



Getting Your Robot and Pit into (and out of) Wisconsin State Fair Park Exposition Center

Please note that the 2025 Wisconsin Regional will be held at Wisconsin State Fair Park Exposition Center and not the venue it has been in the past.

The State Fair load in process should be MUCH easier than the load in at the UW Panther Arena was in the past, but please read these instructions completely and check back in for any updates.

Teams will be following the load in procedure for 2025 at the Wisconsin Regional. Early Pit setup will be allowed in accordance with "Event Rules Manual". All robots should be transported to the event in accordance with "Robot Transportation".

This procedure provides instructions to successfully enter the Wisconsin State Fair Park Exposition Center with your robot, and setup your pit before pits officially open at 8:30 am on Friday, April 4th 2025.

The expo center will be open at two separate times for this process:

- 6:00 pm to 8:00 pm on Thursday, April 3rd
- 7:45 am to 9:00 am on Friday, April 4th

Your 5 team members can enter the arena one, or both, of the times listed above before pits officially open at 8:30 am on Friday, April 4th.

Volunteers will be on hand to assist you in finding your pit after you have checked in at the loading dock. You can make as many trips as required to deliver your pit supplies.

You will not be able to work on your robot until pits open at 8:30. Volunteers will be on site, and will ask you to leave the pits if you are working on the robot. This time is reserved for pit setup only.

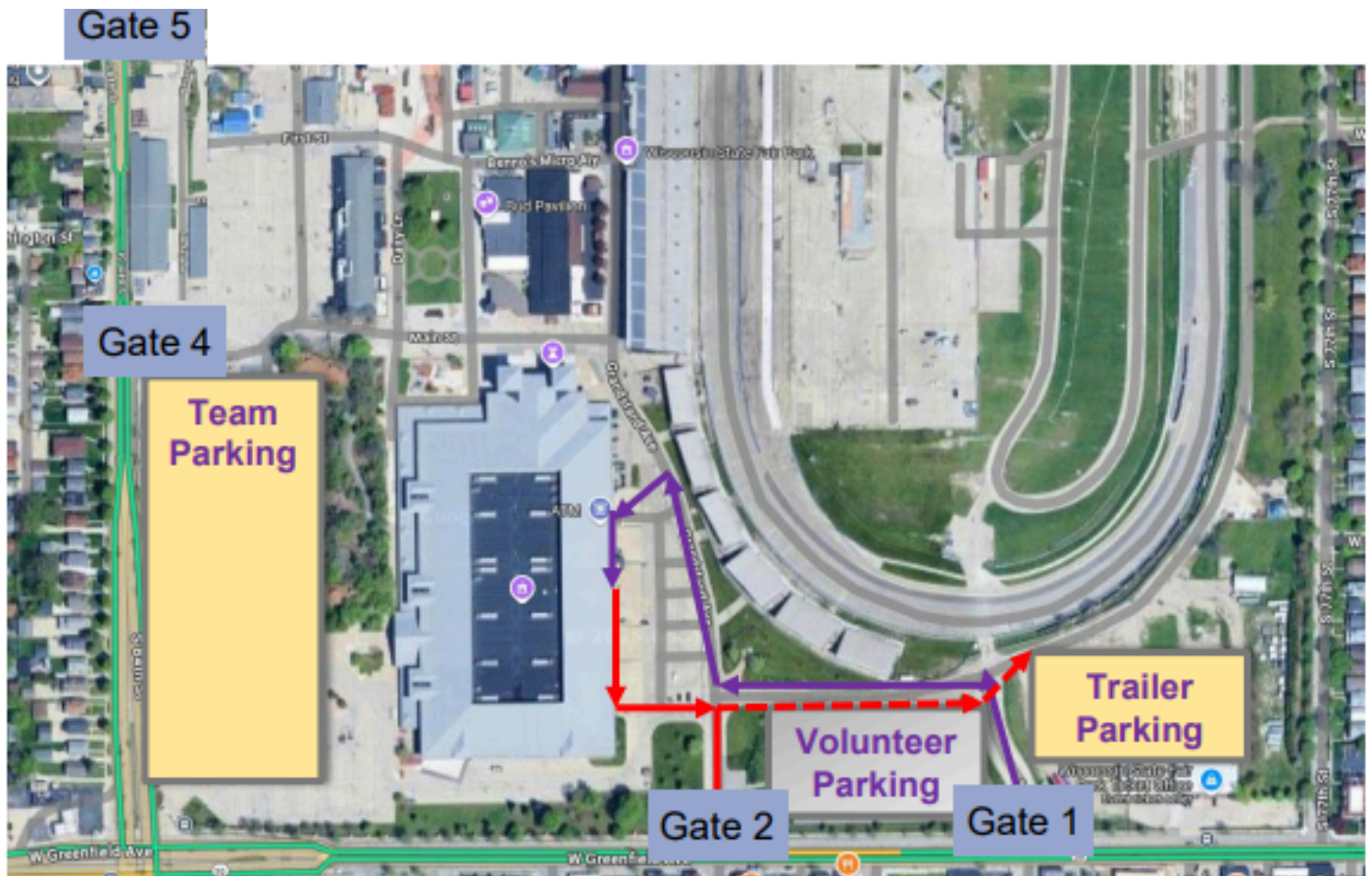
Requirements "Event Rules Manual" will be adhered to for these time periods. Specifically, only 5 people from a single team will be allowed to enter the arena. At least one of these people must be an adult mentor. (E26)

