



# FIRST® LAUNCH 2019 Kennedy Space Center Kickoff Registration Guide

This document provides detailed information regarding:

1. High-Level overview of the event, its purpose, and audience
2. Costs and policies associated with attending the Kennedy Space Center Kickoff Event
3. Group registration and the purchase of your tickets, including admission to Kennedy Space Center
4. Making a request to pay for your tickets via check or by invoice
5. Tax-exempt payments for tickets
6. Parent/Other Guest tickets that include admission to Kennedy Space Center
7. How to get support or answers to your questions, if applicable



## ABOUT THE EVENT

Join *FIRST® LEGO® League Jr.*, *FIRST® LEGO® League*, and *FIRST® Tech Challenge* Teams, with support from *FIRST® Robotics Competition*, as we celebrate the start of our new mission and make all systems go with *FIRST® LAUNCH 2019*! Students ages 6 to 18 will kick-start their intergalactic adventure of STEM discovery with reveals of the annual challenge, participation in workshops, learning from field topic experts, and visiting scientific displays and exhibits at the Kennedy Space Center Visitor Complex. All the while supporting each other, sharing experiences, and practicing the *FIRST®* Core Values.

- WHO:** *FIRST* Teams in Florida
- WHEN:** Saturday September 8, 2018  
9:00am to 5:00pm
- WHERE:** Kennedy Space Center!
- WHY:** Cool. Space. Learning.  
And get ready for the coming season!
- MORE INFO:** Visit [www.firstfl.org/firstlaunch2019](http://www.firstfl.org/firstlaunch2019)



### Need more convincing?

Hear an actual Astronaut tell you how amazing your experience will be at this special *FIRST* event and see some of the fun in store!

[Click here to watch the video!](#)

## \$ Costs for Attending the Event

- Student Participant Registration: **\$29.75<sup>^</sup>** per student (inclusive of all fees)
- Coach/Mentor Registration: **\$29.75<sup>^</sup>** per Coach/Mentor (inclusive of all fees)
- Parent/Other Guest Registration: **\$40.34<sup>\*</sup>** per Parent/Other Guest (inclusive of all fees)
- Boxed Lunch **\$11.00<sup>+</sup>** per meal (includes water or soft drink, sandwich, chips, fruit, and desert)

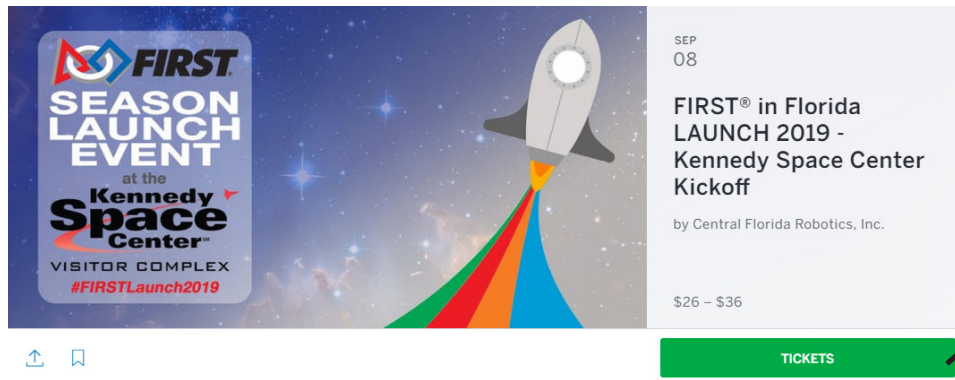
<sup>^</sup>These tickets are restricted to current *FIRST* participants and the coaches/mentors (max 2) of their registered team.

<sup>\*</sup>Please note that Student and Coach Registrations includes entry into the Kennedy Space Center Visitor Complex as well as access to the *FIRST* team activities. The Parent/Other Guest Registration includes admission to the Kennedy Space Center Visitor Complex but due to capacity restraints, we are unable to allow Parents/Other Guests to attend the *FIRST* functions in the park.

<sup>+</sup>Lunches are for Student and Coach/Mentor Participants only. Parents/Other Guests can purchase lunch in the park.

