

Corporate Events Policies and Pricing

Corporate Event

A Corporate Event is any activity (staff meeting, sales meeting, press conference, symposium, seminar, workshop, dinner, reception, investigator meeting, advisory board meeting, marketing event, etc.) funded, organized, or offered by any for-profit commercial organization and held in the Boston area from Friday, 25 April through Wednesday, 30 April, 2025.

Companies who wish to conduct a Corporate Event must comply with these Corporate Event Policies and submit a **Corporate Event Application** and \$200 USD non-refundable deposit for approval, which will be applied to your corporate event fee. **Events for healthcare professionals (HCPs) approved by ISHLT prior to Friday, 7 February, 2025 will be included in the Mobile App.**

Upon approval by ISHLT, companies may contact the event venue of their choice to make arrangements. All space rental, room set, AV, food and beverage, publicity, production, cleaning (including additional cleaning protocol based on health guidelines), and other costs associated with Corporate Events are the responsibility of the company.

Should a Corporate Event take place without advance approval from ISHLT or held during the restricted times, the supporting organization and the organizer of the event will be prohibited from conducting a Corporate Event at the following year's meeting and may be prohibited from exhibiting at future ISHLT meetings.



Event pricing

The fees below apply to any event, regardless of location, including off-site venues.
All pricing is in US Dollars.

Corporate Events will include a \$200 USD non-refundable application fee per event, which will be applied to your total corporate event fee. If the Corporate Event is cancelled or you choose not to move forward, the \$200 USD application fee is non-refundable and cannot be applied to other support items.

Class A Event

Includes events up to 4 hours in length with **only company employees attending**. Restricted times do not apply.

Price includes meeting space, if available, for up to 4 hours at the John B. Hynes Veterans Memorial Convention Center. There is no fee for Class A events held at venues other than the John B. Hynes Veterans Memorial Convention Center and application for such events is not required.

Fee through 27 March

1-25 Attendees \$1,000	26-50 Attendees \$2,000	51-100 Attendees \$3,000	101+ Attendees \$4,000
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Fee on or after 28 March

1-25 Attendees \$2,000	26-50 Attendees \$3,000	51-100 Attendees \$4,000	101+ Attendees \$5,000
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Class B Event

Includes **all events with healthcare professionals (HCPs) in attendance**, whether held at the John B. Hynes Veterans Memorial Convention Center or off-site in a hotel, private restaurant dining room or other venue.

Fee through 27 March

1-25 Attendees \$1,500	26-50 Attendees \$3,500	51-100 Attendees \$7,500	101-200 Attendees \$15,000	201+ Attendees \$30,000
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Fee on or after 28 March

1-25 Attendees \$6,500	26-50 Attendees \$8,500	51-100 Attendees \$13,500	101-200 Attendees \$25,000	201+ Attendees \$40,000
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* Attendees = Total number of Healthcare professionals and supporting organization's participants.

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Guidelines for the presentation of scientific data and cases

Participants in the ISHLT annual meeting agree and confirm that studies involving human subjects adhere to the principles of the **Declaration of Helsinki** of the World Medical Association, adhere to the principles of the **ISHLT Statement on Transplant Ethics**, and meet the informed consent requirements of the institution and country in which the study was performed.

Scheduling

- Class B Corporate Events may not be conducted during the restricted times listed below and cannot conflict with ISHLT programming.
- Events are limited to 2 hours, unless approved by ISHLT in advance.
- Additional feeds will be applied for events exceeding 2 hours (based on ISHLT approval).
- ISHLT cannot guarantee that corporate events targeted to the same audience will not be scheduled simultaneously.

Restricted Dates and Times for Class B Corporate Events with Healthcare Providers (United States Eastern Time) *Times subject to change.*

Sunday, 27 April	8:00 – 11:15 a.m. 1:15 – 7:00 p.m.
Monday, 28 April	8:00 – 11:15 a.m. 1:15 – 7:00 p.m.
Tuesday, 29 April	8:15 – 11:15 a.m. 1:15 – 7:00 p.m.
Wednesday, 30 April	8:00 a.m. – 2:15 p.m.

Event Invitations/Announcements

- All invitations, broadcast emails, brochures, flyers, and other materials about Corporate Events where healthcare professionals are invited must carry the following text placed prominently and printed in a size large enough to be easily read: **“This is an independent non-CME event and is not an official part of the ISHLT Annual Meeting & Scientific Sessions.”**
- All such materials must be approved by ISHLT in advance.
- Materials may not be distributed anywhere at the ISHLT meeting venue other than from the exhibitor's booth or via door drops.



Signage

Placement of promotional signs in the ISHLT meeting venue for Class B Corporate Events is permitted, subject to the following restrictions and those imposed by the venue:

- No more than 5 promotional signs may be placed in the public spaces of the meeting venue, including directional signs.
- For evening events, signs may be placed no earlier than 3:00 p.m. on the day of the event.
- For morning events, signs may be placed no earlier than 3:00 p.m. on the day prior to the event.
- Final determination regarding timing and placement of all signs is at the discretion of ISHLT and the venue.
- Signs are not permitted inside or outside any rooms where ISHLT Scientific Sessions are being conducted.
- Signs may not block any other signage.
- Signs must be professionally printed and no larger than 40" wide X 90" tall.
- All signs regarding Corporate Events where healthcare professionals are invited must carry the following text placed prominently and printed in a size large enough to be easily read: **"This is an independent non-CME event and is not an official part of the ISHLT Annual Meeting & Scientific Sessions."**
- Sign content must be limited to ISHLT approved corporate events and industry symposia and may not include information about any ISHLT scientific sessions or presentations.
- Cost for production of signs, including easel rental, are the responsibility of the Corporate Event supporter.
- Signs that do not adhere to these policies will be removed and disposed of by ISHLT.

LEARN MORE

ISHLT invited ideas and suggestions to enhance our members' and attendees' experience. Contact **Lisa Collins**, *Meetings and Industry Partnerships Manager*, at lisa.collins@ishlt.org to create a custom support package that will meet your objectives.



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