Load in for the Wisconsin Regional will take place on the East side of the Expo Center. Have your driver set their GPS for **7901 W Greenfield Ave, West Allis Wisconsin**. This will get them to State Fair Park GATE 1 at Greenfield and 79th Street and they will go north towards the track. See image 1



Image 1

Follow the Purple Line to join the LOAD In queue line, a volunteer will check you in and give your driver further instructions at that time.



Once your team's equipment is unloaded your driver can follow the RED line to the parking area or exit to Greenfield Ave or to trailer parking. Trailers can be left here overnight during the event at no charge. The Wisconsin Regional accepts No Liability for trailers left overnight. .

Safety Since pit setup will be allowed this year, safety is going to be strictly enforced in accordance with “Event Rules Manual”, specifically:

- Safety glasses (Rule E02-A)
- Closed heeled and closed toed shoes (Rule E02-B)
- Appropriate clothing (Rule E02-D)
- Appropriate hair ties (Rule E02-C)

The 5 team members will not be allowed to enter any other areas within the arena during these timeframes, including the stands. **THIS INCLUDES FRIDAY MORNING!** Entrance to the other areas of the arena will be allowed to the 5 team members after the pits officially open at 8:30 am on Friday, March 15.

Once team members are finished setting up their pit, they will be asked to leave the pit through the loading dock to alleviate pit congestion. (Rule E23)

