



2010 Independent Medical Education Opportunities

Name and Title of Primary Contact _____

Primary Contact Organization _____

Mailing Address _____

City/State/Zip _____

Telephone _____ Fax _____ E-mail _____

Commercial Supporter(s) (if confirmed): _____

CME/CE Provider Name _____

Title of Proposed Symposium _____

Proposed Faculty and Topic(s) _____

Target Audience _____

Symposium Objectives/Performance Gaps to be Addressed _____

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 Symposium Guidelines and Disclaimer below and timely payment of all fees.

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

Please check the date and time slot that you are applying for:

Satellite CME Symposia

- Friday, June 25 • 7:30-8:30 PM
- Saturday, June 26 • 7:00-8:00 AM
- Sunday, June 27 • 6:00-7:00 AM

Disclaimer: FSO is not responsible for unsatisfactory attendance and/or marketing of the Symposium. It is the sole responsibility of the Organizer to market the symposium. 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.

Symposium Guidelines

- All satellite symposia must be certified for CME, CPE, CNE, and CDR credit and must be held in compliance with the Standards for Commercial Support of the Accreditation Council for Continuing Medical Education (ACCME).
- The symposium will be endorsed by the Florida Society of Ophthalmology (FSO) as an ophthalmology-focused activity.
- Events selected shall only be held in space assigned by FSO at times that do not conflict with the official sessions and educational programming sponsored by the FSO.
- Sleeping rooms must be reserved under the contracted room block set up by the FSO. Reservations must be made NO LATER than 45 days prior to the meeting date.
- Those attending the symposium are not required to register for the FSO Masters in Ophthalmology meeting. However, if attendees are not registered, they will be denied access to FSO sponsored sessions, activities and catered events.
- The supporter shall designate an organizer to serve as a main point of contact for all communications regarding the symposium.
- The organizer shall provide all promotional materials for the event to FSO staff for review and approval two-weeks prior to distribution. A one-time use mailing list will be provided 8-weeks prior to the activity date. A one-time use pre-registration list will be provided within 3-weeks of the activity date.
- The applicant is responsible for paying a non-refundable \$150 administrative fee at the time of application. Commercial support should be secured before making application. If a symposium is cancelled within 8 weeks of the meeting, a cancellation fee of \$2,500.00 will apply unless the symposium slot is sold to an alternate applicant. The symposium fee is payable to the FSO 8 weeks prior to the symposium date.
- Within 4 weeks following the symposium, the organizer shall provide to the FSO:
 - ~ List of all attendees
 - ~ Evaluation summary report