

EXHIBIT HALL OPPORTUNITIES

Section 2

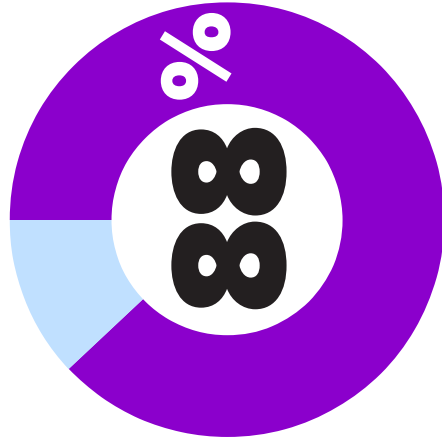
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Exhibit Hall Schedule

The 2025 Annual Meeting exhibit hall will be located in Halls BCD of the San Diego Convention Center.

Exhibit Hall Hours

- **Sunday, April 6**
11:30 a.m.–4:00 p.m.
Opening Luncheon
11:30 a.m.–1:30 p.m.
- **Monday, April 7**
11:30 a.m.–6:00 p.m.
Networking Reception
4:00 p.m.–6:00 p.m.
- **Tuesday, April 8**
11:30 a.m.–4:00 p.m.
- **Wednesday, April 9**
11:30 a.m.–4:00 p.m.



88% of exhibiting companies were very or somewhat satisfied with their exhibit experience.

Important Reminders

- Exhibit crates must be removed from the exhibit floor by 4:30 p.m. on Saturday, April 5. No exceptions will be allowed.
- Exhibit booths not set up by 8:00 a.m. on Sunday, April 6, will be reclaimed by the AAN under the [No-show Policy](#). Please see [Rules for Industry and Other Organizations at the AAN Annual Meeting](#).
- Exhibitors are expected to make travel arrangements in accordance with the official exhibit hall schedule.

Important Dates and Deadlines

- NOV 6** Exhibit contract deadline for priority booth assignments
- NOV 7** 50% booth cancellation fee begins, including downsizing of booth size
- DEC/JAN** Exhibitor Service Kit available online
- JAN 15** Exhibit booth renderings due for exhibits 400 sq. ft. or larger
- Notification of Intent to Use an Exhibitor Appointed Contractor/ Non-official Contractor form due
- Certificate of Liability Insurance form
- Exhibits Giveaways and Booth Activity form due
- Meeting Suite Renderings Due
- JAN 31** Final booth payments due
- FEB 1** 100% booth cancellation fees begin, including downsizing of booth
- FEB 5** Product/company descriptions and company logo due for AAN Mobile App
- FEB 21** Group housing deadline
- MAR 21** Exhibit booth staff registration due
- MAR 3** Warehouse receiving begins
- APR 31** Warehouse receiving ends

Exhibit Hall Schedule—continued

Exhibitor Move-in Schedule

Designated Early Move-In Booths

- **Wednesday, April 2 and Thursday, April 3**
8:00 a.m.–4:30 p.m.

** Refer to Target Floorplan for Dates and Times*

All Exhibitors

- **Friday, April 4 and Saturday, April 5**
8:00 a.m.–4:30 p.m.

Exhibitor Move-out Schedule

- **Wednesday, April 9**
4:00 p.m.–8:00 p.m.
- **Thursday, April 10**
8:00 a.m.–4:30 p.m.

Any exhibit materials remaining unboxed on the exhibit floor may be mistaken for trash. Exhibit material or damaged exhibits remaining in the convention center after the contracted move-out time has expired will be removed by GES at the expense of the exhibitor.

Sanctions

Sanctions will be applied to exhibitors tearing down and/or moving out prior to 4:00 p.m. on Wednesday, April 9. This rule applies to all exhibitors including those in the Association Neighborhood. Sanctions will be applied for not abiding to the overall AAN rules and regulations.



