

# Best of **ASRM** & **ESHRE** Meeting

8-10 April 2021



Online Meeting  
**Join us!**



## DEADLINES + GUIDELINES SPONSORED SESSIONS

### WHO TO CONTACT FOR WHAT

#### Contact for:

- Booking of your time slot
- Sending the programme of your Sponsored Session

#### **Veerle De Rijbel**

Exhibit and Sponsorship Project Manager ESHRE

E-mail: [veerled@eshre.eu](mailto:veerled@eshre.eu) or [exhibit@eshre.eu](mailto:exhibit@eshre.eu)

Tel: +32 474 51 08 31

#### Contact for:

- Booking of your session type (Livestream, pre-recorded)
- Technical questions
- Speaker information

#### **Tim Sleebus**

ITC Coordination COVR

E-mail: [tim@covr.be](mailto:tim@covr.be) (cc: [cmoffice@netropolix.be](mailto:cmoffice@netropolix.be))

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## IMPORTANT DEADLINES

Please keep the following important deadlines in mind:

- Until and including 22nd February 2021: Ranking deadline. Send your booking form with time slot to [veerled@eshre.eu](mailto:veerled@eshre.eu)
- Before 1<sup>st</sup> March 2021: send your Sponsored Session programme to [veerled@eshre.eu](mailto:veerled@eshre.eu) - see format programme in separate doc
- Before 1<sup>st</sup> March 2021: Choose session type + sign contract COVR and mail to [tim@covr.be](mailto:tim@covr.be) (copy [veerled@eshre.eu](mailto:veerled@eshre.eu))
- Before 20<sup>th</sup> March 2021: send the layout of your session (logo's, branding) to [tim@covr.be](mailto:tim@covr.be) (cc: [cmoffice@netropolix.be](mailto:cmoffice@netropolix.be))
- 24 hours before the start of your Sponsored Session: send the speakers' Powerpoints to [tim@covr.be](mailto:tim@covr.be) (cc: [cmoffice@netropolix.be](mailto:cmoffice@netropolix.be))

## GUIDELINES

- The Sponsor will carry the sole responsibility for the scientific content of the Sponsored Session (i.e. companies are free to choose the title, lectures, speakers and chairmen of their session).  
Companies will take on the registration for their speakers and session chairmen.
- The programme of all Sponsored Sessions will be announced on the official ESHRE website of the Best Of Meeting on a separate dedicated webpage. This is in compliance with the regulations imposed by the European Union of Medical Specialists (UEMS) and the European Accreditation Council for CME (EACCME) stating that the programmes of Sponsored Sessions have to be listed separately from the official scientific programme.