

Registration

- For guestions regarding Registration, contact Melissa@Ascensiondance.com or at 1-833-RISEUP1 Ext.2
- To be invoiced you MUST 'Checkout and Submit' Registration upon agreeing to Guidelines listed within this document
- Changes to your Registration may be made until 4 weeks prior to Contest Date. ALL balances must be paid 3 weeks prior to Contest Date
- For ANY Changes to a completed Registration, contact Melissa@Ascensiondance.com or at 1-833-RISEUP1 Ext.2 to UNLOCK your account to log on. This process ensures that we process any changes you may have prior to scheduling
- Late Entries following the Registration Deadline will incur a \$250 Administrative Fee
- By Registering you agree that all music selections have been purchased legally and have not been altered in any way to violate music copyright laws. By agreeing to our Terms & Conditions you hold harmless Ascension Dance should you be in violation of any copyright rules
- By Registering you agree and hold harmless Ascension Dance to take photographs/video footage and utilize for the purpose of advertisement both in print and electronically
- By Registering you agree to grant permission for Ascension Dance to seek medical attention/treatment in case of illness or injury as deemed appropriate. Any medical cost incurred due to illness or injury is not the responsibility of Ascension Dance

Billing. Payment & Schedule Timeline

- OFFICIAL INVOICE will be emailed to you 1-3 business days after receipt of your Registration. For questions or to submit a P.O., please contact billing@ascensiondance.com. Please indicate on Registration Notes if you need Separate Invoices
- IMPORTANT: PAY FROM OFFICAL INVOICE sent from our Billing Department and not invoice generated on your Registration Account Portal

ENTRY VERIFICATION DUE - 4 WEEKS (MONDAY):

DEADLINE FOR REGISTRATION ENTRIES/CHANGES via your Registration Account Portal

Submit Academic Excellence Application with Overall GPA (unweighted scale)

Submit Facility Agreement – Dressing Rooms Assigned upon receipt

Submit Prop Information Form for Host School Inspection

Upload ALL Music to your Registration Account Portal

Confirm All Director Names

FINAL ADD/DROP DEADLINE - 3 WEEKS (TUESDAY):

ALL PAYMENTS MUST BE PAID IN FULL OR P.O. RECEIVED prior to Scheduling

Payment Options:

Debit, credit, or ACH to

Zelle to billing@ascensiondance.com

Checks mailed and made payable to: Nordstrom Ascension Dance, LLC, PO Box 1692 Cypress, TX 77410

Submit P.O.'s to: billing@ascensiondance.com

Late Registrations past this time will be assessed a \$250 Administrative Fee

REFUNDS OR CANCELLATIONS at this point are on a case-by-case basis

PRELIMINARY SCHEDULE SENT - 2 WEEKS (TUESDAY):

Submit Schedule Change via email

PAST DUE: Music, Facility Agreement and Academic Excellence Application must be received

UPDATED PERFORMANCE SCHEDULE SENT - WEEK OF CONTEST DATE (TUESDAY):

Please Submit Schedule Change Form for any changes by 5PM Tuesday

FINAL PERFORMANCE SCHEDULE POSTED - WEEK OF CONTEST DATE (THURSDAY)

Refund & Cancellation Policy

- In the event of inclement weather or cancellation due to circumstances beyond our control, teams will be offered a full credit toward future Ascension Dance Events for one calendar year or a 50% refund
- Routine Refunds OR Team Cancellations will not be issued following the Add/Drop Deadline for each Contest Location
- Cancellations following the Add/Drop Deadline may be granted on a case-by-case basis. Any credit offered must be applied at another contest location during the current season only

2026 Entry Fees

PER ENTRY	REGIONAL	STATE	NATIONALS
Team/Elite/All Male:	\$ 310	\$ 320	\$ 395
Production:	\$ 385	\$ 410	\$ 435
Dance Officer:	\$ 285	\$ 295	\$ 335
Social Officer:	\$ 240	\$ 250	\$ 260
Large Ensemble:	\$ 260	\$ 270	\$ 280
Medium Ensemble	\$ 250	\$ 260	\$ 270
Small Ensemble:	\$ 240	\$ 250	\$ 260
Trio:	\$ 230	\$ 240	\$ 250
Duet:	\$ 220	\$ 230	\$ 240
Solo:	\$ 130	\$ 140	\$ 150
Independent Solo/Duet/Trio:	See above Registrati	on Fee by Event and add \$10	0.00 surcharge