Exhibit Booth Information

Included with Your Standard Booth Rate:

- Draped aluminum supports (8' high in back, 36" high on the sides)
- Two-line identification sign (17" x 11" with company name and booth number)
- Booth drape and aisle carpeting (booth carpet is NOT included, but mandatory)
- Complimentary booth and company listing in the AAN Conferences mobile app and program search on [AAN.com](https://aan.com)
- Digital booth on AAN Conferences app floor plan and online floor plan on [AAN.com](https://aan.com)
- Exhibitor badge registration for up to four employees for each 10' x 10' unit/100 sq ft. Refer to [page 2.14](#) for an overview of which courses/presentations you will gain access to with an exhibitor badge
- Ability to rent pre- and post-meeting attendee list (see advertising prospectus for details)
- Around-the-clock peripheral security services beginning with setup and concluding after freight removal

Not Included:

- Carpet and furniture
- Carpeting is mandatory for all booths
- Pillar wrapping*

* If a pillar is within the footprint of your booth, any hanging branding or wrapped branding above 12 feet from the exhibit hall floor must be purchased through the AAN and GES

Exhibit Space Assignment

To ensure appropriate booth assignment, all exhibitors must provide three (3) preferred booth choices. The AAN reserves the right to assign the best possible booth space and relocate booth assignments as necessary. Booth assignment is determined based on the following criteria:

1. Priority points
2. Contract/payment submission date
3. Best fit

The date the contract is received at the AAN will be used to determine assignments only when there is a need to: (a) break a tie in points during initial assignments, or (b) determine priority for applications received after the initial assignments are made.

Priority Deadline November 6, 2024

The AAN requires 100% deposit/payment for credit cards, check, or wire transfers. Deposits are due within 10 business days of online contract submission. **Final payments are due January 31, 2025.** If payment is not received by the deadline, the AAN/AANI reserves the right to reassign or sell the space and the original applicant will be responsible for 100% of the contracted space costs.

Exhibitor Lunch

Lunch will not be provided to exhibiting personnel. Exhibitors are encouraged to eat prior to arrival or work with the convention center catering for exhibit space lunch offerings.

Contact:

Jan Souza
jan.souza@visitsandiego.com

Only SDCC employees can provide cleaning services. Exhibitor-appointed contractors, general service contractors, decorators, and booth personnel are prohibited from providing cleaning services.

For more details visit the [SDCC Exhibitor Cleaning Kit](#)

For additional details, contact boothcleaning@visitsandiego.com

Exhibit Booth Options

Order Online by November 6, 2024, for Priority Assignment

This page is for planning only, all orders will need to be placed through the online portal.

Rates/Booth Selections

The AAN will make all efforts to assign space according to the exhibitor's request. Preferences for booth location are not guaranteed. Space will be assigned by priority points, best fit, and date application is received. Final space will be determined by conference management.

**IRT membership discount does not apply to exhibit space.*



Booth Spaces

10' x 10' Rates		Until 11/6/24	After 11/6/24
Linear		\$3,500	\$3,700
Corner		\$3,700	\$3,900
Island and Pavilion Rates			
10' x 20'		\$9,500.00	\$9,800.00
20' x 20'		\$19,000.00	\$19,600.00
20' x 30'		\$28,500.00	\$29,400.00
20' x 40'		\$38,000.00	\$39,200.00
20' x 50'		\$47,500.00	\$49,000.00
30' x 30'		\$42,750.00	\$44,100.00
30' x 40'		\$57,000.00	\$58,800.00
30' x 50'		\$71,250.00	\$73,500.00
40' x 40'		\$76,000.00	\$78,400.00
40' x 50'		\$95,000.00	\$98,000.00
50' x 50'		\$118,750.00	\$122,500.00
50' x 70'		\$166,250.00	\$171,500.00
60' x 60'		\$171,000.00	\$176,400.00
60' x 80'		\$228,000.00	\$235,200.00
70' x 70'		\$232,750.00	\$240,100.00
Nonprofit Space in Association Neighborhood		For Details, See Page 2.6	
Complimentary space available for the first 12 registered			
10' x 10'			\$1,500
Career Fair—Recruiter Neighborhood		For Details, See Page 2.7	
Recruiter Package with 10' x 10' booth with access to the Java, Juice, and Jobs event			\$6,000

Additional booth sizes are available. Please contact the AAN for pricing on any size not listed.

Exhibit Hall Neighborhoods

Exhibit Hall Neighborhoods help attendees quickly find exhibitors of interest. Being located in a thematic neighborhood is not required, but if you wish to be placed in a neighborhood, indicate which one on the online contract. Space in each of the three available neighborhoods is limited and will be distributed on a first come, first-served basis.

Association Neighborhood

12 complimentary spaces are available in the Association Neighborhood. The first 12 medically related nonprofit associations (as determined by the AAN) contracts received will receive a free space in the neighborhood.