# Registering for the Event

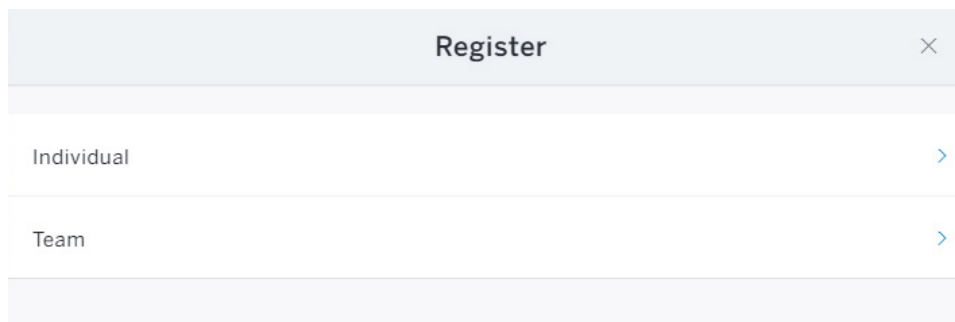
When you're ready to register, [CLICK HERE](#), or visit our registration portal at [www.firstlaunch2019.eventbrite.com](http://www.firstlaunch2019.eventbrite.com).



SEP 08  
FIRST® in Florida LAUNCH 2019 - Kennedy Space Center Kickoff  
by Central Florida Robotics, Inc.  
\$26 - \$36

TICKETS

Click the green "TICKETS" button.



Register

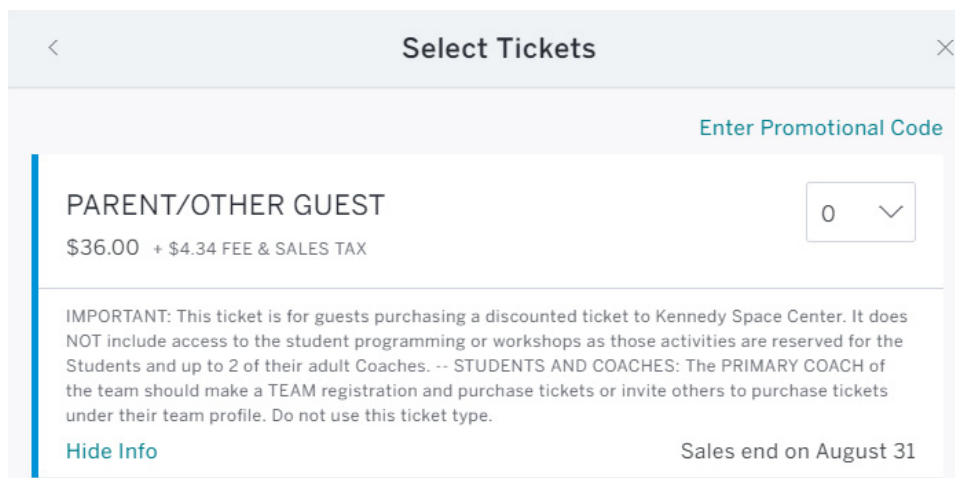
Individual

Team

After clicking tickets, you will be prompted:

If you are a Parent/Other Guest, click the "INDIVIDUAL" option.

The primary COACH/MENTOR who will be responsible for the booking, should register the team by clicking "TEAM".



Select Tickets

Enter Promotional Code

PARENT/OTHER GUEST  
\$36.00 + \$4.34 FEE & SALES TAX

0

IMPORTANT: This ticket is for guests purchasing a discounted ticket to Kennedy Space Center. It does NOT include access to the student programming or workshops as those activities are reserved for the Students and up to 2 of their adult Coaches. -- STUDENTS AND COACHES: The PRIMARY COACH of the team should make a TEAM registration and purchase tickets or invite others to purchase tickets under their team profile. Do not use this ticket type.

Hide Info

Sales end on August 31

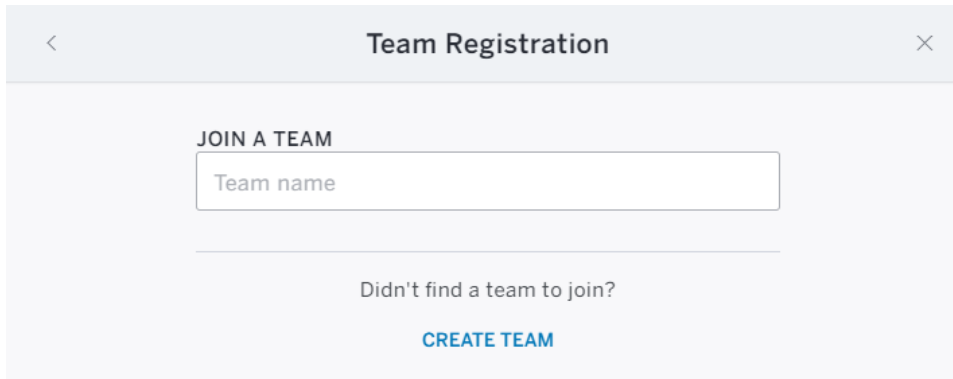
If you are a TEAM, skip this step.