Facility Fee. Add-On Fees and Early Bird Discount

- Facility Fee: Each Registered Team is assessed a \$125 Facility Fee for our Host Facility. This fee pays for Host School amenities and will be reflected in the Official Invoice sent by our Billing Department
- PAID Team and Officer Entries by December 15 will receive a 10% Discount (* not applicable for Championship Events)
- Early Registrations NOT PAID by December 15 will be invoiced at full price
- Additional Time Fee for Extensive Set-Up (for each entry which exceeds 5 Minute Time Limit): Prepaid \$125/Post Event \$150
- Optional Services Fees: Data Entry for Online Registration \$200.00
- Late Entries or Changes following the Add/Drop Deadline 3 weeks prior to Contest Date will incur a \$250 Administration Fee
- Independent Solos/Duets/Trios will be permitted at all events and will compete in one Independent Grade 9-12 Classification
 - ALL Independent Registrations, Payments and Communication must be through the Director/Coach
 - Only Public-School Grade 12 Solo Winners will perform at Awards Ceremony

Spectator Admission Fees

Regional Challenge \$ 15.00

National Challenge

- Registered Directors/Coaches, Participating Dancers, Children 5 & under and Participating School Administrators are Free
- Tickets should be pre-purchased online on contest website or purchased on a personal device onsite at the door. No cash or card will be accepted at the Spectator Entrance
- Present QR Code on personal device or printed ticket for Admission Wristband at Spectator Entrance
- For lost tickets, check in by our App Data Base available at the Spectator Entrance
- All tickets purchased are considered non-refundable. In the event of an act of God or a catastrophe, purchased tickets are valid for a rescheduled date
- Directors will be given Admission Credentials at Team Check-In
- Bus Drivers receive free admission with proper School District ID
- Prop Parents, Parent Chaperones and Non-Performing Team Members arriving separately without Team must have Admission Wristband to enter
- Doors open for Spectators and Teams 1 hour prior to first Performance Time

Performance Time Limits & Extensive Set-Up

TEAM/OFFICER: $1\frac{1}{2} - 3$ Minutes in Length / 5 Total Minutes **GAME DAY:** $2\frac{1}{2} - 3$ Minutes in Length / 5 Total Minutes PRODUCTION: 5 - 7Minutes in Length / 12 Total Minutes DUET/TRIO/ENSEMBLE: Minutes in Length / 4 Total Minutes 1½ - 2½ SOLO: $1\frac{1}{2} - 2$ Minutes in Length / 4 Total Minutes

- Total Time Limit refers to Set-Up, Entrance, Performance, Tear Down and Exit
- Team, Officer and Ensemble performances are scheduled every 5 minutes
- Production performances are scheduled every 12 minutes
- Solo, Duet and Trio performances will be scheduled every 4 minutes
- Extensive Set-Up Fee: Pre-Paid \$125/Post Event \$150. For scheduling purposes, please select the Extensive Set-Up option for EACH entry which exceeds the Time Limit for TOTAL time for Set-up/Entrance, Dance, Exit/Tear Down.
- Each entry exceeding the Time Limit without registering for the Extensive Set-Up Fee will be invoiced \$150 Post Event
- In the event a routine must be reperformed, it must be within 30 minutes of the original performance time to remain in Category for the integrity and consistency of scoring. The second performance will be the score of record

Music Requirements

- For your Online Registration to be complete, you must VERIFY by agreeing to our Terms & Conditions that your music selections for our event have been purchased legally and have not been altered in any way to violate music copyright laws. By agreeing to our Terms & Conditions you hold harmless Ascension Dance from being liable should you be in violation of any copyright laws
- Music must be uploaded to your Registration Portal by Tuesday 4 WEEKS prior to contest date. For any changes, please contact our office
- Team Representative for Game Day Category must be at the Sound Table and should remain for the duration of routine