Once the Association Neighborhood is sold out, nonprofits will be able to purchase a standard 10' x 10' booth at a reduced rate. Priority points will not be taken into account for exhibitors paying the reduced nonprofit rate. Booths will be assigned based on availability.

Please note that **hospital networks, hospitals, or health care systems are not eligible** for complimentary or reduced rate Association Neighborhood booths. Please see the Career Fair Neighborhood packages.

Requests for association space must be accompanied by proof of nonprofit status for first-time exhibitors.

- First 12 Association Neighborhood booth applications

- Complimentary space in the Association Neighborhood Booth
- Association Neighborhood booth rates include carpet, draped table, two chairs, and a wastebasket. Additional furniture or upgrades are at the cost and responsibility of the exhibitor to order. An order form at a reduced rate will be provided with your confirmation and in the Exhibitor Service Kit.

- Any additional Association Neighborhood booth applications

- Nonprofit reduced rate.
- 10' x 10' = \$1,500

Exhibitors electing to pay the nonprofit rate will be placed in the Association Neighborhood.

Exhibit Hall Nonprofit Space is assigned at the discretion of the AAN/AANI.



Exhibit Hall Neighborhoods—continued

First-time Exhibitor Neighborhood

The AAN will reserve a block of booths in a high-traffic area of the hall for first-time exhibitors. A standing column will highlight this area of the hall. Indicate on the online contract if you wish to be placed in this area. Exhibit fees are at the standard rates, no discounts apply.

Career Fair—Recruiter Neighborhood

Special Package for Recruiters

The Career Fair package is for those looking to recruit neurologists or other neuroscience professionals. It will feature a unique look that will differentiate it from the rest of the exhibit hall.

Package includes:

- 10' x 10' booth in the Career Fair Neighborhood in the AAN exhibit hall
- Designated neighborhood marketed to attendees as the place for them to go to get information about career opportunities

- Access to participate in the Career Center's Java, Juice, and Jobs! This event is geared exclusively towards career seekers and will be the best way to meet your next job candidate on-site! Event includes table for materials.

Date: Tuesday, April 8

Time: 7:00 a.m.–9:00 a.m.

Package Price: \$6,000

NEW! Java, Juice, and Jobs Sponsorships

- Java, Juice and Jobs Breakfast
- Neurology Career Center T-shirts
- Java, Juice and Jobs Entrance Table
- Java, Juice and Jobs Corner Table

For more details regarding these sponsorships please see [page 3.2](#)



Exhibit Hall Presentation Stages

In-booth Presentation Stages

Sunday, April 6–Wednesday, April 9

In-booth Presentation Stages are a unique marketing tool providing an additional opportunity for exhibitors in larger booths to reach motivated Annual Meeting attendees in sessions held within their booth space. The 20-minute presentations provide a forum to discuss a product and its role in the treatment of a disease and educate a greater number of attendees at one time.

In-booth Presentation Stages—Rules and Regulations

Refer to [Rules for Industry and Other Organizations at the Annual Meeting](#) for additional information

- **Minimum of 20' x 20' booth space required**
- Participating company must be a supporter of a 2025 Annual Meeting marketing item.
- Presentation stage must fit within footprint of booth space
- Seating allowed for maximum of 25 people
- Presentations must not exceed 20 minutes in length
- Maximum of four presentations per day Sunday–Wednesday (maximum of 16 presentations)
- Presentations **may not** occur between 11:45 a.m.–12:45 p.m. daily
- Exhibitors create their own schedule during official exhibit hall hours
- **Presenter must not be AAN Annual Meeting director, faculty, co-chairs, presenter, or abstract first author, member of AAN leadership, or AAN staff**

- Presenter names must be sent to the AAN team for approval by January 31. Please note that the AAN team has a 5–7 business day review period.
- Presenter must clearly state that they are not representing the AAN's views and/or opinions
- Announcements, music, or other AAN content are a regular occurrence in the exhibit hall and should be considered before choosing to purchase a presentation stage

Sponsorship Fee: \$18,500

Fee does not include any AV equipment or other set-up. This is strictly a participation fee.

- **Complimentary Items**
AAN promotional signage
- **Acknowledgment**
Recognized in AAN marketing

Important Note

This is the only type of in-booth presentation allowed at the AAN Annual Meeting. No other in-booth presentations of any kind will be allowed. Sanctions for guideline violations will apply.



