



# **Tournament Information Handbook for Teams**

# 2009 National High School Mock Trial Championship

Atlanta, Georgia

## Tournament Handbook Table of Contents

Tournament Contact Information.....	3
Major Sponsors .....	3
Welcome.....	4
Frequently Asked Questions.....	5
Pre-Tournament Calendar .....	7
Transportation <i>updated info available</i> .....	8
Hotel <i>updated info available</i> .....	13
Tournament Information Desk.....	15
Tournament Weekend Schedule.....	17
Meetings.....	19
Competition Rounds.....	20
Ticketed Events.....	22
Non-Ticketed Events.....	23
Fulton County Courthouse Information .....	23
General Security Information.....	25
Case Materials.....	27
Forms.....	28
Competition Photos.....	29
Championship Round Video .....	29

**—Tournament Contact Information—**

**2009 Host Coordinator**      **Stacy Rieke**, *State Coordinator, Georgia High School Mock Trial Competition*

**Peggy Caldwell**, *Asst. Mock Trial Coordinator*

**Tournament Website**      [www.nhsmtc-ATL-09.org](http://www.nhsmtc-ATL-09.org)

**Phone**                            404/527-8779      (Stacy Rieke)  
   404/527-8797      (Peggy Caldwell)  
   800/334-6865      (ext. 779 or 797)

**Email**                            [mocktrial@gabar.org](mailto:mocktrial@gabar.org)  
   [StacyR@gabar.org](mailto:StacyR@gabar.org)  
   [PeggyC@gabar.org](mailto:PeggyC@gabar.org)

**FAX**                                404/527-8717

**Mailing Address**            104 Marietta Street, NW  
   Suite 100  
   Atlanta, GA 30303

*All checks/money orders should be made payable to the State Bar of Georgia.  
No credit cards or purchase orders accepted as payment. Thank you.*

**—Major Tournament Sponsors—**

**The Georgia Council of State Court Judges**  
**The Georgia Bar Foundation**  
**The Sutherland Law Firm**

# —Welcome—

## **State Coordinators:**

*If you are not the person responsible for coordinating your team's participation, please forward this material to the appropriate person in your state or territory immediately.*

Only one team per state or territory may attend the tournament. Please explore the Official 2009 (Atlanta) National High School Mock Trial Championship website ([www.nhsmtc-ATL-09.org](http://www.nhsmtc-ATL-09.org)) for additional information about this year's National Championship and the great city of Atlanta.

The Georgia National Competition Planning Board (NCPB) looks forward to hosting you at the 26<sup>th</sup> Annual National High School Mock Trial Championship. This handbook will assist you and your state champion team in completing the registration process for the tournament and in your preparations for your trip to Atlanta. It contains general information about the competition, registration, and events. There are interactive links to all the forms you will need on our website. You will also find information and instructions about lodging and transportation in this handbook.

Please remember that the time between the case release date and the registration deadline is very short (just 16 days), so it is imperative that you forward this tournament information to your state champion team as soon as your state competition concludes. It is vitally important to make all participants aware of pending deadlines and important tournament dates. It is also imperative that you communicate regularly with your state champion team, especially if you are the primary point of contact in your state. Thank you, in advance, for your timeliness in sending information to your state champion team.

## **State Champion Teams:**

Congratulations on winning your state title this season! We are looking forward to a meeting of forty plus outstanding State Champion teams at the National High School Mock Trial Championship in Atlanta in May 2009. The Georgia NCPB has been working hard to provide you with a challenging national mock trial case, excellent facilities, unique social events and outstanding judges and evaluators for the rounds.

The Georgia NCPB has planned these competition rounds to provide an orderly and dignified process. While we may not have anticipated every question or problem that may arise before, during or after the competition rounds, we are pro-active in our approach to this tournament and therefore hope that we have already addressed many of your questions and/or competition-related issues during our planning process and have provided those answers in this publication.

Your team is the ambassador for your state, country or territory. Coaches should encourage all participants, students and coaches to participate in this tournament, and related social events, in a professional and civil manner. The Code of Ethical Conduct holds all participants to a very high standard of behavior, and we expect each coach to consistently and continually promote this high standard and the educational aspect of this activity and to remind your students and fellow coaches that having fun is an important part of the game. We look forward to an exceptional tournament, where all participants will enjoy their time in Atlanta and will walk away with a positive educational experience, lots of good memories and new friends.

***Teams must provide adult supervision at all times for student team members. This includes at the hotel, during social events and at the courthouse.***

## —Frequently Asked Questions—

- **What is required to register a State Champion team to compete in the tournament?** All required tournament forms must be submitted by the deadline in order for a state champion team to be eligible to compete at the national level. Registration and other tournament forms must be completed and mailed, along with the tournament registration fee (**\$300**) and payment for events, in sufficient time to be received either by **April 10<sup>th</sup> or 16<sup>th</sup>** (depending on the form). A Registration Checklist is included on the website. There are links to each necessary form on our website. See p. 27 in this handbook for information on which forms are required, the deadline to submit each form and where those forms may be found online
- **How is the “official team” defined at the National Tournament?** The “Official Mock Trial Team” at the national tournament includes six to eight student team members (playing the roles of attorneys and witnesses on both sides of the case), one primary teacher coach, one primary attorney coach, and the State Mock Trial Coordinator (or his/her designee) for a maximum of eleven (11) members of the “official team”. (See Rule 3.2)
- **When and how will the National case materials be distributed for the Atlanta tournament?** The case materials will be posted online (under the Case Material section) on **Tuesday, 31 March 2009 at 5:00 p.m. (EDT)**. The host coordinator will send an email to all state coordinators notifying them that the materials have been posted on Tuesday, 3/31. The state coordinators should pass this information along to their state champion team. Hard copies of the case materials are not available from the host committee.
- **Which student(s) may play the role of timekeeper?** At least one student team member must be designated as the team’s official timekeeper. This student team member may be one (or more) of the 6 to 8 “official” team members noted above, or the timekeeper may be a single, additional 9<sup>th</sup> student team member. Note: A ninth student may accompany the team **ONLY** if the ninth student is assigned the sole duty of keeping time for all rounds. (See Rule 1.4)
- **Will the “official team” receive FREE tickets to tournament events this year?** Yes. The Georgia Host Committee has committed to providing the eleven members of the “official team” (as noted above) with complimentary (FREE) passes to all ticketed events. Other individuals, including the ninth student serving as the timekeeper, may purchase tickets on a first-come, first-served basis to those events. Remember: the ninth student is not included in the eleven complimentary tickets provided to the official team.
- **Are additional event tickets available for purchase?** Yes. All events will require a ticket. This handbook contains information about all tournament events. Ticket order forms may be found on the website. The State Coordinator (or his/her official designee) must submit all required ticket order forms to reserve space for their state champion team. Tickets to all events must be **pre-paid**. Checks, cash and money orders are the only acceptable forms of payment. COD’s or IOU’s will not be accepted. Purchase orders will not be accepted. Credit Cards are not accepted. Checks or money orders should be made payable to the *State Bar of Georgia*. There will be a \$25 charge for all returned checks.
- **Who is responsible for providing information to teams advancing to Nationals?** The State Coordinator is responsible for ensuring that the teacher sponsor of the state championship team receives this registration information and the case materials. If it is necessary for additional information to be sent to the teams advancing to Nationals, those items will be sent to the State Coordinator, who in turn is to forward the information to the appropriate state championship team contact person.
- **Who is responsible for communicating with the national host coordinator?** The State Coordinator (or his/her official designee) in each state should be the person to submit all inquiries from state champion teams about the tournament to the host coordinator. Teams should filter

ALL inquiries through the State Coordinator (or his/her official designee). There should be **one point of contact** per state.

