

Request for ISCP endorsement of meetings

ISCP will be happy to consider your application for endorsement. Please complete the following:

1. Organiser Details

Name:					
Address:					
City:					
Country:					
Postal/ZIP Code:					
Telephone:		Fax:		Email:	

2. Requester

Name:					
Telephone:		Fax:		Email:	

3. Event

Event Title:					
Web address:					
Please specify:	International Programme <input type="checkbox"/>	National <input type="checkbox"/>	Regional <input type="checkbox"/>	Other <input type="checkbox"/>	
Start date:	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (dd/mm/yyyy)				
Venue Name:					
City:					
Country:					

4. Objectives

Programme objectives:					
Activities:	Workshops <input type="checkbox"/>	Round Tables <input type="checkbox"/>	Plenary Sessions <input type="checkbox"/>	Symposia Seminars <input type="checkbox"/>	
Other: (please specify)					

Please provide a copy of the preliminary programme including talk titles, name and affiliation of participating faculty.

5. Funding, Fees & Permissions

Please indicate the source of financial support for the event.

Government <input type="checkbox"/>	National society <input type="checkbox"/>	International society <input type="checkbox"/>	Private/philanthropic <input type="checkbox"/>	University <input type="checkbox"/>	Registration fees <input type="checkbox"/>
Other: (please specify)					

The requester agrees to pay the ISCP endorsement fee:

- Meetings initiated by ISCP Members with collaboration of local governor: €500.00 Yes No
- Meetings involving approved organisers*: €1,000.00 Yes No
**Generally in collaboration with ISCP governors, or members of the Board of Directors.*
- All other meetings organised by commercial institutions and requiring ISCP endorsement: €1,500.00 Yes No

(Under special circumstances** the endorsement fee may be waived by the executive board. Please contact **Lisa Demos** lisa.demos@monash.edu or **Begoña Lugg** begonalugg@iscpcardio.org for further advice.)

Will the requester grant ISCP permission to record/videotape selected sessions? Yes No

**Special Circumstances: the meeting organiser has absolutely no sponsorship for the scientific meeting but its programme and audience size are of such a calibre that the ISCP may consider waiving the sponsorship fee.*

6. Statement

Requester statement and/or supporting comments:	
Name: <i>(Print)</i>	
Signature:	
Date:	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <i>(dd/mm/yyyy)</i>

Once completed, please return to:

Lisa Demos,
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Monash University
Melbourne VIC 3004
Australia

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