

Ancillary Meetings & Exhibitor Functions

DEADLINE: 07 March 2022

Exhibitors are <u>required</u> to inform the ISMRM of all functions they are planning regardless of location or arrangements. Failure to do so will cause the forfeit of priority points. Advance notice is necessary for the ISMRM to place exhibitor meetings and functions in blocked hotels.

- Requests for meetings and social functions <u>must</u> be made through the ISMRM office in order to avoid conflicts with the ISMRM official program.
- **MEETING POLICY:** Ancillary meetings and exhibitor functions involving meeting attendees may only take place outside of the official Society meeting program. ISMRM official program hours (subject to change):

Saturday, 07 May	08:00 - 17:00
Sunday, 08 May	08:00 - 20:00
Monday, 09 May	08:00 - 19:00
Tuesday, 10 May	08:00 - 19:00
Wednesday, 11 May	08:00 - 19:00
Thursday, 12 May	08:00 - 22:00

There will be an opening reception in the Exhibit Hall on the evening of Sunday, 08 May 2022 from 18:30-20:00 and events may be held after the Opening Reception has ended. Exhibitors are not permitted to hold any events on Thursday, 12 May 2022 as attendees will be invited to the ISMRM Closing Party directly after the official program hours.

SPECIAL REQUESTS: Should you wish to ask for special consideration to host your meeting during the official program, although highly discouraged, please submit your request in writing explaining how many and who will be the attendees of your meeting. All special requests will be reviewed by the Program Committee Chair. Requests for consideration must be made through Anne-Marie Kahrovic, Associate Executive Director

Questions? Please contact: Anne-Marie Kahrovic, Associate Executive Director Email: anne-marie@ismrm.org

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