- **How are transportation arrangements to be made?** See the transportation section in this handbook for detailed information on transportation options. Additionally, use the **MARTA Pass order form** to order additional, MARTA passes for the tournament weekend.
- **How will Hotel reservations be handled?** See the hotel information section in this handbook for detailed information on hotel reservations. The deadline to make hotel reservations is **Friday, 10 April 2009**. All hotel reservations will be made through the Georgia mock trial office, NOT THE HOTEL. Do not contact the hotel to make room reservations for any member of your state's mock trial delegation. Tournament rates are ONLY AVAILABLE to those who follow the reservation instructions outlined in this manual. The rooms remaining in the mock trial block after 4/10/09 will be released. Space may or may not be available in the competition hotel after this date and time. Tournament rates will not be available after this date.
- **Will practice/meeting rooms be available before the Competition?** Yes. A number of rooms have been reserved at the Hyatt Regency on Wednesday, May 6 and Thursday, May 7 for teams to use as practice/meeting rooms. Space must be reserved using the **Practice Room Reservation form**. On the form, indicate your first, second, and third choices for practice times. Every attempt will be made to accommodate every team's first choice; however, rooms will be reserved on a first-come, first-served basis. Teams will also indicate on the Practice Room Reservation form if a scrimmage is scheduled. Teams may also indicate whether they would like to hold that scrimmage at the State Bar of Georgia's Mock Trial Courtroom in Atlanta. (The SBG's headquarter is a 5 to 10 minute walk from the hotel.) For multiple requests to use the SBG courtroom in a single time block, we will use a random drawing to determine which teams will be assigned to the SBG courtroom for their scrimmage match.
- **What is the pre-tournament scrimmage policy for the National Tournament?** Neither the Georgia NCPB nor the NHSMTC, Inc. Board of Directors has a policy regarding scrimmages. Teams scrimmage at their own discretion and risk. The practice room and SBG Courtroom schedules will be posted online and at the Information/Registration Desk at the Hyatt Regency.
- **Who judges the Competition?** Any attorney or judge, with prior high school mock trial judging or coaching experience, who is in good standing with their State Bar Association, is invited to participate as a Judging Panel Volunteer at the national tournament in Atlanta. State Coordinators are strongly encouraged to invite qualified individuals from your State to attend the tournament as judging panel members. The Judging Panel Volunteer Form is available on our website. The form may be completed and submitted directly to the host coordinator via email or fax. An e-mail address and cell phone number is required for each judging panel volunteer. While the judging panel preparation materials will be mailed to each volunteer before the end of April, most communication with the judging panels will be handled via email. Judging panel members are also asked to provide a correct cell phone number for emergency contact on competition days only.
- **When will we get our scoresheets?** Scoresheets will be available for pick-up by the State Coordinator (or his/her official designee) beginning at **8:00 a.m.** (and no earlier) on **Sunday, 10 May** at the registration table at the Hyatt Regency. Per the national board's new policy, the scoresheets will be locked up after the final round and not disseminated to any one for any reason until Sunday morning. The State Coordinator (or his/her official designee) is the **ONLY** person who may pick up the scoresheets on Sunday. If the State Coordinator (or his/her official designee) is not available (for whatever reason) to pick-up the scoresheets on Sunday morning, the team's packet will be mailed to the State Coordinator on Monday, 5/11 for further dissemination to the team and coaches when they return home. **THIS PROCEDURE WILL NOT BE AMENDED FOR ANY TEAM, COACH, PARENT, ETC. FOR ANY REASON.**

## —Pre-Tournament Calendar—

Dates noted in **bold** relate directly to participating teams and/or State Coordinators.

- |                        |   |
|------------------------|---|
| 17-18 October 2008     | Pre-Tournament Board of Directors Meeting in Atlanta  |
| <b>2 December 2008</b> | 2009 Atlanta Tournament Website “goes live”<br>Tournament Information and Registration Materials available online   |
| <b>15 January 2009</b> | <b>Deadline</b> to submit Pre-Tournament Interest Form  |
| 15 January 2009        | Deadline for Letter of Intent to host tournament in 2012 (to Site Selection Committee Chair <b>Dee Runaas</b> )   |
| 1 February 2009        | Deadline for Golden Gavel Nomination to <b>Justice George Carley</b><br><i>536 State Judicial Building; 40 Capitol Square, SW; Atlanta, GA 30334</i>  |
| 15 March 2009          | Deadline to submit letter for National Board candidacy to Board Chair <b>John Wheeler</b> ( <i>May Elections</i> )<br><br>Deadline to submit items for spring newsletter to <b>Susan Roberts</b> ( <a href="mailto:skr@stuartlaw.com">skr@stuartlaw.com</a> )   |
| <b>31 March 2009</b>   | <b>2009 Criminal Case Release Date</b> (5:00 p.m. EDT)  |
| 1 April 2009           | Deadline for the Bid Proposal to host tournament in 2012 to Dee Runaas  |
| <b>10 April 2009</b>   | <b>Deadline</b> to make hotel room reservations for tournament attendees (form online)<br><br><b>Deadline</b> to submit additional MARTA Pass Order Form (form online)<br><br><b>Deadline</b> to postmark payment for additional MARTA passes   |
| <b>16 April 2009</b>   | <b>Deadline</b> to submit Tournament Registration Form (form online)<br><br><b>Deadline</b> to postmark tournament registration fee ( <b>\$300</b> )<br><br><b>Deadline</b> to order tournament event tickets and other items (form online)<br><br><b>Deadline</b> to postmark payment for tournament event tickets and other items<br><br><b>Deadline</b> to submit videotape request for courthouse (form online) |
| <b>24 April 2009</b>   | <b>Final day to submit case/rules questions</b> via email for online posting  |
| <b>27 April 2009</b>   | <b>Final posting</b> of online case/rules Q&A report & posting of clean/updated case materials, if necessary  |

# —Transportation—

*Each team is responsible for making its own transportation arrangements, as are all other participants in the event. You can reach Atlanta easily by air, train, bus, or car.*

## **Getting to Atlanta**

**By Air**—Those tournament participants traveling to Atlanta by airplane will arrive at Hartsfield-Jackson Atlanta International Airport, the busiest airport in the world. The airport and hotel are directly connected on the north/south MARTA train line. ***The Atlanta host committee strongly suggests that travel to and from the airport and to/from other points of interest around Atlanta be accomplished through use of the MARTA rail system (see information below on receiving free or discounted MARTA passes).*** Other ground transportation from the airport to the hotel including taxi service is also available.

**By Train**—Tournament participants traveling by train will arrive at the Amtrak Brookwood Station at 1688 Peachtree Road, Atlanta. Taxi service and MARTA bus service from the station to the hotel is available.

**By Automobile**—Tournament participants traveling by car or bus will arrive at the Hyatt Regency downtown. Cars may park in their adjacent parking garage. If your team is traveling by motor coach or school bus, indicate on the hotel reservation form whether bus parking is necessary. More information will be forwarded at a later date to teams needing information on bus parking. Parking rates at the hotel for the tournament will be posted to the hotel section of the website after 15 January.

## **Security at the Airport**

*All tips below are gathered from the Transportation Security Administration website and the Delta Airlines website.*

### **General Airport Security Issues**

- ◆ A PHOTO I.D. CARD is required to check-in at the ticket counter or curbside check-in, to pass through security stations and to board the aircraft.
- ◆ Don't wear accessories or carry items on your person that will cause the metal detectors to go off, including heavy jewelry, metal belts or large belt buckles, metal accessories, concealed body piercing, etc.
- ◆ Put all cell phones, keys, wallets, change, PDA's etc. in your carry-on bag before going through security at the airport.
- ◆ Check your purse and/or carry-on for items that are not allowed on airplanes (knives, scissors, etc.) and leave those items at home.
- ◆ Wear shoes that can be easily slipped on and off at airport security checkpoints. Avoid thick-soled shoes.
- ◆ Do not bring lighters or prohibited matches to the airport.

### **Checked Baggage**

- ◆ Do not lock your checked baggage, unless you are using a TSA approved lock. TSA conducts random searches of bags and all bags must go through a screening process once checked.
- ◆ Consider putting personal belongings (i.e. underwear, etc.) in clear plastic (Ziploc) bags to reduce the chance that a TSA screener will have to handle them.
- ◆ Pack shoes, boots, sneakers, and other footwear on top of other contents in your luggage.

