



Please print clearly

Supporting company name

Complete mailing address

City State or Province ZIP or postal code Country

First and last name of supporting company contact person

Title Email Phone Fax

Third-party contracting company name

Complete mailing address

City State or Province ZIP or postal code Country

First and last name of supporting company contact person

Title Email Phone Fax

THE FOLLOWING DATES AND TIMES ARE OFF-LIMITS FOR HOLDING SATELLITE EVENTS. A LIMITED NUMBER OF LUNCH SYMPOSIA TIMESLOTS WILL BE OFFERED DURING BLACKOUT TIMES. CONTACT ASRS FOR INFORMATION. **PLEASE NOTE THAT BLACKOUT TIMES ARE SUBJECT TO CHANGE**

Wednesday, July 15 - 7:30am-10:00pm

Friday, July 17 - 7:30am – 6:00pm

Thursday, July 16 - 7:30am-6:00pm

Saturday, July 18 - 7:30am – midnight

To request space for more than one symposium, please use additional copies of this form.

A limited number of symposia are allowed each day. Please indicate 1 or 2 preferred dates and time slots:

☐ Tuesday, July 14, Time Slot: _____ ☐ Saturday, July 18, Time Slot: _____

☐ Wednesday, July 15 Time Slot: _____

☐ Thursday, July 16 Time Slot: _____

☐ Friday, July 17, Time Slot: _____

Preferred location (subject to availability): ☐ Palais des congrès de Montréal

☐ Offsite venue

Expected number of attendees: _____

Room set-up requested: ☐ Theater ☐ Classroom ☐ Banquet ☐ Other _____

Will your symposium include a meal? ☐ Yes, buffet ☐ Reception ☐ No

ASRS initials _____ Supporting company contact initials _____ Third-party contracting company initials _____

**Topic and description of event (required)**

Note: A basic program outline and topic must be attached for request to be approved. Please see content guidelines on page 3.

*Please use an extra sheet if necessary.

FEES

To be processed, applications for symposia must be accompanied with the appropriate non-refundable fee:

Morning: \$ 7,000 Evening symposium: \$12,000 All day Tuesday: \$22,000
 Lunch: \$60,000 *exclusive slot; \$30,000 non-exclusive Virtual: \$25,000 *exclusive slot; \$10,000 non-exclusive

*Only one affiliate satellite symposium will be scheduled during an exclusive timeslot. Exclusivity does not apply to ASRS programming, which may conflict with exclusive satellite symposia.

PAYMENT

CHECK Number:

\$ _____ TOTAL ENCLOSED (Make check payable to the American Society of Retina Specialists.)

If paying by check, please mail to: American Society of Retina Specialists, PO BOX 8289, Carol Stream, IL 60197-8289

CREDIT CARD: [] VISA [] Mastercard [] AmEx

Card No. _____ 3 or 4 digit security code _____ Expiration date _____

Name on card _____

Billing Address _____

Sign here to authorize payment _____

Please note: All credit card payments over \$5,000 will be assessed a 3% service charge.

Please attach a separate application for each symposium.

If the application is approved, all symposium expenses are the responsibility of the supporter. Meeting services such as audiovisual and catering are not included in the fee.

Applications without full payment and basic topic will not be accepted.

SYMPOSIUM SCHEDULING

A limited number of symposia will be permitted. Please note that ASRS policy prohibits satellite symposia during scheduled scientific sessions. Please see prohibited times listed on page 1 of this application. This schedule is subject to change. This policy will be strictly enforced and any violations will result in the loss of priority points earned for ASRS 2026 for the supporting company.

LOCATIONS

- Space at the convention center is limited and subject to availability.
- Meeting space may only be utilized during times approved and designated by ASRS.
- Re-set and furniture fees may apply and are the responsibility of the satellite symposia host.
- Booking space at an off-site venue is permitted. Symposia held outside the host venue are subject to the same fees, blackout times, and guidelines. Your application must be approved prior to booking space.
- Symposia held at the convention center may be required to use the convention center's audiovisual company.

ASRS initials _____ Supporting company contact initials _____ Third-party contracting company initials _____



Rules and Regulations for Industry Satellite Symposia (SS)

All affiliate events held in conjunction with the ASRS Annual Meeting must go through the ASRS' approval process.

SERVICES PROVIDED BY ASRS

- Assign appropriate space, day, time and designate meeting planning contacts if held at a host facility.
- One complimentary E-blast to promote the symposium. E-Blasts are sent to meeting registrants by ASRS on behalf of the supporter and can include event title, date/time/location, one external link, and up to three lines of approved text.
- Symposium listing on the ASRS mobile app and ASRS website
- One complimentary pre-registrant mailing list to promote the event for symposia offering CME credits. Non-CME symposia are entitled to a pre-registrant mailing list including registrants who have opted-in to having their information shared.
- One complimentary lead retrieval scanner for use during the event

APPROVAL OF SYMPOSIA CONTENT

ASRS reserves the right to review all symposium applications and promotional materials and to reject topics, formats, or materials deemed inappropriate. Program content must be relevant to retina specialists. Approval from ASRS does not constitute an endorsement of the program or its contents by ASRS.

REVIEW OF SYMPOSIA APPLICATIONS

Applications for morning and evening symposia will be reviewed and accepted in the order in which they are received. Applications for lunch satellite symposia will be reviewed by February 27, 2026. In the event ASRS receives more lunch satellite symposia applications than can be accommodated, ASRS reserves the right to review applications and accept or deny programs at its sole discretion. ASRS will continue to accept applications after February 27, contingent upon the availability of remaining lunch symposia slots.

ON-SITE POLICIES—POSTERS/FLYERS

Morning and lunch Symposia—If permitted by the venue, posters can be displayed the day before the symposium beginning at 5:00 PM.

Evening Symposia—If permitted by the venue, posters can be displayed the day of the symposium.

Posters/flyers can be displayed and distributed in the exhibiting company's booth, its CME provider's booth and ASRS official door drops (if purchased).

PRINTED AND PUBLISHED MATERIALS

All industry sponsors/supporters must be listed on all printed/published materials.

CONTENT AND USE OF THE ASRS NAME AND LOGO

- All advertisements, promotions, or invitations for the symposium must bear the following statement: "This program is not affiliated with or endorsed by the ASRS." This statement must appear on the cover/front page of any copy, using at least a 12-pt. font size.
- The ASRS name may not be used in promotions, ads, meeting materials, or correspondence related to the program.

Please review the above rules and regulations and return form with payment, program outline, and topic to: sam.zerang@asrs.org.

I have read, understand, and agree to the Official SS Rules and Regulations as stated in this application.
I understand that failure to comply with these rules and regulations will result in the loss of all priority points earned for ASRS 2026 for the supporting company. I serve as an authorized agent of the applicant company.

SIGNED: SUPPORTING COMPANY AUTHORIZED AGENT

DATE

THIRD-PARTY CONTRACTING COMPANY AUTHORIZED AGENT

DATE

OFFICIAL REPRESENTATIVE OF ASRS

DATE