



Investigator Meetings

Exhibiting companies are encouraged to conduct investigator meetings during the VAM. Evening events are strictly reserved for approved satellite symposia. Companies that are in violation of the guidelines will risk loss of priority points and possible disqualification from exhibiting at future VAMs. The words “Investigator Meeting” must appear as part of the meeting name on the completed request form. Investigator meeting space is available at the Gaylord National for these types of meetings. Please note that due to meeting space limitations, meeting requests for full-day meetings or offices will not be granted.

All meeting space is assigned on a first-come, first-served basis.

Only approved VAM23 exhibitors may request these options. There is a \$500 room rental fee charged by SVS for each room allocated. Companies will be sent a confirmation of their meeting room assignment when meeting space assignments are made.

Catering, special set fees, AV and labor are not included in the placement fee and will be the company’s responsibility. Costs for any reset charges will be invoiced following the Annual Meeting.

To request investigator meeting space, please complete a meeting space request form and indicate “Investigator Meeting” in the “Meeting Type” line.

We look forward to seeing you at VAM23!

-Courtney Miller Donovan, CMP

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2023 | **Vascular Annual Meeting™**

National Harbor, MD • June 14-17

VAM Exhibitor Meeting Request Form
DEADLINE: May 10

Company:		Booth Number:	
Contact Person:		Address:	
City:	State:	Zip:	
Phone:	Fax:	Email:	
# Attending:	Day/Date of Function:	Start Time: AM/PM	End Time: AM/PM
Meeting Type:		Meeting Name:	
ROOM SET		TYPE OF FUNCTION*	
<input type="checkbox"/> CLASSROOM <input type="checkbox"/> THEATER <input type="checkbox"/> CONFERENCE <input type="checkbox"/> U-SHAPE <input type="checkbox"/> HOLLOW SQUARE <input type="checkbox"/> HEAD TABLE <input type="checkbox"/> RECEPTION <input type="checkbox"/> PODIUM <input type="checkbox"/> ROUNDS BANQUET <input type="checkbox"/> OTHER: _____		<input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> RECEPTION <input type="checkbox"/> MEETING ONLY *Selections above do not constitute an actual order. Once space has been assigned by SVS, a confirmation letter will be sent to the Boston Convention Center and a catering representative will contact you to discuss your catering needs.	
AUDIO/VISUAL		<p>A non-refundable \$500 placement fee is due for each room allocated. Space will be confirmed once payment has been processed. Upon receipt of a completed form, an invoice will be issued, including a link to our secure payment site. Only 2023 Vascular Annual Meeting Exhibitors are eligible to request space.</p> <p style="text-align: center;">Return completed form by May 10 to: Courtney Miller cmiller@vascularsociety.org</p>	
<input type="checkbox"/> LCD PROJECTOR <input type="checkbox"/> LAPTOP <input type="checkbox"/> SCREEN (Front or Rear Projection) <input type="checkbox"/> INTERNET (Wired or Wireless) # of connections _____ Easel(s): # _____ Flip-chart w/markers #: _____ Microphones # wired: _____ # Wireless: _____			