- ◆ Place valuables such as jewelry, cash and laptop computers in carry-on baggage only. Tape an I.D. or business card to the bottom of a laptop.
- ◆ Put all undeveloped film and cameras with film in your carry-on baggage. Checked baggage screening equipment will damage undeveloped film.
- ◆ Be sure a luggage tag is affixed to the outside of all bags (carry-on or checked) and that an I.D. tag of some sort is affixed to the inside of each bag, as well.
- ◆ Avoid over-packing so that your articles don't spill out if your bag is opened for inspection.
- ◆ When claiming luggage at baggage claim, be sure to check the luggage tag – many bags look similar.

### **Liquids on Aircraft**

- ◆ With certain exceptions for prescription and over-the-counter medicines, baby formula and breast milk, and other essential liquids, gels, and aerosols, the following rules apply to all liquids, gels, and aerosols you want to carry through a security checkpoint.
- ◆ We suggest transporting any toiletry item or other liquid/gel in a doubled Ziploc bag in checked baggage. If that is not an option, see the information below. For persons with medical issues who require liquids/gels on board the aircraft, separate specific information may be found online at the TSA website ([www.tsa.gov](http://www.tsa.gov)).
- ◆ All liquids, gels and aerosols must be in 3 oz. or smaller containers. Larger containers that are half-full or toothpaste tubes rolled up are not allowed. Each container must be three ounces or smaller.
- ◆ All liquids, gels and aerosols must be placed in a single, quart-size, zip-top, clear plastic bag. Gallon size bags or bags that are not zip-top such as fold-over sandwich bags are not allowed. Each traveler can use only one, quart-size, zip-top, clear plastic bag.
- ◆ Each traveler must remove their quart-sized plastic, zip-top bag from their carry-on and place it in a bin or on the conveyor belt for X-ray screening. X-raying separately will allow TSA security officers easily examine the declared items.

### **Complimentary MARTA Passes**

All official team members (8 students, 1 teacher, 1 attorney coach and the State Coordinator), National Board members and members of the judging panels traveling from outside the state will be provided with **COMPLIMENTARY** seven-day MARTA passes. We will provide other students traveling with the official team, additional coaches and all observers the option of purchasing a seven-day MARTA pass, as well (use the **MARTA Pass Order Form** found online). The deadline to order/postmark payment for additional MARTA passes is **Friday, 10 April**. MARTA passes will be mailed to the primary teacher coach between Monday, 13 April and Wednesday 15 April (*tracking numbers for all MARTA pass packages will be forwarded via email to the primary teacher coach by 17 April*).

If a team does not meet the 10 April deadline to order additional MARTA passes, these passes may still be obtained through vending machines once the team arrives in Atlanta at the MARTA Airport train station and at the Five Points train station.

The MARTA pass will allow unlimited transport on the MARTA transportation system, to and from the all competition venues, and to all Atlanta sites situated on or near a MARTA line. MARTA cards may be used for train or bus travel within the MARTA system. MARTA trains depart from rail stations every eight to ten minutes on weekdays and every ten to fifteen minutes on weekends.

**Use of the MARTA transportation system is the method of transportation suggested by the Georgia host committee.**

**Questions regarding MARTA passes should be directed to the mock trial office.**

## Traveling on the MARTA Transportation System

This information was gathered from the MARTA website.



### Traveling on MARTA from the Airport to the Hotel

- ◆ The MARTA Airport train station may be accessed through both the North (blue) and the South (red) terminal baggage claim areas at the airport. After you de-plane and pick up any checked baggage from the appropriate carousel in the appropriate terminal, you will enter the MARTA train station located across from carousel #8 in both terminals. (Follow the overhead signs to the "MARTA City Train".)
- ◆ Use the **North Terminal Baggage Claim** for the following airlines – AirTran, American, Continental, Frontier, Midwest, Northwest, Spirit Air, United, US Airways and Wings Air (International Carriers: Air Canada, Air Jamaica, British Airways, KLM, Korean Air and Lufthansa)

- ◆ Use the **South Terminal Baggage Claim** for the following airlines – Delta (International Carriers: Air France and Aero Mexico)
- ◆ At the entry stiles (note the GREEN arrows for the proper entry point), TAP the back of the Breeze Card (place it facing up) on the big “Breeze Card” circle on the right side of the stile to open the gates.
- ◆ Once you are through the entry stile, follow the signs to the train platform.
- ◆ Once on the platform, you are at the starting point of the North/South MARTA light rail line. On weekdays, trains run approximately every 10 minutes.
- ◆ At the Airport Station, it DOES NOT MATTER which northbound train you take (either the one going to Doraville or North Springs) because all trains have to go through the Peachtree Center station before diverging to different stations on the north side of the city. Choose whichever northbound train arrives first.
- ◆ It will take you approximately 20 to 23 minutes to travel from the Airport station to the Peachtree Center station on the train. As noted on the map, you’ll travel north and will pass through the College Park, East Point, Lakewood/Ft. McPherson, Oakland City, West End and Five Points stations (in that order) before arriving at the Peachtree Center station.
- ◆ You’ll exit the train on the left hand side and follow the signs to Harris Street.
- ◆ One item of interest at the Peachtree Center station is the extremely long escalator that takes you from the train platform to the street level. It is the longest escalator in the Southeast. If you wear bifocals or get dizzy easily, don’t look up or down – keep your eyes straight ahead on the escalator stairs and ALWAYS hold on to the rail. It can be a disorienting experience the first time you ascend or descend this particular escalator.
- ◆ Once you’re at the top of the escalator, follow the signs to Peachtree Street and/or the Peachtree Center Mall entrance. You have 2 options for getting to the hotel from here.
- ◆ If you want to be indoors the whole way, enter the Peachtree Center Mall food court through the doors next to the Oriental Express restaurant. Go through the food court and take a left at the Orange Julius stand. You’ll see the sign for the entry to the Hyatt at the end of that corridor, just past the Dairy Queen. Follow the corridor and you’ll enter the main lobby of the hotel.
- ◆ If you’d prefer to go outside, take a right out of the main station entrance onto Peachtree Street traveling north. Cross Harris Street at the light and enter the Hyatt’s main entrance on the right (same side of the street as the MARTA station).

### **Traveling on MARTA on a SATURDAY or SUNDAY**

- ◆ Trains run every 20 minutes on Saturday and Sunday. Please take this into consideration when making your travel plans both days.
- ◆ Please note that the access passage between the Hyatt hotel and the Peachtree Center Mall will most likely be closed and locked on Sunday.
- ◆ Use the main entry/exits from Peachtree Street to gain entry either to the MARTA Peachtree Center station or the hotel on a Sunday.

### **Traveling on MARTA from the Hotel to the Courthouse**

- ◆ When departing the hotel for the courthouse on competition day, teams will leave the hotel during their assigned staggered time block.
- ◆ On Friday morning and possibly on Friday afternoon, be prepared for crowded conditions on the trains and at the train stations. Teams must travel during “rush hour” to and from the courthouse and the numbers of commuters using MARTA is large.
- ◆ Teams and spectators will descend the escalator at the Peachtree Center Station and travel **SOUTH** one stop to the Five Points Station.
- ◆ Teams and spectators will exit the train and follow the exit signs to Underground Atlanta.
- ◆ Competition volunteers will be stationed at both the Peachtree Center and the Five Points MARTA stations, and along the route from the Five Points Station to the Courthouse, to assist tournament participants with directions and information.

## **MARTA General Information**

### **Airport MARTA Station**

The entrance to MARTA's Airport Station is located inside the airport's main terminal. From either the North or South baggage claim areas, the MARTA station is located across from baggage carousel #8. Follow the blue "MARTA City Train" signs hanging from the ceiling. Signage is plentiful and clear.

#### **Airport MARTA Station Operating Hours**

- ◆ Monday through Friday: Approximately 5 a.m. to 1 a.m.  
(Last train leaves airport at 1:00 a.m.)
- ◆ Saturdays: Approximately 6 a.m. to 12 a.m.  
(Last train leaves airport at 1:05 a.m.)
- ◆ Sundays/Holidays: Approximately 6 a.m. to 12 a.m.  
(Last train leaves airport at 12:46 a.m.)

