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## Delegation Check-In Volunteer Information

**Date:** Friday, October 20th

**Time:** 12:30pm—5:00pm

**Location:** Queensbury Hotel, upper floor balcony

88 Ridge Street  
Glens Falls, NY 12801

**Parking:** Please park in the lot across Ridge Street from the Queensbury.

**Check-In:** Walk into the Queensbury front entrance. Check in downstairs at the volunteer registration table.

COVID-19 vaccination is **not** required to volunteer at these games. However, if you are vaccinated, please let us know for our rate records.

If you pre-registered online, give your name and show your ID to be checked in. If you have not been able to pre-register, be prepared to fill out volunteer paperwork and show your ID.

Please make sure to get a Special Olympics NY credential and write your name on it. This is used to identify each of the volunteers.

**Training:** After you are all checked in and have your credential, head upstairs to the upper floor balcony. Training is on-site.

**Description:** They have arrived! Assist in the check-in process of athletes and coaches. As delegations arrive at various times throughout the day to check-in, you will guide them through the process, including taking attendance, checking Athlete Medicals to be sure all records are up to date, and distribute Games information. The Head of Delegation will check-in their entire region. Although this task is essential, there are periods of down time so please feel free to bring a book, magazine, Ipad, Laptop, etc.

**Lunch** is not provided- please bring a bag lunch with you if needed.

**Thank you** for being a part of the 2023 Fall Games volunteer team!

