



POSTER AND ABSTRACT GUIDELINES

The American Dermoscopy Meeting 2014 has created a limited amount of space for poster to be displayed. The deadline for submitting a request to exhibit a poster is May 15, 2014. Please submit an email copy of the poster presentation for review and selection to Nicole Gomez at: nicole@nmgmeetings.com.

Abstracts for publication in the ADM program book may also be submitted. Abstracts should be a maximum of 500 words. The deadline for abstract submission is May 15, 2014. Submitted abstracts should be emailed to the nicole@nmgmeetings.com.

Please read the following guidelines carefully. Poster exhibits will be located in the Exhibit Area and presentors should be present each day from 7:00 am–8:00 am and during coffee break to present and discuss your poster. **The maximum recommended poster size is 2' high x 4' wide.**

POSTER SCHEDULE

Poster Set-Up: June 16th from 2:0-6:00pm

Poster Tear-Down: June 19th from 10:00am-12:00pm

Please Note: All posters must adhere to this schedule.

AVOIDANCE OF COMMERCIALISM

Any exhibit, of which the cost is underwritten to any extent by a pharmaceutical company or other commercial enterprise, must avoid



commercialism. Trade names must not be used for drugs, devices and/or instrumentation including lasers. In addition, such an exhibit should include a clear but inconspicuous acknowledgment stating that a portion of its cost was underwritten and identify the particular commercial company involved. No advertising matter of any kind may be distributed nor will any material display which, in any way, directly promotes the commercial interest of any particular company, enterprise, or the exhibitor be permitted. Any medications or other substances, devices or equipment referred to in exhibit materials must be identified by their scientific names.

Note: Sponsorship or funding by a commercial enterprise must be noted in the lower right hand corner of the exhibit. Failure to do so will result in the exhibit being taken down.

RESPONSIBILITY FOR DAMAGE AND LOSS

ADM 2014, NMG Meetings and The Harborside Hotel will not be responsible for damage, destruction, loss or theft of exhibits or property used in connection therewith, however cause, nor for goods sent to the building prior to or ruminating after the exhibit hall has closed. The poster presenter agrees to the above and will present no claims to ADM, NMG Meetings or The Harborside Hotel. The poster presenter assumes all responsibility for damage or loss to the Poster exhibit and for damage caused by the poster exhibit to the person, property and rights (including patient) or others, including damage to the floors, walls, decoration or equipment of The Harborside Hotel and the poster present agrees to protect, indemnify, hold harmless and defend the ADM 2014, NMG Meetings and The Harborside Hotel from and against any claim for such damage or loss.

TRANSPORTING



Poster presenters are encouraged to carry their material with them since small and/or flat items are easy to lose in shipping. ADM 2014 does not provide return shipping services for poster presenters, however shipping services are available at the Business Center at The Harborside Hotel.

QUESTIONS?

Should you need further information, please contact:

Nicole Gomez, Meeting Manager | *Phone* 831-595-0710 | *Email*
nicole@nmgmeetings.com