### **MARTA RideStores**

Did you forget or misplace your MARTA card? The MARTA RideStore, located at the entrance to the **Airport Station**, is where you may purchase replacement Breeze Cards. Also, additional MARTA cards may be purchased at the **Five Points station**.

#### **Train Frequency at all MARTA Stations**

- ◆ Weekday (M-F) 5 a.m.-1 a.m.  
Peak Service: Approximately Every 10 minutes  
From 6:00 a.m. until 9:30 a.m.  
From 3:00 p.m. until 7:30 p.m.
- ◆ Weekday (M-F) Off-Peak Service: Approximately Every 15 minutes
- ◆ Weekday (M-F) Off-Peak Service after 9:00 pm: Approximately Every 20 minutes  
Trains run between Lindbergh Center Station  
and North Springs Station after 9:00 p.m.
- ◆ Weekend (Saturday and Sunday) Service: Approximately Every 20 minutes  
5 a.m.-12:30 a.m.

*Note: Train time frequencies can vary during peak and off-peak hours. Times are approximations.*

## **Transportation from the Hotel to the Courthouse**

The Host Committee strongly encourages all official participants to utilize the **MARTA** pass provided to travel between the hotel and the Five Points station, which is located approximately 2 blocks from the Fulton County Courthouse (through the Underground Atlanta mall).

The Hyatt Regency hotel is 7 blocks from Fulton County Courthouse, an approximate walk time of 15 to 20 minutes. If you plan to walk to the Courthouse, the shortest route is straight down Peachtree Center Avenue, which (at Decatur Street) turns into Central Avenue and continues past the Courthouse. The walk will take you through a portion of the Georgia State University campus. It will

not be necessary (nor is it recommended) to walk this route after dark. Never walk anywhere in the city alone. Always walk in groups and always (fair warning!) follow the appropriate rules and procedures for pedestrian traffic.

## **Transportation from the Hotel to Social Events—UPDATED INFORMATION**

Most tournament events will take place either at the Hyatt Regency or at the Fulton County Courthouse. The two off-site events, the Judging Panel Reception at the State Bar of Georgia on Thursday evening and the event at the Georgia Aquarium on Friday evening, are both within walking distance of the hotel. Shuttle service (*a shuttle pass is required, see information on shuttle passes below*) will be provided for those unable to walk to the Aquarium event.

Information regarding shuttle service to the Judging Panel reception will be provided to those attending that function.

## **Shuttle Service To/From Tournament Event Sites—UPDATED INFORMATION**

The host committee will provide shuttle buses for those tournament participants who have **mobility issues** and are unable to take MARTA or walk to the courthouse or other tournament event sites on Friday and Saturday. This shuttle service for those with mobility issues is complimentary. **If no one in your state delegation has a mobility issue, disregard this section.**

If a member of your state's delegation (team member, coach, spectator or judging panel volunteer) has a **mobility issue** that would prevent that person from either taking the MARTA train or walking from the hotel to the courthouse on **Friday and Saturday** or walking to the Aquarium event on Friday night, please complete the **Shuttle Pass Request Form** found on the website. Passes will be issued to those individuals who indicate, in advance, their need of the shuttle service to and from tournament events. This service will be restricted only to those who have requested official shuttle passes using the **Shuttle Pass Request Form** in advance of tournament rounds.

**"Mobility issues"**, in this context, include, but are not limited to crutches, canes, walking casts, wheelchairs and/or health issues that prevent a person from walking more than a couple of city blocks, etc.

**Shuttle service for those with mobility issues is limited to Friday and Saturday only.**

**Questions regarding this shuttle service should be directed to the mock trial office.**

## ***—Hotel—***

**ALL TEAMS MUST STAY AT THE HOST HOTEL—the Hyatt Regency Downtown Atlanta**

*State Coordinators: If your state trials are not finished by April 1, 2009, but you intend for your state champion team to advance to Nationals, you will need to reserve a number of rooms to meet the hotel reservation deadline and keep this block open for your team. Otherwise, space may not be available at the tournament hotel and certainly will not be available at tournament rates.*

## **Hotel Reservation Information**

The room block for the NHSMTC, Inc. in Atlanta is a **CLOSED ROOM BLOCK**.

## **ROOM RESERVATIONS—UPDATED INFORMATION**

- All hotel reservations will be made through the Georgia Mock Trial office.
- To reserve rooms at the Hyatt Regency for your team, coaches and spectators the State Coordinator (or his/her designee) must submit the **Official Hotel Reservation Form** to the host coordinator by **Friday, 10 April**.
- Room reservations for the NHSMTC **may not** be made through the hotel.
- To guarantee the reservation, all teams must also submit the **Credit Card Authorization Form** to the mock trial office WITH the Official Hotel Reservation Form.
- The CC Authorization form **REQUIRES a copy of the credit card** (front and back) in order to finalize the reservation.

Do not contact the hotel, unless specifically directed to do so by the host coordinator.

Contact Stacy Rieke with any questions about the hotel reservation process in Atlanta.

**No NHSMTC room reservations will be accepted after 4/10/09.**

**The NHSMTC room block will be closed at that time and tournament room rates will no longer be available. It is possible (although not guaranteed) that rooms may still be available at the host hotel after 4/10/09, but the hotel's normal room rates will apply to all late reservations and those not handled through the Georgia mock trial office.**

### **Hyatt Regency Atlanta**

Address 265 Peachtree Street, NE  
Atlanta, GA 30303

Phone 404/460-6500

Fax 404/460-6549

Room Rate **\$135.00** (INCLUSIVE of tax and fees) – this rate is for a single, double, triple or quad room

Food Options There are five restaurants/lounges on the hotel property:

- *Avanzare* – contemporary Italian cuisine
- *Kafe Köbenhavn* – quick breakfast, lunch & dinner buffet
- *Parasol Bar* – the lobby bar
- *Perks* – a coffee bar
- *Polaris* – in the historic “blue dome” atop the hotel – a landmark on the Atlanta skyline since 1967 – specializes in steaks, cocktails and desserts

The Peachtree Center Plaza mall and food court is adjacent to hotel and provides over 40 choices in “economical” (fast) food locations and shopping

### **Hotel Guidelines**

- ◆ All students should be under adult supervision while at the hotel. We strongly discourage teams from allowing males in female rooms and vice versa.

- ◆ No incidental services (long distance, in-room movies, room service, etc.) will be available to tournament rooms. Incidental services are available upon request at check-in and a credit card will be required to activate those services.
- ◆ Check-in is at 3 p.m. and checkout is at 12 Noon.
- ◆ Teams must be checked in and out by a single person and we suggest that the teacher coach take care of this task.
- ◆ Schools/organizations will be liable for damage to the hotel committed by their Official Team Members or by those observers and guests who accompany their team to the tournament. (*Mock Trial participants KNOW the meaning of LIABILITY, right!?!)*
- ◆ You are a guest, and we request that you conduct yourselves accordingly. Please be considerate of other hotel guests. Do not run or talk loudly in the hallways.

## **Security At the Hotel**

*Below are a few general tips to make your stay at any hotel safer and more enjoyable:*

- ◆ Keep your room key with you at all times. Use the paper envelope provided by the hotel to store a key card. Cell phones and credit cards may de-magnetize a key card.
- ◆ Always secure all door locks when in the hotel room.
- ◆ When leaving a hotel room, pull the door shut firmly and double check that it is closed and locked.
- ◆ Always check the peephole to positively identify a person who knocks on your hotel room door at any time.
- ◆ Do not open your door to someone who knocks unannounced.
- ◆ Always call the front desk to confirm an unexpected visitor's status with the hotel and only open the door if you requested the service.
- ◆ Identify the stairwell/emergency/fire exits on your floor. Make a mental note which direction you must turn and approximately how many steps there are to the closest fire stairwell.
- ◆ Observe where the nearest house telephone is located in case of an emergency.
- ◆ Make sure all windows and sliding doors in the room are secured.
- ◆ Leave one light on inside the room if you will return after dark.
- ◆ Do not invite strangers to your room.
- ◆ Do not draw attention to yourself by displaying large amounts of cash or expensive jewelry.
- ◆ Do not leave cash or other valuables unsecured in a hotel room.
- ◆ Keep your luggage closed/locked whenever you are out of the room.
- ◆ Note if hotel security locks certain access points after dark. Plan to use the main entrance upon return to the property after dark.

