



---

## Delegation Check-In Volunteer Information

**Date:** Friday, February 23rd

**Time:** 12:30pm—5:30pm

**Location:** Hotel Syracuse Marriott, floor below lobby  
100 E Onondaga St, Syracuse, NY 13202

**Parking:** Park at the Hotel Syracuse parking garage or lot. 100 Harrison Place, Syracuse, NY 13202.

**Check-In:** Walk inside the Hotel Syracuse Marriott. Go to the floor below the lobby and find the Delegation Check In tables, in the open area outside Shaughnessy's. Meet with Sims and Sam. They will train you on what to do.

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.

**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 2024 Winter Games volunteer team!

