



2004
Pediatric Academic Societies'
Annual Meeting
San Francisco, California
May 1 – 4

FUNCTION SPACE REQUEST

– Rules and Regulations –

- All activities are restricted to the Hilton San Francisco (the PAS headquarter hotel) or alternate properties assigned at the discretion of PAS Show Management. The Hilton San Francisco is conveniently located near the Moscone West Convention Center, where the PAS scientific program will be held. **You** will be responsible for the organization of your function. Your session/function will be set as closely to your request as possible. For the 2004 PAS meeting, there will be no meeting room usage fee for the meeting space you occupy; however, you will be responsible for any special need charges, i.e., catering, audiovisual equipment, microphones, etc. Please note that per hotel policy, no **outside** food and beverage is allowed in any meeting function.
- If PAS confirms your activity by March 1, 2004, the information will be published in the PAS Program Guide and on the PAS website. All other promotion or notification of your activity is your responsibility. Please note that bulletin boards are available at the Moscone West Convention Center to publicize meetings and gatherings. Notices are limited to a size of 8.5" x 11" (letter size paper). You may place a larger poster-type notice at the door of the function, but only during the scheduled time of the function. Poster boards scattered throughout the Hilton San Francisco and/or the Moscone West Convention Center will not be allowed and will be removed.

– Conflict of Interest Statement –

American Pediatric Society Society for Pediatric Research Ambulatory Pediatric Association

- Members of our Societies and our Societies as a whole must avoid actual or apparent conflict of interest regarding social, educational or research activities.
- As guidelines governing conflict of interest in consulting, company ownership and research funding emerge at the institutional level, our Societies seek to promulgate similar policies as they pertain to our association and its members.
 - Work submitted for presentation at the annual meeting must include an acknowledgment of commercial or industrial funding, consulting, or equity holdings in companies that could be affected by the results of the study. Such a statement should appear at the conclusion of the abstract and should read "funded by..." and/or "equity in..." where pertinent.
 - Societies are encouraged to solicit and accept funds for educational purposes. These donations will be acknowledged on a yearly basis in the description of the relevant activity in the program issue, at the site of the relevant activity, or as contributions to general educational funds. **No funds will be accepted for social activities of the Societies. Awards or symposia with commercial sponsors must adhere to the educational mission of the Societies, must exclude commercial involvement in the selection of awardees and program content, and must be approved by the Councils of the Societies. Related clubs, societies, symposia, etc., must adhere to similar policies.**
 - Addendum for Ambulatory Pediatric Association. SIGS or Regions may seek monies to support their activities. Prior to seeking these monies a brief statement shall be sent to the Secretary-Treasurer indicating the approximate amount of money being requested, the source from which the funds are being sought, and the purpose of the activity. The Secretary-Treasurer in consultation with the President and the Board Member responsible for the SIGS or regions will review the proposal and determine if the contribution is consistent with the research and education goals of the APA.