## ***—Tournament Information Desk at Hotel—***

***All team registration materials must be picked up on-site at the Tournament Information/Registration desk and signed for by the State Coordinator (or his/her official designee). No coach, student or other spectator may pick-up registration materials.***

The Tournament Information/Registration desk will be located at the Hyatt Regency.

No tickets or other competition items will be available for sale at the Tournament Information/Registration Desk.

All tournament attendees (coaches, students, spectators, state coordinators and judging panel members) may visit the Information/Registration Desk to ask questions about any tournament related event. Volunteers will be on duty at the times indicated below to assist with any tournament related matter.

All event tickets for the Official Mock Trial Team as well as all other tickets or tournament items ordered with your Registration Packet will be included in the on-site packets to be claimed at registration by the State Coordinator or his/her official designee.

The hours of operation of the Information/Registration desk will be posted on-site at the hotel and are currently scheduled as follows (*schedule for Friday and Saturday is subject to change*):

Wednesday	May 6	12:00 p.m. to 8:00 p.m.
Thursday	May 7	8:00 a.m. to 8:00 p.m.
Friday	May 8	7:00 a.m. to 9:00 a.m. 3:00 p.m. to 5:00 p.m.
Saturday	May 9	7:00 a.m. to 9:00 a.m. 3:00 p.m. to 5:00 p.m.
Sunday	May 10	8:00 a.m. to 12:00 noon

The Tournament Information/Registration desk at the hotel will be CLOSED between 9:00 a.m. and 3:00 p.m. on Friday and Saturday. Tournament information may be received at the Information Desk at the Fulton County Courthouse during this time.

# —Tournament Weekend Schedule—

## Wednesday, 6 May 2009

8:00 a.m. – 10:00 p.m.

8:00 a.m. – 6:00 p.m.

Noon – 8:00 p.m.

Practice rooms open (Hyatt-8 rooms available)

Mock Trial Courtroom at State Bar of Georgia available for team scrimmages (by lottery—1 courtroom)

Tournament Information/Registration desk open (Hyatt)

## Thursday, 7 May 2009

8:00 – 8:00 p.m.

6:00 a.m. – 6:00 p.m.

9:00 p.m. – 11:00 p.m.

8:00 a.m. – 4:00 p.m.

8:00 a.m. – 1:00 p.m.

1:00-2:00 p.m.

2:00-3:00 p.m.

3:00-4:00 p.m.

3:00-4:00 p.m.

5:30-7:30 p.m.

7:00-9:00 p.m.

8:00-12:00 a.m.

Tournament Information/Registration Desk open (Hyatt)

Practice rooms open (Hyatt)

Practice rooms open (Hyatt)

State Bar of Georgia mock trial courtroom available for team scrimmages (by lottery—1 courtroom)

National High School Mock Trial Championship, Inc. Board of Directors meeting (Hyatt—Executive Conference #219)

**State Coordinator's Round Table Discussion** (Hyatt)

**State Coordinator's Business Meeting**—required for all state coordinators in attendance at the tournament (Hyatt)

**Timekeeper Orientation**—required for all teams - 2 students & 1 coach max per team may attend (Hyatt)

**Orientation Meeting for Coaches, Coordinators & Observers** (Hyatt)

Judging Panel Reception (State Bar of Georgia)

**Team Welcome Reception & Pin Exchange** (Hyatt)

Hospitality Suite for Judging Panels, Coordinators and Coaches (Hyatt)

## Friday, 8 May 2009

6:30-8:00 a.m.

7:00 a.m.

7:00 a.m.-9:00 a.m.

7:30-8:15 a.m.

7:30 a.m.

7:45 a.m.

8:30 a.m.

11:00 a.m.

12:30 p.m.

1:00 p.m.

3:00 p.m.-5:00 p.m.

6:00-10:00 p.m.

8:00p.m.-12:00 a.m.

**Breakfast** - Team, Coach, Coordinator & Observer (Hyatt)

Pairings for RI Posted (Hyatt Tournament Information Desk & Fulton County Courthouse-FCC)

Information Desk open (Hyatt)

Staggered Entry times for Teams to court facility

Judging Panel/Courthouse Volunteer breakfast (FCC—Jury Assembly Room-7<sup>th</sup> Floor)

Judging Panel Orientation begins/courtroom assignments made

**Round I** (FCC-State & Superior Court)

Lunch

Teams = Freight Depot

Judging Panels/Courthouse Volunteers = Jury Assembly Room

Pairings for RII Posted (FCC and Freight Depot)

**Round II** (FCC-State & Superior Court)

Information Desk open (Hyatt)

**Tournament Event at the Georgia Aquarium**

Hospitality Suite for Judging Panels, Coordinators and Coaches (Hyatt)

## **Saturday, 9 May 2009**

6:30-8:00 a.m.

7:00 a.m.

7:00 a.m.-9:00 a.m.

7:30-8:15 a.m.

7:30 a.m.

7:45 a.m.

8:30 a.m.

11:00 a.m.

12:30 p.m.

1:00 p.m.

4:00 p.m.

4:00 p.m.-6:00 p.m.

**4:30 p.m.**

**8:00 p.m.**

10:00 p.m.

9:30 p.m.+

**Breakfast** - Team, Coach, Coordinator & Observer (Hyatt)

Pairings for RI Posted (Hyatt Tournament Information Desk & Fulton County Courthouse-FCC)

Information Desk open (Hyatt)

Staggered Entry times for Teams to court facility

Judging Panel/Courthouse Volunteer breakfast (FCC—Jury Assembly Room-7<sup>th</sup> Floor)

Judging Panel Orientation begins/courtroom assignments made

**Round III** (FCC-State & Superior Court)

Lunch

Teams = Freight Depot

Judging Panels/Courthouse Volunteers = Jury Assembly Room

Pairings for RII Posted (FCC and Freight Depot)

**Round IV** (FCC-State & Superior Court)

**Announcement** of Final Round Teams (Atrium—Fulton County Government Center)

Information Desk open (Hyatt)

**Championship Round** (FCC)

**Awards Banquet** (Hyatt)

**Team Dance** (Hyatt)

Hospitality Suite for Judging Panels, Coordinators and Coaches (Hyatt)

## **Sunday, 10 May 2009**

8:00 a.m. -12:00 p.m.

State Coordinator Pick-Up of Competition Results (Hyatt—Information Desk)

Teams Depart

# —Meetings—

## **National Board of Directors Meeting**

**Thursday, 7 May—9:00 a.m.-1:00 p.m. (Executive Conference Room #219)**

Meetings of the Board of Directors are restricted to board members and those who have business before the board.

## **State Coordinator's Round Table**

**Thursday, 7 May—1:00-2:00 p.m.**

This round table discussion is a voluntary activity for state coordinators. Participation in this event allows state coordinators to meet and greet one another, in addition to discussing topics of interest related to state mock trial programs. It's a great opportunity to learn new things, meet new people and find out what's going on with mock trial programs nationwide.

*Susan Nusall (AZ) will coordinate and host this discussion session.*

## **State Coordinator's Meeting**

Thursday, 7 May—2:00-3:00 p.m.

This is the mandatory business meeting for all state coordinators (or official state coordinator designees) and members of the National Board of Directors attending the national tournament each year. A variety of topics are covered and elections are held to fill board seats at this yearly meeting.

*John Wheeler (IA), chair of the Board of Directors, will lead this meeting.*

## **Timekeeper Orientation**

**Thursday, 7 May—3:00-4:00 p.m.**

This is the mandatory orientation meeting for all students designated as an official timekeeper during tournament rounds (see Rule 1.4). Additionally, one coach per team may attend with the students, but seating is limited and students will be accommodated first.