Exhibit Hall Presentation Stages—Continued

Annual Meeting Exhibitor Presentation Stage

Sunday, April 6—Wednesday, April 9

Back by popular demand and revamped, this opportunity allows exhibitors who have **400 square feet or less total exhibit space** in the exhibit hall the ability to give a brief presentation to AAN attendees. Similar to in-booth presentations, this allows companies the space to discuss current products and how your organization is advancing neurologic patient care. This stage will be located in a high-traffic area inside the hall and will be promoted in AAN marketing materials.

Exhibitor Presentation Stage Guidelines

- **Presenter must not be AAN Annual Meeting director, faculty, co-chairs, presenter, or abstract first author, member of AAN leadership, or AAN staff**
- Presenter names must be sent to the AAN team for approval by January 31. Please note that the AAN team has a 5–7 business day review period.
- Presentation stage and schedule set by AAN. Time slots will be determined by preference based on when order is received
- Each presentation will be limited to 20 minutes in length
- Presenter must clearly state that they are not representing the AAN's views and/or opinions
- If minimum participation is not fulfilled, presentation stage may be cancelled. All participating companies would be notified by January 31, 2025, if the stage were to be cancelled

- Presenting companies are allowed to have one lead retrieval device, but must follow the AAN's lead retrieval presentation stage guidelines
- Announcements, music, or other AAN content are a regular occurrence in the exhibit hall and should be considered before choosing to purchase a presentation stage timeslot
- **Limit 2 presentation slots per company**

Sponsorship Fee: \$10,000 per presentation slot

- Complimentary items: AAN promotional signage, A/V set, stage, and seating
- Included in mobile app and daily schedules
- 1/4 page ad in the *Annual Meeting Daily* on the day of presentation



Exhibit Hall Passport

Put your company/product logo on the passport and increase traffic to your booth.

Bring attendees directly to your booth by obtaining a spot on the daily Exhibit Hall Passport! A sure-fire way to increase traffic to your booth, the Exhibit Hall Passport lists booths that attendees must visit that day in order to complete and earn the chance to win incredible prizes. Prizes vary year to year, but are always popular!

- **Sponsorship Fee*:** Starting at \$500–\$2,750, depending on booth size. (Multiple sponsorships plus exclusive premier sponsorship per passport).

	April 6	April 7	April 8	April 9
Level I				
Exhibits 200 sq. ft. and smaller	\$1,750	\$1,250	\$750	\$500
Level II				
Exhibits 201–799 sq. ft.	\$2,000	\$1,500	\$1,000	\$750
Level III				
Exhibits 800–1,599 sq. ft.	\$2,250	\$1,750	\$1,500	\$1,250
Level IV				
Exhibits 1,600 sq. ft. and larger	\$2,750	\$2,250	\$2,000	\$1,750
Premier Passport Sponsor	\$7,000	\$7,000	\$7,000	\$7,000

The AAN reserves the right to cancel the passport if a minimum of 7 (seven) logos are not sold by February 7, 2025.

Premier Passport Sponsorship

- Enlarged logo on passport
- Host of the grand prize drawing for Wednesday's sponsor
- Drop-off location for completed passports in your booth

* Funding will not be utilized by AANI in any manner that will constitute a reportable transfer of value to a covered recipient under the Physician Payment Sunshine Act, including for entertainment, food or beverage, gifts, or promotions for individual attendees.

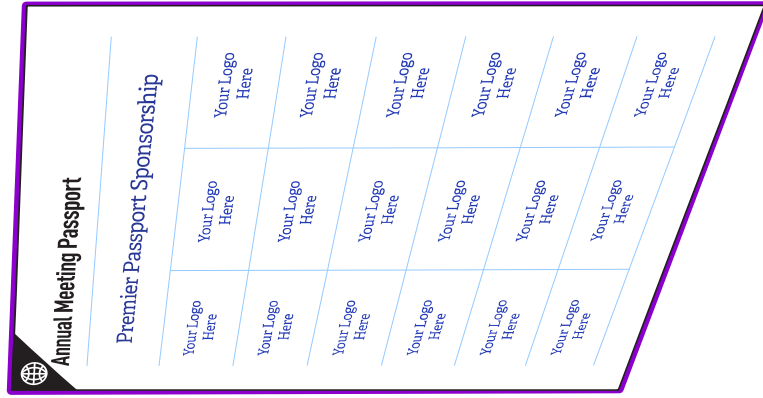


Exhibit Hall Map

Logo on Exhibit Hall Map

Back by popular demand! Showcase the location of your booth on the interactive AAN Exhibit Hall Map! Your company or brand logo would be placed in your booth location within the interactive map. These maps are located throughout the exhibit hall and at high-traffic entrance locations. They also offer attendees the ability to search companies by name, specialty, and booth number.

