

**2006 MATE/MTS ROV Committee**  
**ROV Competition for High School and College Students**

June 23 – 25, 2006  
NASA Johnson Space Center's Neutral Buoyancy Lab

**Shipping information**

**If you are shipping your ROV:**

**You must ship your ROV to arrive at NASA's Neutral Buoyancy Lab (NBL) between Monday, June 19<sup>th</sup> and Thursday, June 22<sup>nd</sup>.** If your vehicle does not arrive by Thursday, it will be your responsibility to contact your shipping carrier to 1) locate it and 2) make sure that it arrives in time for your *Engineering Evaluation* session.

**Ship to:**

**Sonny Carter Training Facility  
920N  
13000 Space Center Blvd.  
Houston, TX 77059  
Attention: Lisa Spence/National ROV Competition**

**From:**

Your school/team's name  
Lead instructor  
Your address

***NEW!!!***

Immediately upon shipping your vehicles, you must e-mail the following information to Lisa Spence ([elizabeth.a.spence@nasa.gov](mailto:elizabeth.a.spence@nasa.gov)) and Sean Melody ([sean.j.melody@nasa.gov](mailto:sean.j.melody@nasa.gov)):

- **Name of the shipping company**
- **Tracking number(s)**
- **Point of contact (name and phone number for who to call just in case)**
- **Estimated date of arrival**

**If you do not e-mail this information to Lisa and Sean, we cannot guarantee that your shipment will pass through NASA security.**

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The NBL will receive and store your vehicles in its light manufacturing facility (LMF). When you arrive at the LMF following Friday (June 23<sup>rd</sup>) morning's opening ceremony, your vehicle and any other packages that you shipped along with it will be waiting for you at your team's designated work station area.

**NOTE: Closed-toed shoes *and* safety glasses are required in the LMF at all times. NO EXCEPTIONS.** Please plan accordingly. **Do not ship your safety glasses with your ROV and/or tool kit.** Make sure to have your safety glasses with you.

**Tips on shipping:**

Please make sure that your vehicle and any associated equipment and tools are NEATLY and SECURELY packed in crates or sturdy cardboard boxes. The NBL is not responsible for any damaged or missing vehicles.

Since the events of 9/11, airline regulations and restrictions have made the possibility of bringing your ROV with you on your flight prohibitive. Case in point – when traveling to the 2002 Discovery Channel’s “ROV Challenge” at the Texas A&M University, the University of South Florida team was required to open their control system and cut ALL of their wires before they were allowed to bring their vehicle on the airplane.

We recommend shipping using Federal Express, UPS, or DHL. (Our experience has shown that FedEx is often less expensive.) Visit [www.fedex.com](http://www.fedex.com), [www.ups.com](http://www.ups.com), or [www.dhl.com](http://www.dhl.com), respectively, for specific shipping instructions and rates for your area.

**If you are transporting your ROV via car or van:**

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You will receive a map and directions to the NBL when you check into y will be responsible for finding the NBL and off-loading your vehicle on Friday, June 23<sup>rd</sup>, after the opening ceremony and in time for your *Engineering Evaluation* session.

**Other key information:**

**\*\*\*Each team will need to cover its own shipping costs.\*\*\***

**Shipping your ROV back to your home institution after the competition:**

Please make sure that your vehicle is NEATLY AND SECURELY packed up and ready to be shipped back to your home institution by the end of the competition on Sunday, June 25<sup>th</sup>. **Bring your preferred carrier’s shipping/billing form with you.** Make sure that you have filled out the billing information section or bring your billing information with you (i.e., a credit card or account number). Attach this form to your ROV’s shipping container.

**YOU are responsible for scheduling a pick-up with your designated carrier.** The pick-up location is the same as the ship-to address (see above) and the pick-up time can be scheduled for anytime AFTER 7am on Monday, June 26<sup>th</sup>. Your ROV will be shipped at the rate that you indicate on your shipping/billing form.