



2006 Hydro Power Contest

CONTEST ENTRY SHIPPING INSTRUCTIONS

If you intend to ship your entry to the **Hydro Power Contest**, you must carefully follow these instructions.

Delivery Date and Time

To ensure that your entry is received in time to compete, be sure that your shipment arrives at the conference location on date to be provided after June 1, 2006. You will need to instruct your shipper of this delivery date and time. You must make arrangements with the **Hydro Power Contest**, prior to sending your device, to pay for shipping costs to return your entry to you following the competition.

Packing

The Contest organizers have received Contest entries in the past that, sadly, have been damaged in shipping. In all cases damage could have been avoided by careful packing. Be sure that your device is constructed to withstand the rigors of shipping. Make every effort to ensure that your shipping container and packing will actually protect your device and not damage it. Aim to be sure that your device remains immobile within your shipping container and that your shipping container does not collapse. Loose Styrofoam packing materials and cardboard boxes are readily available and have worked well in the past.

Set-up/Operation Instructions

Be sure that you include a clear set of set-up and operation instructions with your Contest entry (Rule 21 in the Information Kit). To ensure that the Contest organizers match the proper instruction sheet with the appropriate Contest entry, label both the device (Rule 20) and the Set-Up/Operation Instructions with the same Contestant Name that you used on your Declaration of Intent to Compete.

Shipping Labels

In order for the Contest organizers to efficiently receive and return your Contest entry, you will need to prepare several shipping labels:

- 1) One label which should be at least 3"X5" with at least 1/8" high letters and which must read:

TO:	Hydro Power Contest, Booth # ????
HOLD FOR:	????
c/o:	???? Address to be provided after June 1, 2006

This label must be affixed to the shipping container in the center of the top face of the container. Feel free to make a clean copy of the above label and use it for your original "SHIP TO:" label. You should cover the label with clear plastic shipping tape or contact paper.

2) One label which should be at least 3"X5" with at least 1/8" high letters and which must contain your return address. This label must be affixed to the shipping container in the upper left corner on the same face of the container as the "SHIP TO:" label. You should cover the label with clear plastic shipping tape or contact paper.

3) One label which should be at least 3"X5" with at least 1/8" high letters and which must contain your return address. This label must be affixed to your Contest entry. This will enable the Contest organizers to match each Contest entry to the correct shipping container at the end of the conference.

4) One label which should be at least 3"X5" with at least 1/8" high letters and which must contain your return address. Your return address must be a street address, not a post office box. This label must be enclosed inside the shipping container but not attached to any items. At the end of the conference this label will be taken out of your shipping container and affixed to the shipping container over the original "SHIP TO:" label. This label must be at least as large as the original "SHIP-TO:" label.

If you have further questions about the Contest or shipping instructions, please contact:

Hydro Power Contest

c/o *HANDS-ON!* Projects

9 Mayflower Road

Northborough, MA 01532

Tel./FAX: (508) 351-6023

e-mail: hands-on@rcn.com