*Judy Yarbro (TX) and Susan Roberts (IN) are scheduled to lead this orientation session.*

## **Tournament Orientation**

**Thursday, 7 May—3:00-4:00 p.m.**

This is the general orientation session for the national tournament. At least one coach from each state champion team should plan to attend this meeting. During the meeting, tournament logistics will be discussed and Larry Bakko will explain the Power-Match system used during the tournament. There will be no discussion of the case. (*All case questions will have been answered in the online Q&A posting.*) The meeting is open to all coaches and observers, however seating is limited and student attendance is, therefore, discouraged (*coaches attending the meeting may forward all information obtained to students, other coaches and observers at a later time*).

*Stacy Rieke (GA), host coordinator, and Larry Bakko (WI), technical advisor to the Board of Directors, are scheduled to lead this meeting.*

## *—Competition Rounds—*

All teams will participate in two preliminary rounds on **Friday, May 8<sup>th</sup>** and two preliminary rounds on **Saturday, May 9<sup>th</sup>**. Round I (Friday morning) pairings will be determined by a random draw. Power matching, as described in Rule 5.6 of the Mock Trial Rules of Procedure, will be applied in all subsequent preliminary rounds. The two top-ranked teams after completing 4 preliminary rounds of competition will participate in the National Championship round on Saturday evening. The top ten teams will be recognized at the Awards Banquet on Saturday at the hotel.

### **The Rules**

The Rules of the Competition and the Rules of Evidence (modified from the Federal Rules of Evidence) used during the National High School Mock Trial Championship may be found online, both on the Georgia website ([www.nhsmtc-ATL-09.org](http://www.nhsmtc-ATL-09.org)) and the national website ([www.nationalmocktrial.org](http://www.nationalmocktrial.org)) A copy of the rules for the national tournament will also be included under the Case Materials section of the website. Participants in the national tournament must adhere to both the letter and spirit of the rules at all times.

### **Code of Ethical Conduct**

Each team competing in the National High School Mock Trial Championship is required to sign and submit a copy of the Code of Ethical Conduct. The **COEC Form** will be available under the Registration Materials and Case Materials sections.

### **Spectator Etiquette during a Trial Round**

Rule 4.12 governs communication during a trial round. Rule 4.13 governs viewing a trial.

With those rules in mind, it must also be noted that, in essence, a mock trial competition round is a performance. Generally, when an audience views a play or a musical concert, they are strongly encouraged to display appropriate performance etiquette and in that spirit, we strongly encourage all participants and observers to display appropriate performance etiquette, as well. The students competing in this tournament have worked very hard to perfect their presentation and noise and movement from the gallery can be distracting during the course of a round. In addition, noise and movement from the gallery may distract judging panel members who should be intently watching and evaluating each team's performance.

Therefore, the Georgia host committee requests that all spectators (including coaches) adhere to "appropriate performance etiquette" for a mock trial round as follows:

- ◆ Spectators should silence all electronic devices prior to the beginning of the round.
- ◆ Spectators should NOT accept phone calls, make calls or send text messages, etc., or use any electronic device (including video games) inside the courtroom during a round.
- ◆ Spectators should refrain from talking during a round.
- ◆ Once a round begins, spectators should keep their seat until the round concludes.
- ◆ If a spectator needs to exit the courtroom, s/he should do so in an unobtrusive manner and should WAIT until a break in the action before exiting (i.e. between witnesses or between portions of the trial)
- ◆ Spectators should only re-enter a courtroom during a break in the action.
- ◆ Spectators awaiting the end of the round in the hallway should keep the noise level under control – the doors to the courtroom are not soundproof.
- ◆ Small children, food and drink should not be brought into a courtroom.

The State Coordinator and team coaches are responsible for conveying this information to all spectators attending the national tournament with your team this year. Thank you.

## **Team Rosters**

**Team Roster forms** are contained in the mock trial case materials and will be available separately online. Pursuant to **Rule 3.5** of the Mock Trial Rules of Procedure, teams must exchange copies of the Team Roster Forms and copies must be provided to all members of the judging panel before the start of each round of competition (1 presiding; 3 scoring evaluators=4 total per preliminary round; 15 total for the championship round). Teams are to bring an adequate number of copies of this form for the entire tournament. Copy facilities are not available at the courthouse.

## **Team Codes**

Team Code letters will be included in the materials picked up by the State Coordinator at the Information/Registration Desk on Wednesday or Thursday. These code letters (rather than school name or state) will be used to identify teams during the Competition. All State Coordinators, student team members, the student timekeepers, teacher sponsors, attorney coaches and spectators must wear team code badges at all times in the Courthouse.

We use letter codes during the national tournament, instead of school or state names, so that we may insulate judging panel volunteers from being able to identify which teams they are observing in any given round. Teams should never identify themselves by school name or state to a judging panel volunteer during the tournament weekend. Therefore, the host committee suggests that teams refrain from wearing clothing or any other identifiable item in the public areas at the hotel that may provide a judging panel member with a hint as to the name of your team's school or state.

According to Rule 4.13, while in the Courthouse, no one (including students, teacher sponsors, attorney coaches, State Coordinators, or observers) is permitted to wear anything that would reveal the name of his/her school, state or territory. This includes letter jackets, other clothing or related accessories.

It is not a violation of any rule for opposing teams to know your school or state name, but it is well within the rights of each individual team to choose not to disclose this information to a competitor. However, remember that part of the fun of the tournament is socializing with and getting to know other teams attending the tournament.

## **Power-Matching**

The system of scoring (called "power-matching") used during the 2009 NHSMTTC in Atlanta will be discussed in detail during the Team Orientation session on Thursday, 7 May. Larry Bakko, the scoring coordinator for the national tournament, will lead this session. See Rules 5.3 through 5.6 for more information on the scoring process used at the tournament or contact your state coordinator for details. Questions regarding the scoring system for the tournament may be directed to Stacy Rieke in writing via email ([StacyR@gabar.org](mailto:StacyR@gabar.org)) in advance of tournament rounds. These questions will be forwarded to Larry Bakko for review and answers to scoring procedure questions will be posted in its own section of the online case/rules Q&A report.

## **Championship Finalist Announcement**

The announcement of the two teams that will advance to the final, championship round of the national tournament will be made after the conclusion of the 4<sup>th</sup> preliminary round of competition on Saturday afternoon. The announcement will take place in the Atrium of the Fulton County Government Complex, which is adjacent to the courthouse via an enclosed pedestrian bridge. Signs, competition volunteers and Sheriff's Deputies will be available to direct teams to the appropriate location. It will not be necessary for the two finalist teams to go through security to re-enter the courthouse for the championship round. There will be no debriefing after the 4<sup>th</sup> round and as soon as the judging panel adjourns, teams and spectators should exit the courtroom and make their way to the Atrium area for the announcement.

## —Ticketed Events—

The ticket prices listed below include the food, servers, equipment, space rental, decorations and/or entertainment.

### **Pin Exchange—Opening Team Reception**

Attendance at this event is restricted to STUDENTS and COACHES only. No spectators or judging panel volunteers.

Location: **Hyatt Regency**  
Date/Time: Thursday, May 7; 7:00-9:00 p.m.  
Ticket Cost: **\$25**  
What you get for the price: An appetizer buffet and entertainment during the event

### **Friday Breakfast**

Location: **Hyatt Regency**  
Date/Time: Friday, May 8; 6:30 a.m.-8:30 a.m.  
Ticket Cost: **\$15**  
What you get for the price: A continental breakfast

### **Friday Lunch**

Location: **Freight Depot** (across street from courthouse)  
Time: Friday, May 8; 11:00 a.m. – 1:00 p.m.  
Ticket Cost: **\$17**  
What you get for the price: A boxed lunch with a choice of sandwich, along with a side, dessert and drink.