PARENTS/OTHER GUESTS will be prompted for the number of tickets they would like to purchase. Select the total number of tickets, optionally provide a donation, and then click "CHECKOUT"

After you have completed this step, skip to the CHECKOUT INSTRUCTIONS provided on Page 4.

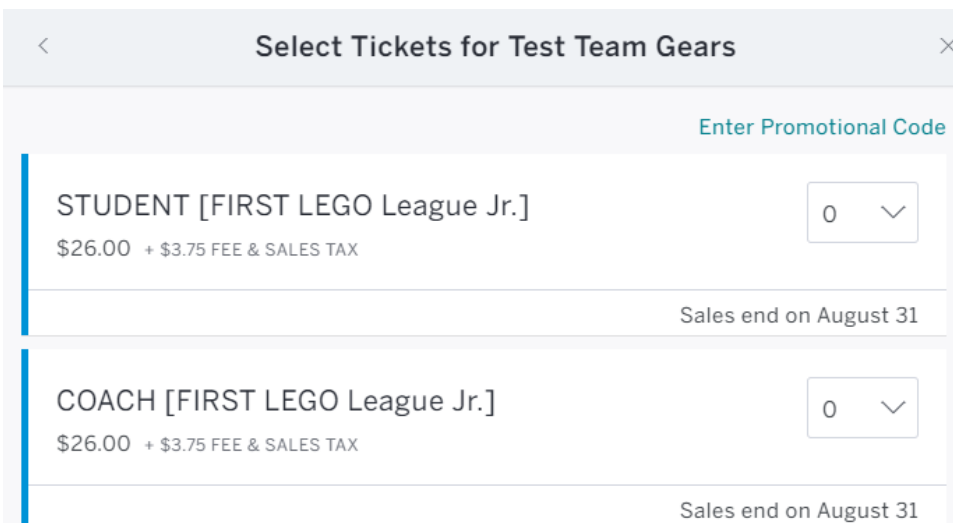


# Team Registration Steps



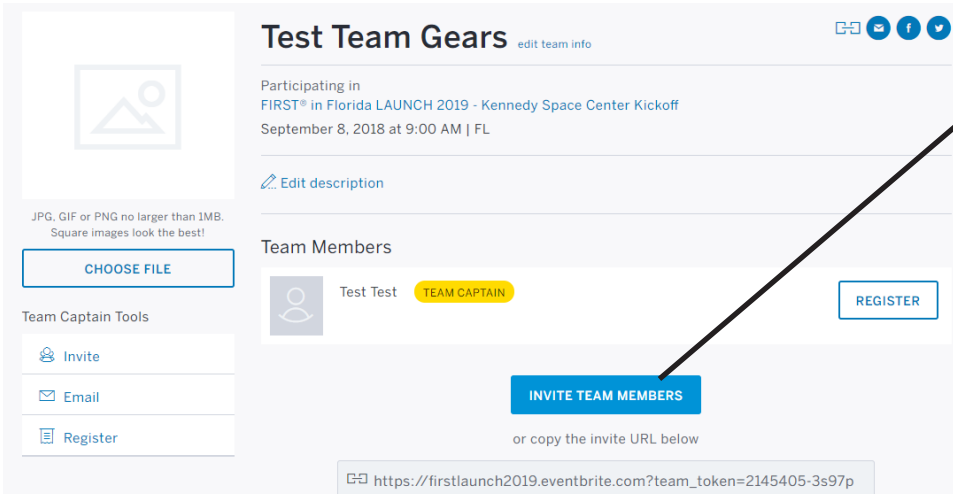
If the COACH/MENTOR has not already created a team, click “CREATE TEAM”. You will be required to create a user account and will be subject to the Event Brite Privacy Policy and Terms and Conditions.

If you have an existing team, type the name in and select your team from the prompt. Enter your team password (if your COACH/MENTOR specified one).



If you as the COACH/MENTOR will purchase all tickets for your team, follow this step. If your COACH/MENTOR or other designee will not be purchasing all tickets on behalf of the team, follow the instructions below.

Select the quantity of tickets you want. Tickets are stored by PROGRAM and either STUDENT or COACH/MENTOR.



If you as the COACH/MENTOR need to invite others to purchase tickets under your TEAM (for example, if each student is responsible for covering the cost of their own ticket), go to:

[www.eventbrite.com/teams](http://www.eventbrite.com/teams)

Scroll down and select your team, and on the Team Management Page, select the INVITE button to invite others to buy tickets under your team OR copy the URL and share it with your team. As the TEAM CAPTAIN, you will be able to review who has purchased tickets under your team profile.

