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## Template for Final Competitor Briefing by CHMJ

~ Guidelines ~

### **Be sure to:**

- Thank all competitors and parents for the opportunity to work with them.
- Focus on the positive experience of HM staff in working with them.
- Focus on the teamwork that was observed.
- Remind competitors and parents to avoid simply throwing equipment into their vehicles in a rush to leave the grounds. Encourage them to pack with thought to avoid mistakes that will have to be sorted out later.
- Thank all involved in organizing/hosting the rally and who assisted in making the job of HM Judging easier.
  - o All AHMJ's publicly (at awards ceremony)
  - o Rally Organizer
  - o HMO
  - o RS
  - o Scorers, and
  - o Others

### **Remind all competitors and all AHMJ's:**

- Complete their Evaluation Forms if not reminded by the Rally Organizer. Instruct them as to who or where they should turn in them in.

### **End of Rally**

- Complete the CHMJ Evaluation Form and, if applicable, the MCHMJ for Provisional CHMJ's.
- Check stalls upon competitor departure as requested/instructed by rally organizer.
- Be prepared to stay on grounds until all competitors have departed except layovers.