

## Satellite Symposium Application

Submit to [exhibitors@saem.org](mailto:exhibitors@saem.org)

By February 1, 2023

**SAEM 2023** MAY 16-19

**JW MARRIOTT AUSTIN • AUSTIN, TX**

Please submit form to SAEM • By Mail: SAEM 1111 E. Touhy, Suite 540, Des Plaines, IL 60018

• By email: [exhibitors@saem.org](mailto:exhibitors@saem.org) • By Fax: 847-813-5450

### Supporter

Symposium Title			
Primary Contact Name		Primary Contact Title	
Industry Sponsor(s)			
Address		City, State, Zip	
Phone		Email	

### Presentation

Educational goals and objectives			
Symposium description			
Preferred day/time	<b>Wednesday, May 17</b> <input type="radio"/> 7 - 8 am CT <input type="radio"/> 12 - 1 pm CT <b>Thursday, May 18</b> <input type="radio"/> 7 - 8 am CT <input type="radio"/> 12 - 1 pm CT <b>Virtual</b> <input type="radio"/> Contact me about dates for a virtual symposium		
Proposed speakers			
Intended audience <i>(Check all that apply)</i>	<input type="radio"/> Senior Faculty <input type="radio"/> Junior Faculty <input type="radio"/> Residents <input type="radio"/> Medical Students <input type="radio"/> Other _____		

### Payment

Please bill my credit card the support fee of \$10,000	<input type="radio"/> MC <input type="radio"/> VISA <input type="radio"/> AMEX <input type="radio"/> DISCOVER   Card #: _____ Exp. _____ CVC _____
Cardholder name as it appears on card	
Signature	
Other payment options	<input type="radio"/> Check enclosed, made payable to SAEM <input type="radio"/> Please invoice my company the fee of \$10,000

# SAEM23 MAY 16-19

JW MARRIOTT AUSTIN • AUSTIN, TX

## SAEM23 Satellite Symposia & Guidelines

Submit to [exhibitors@saem.org](mailto:exhibitors@saem.org)  
By February 1, 2023

### Host a Satellite Symposium

Symposia are ideal for sharing ground-breaking insight, demonstrating new and innovative procedures or generating interest in a cutting edge product to our community of academic emergency medicine clinicians. SAEM invites industry supporters to organize and host a limited number of non-CME symposia to be presented for registered attendees of SAEM23. Supporters may also choose to host a virtual symposium at any time during the year – email [exhibitors@saem.org](mailto:exhibitors@saem.org) for information.

### Times

Companies who wish to present in conjunction with SAEM23 can choose from the following dates and times:

- Wednesday, May 17 7:00 am – 8:00 am or 12:00 pm – 1:00 pm
- Thursday, May 18 7:00 am – 8:00 am or 12:00 pm – 1:00 pm

Companies who wish to host virtually should contact [exhibitors@saem.org](mailto:exhibitors@saem.org) for more information.

### Fee

- \$10,000 per symposium
- Food and beverage and AV cost is not included in the sponsorship amount but can be purchased separately

### Benefits of hosting a symposium

- Exposure to leading academic emergency medicine physicians and institutions, as well as emergency departments
- Inclusion of the symposium on SAEM.org and SAEM23 web pages, on the conference app, and through social media channels with over 30,000 followers (3 Facebook, 3 Twitter, and 3 LinkedIn placements)
- Promoted through one of our all member emails, SAEM Weekly, out to our 8,200+ academic emergency medicine physicians, residents, chairs, etc. advertising the session
- Virtual symposia are on SAEM.org for a year from the day they are published

### Requirements

- Upon notification of SAEM's approval, the supporter will be required to submit a full non-refundable payment of \$10,000 and a signed symposium application by February 1, 2023.
- For SAEM23 Satellite Symposia, supporters must be an SAEM23 exhibitor. If the symposium is multi-supported, at least one supporter must be an exhibitor.
- All supporters, organizers, agents and presenters must abide by SAEM's policies.

### Organizer responsibilities for SAEM23 symposia

- Manage promotion of your symposium, including design and distribution of invitations and flyers.
- Provide onsite management of the symposium.
- Accept financial responsibility for and arrange for all aspects of the symposium, including production costs, A/V, and food and beverage expense. SAEM can provide the hotel contacts for ordering.
- Manage payment of honoraria and/or expense reimbursement to speakers, moderators, or others.
- It is the responsibility of the applicant organization to develop and implement programs as they have outlined in their application. Any changes in faculty must be communicated to SAEM in advance of the symposium.