# Checkout Instructions

NOTE: Different attendee types may be asked different questions at checkout.

## Ticket Buyer

Hi, [Not you?](#) [Sign Out](#)

First Name: \*

Last Name: \*

Email Address: \*

You can't leave this empty.

## Payment (Your card info is not stored on Eventbrite's servers)

Payment Method: \* Credit/Debit Card ▾

Card: \* Select a card type ▾

Card Number: \*

Expiration Date: \* Month ▾ Year ▾ CSC\*  [What's this?](#)

Save billing and payment info for easy ordering

## Ticket 1 - STUDENT [FIRST LEGO League]

First Name: \*

Last Name: \*

Email Address: \*

## Other Information

Official FIRST Team Number \*

Age \*

Gender \* (choose one) ▾

## Additional Items (Optional)



BOXED LUNCH PRE-ORDER  
\$11.00

I accept the [terms of service](#) and have read the [privacy policy](#). I agree that Eventbrite may share my information with the event organizer.

Pay Now



Enter standard payment information for processing an online order. Please note that the PAYMENT METHOD option can be altered so that you can pay for the order by:

- Credit/Debit Card
- Mailing a Check
- Paying by Invoice

If you choose to pay by **mailing a check or by invoice**, please follow the instructions on the next page in addition to the instructions for attendee demographic information. Otherwise, continue below:

Each ticket will require the FIRST NAME, LAST NAME, and EMAIL ADDRESS of the attendee. For student tickets, please enter the COACH/MENTOR email address for every student ticket.

STUDENT/COACH tickets are also required to provide:

- Official Team Number
- Origin Region
- Age of Student Participant (years) (Students only)

To better understand our achievement in providing equal access to our programs and to serving the under served, we request additional optional demographic information about student attendees, including:

- Gender
- Ethnicity

If you do not wish to provide that information, select the "Prefer Not to Answer" option.

## Hungry?

Add your pre-order lunches here! Lunches include soda or water, a sandwich, chips, fruit, and a desert! For Students and Coaches only, please. Parents/Other Guests can grab lunch in the park.

Finally, click "PAY NOW" to complete your order! Once you have submitted your order, your tickets will be emailed to you.

**YOU MUST BRING YOUR TICKETS WITH YOU TO THE EVENT!**

# Special Information



## Paying by check?

Please make your check out to: Central Florida Robotics - And mail it to:

Central Florida Robotics  
Attn: Joyce Walters  
PO Box 656  
Groveland, FL 34736

NOTE: All checks must be received by August 31, 2018 or your order will be cancelled.



## Paying by invoice?

Please email Joyce Walters at [Joyce@CentralFloridaRobotics.org](mailto:Joyce@CentralFloridaRobotics.org) to request your invoice.

NOTE: All payments must be received by August 31, 2018 or your order will be cancelled.



## Tax-Exempt Organizations

Due to limited ticket availability, please purchase tickets with taxes applied and email your tax-exemption certificate to Joyce Walters at [Joyce@CentralFloridaRobotics.org](mailto:Joyce@CentralFloridaRobotics.org) and the tax amount will be refunded. If you are paying by check, please deduct the taxes from the balance due and include your tax-exemption certificate when mailing the check and we will modify your order to adjust amount due, accordingly.



## Support and Additional Information

If you have additional questions or need assistance, feel free to reach out to your local program contact or connect with the Central Florida Robotics team.

### Joyce Walters

Director of Support, Logistics, and Finance  
Email: [Joyce@CentralFloridaRobotics.org](mailto:Joyce@CentralFloridaRobotics.org)  
Phone: (833) 353-4778 x702

### JT Yoerger

Director, Events and Marketing  
Email: [JT@CentralFloridaRobotics.org](mailto:JT@CentralFloridaRobotics.org)  
Phone: (833) 353-4778 x701

Please note that all registration items and tickets have policies associated with them. You must review all terms and conditions printed on your ticket and additional terms listed in the registration system and on Eventbrite.com. *FIRST*® LEGO® League Jr. and *FIRST*® LEGO® League are jointly held trademarks of *FIRST*® and The LEGO® Group. *FIRST*®, the *FIRST*® logo, *FIRST*® Tech Challenge and *FIRST*® Robotics Competition are trademarks of For Inspiration and Recognition of Science and Technology (*FIRST*®). All rights reserved. Used with special permission. All other trademarks are property of their respective owners. The Kennedy Space Center Kickoff Event is operated by Central Florida Robotics, Inc., a not-for-profit corporation based in the State of Florida, USA. This document is © Central Florida Robotics, Inc. - 2018 - All rights reserved. CFR 291.