Team: Divisions and Classifications

- The top 3 scoring performances count toward the overall score for Best in Classification and Grand Champion
- School Entries must be registered in the same Spectrum
- Spectrum I / Spectrum II Designation is chosen by Director/Coach Discretion:
 - + Spectrum ! Teams with limited competitive dance experience and a variety of skill level:
 - o Based on Adjudicator and Director/Coach feedback we have developed more specific parameters pertaining to the Spectrum I and II Team Division Designations. Our hope is this information provides clear yet flexible guidelines that help programs choose which Division is appropriate for their team. The goal is NOT to limit teams in what skills they can achieve and perform, but rather to promote an environment in which Directors/Coaches have the most information to place their teams accordingly. Additionally, our purpose is to assist Directors/Coaches in making the correct designation for all competitors to have a fair and equitable competition experience
 - o Higher level advanced skills such as "A La Seconde Turns", "Triple Pirouette Variations", "Switch Leap Variations", and similarly leveled skills may be done for Spectrum I Teams ONLY as <u>individual highlights or featured groups</u> that make up a <u>small percentage</u> of the team. If a team is completing skills of this difficulty outside of highlight/feature moments in a team routine, this could potentially be considered as not competing in the appropriate Spectrum and could warrant score deductions which is up to the discretion of the Adjudication Panel. As always, if you have any questions, please feel free to contact our office for assistance
 - + Spectrum II Teams with more competitive dance experience and a more consistent or advanced skill level
- Elementary, JH/MS, HS Pep Squad, HS Jr.Varsity, HS Spectrum I, HS Spectrum II, HS All Male, HS Co-Ed and Studio Teams compete separately
- High School Classifications are based on the AVERAGE # of Performers on floor. Performing #'s in each routine should be representative of your team size and should be within a consistent range without a wide variance
- Following the Registration Deadline, Ascension reserves the right to reevaluate the Size Classification #'s dependent on the total #'s in each Size Classification for the competitive experience. In the event adjustments are made, Directors will be notified PRIOR to scheduling

CHOOLS:	
HIGH SCHOOL VARSITY SPECTRUM	
SMALL	4-15 Average Performers
MEDIUM	16-25 Average Performers
LARGE	26-39 Average Performers
EXTRA LARGE	40 + Average Performers
HIGH SCHOOL VARSITY SPECTRUM	/ II
SMALL	4-15 Average Performers
MEDIUM	16-25 Average Performers
LARGE	26-39 Average Performers
EXTRA LARGE	40 + Average Performers
HIGH SCHOOL JR. VARSITY	
SMALL	4-15 Average Performers
MEDIUM	16-29 Average Performers
LARGE	30+ Average Performers
JR. HIGH/MIDDLE SCHOOL	
SMALL	4-15 Average Performers
MEDIUM	16-29 Average Performers
LARGE	30+ Average Performers
HS ALL MALE	4 or more Performers
NO FILE NO LE	1 of more renormers
HS CO-ED	4 or more Performers
HS PEP SQUAD	4 or more Performers
ELEMENTARY	4 or more Performers
<u>rUDIO:</u> Age as of August 31 of Current School Yea	ar
тот	Age 4 and under
TINY	Age 5-6
MINI	Age 7-9
YOUTH	Age 10-12
JUNIOR	Age 13-15

Dance Officer: Divisions and Classifications

- The top 3 scoring performances count toward the overall score for Best in Classification and Grand Champion
- Spectrum I / Spectrum II Designation is chosen by Director/Coach Discretion:
 - Spectrum I Teams with limited competitive dance experience and a variety of skill levels
 - + Spectrum II Teams with more competitive dance experience and a more consistent or advanced skill level
- Spectrum choice should be consistent with Team Spectrum
- Classification is determined by # of Dancers not Team Classification

HIGH SCHOOL	SPECTRUM I	
	SMALL	2-4 Dancers
	MEDIUM	5-6 Dancers
	LARGE	7+ Dancers
HIGH SCHOOL	SPECTRUM II	
	SMALL	2-4 Dancers
	MEDIUM	5-6 Dancers
	LARGE	7-8 Dancers
	EXTRA LARGE	9+ Dancers
JR. HIGH/MIDD	LE	
	SMALL	2-4 Dancers
	MEDIUM	5-6 Dancers
	LARGE	7+ Dancers

Social Officer: Divisions

- Social Officer Lines should consist of social officers only
- Spectrum choice must be consistent with Team and Dance Officer Spectrum
- Routine can be of any genre

