



New York State Bar Association

One Elk Street, Albany, New York 12207 • 518/463-3200 • <http://www.nysba.org>

Kim Francis • Law, Youth and Citizenship Program
Phone/Fax: 518-487-5611 / kfrancis@nysba.org

Dear Friends and Family of Students Participating in Mock Trial State Finals:

Thank you for supporting your Mock Trial student! This packet will give you some information regarding the **2019 Mock Trial State Finals Tournament on May 19-21** and what you can expect should you come to Albany for finals.

Accommodations

The students and their coaches will be staying at the Hilton in downtown Albany, 40 Lodge Street, Albany, NY 12207 (www.hiltonalbany.com). Room and meal costs for the mock trial team (up to 9 students and 2 adults) are covered by the New York State Bar Association through a grant from the New York Bar Foundation. If you wish to attend the Finals, you can stay at the Hilton Albany (if there are rooms available). You will need to make these arrangements on your own. **You cannot reserve a room from our room block.** These are reserved for team members and State Bar staff only.

I have enclosed a map of the immediate area which shows the location of the [Hilton](#) as well as some other nearby hotels listed below:

[Hampton Inn \(25 Chapel Street\)](#)

[Fairfield Inn & Suites Albany - Downtown \(74 State Street\)](#)

[Renaissance Albany Hotel \(144 State Street\)](#)

[Holiday Inn Express Albany - Downtown \(300 Broadway\)](#)

Meals

The students and coaches will be provided with two breakfasts, one lunch, and two dinners. Due to space limitations, **guests will be required to go elsewhere for their meals and at their own expense.** In addition to the hotel restaurant, there are numerous places to eat within walking distance. For your planning purposes, or to help you in any decision making, the part that the students look forward to (and that generates the most excitement) is the announcement of the two teams who are moving on to the Finals, which happens following a short award ceremony during dinner on Monday evening (around 8:00 pm). You are welcome to join us for the award ceremony, however, no meal will be provided. Seating is reserved for the teams, but you are welcome to stand in the back of the room during the ceremony.

The Mock Trials

On Monday, the first round will begin at 9:00am, and the afternoon round will begin at 2:00pm. On Tuesday morning, the final round will begin at 9:00am. Trials typically last about 2 to 2^{1/2} hours. There will be a schedule and a copy of the team match-ups available.

All trials will be held at the James T. Foley Courthouse (445 Broadway, Albany). There is metered parking on the street and paid parking in several nearby lots.

IMPORTANT! Everyone entering the Federal Courthouse must pass through a security checkpoint. You should leave any unnecessary items that can set off the metal detector in your room (keys, jewelry, hair clips, lapel pins, etc.). Other items such as belts should be removed before you get to the metal detector. All electronics (cameras, cell phones, smart watches, etc.) should be left in your room or vehicle. We need to get through the security checkpoint as quickly as possible. **It is important that all team members are in their assigned courtrooms on time!**

Spectators should allow all team members to go through the security line first. Be advised that NYSBA staff, committee members and judges will be going to an orientation in the courthouse before the trials begin. You will need to allow these people to go the front of the line ahead of you, so please be aware that this will be going on. You should plan on being at the courthouse at least one hour before the trials begin since getting through security will take quite a while, especially with having to let the teams, the judges and NYS Bar people who will attend the orientations get through the line first. We need your cooperation, so I want to say thank you in advance.

Everyone must be dressed in proper Courtroom attire. Teams should be aware that a member of the Mock Trial Subcommittee will be assigned to each courtroom to serve as the bailiff and will also be the timekeeper for the trial.

Rules and Reminders

- When attending the Mock Trials, the Courthouse is still open for business. Be quiet in the hallways and respectful to the people that are working in the building.
- **Bottled water only** is allowed into the Courtrooms – do **not** bring in food or other beverages. Be sure to clean up after yourself at the end of the Mock Trial.
- As with all rounds of play, Courtroom behavior of the spectators should be quiet, respectful, and without reproach. Proper Courtroom attire is required.
- It is against tournament rules to go from Courtroom to Courtroom in order to observe opposing teams play.

I'm looking forward to an exciting and busy few days this May. If you need additional information, please send me a message and I will do my best to answer your question.

Thanks and good luck to your student!

Kim Francis
Mock Trial Statewide Coordinator

Enclosure: Map of downtown Albany