



NON-CME PROMOTIONAL EVENT APPLICATION

Name and Title of Primary Contact _____

Primary Contact Organization _____

Mailing Address _____

City/State/Zip _____

Telephone _____ Fax _____ E-mail _____

Website _____

Sponsoring Company/Institution _____

Title of Presentation _____

Names of Speaker(s) _____

Payment Options

Check or Money Order: Please make payable to FSO Tax ID# 59-1980531

Credit Card (check one) MasterCard Visa AMEX

Name on Card _____ Card Number _____

Expiration Date _____ Total Amount _____

Signature _____

By signing and submitting this application, I acknowledge reading and agreeing to the non-CME process and guidelines outlined on this page.

Signature/Title _____

Date _____

Mail payment to: Florida Society of Ophthalmology
6816 Southpoint Parkway, Suite 1000, Jacksonville, FL 32216
P: 904-998-0891 F: 904-998-0855

I would like to reserve the following Promotional Event Opportunity:

- Dine With The Docs – \$500**
Friday, June 25
- Exhibitor Theater – \$7,500**
Saturday, June 26
 - 7:00–7:20 AM (Breakfast Slot)
 - 7:25–7:55 AM (Breakfast Slot)
 - 10:45–11:05 AM (Morning Break Slot)
 - 1:40–2:00 PM (Lunch Slot)
 - 2:05–2:25 PM (Lunch Slot)
- Innovation Lab Workshop – \$10,000**
 - Friday, June 25 • 7:30–8:30 PM
 - Saturday, June 26 • 7:00–8:00 AM
 - Sunday, June 27 • 6:00–7:00 AM

Please note that all times and dates are subject to change. The event coordinators will update the information as needed for all supporters however, please note start and end times may change until final scientific agenda is confirmed.

Event Application Review, Selection and Guidelines

- Applications for Non-CME activities must be submitted by May 14, 2010. Requested times will be honored as space and topic permit on a "first-received, first-assigned" basis. Applications will be reviewed by the Florida Society of Ophthalmology (FSO) to ensure compliance with guidelines.
- Event artwork, faculty selection and Program Title/Description must be submitted to the FSO by May 28, 2010, for approval by the FSO.
- Faculty for such events may not include FSO Board Member and Sessions Faculty.
- Events selected shall only be held in space released by FSO at times that do not conflict with the official sessions sponsored by the FSO.
- Sleeping rooms must be reserved under the contracted room block set up by the FSO.
- Receipt of complete applications will be confirmed by e-mail. Applications will be reviewed within a two-week timeframe. Notification of acceptance (or required changes) will be e-mailed no later than one month prior to the start date of the Masters in Ophthalmology meeting.
- FSO, at its sole discretion, reserves the right to refuse selection if all slots are filled, the program is non-compliant with our standards, or the event does not meet the needs of the audience of FSO. If an application is not accepted, the organizer and supporter shall be notified as soon as possible. It is the responsibility of the organizer to cancel any arrangements that might have been made in connection with the symposium. FSO will not be responsible for any expenditure or other costs incurred by the supporter or its agent(s) in planning or conducting the symposium.
- Meeting Rooms are based on hotel availability.
- FSO does not guarantee an absolute number of attendees. Additional marketing is the responsibility of the supporting company.
- **CANCELLATION POLICY:** All cancellations must be submitted by mail, email, or fax. Requests via voicemail message are neither valid nor accepted. All cancellations submitted 45 days prior to the meeting will receive a 50% refund of the cost of the activity. All those cancellation submitted within 45 days of the meeting will receive no refund.