



## **Satellite Symposia FAQs**

### **How do I apply to host a Satellite Symposium?**

The Satellite Symposia application form will be available on the ARVO website by end of August each year.

### **What if I am setting up a Satellite Symposium and also an Ancillary Event?**

New for the 2025 Annual Meeting, separate applications must be submitted for Satellite Symposia and Ancillary Events.

### **What are the fees associated with Satellite Symposia?**

If you are partnering with a company that exhibits at the meeting or is a sponsor, the fee is \$500 for applications received before Feb. 1, 2025. If you are partnering with a company that is not an exhibitor or sponsor, the company must pay a sponsor fee – the amount of this depends on the type of company and ranges from \$1,500 to \$3,000.

### **When can Satellite Symposia be held during the ARVO Annual Meeting?**

Events are typically in the evenings and cannot begin until ARVO programming has concluded for the day. Options include any evening from Sunday – Wednesday, after the conclusion of the ARVO Annual Meeting program for the day. Satellite Symposia may also be scheduled on the Friday before the Annual Meeting begins.

### **Are there any concurrent CME programs that compete with one another?**

CME events may run concurrently. Each request is reviewed and, upon approval, is sent to the requested hotel.

### **Are we able to livestream an event for those who want to tune in virtually?**

Yes, livestreaming is permitted. Details and additional costs would be arranged through the host hotel.

### **If someone attends the Satellite Symposium virtually, do they also have to be registered for the ARVO Annual Meeting?**

No, this only applies to individuals attending in person.

### **Can we videotape the session and use the recording for an enduring CME activity?**

Yes, this is allowed. No reference to ARVO in the enduring materials is permitted. The event is separate from the ARVO Annual Meeting.

### **Are there promotional options for our Satellite Symposia?**

ARVO has marketing/sponsorship packages available for the promotion of your event. More information is available on the submission site.

Satellite Symposia are completely separate from ARVO and the Annual Meeting. For onsite events, all materials must include a disclaimer stating the event is not part of the ARVO program. ARVO must approve all advertising/promotion for the onsite event.

# ARVO 2025

May 4 – 8 | Salt Lake City | Utah

**Do slots typically fill up for Satellite Symposia?**

ARVO does not have a limit; however the number of Satellite Symposia would depend on availability at partner hotels. Satellite Symposia cannot be scheduled in the Convention Center.

**Is there a deadline for submitting a request?**

There is no submission deadline, however fees for requests do increase as the Meeting dates get closer.