

# 2019 FARF Symposium | Guide for Attendees

## **Online registration is open from July 1 - August 30**

After 30 years, we are excited to continue growing the largest Fanconi anemia scientific conference in the world. Every year, clinicians, researchers, young investigators, industry professionals, individuals with Fanconi anemia and their families gather for four days of invaluable exchange and learning opportunities. To continue improving this one-of-a-kind event, we are implementing a \$400 registration fee to attend the 31<sup>st</sup> Annual FA Scientific Symposium. Your registration fee will cover the following:

- Complete breakfast and lunch buffets throughout the meeting
- Two evening poster receptions with appetizers and cocktails
- Annual banquet dinner (including a three-course meal and drinks)
- All-day beverages
- Morning and afternoon snack and coffee breaks
- Invitation to participate in a Mentorship Lunch with FA experts
- Exclusive access to the electronic 2019 Symposium Abstract Book (via PDF)
- Opportunities to network with professionals in a number of academic, medical and industry fields

## **Location**

Renaissance Chicago Downtown Hotel  
1 West Upper Wacker Drive  
Chicago, IL 60601  
United States  
Tel: +1 (312) 372-7200

## **Preliminary Program**

Thursday, September 19	On-site Registration Opens	3:00 pm
	Introductory Presentation	4:00 – 6:00 pm
	Reception and Poster Presentations*	6:00 – 8:00 pm
Friday, September 20	Plenary Session	8:00 am – 5:00 pm
	Reception and Poster Presentations*	5:30 – 7:30 pm
	Symposium Banquet	7:30 – 9:30 pm
Saturday, September 21	Plenary Session	8:30 am – 5:30 pm
Sunday, September 22	Plenary Session and Closing Forum	8:00 am – 12:00 pm

\* Posters will be available for viewing throughout the Symposium schedule.

## **Hotel Reservations**

Your Symposium registration confirmation email will include a link to book your hotel room. This link will also be available by visiting the [Symposium page](#) on our website.

***The block of rooms will be held until August 27. To insure availability and the group rate, make your reservation early. Please note that the Fund is financially liable for this room block, therefore, you are strongly encouraged to make reservations through the above direct link.***

### **2019 Abstract Books**

A free PDF version of the abstract book will be emailed to all registered attendees the week prior to Symposium (exact date TBD). Printed copies of the abstract book will be available for purchase (\$20 USD) during online and/or on-site registration. Please note that only those who register online will be listed in the 'participants' section of the abstract book.

### **Meals**

The Fund will host breakfast on Friday, Saturday and Sunday; lunch on Friday and Saturday; and poster presentation receptions with drinks and hors d'oeuvres on Thursday and Friday. You are also cordially invited to be our guest at the Symposium Banquet on Friday evening.

### **Transportation**

Symposium attendees are responsible for making their transportation arrangements to and from Chicago as well as ground transportation to and from the hotel. The Renaissance's website offers suggestions getting from Chicago Midway International Airport (MDW) or Chicago O'Hare International Airport (ORD). Click here.

### **Symposium Poster Receptions**

Please join us for cocktails and appetizers at our 2019 Symposium Poster Receptions on the following evenings:

- Thursday, September 19
- Friday, September 20

Attendees will be provided two complimentary beverage tickets for each reception. Beverage tickets will be available to you upon on-site registration (21+ age restriction for alcoholic beverages will be enforced).

### **Travel Scholarship Applications**

Do you need to apply for a travel scholarship? The application process to obtain Symposium travel assistance has changed. New travel assistance guidelines and application forms are available on our website. Please note that the window to apply for travel assistance will be open from July 1-31, 2019.

### **\*Certificate of Attendance or Participation\***

Certificates will only be available for request and approval on-site at the main Symposium registration table. *Please note that any request(s) for emailed certificates following the meeting will no longer be accepted.*

At the registration table, certificates will be available for completion and approval. Attendees will be asked to complete their personal information on the provided certificate (i.e. name, institution, oral/poster presentation title, etc.), and will then submit it to FARF Executive staff for immediate verification, final approval and signature. Additional details regarding certificates of attendance or participation to the 2019 FA Scientific Symposium will be available in your on-site meeting packet.

### **Late Fee for On-Site Registration**

For attendees who do not pre-register online, a \$500 on-site registration fee will be implemented.

### **Symposium Rules**

- The Fanconi Anemia Research Fund encourages conference participants to share preliminary data, engage in wide ranging discussions, and formulate daring hypotheses. The Fund places a premium on the “off the record” presentation of previously unpublished scientific results and on the consequent *ad hoc* peer discussion.
- To encourage open communication, each attendee of this conference agrees that any information presented, whether in a formal talk, poster session, or discussion, is a private communication from the individual making the contribution. Each attendee agrees that presentations are made in reliance upon the restriction that such information is not for public use. No scientific publications will emanate from the conference *per se*. Authors of manuscripts may not include references to the content of any Fanconi Anemia Research Fund-sponsored conference and may not reference the abstracts.
- Each member of a conference assumes sole responsibility for the protection and preservation of any intellectual property rights in such member's contributions to a conference.
- Each member of a conference acknowledges and agrees to these restrictions when registration is accepted and as a condition of being permitted to attend a conference.

Deliberate actions that conflict with any one of these rules may precipitate disciplinary action that could include prohibiting attendance at future Fanconi Anemia Research Fund conferences and/or elimination from consideration for research support from the Fund.

**Code of Conduct:** [Click here](#) to view complete PDF document

The Fanconi Anemia Research Fund (FARF) strives to create a welcoming and thriving environment for all of our FA family and stakeholders. In order to ensure that every member of the Fanconi anemia (FA) community is respected and supported, we've adopted some general guidelines to be implemented at all FARF-sponsored events and in online FA groups managed by FARF.

FARF's mission is to find better treatments and a cure for Fanconi anemia and to provide education and support services to affected families worldwide. We value diversity and inclusiveness in the FA community, and encourage participation by fostering an open and welcoming environment. We as staff of the organization pledge to keep our FA community respectful and inclusive. By participating in any FARF-sponsored event or online forum, you pledge to keep our FA community an open and welcoming experience for everyone, regardless of race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, appearance, education, political affiliation or socioeconomic status.

### **Contact FARF**

If you have further questions about Symposium arrangements, please contact the conference organizer, Helen Potts at [helen@fanconi.org](mailto:helen@fanconi.org) or 541-687-4658.