Available to booth spaces 20' x 20' or larger.

Specific Sponsorship Benefit:

- Company or product logo over exhibit space
- Greater visibility for attendees before conference and on-site
- AAN Exhibit Hall Map linked on AAN.com

Sponsorship Fee: \$2,100

Wayfinding Map Sponsorship

Highlight your company or brand by sponsoring all of the AAN Exhibit Hall Wayfinder Maps! Your image will be placed at the bottom of **all five**

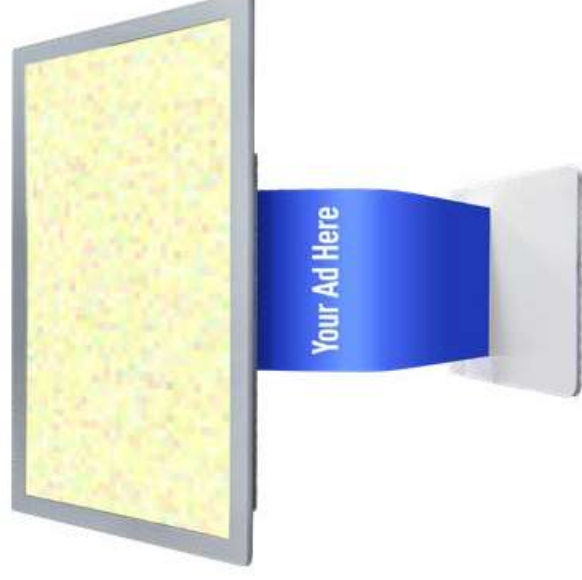
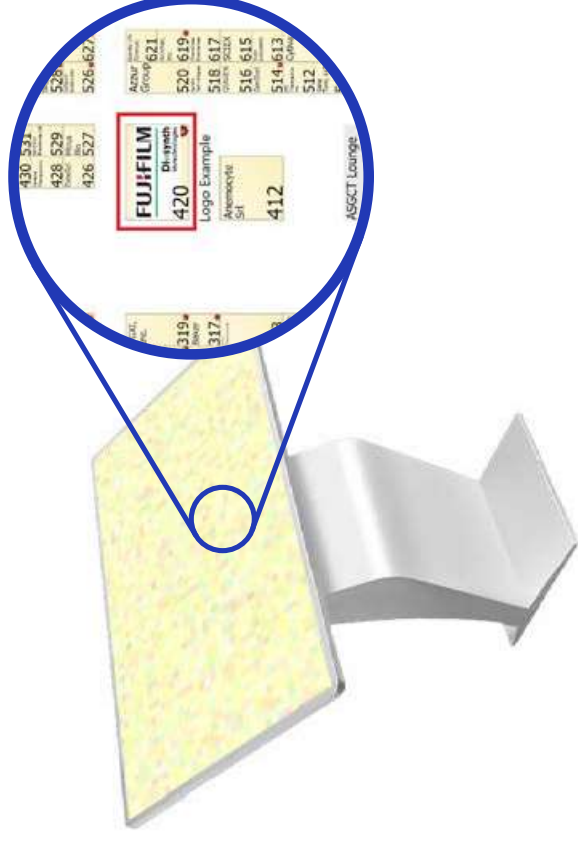
Wayfinding Map units, which is placed throughout the exhibit hall and at high-traffic entrance locations. These maps offer attendees the ability to search companies by name, specialty, and booth number.

Specific Sponsorship Benefit:

- Company or product branding on a decal placed at the bottom of on five Wayfinding Map units
- Company or product logo on signage at all five unit locations

Sponsorship Fee: IRT Member Price: \$30,000

Non-IRT Member Price: \$35,000
(Exclusive sponsorship)



Convention Center Premium Meeting Suites

Exclusive benefit to Industry Roundtable Members!*

Seven premium meeting suites are available for rental at the San Diego Convention Center. Premium Meeting Suites are located immediately above the exhibit hall and in close proximity to the bustling Sails Pavilion.

Rooms Available**:

- 1A
- 1B
- 2
- 7A
- 7B
- 8
- 9

Saturday, April 5—Wednesday, April 9, 6:00 a.m.–6:00 p.m.