Duet. Trio. Ensemble: Divisions and Classifications

SCHOOLS			STUDIO Age as of August 3	1 of Current School Year
	HIGH SCHO	OL Spectrum I	ТОТ	Age 4 & under
	HIGH SCHO	OL Spectrum II	TINY	Age 5-6
	JR. HIGH/MI	DDLE SCHOOL	MINI	Age 7-9
	ELEMENTAR	Y SCHOOL	YOUTH	Age 10-12
			JUNIOR	Age 13-15
			SENIOR	Age 16-18
ENSEMBLE CLASSIFICATION	TIONS			
	DUET:	2 Performers		
	TRIO:	3 Performers		
	SMALL:	4 - 6 Performers		
	MEDIUM:	7 - 12 Performers		
	LARGE:	13 + Performers		

Solo: Divisions and Classifications

- Performer may enter more than one solo, however only highest scoring solo may Place
- Public-School Grade 12 Solo Winners will perform prior to the Awards Ceremony

PUBLIC/PRIVATE SCHOOLS

HIGH SCHOOL - SPECTRUM I & II HIGH SCHOOL - SPECTRUM I & II Grade 11 HIGH SCHOOL - SPECTRUM I & II Grade 10 HIGH SCHOOL - SPECTRUM I & II Grade 9 JR.HIGH/MIDDLE SCHOOL Grade 8 JR.HIGH/MIDDLE SCHOOL Grade 7 JR.HIGH/MIDDLE SCHOOL Grade 6 FLEMENTARY SCHOOL Grade 1-5

STUDIO Based on Age as of August 31 of Current School Year

TOT Age 4 & under Age 5-6 MINI Age 7-9 Age 10-12 YOUTH JUNIOR Age 13-15 **SENIOR** Age 16-18

Adjudication. Scoring and Video Critiques

- Each routine will be adjudicated via digital verbal, video critiques and evaluated based on our Scoring System structure
- Each routine will receive our unique Video Critique which features all 3 Adjudicators on the platform providing constant feedback
- All routine placements are determined by the Average of the Cumulative Score for all 3 Adjudicators
- Deductions from the Adjudication Panel for inappropriate music, costuming or movement will be supported by our Team to promote a family friendly environment
- In the event a routine must be reperformed, it must be within 30 minutes of the original performance time to remain in Category for the integrity and consistency of scoring. The second performance will be the score of record
- Adjudicator Scores will be available on your Registration Account Portal immediately following the Awards Ceremony
- Adjudicator Video Critiques will be available on your Registration Account Portal following the contest after all uploads are complete

ADJUDICATORS WILL ADHERE AND SCORE ACCORDING TO THE FOLLOWING PERFORMANCE CRITERIA:

TECHNIQUE 25% Strength, Extension, Control, Flexibility, Movement Quality Alignment, Carriage, Placement: Head, Arms, Legs, Body, Feet Proper Execution of Skills Presented: Turns, Leaps, Lifts, Stunts **CHOREOGRAPHY 25%** Construction, Creativity, Originality, Suitability for Category Variety, Artistry, Staging, Visual Effects, Formations, Transitions Continuity, Degree of Difficulty, Ambidexterity, Appropriateness **EXECUTION 25%** Synchronization, Uniformity, Dynamics, Completion of Movement Body Angles, Focus, Spacing, Transitions, Timing, Memory PERFORMANCE QUALITY 25% Showmanship, Projection, Energy, Stamina, Authenticity Esprit de Corps, Appeal, Appropriateness of Costume and Music

Performance Categories

CONTEMPORARY: A compilation of many techniques and styles that integrate the mind, body, and spirit connection with its freedom of movement and form It has a strong emphasis on modern dance technique

HIP HOP: A dance performance that displays a grounded, street-style movement. Performance includes isolations and control while utilizing rhythmic, creative, movements with the major beats of a musical selection

JAZZ: A dance performance which includes a combination of rhythmic body movements which interpret and emphasize a musical selection while emphasizing technique and execution

KICK: A performance that includes a variety of kicks choreographed into 75% of the routine performed by the majority of the team emphasizing precision, timing, control, technique and uniformity of height

LYRICAL: A dance performance which incorporates smooth, fluid, technical body movements which include balance, isolation, extensions and control that emphasize and interpret a musical selection

MILITARY: A dance performance which emphasizes sharp, concise, precision movements that utilizes formation changes, patterns, footwork and dynamic presentation