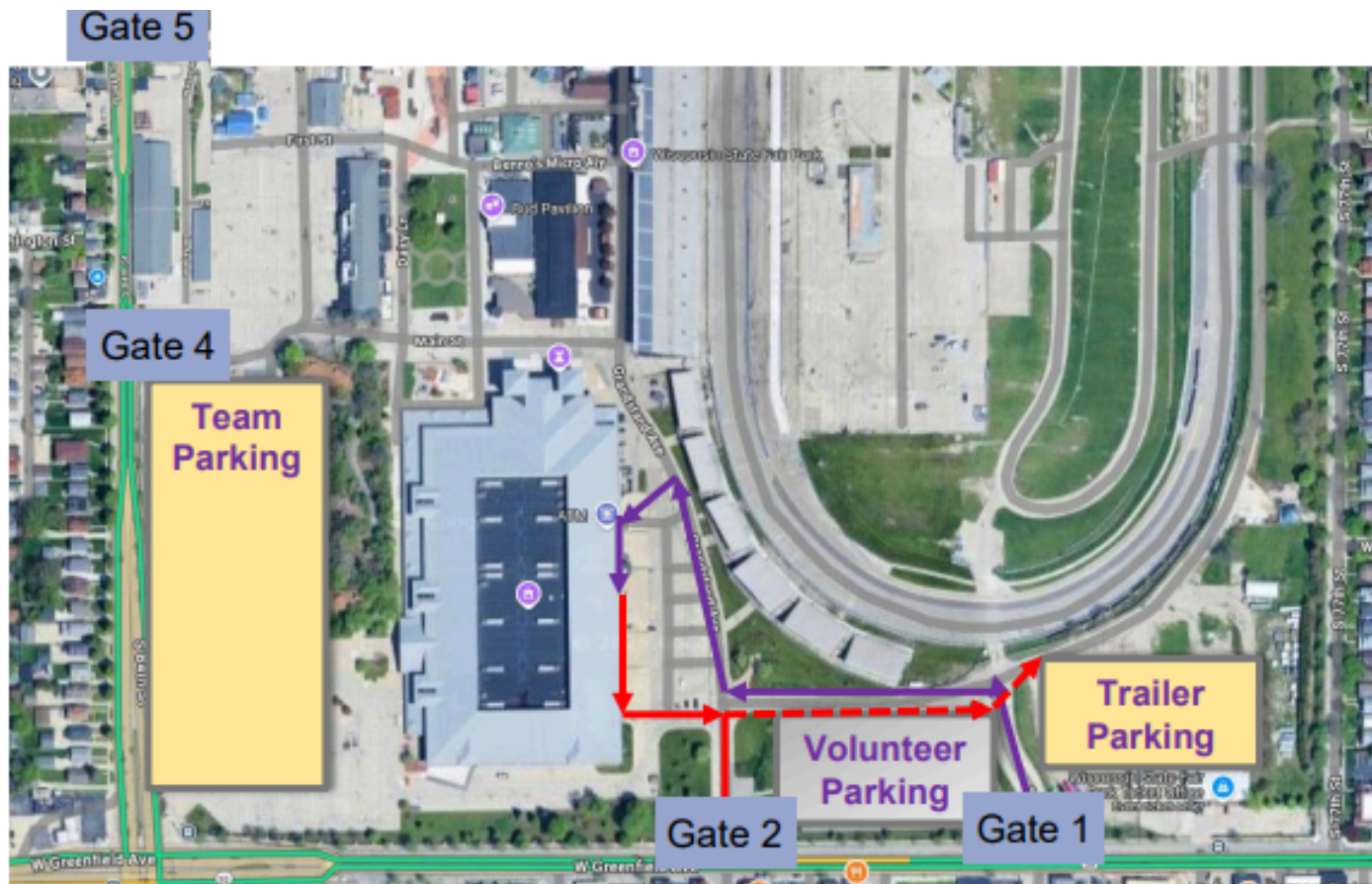
Pick up heavy equipment by bending your knees to lower yourself instead of bending from the waist. Equipment weighing 30 lbs. or more should be packaged in such a way that it can be successfully carried by two people.

Per the “Event Rules Manual”, teams must adhere to the following safety rules regarding Pit safety and tool use:

- Tools that throw sparks are prohibited. Examples: Electric welders, bench grinders and angle grinders. (Rule E33)
- Tools that produce open flames are prohibited. Examples: Gas welders and propane/MAPP gas torches. (Rule E33)
- Floor standing power tools are prohibited. Examples: Full-size drill presses, full-size band saws and full-size table saws. (Rule E34)
- Grinding or painting in the Pit is prohibited. Designated grinding and painting areas are available to teams. (Rule E33, E35)
 - Brazing/welding is prohibited at the team Pits. The machine shop will have equipment and operators to fulfill small welding requests. (Rule E36)
- Soldering is permitted. Use electric iron/gun only. (Rule E37)
- Small, bench-top machinery, with appropriate guards, is permitted in team Pits. We consider ‘small’ machinery as machinery easily lifted by one (1) person. Examples: Small band saws, drill presses, and sanders.
- Small, desktop machining centers are permitted as long as they are reasonably sized. They must be appropriately covered to prevent throwing of chips during operation. We consider ‘small’ machining centers to be easily lifted by one (1) person. Example: Desktop CNC mill.

Load Out, Sunday April 6th 2025.

Teams are invited to start packing up their pit after Alliance Selection and should let the Load Out Coordinator know that they will be ready to load out. Teams are invited to stage their vehicle in the Trailer parking lot. Once loaded you can exit out on to Greenfield ave or return to the Parking lot until the event ends



Parking at State Fair

Parking Instructions:

Team/Attendee Parking:

- Enter through Gate #4 or Gate#5
 - \$10 Entry fee for cars - \$3 Re-entry fee (Must Keep Receipt)*
 - \$20 for buses (if staying), else \$0 if dropping off - Parking is Credit Card Only
- #### Volunteer Parking:
- Enter through Gate#1 - \$10 Entry fee
 - \$3 Re-entry fee (Must Keep Receipt)*
 - Parking is Credit Card Only

Load-In/Load-out:

- Enter through Gate 1
- Follow purple arrow for approaching loading area
- Follow red area when leaving
- Exit Gate#2 or park trailer in Trailer Parking
- Trailer Parking is no charge

*\$10 cost to re-enter if no receipt