Fee: \$50,000

**Note: Must be a \$75,000 2025 Industry Roundtable member to purchase a Premium Meeting Suite. Exclusive opportunity available to top-tier \$75,000 level members through December 2, 2024. Available to \$50,000 and \$25,000 members December 2, 2024 through January 3, 2025. Any available suites are open for purchase to all companies after January 3, 2025.*

What makes these suites premium?

- Premium Location: Located in the convention center—no need to walk back to your hotel for your meeting
- Enhanced Privacy
- Access: Available more days and longer hours than regular meeting suites
- Amenities: Electrical access, secured room
- Includes: Electrical access, 22" x 28" sign

Set Up:

Thursday, April 3—8:00 a.m.–4:30 p.m.

Friday, April 4—8:00 a.m.–4:30 p.m.

Tear-Down:

Thursday, April 10—8:00 a.m.–12:00 p.m.

Note: Meeting suite move out must not disrupt the attendee experience.

Companies must send all materials to advanced shipping warehouse and work closely with GES in regards to transportation and logistics of materials.

San Diego Convention Center Premium Meeting Suites

BAY SIDE



CITY SIDE

Exhibit Hall Meeting Suites



Conveniently located on the exhibit hall floor, exhibit hall meeting suites are the best opportunity for your team to connect with your key opinion leaders in a private, one-on-one or small-group setting. 10'x20' and 20'x20' meeting suites come with the exterior shell built and have opportunities to customize the interior. Larger than 20' x 20' spaces are sold on a per square foot basis and are built by the purchasing company. All suites must be reviewed by the AAN, San Diego Convention Center, and any other applicable source for approval. **You must have an exhibit space to purchase a meeting suite.**

Pre-built Meeting Suite Options

20' x 20' Suite Starting at \$30,000
10' x 20' Suite Starting at \$18,000

Includes:

- Eight-foot high hard wall
- Carpet
- ID sign
- One locking door
- Ability to customize exterior
- Ability to have a registration table outside Pre-built Meeting Suites

**Meeting suites do not come furnished. Please work with GES or your EAC for furnishing. Registration table and seating not included.*

Meeting Suite Hours of Operation

Sunday, April 6—Wednesday, April 9
6:00 a.m.–6:00 p.m.

Set-up

Friday, April 4—8:00 a.m.–4:30 p.m.
Saturday, April 5—8:00 a.m.–4:30 p.m.

Tear-Down

Wednesday April 9—4:00 p.m.–8:00 p.m.
Thursday, April 10—8:00 a.m.–12:00 p.m.

Customized Meeting Suites

Anything built by an external company and larger than 20' x 20' will be charged \$8,000 per 100 square feet. Please contact the AAN team to learn more.

Benefits Include:

- Ability to customize to the size and shape that fits your meeting needs
- Carpet
- Allow for a reception area with meeting spaces for private conversation
- Great way to optimize your organization's reach to key opinion leaders while at the meeting
- Price will vary depending on size
- Contact the AAN to learn more

Enhance your meeting suite with the following, available for order in your exhibitor service kit:

- Company graphics on the outside of the suite (for hardwall suites only)
- Additional furniture and/or audiovisual equipment
- Food and beverage service for your guests

Recommended use:

- Staff meetings
- One-on-one meetings
- Social events

Not permitted:

- Speaker/presenter trainings

Note: We highly recommend materials be sent to the advance receiving warehouse between Monday, March 3 and Monday, March 31.

Exhibitor Booth Staff Registration and Housing

Booth Staff Registration

Exhibitor Registration Deadline: March 21, 2025

Exhibitors receive four (4) complimentary booth staff registrations per 10' x 10' booth purchased. Additional badges for exhibit personnel may be purchased for \$200 per badge. Online registration for exhibitors will open in December or early January.

Exhibitor badges will be distributed on-site at the designated registration area. Admission to the exhibit hall during set-up and tear-down will be restricted to registered exhibit personnel wearing official conference badges. Badges must be worn in the exhibit hall at all times. Exhibitors cannot share badges. Attaching cards, ribbons, or other items to badges is not permitted.

Activities Included with Exhibitor Badge

- Includes access to ONLY programming starting with S, N, P, or H. DOES NOT include access to programming beginning with C, or any other designation not listed above without a full registration badge. Full registration must be purchased to claim CME.
- Access to the exhibit hall two (2) hours prior to the hall opening and one (1) hour after hall closing.
- Attendance at any other programs, including education programs, requires the purchase of a full registration. An attendee badge is required for admittance to these courses.