MODERN: A dance style that exhibits personal expression and inner feeling through movement and abstract ideas while utilizing contractions, suspension, releases, falls, level changes, and weight sharing

NOVELTY: A dance performance choreographed with movements placing special attention on a character or theme reflected in the music selection. Props and/or costumes may be used to reflect a theme, but should not be the main focus

OPEN: A dance performance that does not adhere to the above listed categories. Examples include but are not limited to Ballet, Pointe, Folkloric and Tap (with use of protective flooring or tap boards)

POM: A dance performance which emphasizes strong, energetic dance movements containing visual effects, pattern and formation changes throughout. Poms should be utilized for at least 75% of routine

PRODUCTION: A dance presentation over 3 minutes that utilizes a combination of dance elements and styles which interpret a theme throughout. Props, costumes, back drops and sets may be used, but emphasis should be on the overall entertainment value

GAME DAY: A dance performance that is a merge of Fight Song, Spirit Performance and Dance Performance

NOTE: Performance may be in any order and Team must submit Order and Time Sequence in Advance for Adjudicators to note

- Fight Song Choreography should represent a traditional Fight Song that your team performs at games and community events. Recorded band music MUST be used and musical instruments may be utilized if off stage. Scoring in this section is determined by the dancers ability to perform a traditional school fight song displaying high energy and solid performance techniques with accurate execution 7
- Spirit Raising Performance Teams will choose to perform ONE of the following: Sideline Routine, Stand Routine, Drum Cadence or Band Chant. Emphasis of team choice should be on the appeal to the audience. Scoring in this section is determined by the ability of the dancers to promote audience interaction/participation, excitement and genuine spirit
- Dance Performance A routine (hip hop, jazz, kick, or pom) that is designed for entertainment with emphasis on energy and audience connection.

 Scoring in this section is determined by the ability of the dancers to entertain and connect to the audience



TEAM & DANCE OFFICER

Teams and Dance Officers must enter 3 different categories in one Classification to be eligible for the "Classification Champion" and "Overall Grand Champion" awards.

OVERALL GRAND CHAMPIONS and RUNNER-UPS

presented to the highest combined scoring teams in the overall competition for both Team and Dance Officers

- + HS Division Spectrum I Teams and Officers Awarded to 3 groups (minimum number of 3 teams competing)
- HS Division Spectrum II Teams and Officers Awarded to 5 groups (minimum number of 3 teams competing)
- All Other Divisions Awarded to 3 groups (minimum number of 3 teams competing)
- In an effort to award more Overall Grand Champion Runner Ups, the Challenge Elite (Top Scoring Teams) award has been eliminated
- Grand Champion and Runner-Ups by Classification presented to the top scoring Teams and Officers in each Division, Spectrum and Classification for three routines entered (Public/Private Schools and Community/Studio)
- Best in Category High Point presented to the highest scoring Teams and Officers in each Category regardless of Division or Classification (Minimum of 3 entries in category)
- Best in Class and Runner-Ups presented to the top scoring Teams and Officer in each Classification and Division
- "APEX" High Point Performance Award presented to the Team or Dance Officer performance with the highest single combined score in Spectrum I, Spectrum II and Community/Studio for the entire competition if a minimum score of 95 is attained
- Judges Award presented to Teams with three scores of 90+
- Sweepstakes Award presented to Teams with three scores of 80+
- Technique, Choreography, Execution, Performance Quality recognition for teams with the overall highest averages for these criteria in Team. and Officer Competition
- SPECIALTY AWARDS:
 - Judge's Choice Award presented by the Judges to Routines that are extraordinary, memorable and have entertainment value
 - Esprit de Corp Award presented by the Staff to Teams who display inspiring, enthusiastic devotion and a strong regard for the honor of their team
 - Academic Excellence: HS Highest GPA presented and Academic Achievement presented to teams who have an Overall 3.0 GPA. Application must be submitted 4 weeks prior to Contest Date. Overall Team GPA calculated on an unweighted 4.0 scale

SOCIAL OFFICER

1st, 2nd, and 3rd Place presented to the top three scores

DUET, TRIO, and ENSEMBLE

- Champion and Runner-Up Awards presented for the top three scores
- Ties will be broken by technique score

SOLOS

- Superior Division Ratings (80+) will be awarded an Ascension pin
- Ties will be broken by technique score
- Champion and Runner-Ups presented to each Classification (5 places)