### **Georgia Aquarium Event**

Location: **Georgia Aquarium** (within walking distance from hotel)  
Date/Time: Friday, May 8; 7:00 – 11:00 p.m.  
Ticket Cost: **\$37.50**  
What you get for the price: Aquarium admission for one and an appetizer buffet created by Wolfgang Puck Catering

### **Saturday Breakfast**

Location: **Hyatt Regency**  
Date/Time: Saturday, May 9; 6:30 a.m.-8:30 a.m.  
Ticket Cost: **\$15**  
What you get for the price: A continental breakfast

### **Saturday Lunch**

Location: **Freight Depot** (across street from courthouse)  
Date/Time: Saturday, May 9; 11:00 a.m. – 1:00 p.m.  
Ticket Cost: **\$17**  
What you get for the price: A boxed lunch with a choice of sandwich, along with a side, dessert and drink

### **Awards Banquet**

Location: **Hyatt Regency**  
Date/Time: Saturday, May 9; 8:00 p.m.  
Ticket Cost: **\$50**  
What you get for the price: A served dinner that will include a salad, meat or vegetarian entrée, starch, vegetable and dessert.

## —Non-Ticketed Events—

### **Judging Panel Reception**

*This event is BY INVITATION ONLY.*

Location:

**State Bar of Georgia**

Date/Time:

Thursday, May 7; 5:30 – 7:30 p.m.

Transportation:

Shuttle service will be available from the hotel to the reception site; on-site parking for those wishing to drive is available at the posted rate; members of the State Bar of Georgia park free.

### **Hospitality Suite**

*The hospitality suite is restricted to adults 21 years of age or older.*

Location:

**Hyatt Regency**—Woodruff Suite

Dates/Times:

Thursday, May 7 (8:00 p.m. – 11:00 p.m.)

Friday, May 8 (8:00 p.m. – midnight)

Saturday, May 9 (9:00 p.m. – midnight)

### **Post Tournament Dance**

*All tournament participants are welcome to attend this event.*

Location:

**Hyatt Regency**

Date/Time:

Saturday, May 9; 10:00 p.m.- midnight

## —Fulton County Courthouse Information—

### **Request to Videotape Round(s)**

Requests to bring video equipment to the courthouse to video competition rounds must be submitted on the official **Video Request Form** found on our website. We must receive all requests to bring video equipment into the courthouse by **16 April 2009**. Completing this form will not guarantee that your opponent will allow you to video a given trial round; completing this form is the first step in the process to allow the individual making the request to bring video equipment through security and into the courthouse. See the form for more details on bringing video equipment into the courthouse.

### **Identification**

At the courthouse, all participants must wear their tournament letter code badge in a visible manner at all times. No one (including students, teacher sponsors, attorney coaches, State Coordinators, or observers) is permitted to wear anything that would reveal the name of his/her school, state or territory. This includes letter jackets, other clothing or related accessories.

### **Spectator Lists**

All teams must submit a full list of team participants (students and coaches) and spectators with the registration forms by **16 April**. The Georgia Host Committee must submit a list of every person entering the Fulton County Courthouse for this event to the Sheriff's Department. All participants and spectators should plan to bring photo identification with them to the courthouse (student I.D.'s are OK). Tournament participants and/or spectators who are not indicated on the official list we submit to the Sheriff's Department may be denied entry to the courthouse.

## **Courthouse Policies**

All participants in the National High School Mock Trial Championship are required to strictly adhere to the following policies set down by the Court Administrator at the Fulton County Courthouse. Any violation of these policies by a team or an individual participating in the National High School Mock Trial Championship may cause that team or individual to be barred from the courthouse. All coaches are responsible for insuring that all policies are followed at all times, including by participants and spectators. Thank you for your careful attention to this important matter.

### **THERE WILL BE NO:**

- Food or drink inside the courtrooms.
- Use of the stairwells to move between floors during the competition—elevators must be used to move between floors. (Once someone enters the stairwell, they cannot exit because the door is locked from the inside and use of the stairwells—unless there is an emergency—will set off alarms.)
- Smoking in the building.
- Change in the furniture arrangement of the courtroom (podiums **MAY NOT** be moved per instructions from the Court Administrator’s office).
- Re-Arranging, moving or removing equipment, materials or paperwork used by court personnel.

### **PLEASE MAKE SURE THAT:**

- Proper respect is given to the trial site, including the courtrooms, the common areas and the restrooms
- Trash is always placed in an appropriate receptacle and that the courtroom and courthouse are left in BETTER shape than it was found.
- Cell phones and other PDA’s are turned OFF or set to silent mode during competition rounds
- Sharp/metal object (pocket knives, scissors, nail files, etc.) are left at home or in a vehicle and not brought into the court site. (Do not bring things to the courthouse that will set off the metal detector or slow down the security screening process.)
- You know and communicate to your team members and spectators the location of emergency exits and evacuation routes, in case of an emergency.

## **Courthouse Security**

**SECURITY AT THIS COURTHOUSE IS A SERIOUS MATTER.**

**COMPETITION TEAM MEMBERS, COACHES AND JUDGING PANEL VOLUNTEERS HAVE FIRST PRIORITY WHEN GOING THROUGH THE SECURITY CHECKPOINTS. ALL OTHER SPECTATORS SHOULD STAY TO THE REAR OF THE SECURITY LINES AND ALLOW COMPETITION PARTICIPANTS THROUGH FIRST.**

People who crack jokes about what they may or may not be carrying will delay the procedure, embarrass the prankster, and may lead to action by the Fulton County Sheriff’s Department or the host coordinator to exclude such persons from the courthouse, thus prohibiting their participation in the tournament. Please check purses and other bags before entering the court site to insure that you (or any member of your team) are not carrying a weapon of any kind.

Bags are subject to search. It is suggested that the use of bags by your team members, coaches and spectators be limited to purses, if possible.

To pass through security, everyone must empty all pockets of keys, change, wallets, cell phones, etc. Additionally, coats must be removed and placed on the X-ray conveyer to pass through security.

The following items should not be brought through security checkpoints:

- ◆ Weapons of any kind (including pocket knives, scissors, etc.)
- ◆ Sharp metal objects (including nail files, nail clippers etc.)
- ◆ Large metal jewelry or other accessories

Cell phones and other PDA's are allowed at the courthouse; however, they must be **turned off** (or set to silent mode) inside the courtrooms.

Cameras that take still photos are allowed, but must be disclosed at the security checkpoint. Passes are not required for still cameras.

Only those individuals that have been pre-approved to bring video equipment into the courthouse during the competition may do so. *(Please complete the Video Request Form found on the website—a pass will be issued to those individuals receiving permission to bring video equipment through security and into the courthouse.)*

Those individuals bringing video or still camera equipment into the courthouse must stay to the REAR of the security lines and allow students and coaches through first.

If a security officer has a question as to whether an individual is associated with the national tournament, the deputy may request a photo i.d. to confirm the individual's identity. Those individuals not listed on a team's master spectator list may be denied access to the courthouse.

Tournament badges must be clearly displayed at all times while at the courthouse.

As always, your patience and cooperation during this process will be greatly appreciated!

## **Courthouse Entrances**

We will use two entry points to the Fulton County Courthouse. Teams will be assigned to enter the courthouse either through the **Pryor Street entrance** or the **Central Avenue entrance**. Your team should use the entrance assigned to it throughout the tournament weekend to enter and exit the courthouse.

## **Courthouse Parking**

Parking for the Fulton County Courthouse is available in nearby lots and garages. The most convenient is the Underground Atlanta Parking garage on the corner of Martin Luther King, Jr. Drive and Central Avenue. Parking rates for all parking areas apply and are posted.

# ***—General Security Information—***

## **Out and About in a Major City**

*The following are common sense safety tips for any traveler in any city of any size:*

- ◆ As a pedestrian, walk confidently and stay alert—be aware of the people around you at all times.
- ◆ Know as much about your destination as you can before you leave for your trip.
- ◆ Know the name and address of where you are staying.
- ◆ For emergency assistance of any kind, dial 911 from any phone.
- ◆ When traveling in any new area, always be alert, aware of your surroundings and trust your instincts.
- ◆ Do not discuss travel plans or other personal matters with strangers.

