer Dr, Ferguson, MO 63135 📍 Advanced Manufacturing Center
<u>Event Coordinator</u> Steph Troesser steph_troesser@msn.com 314-374-8277	*** BE CAREFUL. This is a NEW address that is not recognized on some phones. Make sure you are routed to Ferguson. If your phone does not recognize this address, put in the Community College name and follow the FIRST signs from there.



Robot/Teams Entrance: Teams should enter from the WEST side of the building. From this entrance, you will enter the building on the same level as the pits and playing field.

Spectator Entrance: Parents and spectators should enter the building from the lobby, in the NORTHEAST corner of the building.

Tours: Tours will be made available throughout the day. *You are going to want to see this beautiful facility!*

If you are running late, please call the Event Coordinator to inform them of your arrival time. Match schedules can't be run until all teams are present.

Projected Event Outline/Schedule

7:30 AM	Doors Open
8:00 AM	Registration Starts – Submit your roster.
8:00 AM	Inspections Begin – Size, labels, safety, functionality, self-inspection sheet, etc.
9:30 AM	Match Schedule Given – start scouting!
10:00 AM	DECODE Matches Begin – Each team will play 6 matches .
12:00 PM	Pack up, clean up and go home – Please clean your pit area and ensure you have everything!

Set up your Pit Table

Each team will be provided with one table. Teams may decorate tables and can bring items to exchange with other teams, (buttons, pencils, etc.). Please do not bring any noise makers. Each team is responsible for their personal belongings that they bring to the meet. **Do not leave valuables unattended. We are not responsible for lost or stolen items.** Have all of your equipment marked with your team number, most importantly your batteries and chargers. You may consider bringing a tub or trash bag for storing coats and such under your table. Due to space constraint you may not be given a 10 foot by 10 foot space. Respect the space given and keep aisle ways clear.

Power Availability in the Pit Area

Power outlets will be available at or near each table. Plan to have laptops, phones, and batteries fully charged before arriving. No power tool use, such as cutting or grinding at pit tables.

Required Items to Bring

- **Safety Glasses** for all team members and visitors to the pits. Everyone in the pit area or competing at the field is required to wear safety glasses or have side shields on their prescription glasses. Safety glasses will NOT be provided.
- **Team Roster** from the FIRST dashboard, press the big blue button to print. All students need to be electronically registered and listed on the roster. Electronic consent and release forms need to be signed for each team member.
- A completed **Inspection Checklist (highly suggested)**
 - [Inspection Checklist](#)
 - #1 issue - Robot Sign <R403>
 - #2 issue – Maximum Servos <R503>
 - #3 issue – Maximum Motors <R503>
 - #4 issue - Size of robot <R101, R105, G414, G415>
- Robot, Tools, Batteries, Chargers, Computers, Controllers, USB cables, etc.

Wi-Fi

NO PERSONAL WI-FI HOTSPOTS ALLOWED!

No Wi-Fi will be available to the teams.

Who Is Coming?

- See the team roster and the scores for the Matches [List of Teams](#)

Food:

- There will not be a concession stand.
- Teams can bring their own food/drinks.

- There isn't a scheduled lunch break. Teams should eat as time permits.

Event Cancellation:

- If the weather is bad and our venue isn't open, we will email and call coaches.
- Please see the Event Cancellation Policy on the *FIRST* in Missouri website: [Event Cancellation](#)
- We will notify teams if the event can be rescheduled.

Team Cancellation:

- If you don't feel "ready", come anyway. Meets are a great learning experience. We will help you get the robot running. If a team member is available to stand at the field, the team still gets points.
- If there is a scheduling change, everyone has the flu, etc. please contact the event coordinator as soon as possible to advise that you aren't coming.
- If you cancel, there is no refund and you receive no points.

Reminders

- There are no play-offs, championship, or judging at Meets
- Scores will be posted to [FTC Events](#)