Performance Facilities

- Venue for performances will be listed on the Performance Schedule for each Host Facility
- Entrance/Exit, Warm-up Area and Host Facility information for each Contest Location will be posted in Event FAQ's on our website
- Dedicated Warm-Up spaces per Performance Area are provided. These spaces are intended for warm up and run-thru only prior to competition performance with uploaded performance music
- Routines will be performed in a Gymnasium or Auditorium
- Solos may be performed in a Gymnasium at some events
- If tap shoes are utilized, either tap boards or staging is necessary for the protection of the gymnasium. If Solo Performances are in a Gymnasium, please bring appropriate flooring
- Gymnasiums have regulation high school basketball court markings: center court line, boundary lines, basketball and volleyball court lines
- Curtains will be provided at most Contest Locations. Specific Details and Curtain Specifications are listed on each Contest Location link
- All performers must wear soft-sole shoes (unless barefoot) to prevent floor markings or damage

Dressing Areas

- All Teams will be assigned a Dressing Area upon receipt of Facility Agreement located on the specific Contest Location link
- All Teams will be assessed a \$125 Facility Fee per Team
- Please understand Dressing Areas are not secure
- No food or drinks are allowed in the Dressing Areas
- Ascension Dance and Host Facility are not responsible for any lost or stolen items
- Males are not allowed in Dressing Areas. For male team members who need dressing facilities, please indicate on your Facility Agreement
- All Teams should leave the Dressing Areas clean and in the condition it was found. Any damage to Dressing Areas or situations requiring excessive cleaning will result in the assessment of an additional \$125 fee to be paid to the Host School for cleaning and/or repair
- Teams should exit dressing rooms immediately following your last performance prior to Awards Ceremony
- For early performances, please arrive dressed for your first performance in case of transportation issues!

Props. Backdrops. Poms. Hazardous Materials

***IMPORTANT NOTE: PROP PARENTS MUST HAVE ADMISSION CREDENTIALS FOR ENTRANCE!

- Entries utilizing Props and/or Backdrops must submit Prop Information on Facility Agreement Form to pass inspection prior to event
- Please have team representatives available to clean performance floor IMMEDIATELY following any performance with poms or props that may leave floor unsafe for next performance
- Props and Backdrops which come in contact with the floor must be padded. Props will be inspected prior to performance and if props fail to meet the guidelines, they will not be allowed
- Any Props or Backdrops that incur damage to the performance floor will be responsible and billed for repairs by the Host Facility
- Props must not require electricity, smoke, fog, fire, fireworks, compressed air, aerosol or non-aerosol sprays or any other type of flammable or hazardous material. Confetti, glitter, balloons, streamers or other similar substances may not be used or thrown to the audience during a performance. Please contact our office should you have any questions
- The use of knives, swords or other objects that may be considered dangerous are strictly prohibited
- Entrance to the performance floor is a 7' double door with the center pole removed



Photography and Videography

- Spectators are allowed to videotape and photograph, however tripods and the use of electrical outlets are prohibited
- Photography may not be sold onsite during competition unless sanctioned by Ascension
- Photographers affiliated with a participating team must Pre-Register for Credentials
- Flash photography that could interrupt the performer's spots or focus and tripods are prohibited

First Aid. Lost & Found

- First Aid will be located in an area near the main Performance Gymnasium
- Lost and Found will be located in the First Aid area
- Minor first aid supplies and ice will be available. No medication of any kind will be dispensed

Dining & Concessions

- Food concessions will be open for Breakfast, Lunch and Dinner graciously offered by our Host Facility
- Teams are highly encouraged to Pre-Order Meals offered by our Host Facility
- Bottles, containers or food items are not allowed to be brought into the building by participants or spectators. PLEASE support our gracious
 Host Facility and their efforts throughout the day
- Directors are invited to the Directors Retreat throughout the day.
- Bus Drivers will have a designated hospitality per Contest Location

Awards Ceremony

- The main floor is reserved for performers and directors only
- Teams should enter the main floor on the Announcer's prompt following Category performances
- Separate Award Ceremonies for Divisions are dependent on total # of entries for the competition
- Please plan arrangements with Host Facility to pick up any awards or items left behind
- Ascension Dance is not responsible for any awards or items left at host facility