- ◆ Upon arrival, get your bearings, and note locations of well-traveled, well-lit areas where you could obtain assistance if necessary.
- ◆ Use up-to-date area maps and travel main roads.
- ◆ Do not go out alone—explore the city, at a minimum, in pairs—be sure someone in your group knows where you are at all times.
- ◆ If you think you are being followed, turn around and look for the nearest building for help, or cross the street and walk in the opposite direction.
- ◆ Carry a minimal amount of cash. Use travelers' checks and credit cards whenever possible. Record their identification numbers, and keep that record in a separate, safe place. Most banks do not offer foreign currency exchange unless you have an account with them. Travelers' checks are widely accepted.
- ◆ Always carry purses, wallets, hotel keys and car keys securely. Do not leave purses on chairs, under tables or on bathroom hooks.
- ◆ Be observant, and always report any suspicious activity to Law Enforcement, Security Officers, or Hotel and Business Managers.
- ◆ Always lock your car, whether parked or traveling. When parked, keep valuables out of sight. At night, park in well-lit areas.
- ◆ In the unlikely event you are confronted by an assailant, do not resist demands for your valuables.

### **"Jay-Walking" in Downtown Atlanta**

- ◆ Don't do it! (You've been warned!)
- ◆ Please cross all streets within the designated crosswalk at the appropriate times (look for the "walk now" signals at each intersection).
- ◆ The Atlanta Police Department strictly enforces the "jay-walking" statutes in downtown Atlanta, particularly near our hotel.
- ◆ The police may not (and probably won't) give you a warning before issuing a ticket for "jay-walking".

### **On the MARTA Transportation System**

*This information was gathered from the MARTA website.*

#### **Rail Safety**

- ◆ Do not enter the track or right-of-way areas because the rail lines carry fatally high voltages.
- ◆ Stand back while trains approach.
- ◆ Attempt to board only after trains have come to a complete stop and riders have exited.
- ◆ Always take your seat promptly after boarding the train.
- ◆ Hold onto handrails if you are standing.
- ◆ If you are using headphones, keep the volume low so that you can hear surrounding noise.

#### **Security**

- ◆ If you need help or want to report a crime, pick up the blue telephone located on all platforms and concourses. This phone connects you to the MARTA Police.
- ◆ Alert the Train Operator via the train intercom of any unlawful or suspicious behavior.
- ◆ Notify the Train Operator via the train intercom of any unattended packages.
- ◆ Be prepared to identify the car number you are in; this will help police respond in an efficient manner.

#### **Escalator Safety**

- ◆ Step on and off of an escalator carefully.
- ◆ Hold the handrail.
- ◆ Stand to the right, one person per step.
- ◆ Do not rest personal items on handrails or steps.

- ◆ Hold child's hand, no sitting or playing on escalator.
- ◆ Wheelchair users must use elevators.
- ◆ No strollers, walkers or carts on an escalator.
- ◆ Secure loose clothing, shoelaces and draw strings—avoid edges.
- ◆ Avoid wearing open toe and soft shoes.

### **Bus Safety**

- ◆ Bus Operators are not allowed to board passengers once the bus has pulled away from the curb in a station or bus stop.
- ◆ Please try to be at bus stall/stop five minutes before scheduled time.
- ◆ Collapsible or folding baby strollers are allowed on the bus, but must be folded while on board.
- ◆ Please ring the bell in a timely manner before your stop to allow the Operator enough time to bring the bus to a safe stop.
- ◆ Please remain behind the yellow line on the bus in order to give the Operator an unobstructed view.
- ◆ Please refrain from speaking to the bus operator while bus is in motion.
- ◆ Please allow other passengers to exit before entering.

## **—Case Materials—**

### **2009 Criminal Case**

The 2009 Criminal Case will be posted online on **Tuesday, 31 March at 5:00 p.m. EDT.**

### **Case/Rules Questions and Answers**

Teams may ask questions pertaining to the 2009 case or the rules (including the scoring system) beginning on 3/31/09. The procedure for posing a question is as follows:

- ◆ **Procedures:** All case and rules questions must be submitted **via email** to the mock trial office ([mocktrial@gabar.org](mailto:mocktrial@gabar.org)). Only the state coordinator (or his/her official designee) may submit questions on behalf of a state champion team. (ONE POINT OF CONTACT PER STATE, PLEASE!) The mock trial office will only process written case and rules questions submitted by email and will not accept questions submitted by any other method, including phone, fax or in person.
- ◆ **Times to Submit Questions:** States may submit questions from the case release date until **5:00 p.m. on Friday, 24 April 2009.** No other case or rules questions will be entertained after this date/time.
- ◆ **Receiving Answers:** Teams will check the website weekly (we suggest checking on Fridays) for a running list of answers to all case and rules questions submitted throughout the season.
- ◆ **Final Answers:** The final Q&A list will be posted to the website by **Monday, 27 April 2009** by the end of the day.

The fact that the Georgia National Problem Subcommittee made a correction or addition to the case materials at any point during the national competition season is not relevant during a trial round. Teams are to assume that the fault for any typographical error or any other correction, addition or clarification to the case materials indicated in the Q&A list posted online lies with the Georgia HSMT office and/or the Georgia Problem Subcommittee, not with a particular witness. The clean, corrected copy of the materials that will be posted by Monday, 27 April is to be considered the first and only

version of these materials submitted by any party in this action when trying this case in a competition round.

## —Forms—

All forms will be posted online. Some forms have a specific link on the left-hand side of our home page. Contact the mock trial office if you have trouble locating a specific form on the website. You'll need **Adobe Acrobat Reader version 9.0** to fully utilize the interactive forms online. You can download a free Reader upgrade at [www.adobe.com](http://www.adobe.com).

The following forms are available to assist your team in **registering for the tournament**:

- **Team Registration Form**—**required** of all teams— (*Registration Materials & Register Now sections of website*)
- **Observer Registration Form**—complete & return only if applicable—(*Registration Materials & Register Now sections of website*)
- **Complimentary Ticket Order Form**—**required** of all teams—(*Registration Materials, Register Now & Ticketed Events sections of website*)
- **Event Ticket Order Form**—complete & return only if applicable—(*Registration Materials, Register Now & Ticketed Events sections of website*)
- **Tournament Payment Form**—**required** of all teams—(*Registration Materials & Register Now sections of website*)
- **MARTA Pass Order Form**—complete & return only if applicable—(*Registration Materials & Register Now sections of website*)
- **Hotel Reservation Form**—**required** of all teams—(*Registration Materials, Register Now & Hotel sections of website*)
- **Travel Information Form**—**required** of all teams—(*Registration Materials & Register Now sections of website*)
- **Practice Room Reservation Form**—complete & return only if applicable—(*Practice Room Schedule section of website*)
- **Tournament T-Shirt Order Form**—complete & return only if applicable—(*T-Shirt Orders section of website*)
- **Video Request Form for Courthouse**—complete & return only if applicable—(*Registration Materials & Register Now sections of website*)
- **Shuttle Pass Request Form**—complete & return only if applicable—(*Registration Materials & Register Now sections of website*)

The following forms are available to your team for the **competition** itself:

- **Code of Ethical Conduct Form**—**required**—(*Registration Materials, Register Now & Case Materials sections of website*)
- **Team Roster Form**—**required**—(*Team Roster section of the website*)
- **Time Sheet**—**required**—(*Timekeeper section of the website*)
- **Sample Scoresheet**—(*Case Materials section of the website*)

The following items may be used for participation in **tournament-related contests**:

- **The State Champion T-shirt Design Contest Guidelines**—*see this section of the website for the adjudication guidelines and submission information.*
- **The “Most Steps” Contest Form**—(*Registration Materials & Register Now sections of website*)
- **Professionalism Award Ballot**—(*Registration Materials & Register Now sections of website*)

## *—Competition Photos—*

**Paula M. Gould Photography** will supply the official photographers for the 2009 NHSMTC in Atlanta. Information on team photos and ordering competition candids online will be provided on our website later in the spring.

## *—Championship Round Video—*

A video of the 2009 national championship round will be available for sale after the tournament at [www.shopGPB.com](http://www.shopGPB.com) under the "Special Events" section. The release date will be emailed to all state coordinators as soon as possible after the conclusion of the '09 tournament.