- Exhibitors may escort someone with an attendee badge into their booth in the two (2) hours prior to the hall opening. Limited to two (2) attendee escorts; individuals must have an attendee badge to be escorted in.

- Meeting suites are located inside the exhibit and poster hall. Both attendees and exhibitors will be able to access suites during posted meeting suite hours.

Exclusive Benefit for Industry Roundtable Members

Top-level Industry Roundtable members receive a limited number of free full badges. Contact Molly Hemes, Industry Relations Manager, at mhemes@aan.com for details and to register.

All programs are included on a first-come, first served, space-available basis. In the event of reaching room capacity, the AAN reserves the right to decline admission to any session in the interest of both comfort and safety.



Exhibitor Booth Staff Registration and Housing—continued

Exhibitor Housing

Special hotel rates for the Annual Meeting are available by booking through the AAN official housing vendor, Convention Management Resources (CMR). A select number of rooms at overflow hotels are reserved for use by exhibitors. Exhibitor housing requests open on Monday, November 11, 2024, for exhibitor groups of any size. The exhibitor priority request deadline is November 22, 2024. All housing requests in by that day will receive their housing assignments by December 12, 2024. Room blocks will be assigned based on a combination of best fit and order submitted. Exhibitors booking through AAN housing receive two (2) additional priority points, and help the AAN maintain consistent and competitive exhibit rental costs and registration fees, resulting in greater physician attendance.

Group Housing

Room blocks of 10 or more rooms on peak night must be reserved through group housing, and the company will be required to sign a Block Agreement before being able to secure the rooms. This agreement outlines all policies regarding room blocks, including attrition, deadlines, and payment. All names and dates must be sent to CMR for the room block by February 21, 2025.

Exhibitor Housing Rules

- Only confirmed 2025 AAN exhibitors may hold rooms within the AAN exhibitor block
- Exhibitor housing must only be used for exhibitor personnel
- Exhibitors or their agents must not negotiate blocks of independent hotel rooms for the 2025 Annual Meeting and/or future Annual Meetings

Group Housing Policies

- If available, AAN housing will use the group's housing history when assigning 2025 housing blocks
- With exception to the IRT benefit, exhibitor housing is available only at overflow hotels
- A credit card is required to request exhibitor housing; this card will be used as the guarantee for rooms booked
- Hotels may charge a deposit approximately three weeks prior to arrival in the amount of one night's room and tax for each reservation
- Attrition: Groups of 10 rooms or more are required to pick up 80% of the total room block as of the rooming list deadline of February 21, 2025. Groups with pickup less than 80% are subject to penalties such as forfeiture of exhibitor points, reduction of future room blocks, and/or a service fee

AAN Official Housing Vendor

Convention Management Resources (CMR):
(415) 979-2283 or (800) 676-4226, email
aanamsupport@cmrus.com

Key Deadlines

NOV 11	Exhibitor housing requests open
NOV 22	Exhibitor housing requests priority deadline
DEC 12	Assignments sent to requests submitted by November 11
FEB 21	Group rooming list deadline

Cancellation Policies

Annual Meeting Cancellation

In the event the AAN is forced to cancel the in-person Annual Meeting, the AAN will make reasonable efforts to deliver certain purchased items in a similar fashion via the online meeting. Companies will receive a refund for items that cannot be delivered online, as described throughout the prospectus and in the terms and conditions, and with the exception of a \$250 administrative fee.

Rules, Guidelines, and Cancellation Policies

Upon exhibit contract submission, the exhibitor agrees that the information and guidelines contained in this publication are a binding part of the contract. Review the Rules for Industry and Other Organizations at the Annual Meeting as well as the Exhibit Booth Online Contract for additional information, including cancellation policies.

Social Media

The American Academy of Neurology (AAN) encourages all AAN conference attendees to share their experience on social media using the official conference hashtag. When doing so, please adhere to the following AAN Meetings Social Media Policies:

- Photography and screenshots of presentations are permitted for personal use only.
- Photography or screenshots for commercial use are strictly prohibited.*
- Do not disrupt fellow attendees.

- Do not post any information or other material protected by copyright without the permission of the copyright owner.
- Do not post confidential or identifiable patient information.
- Do not post any material that is defamatory, abusive, profane, threatening, offensive illegal, or violates any third party's rights.
- Videography, including live streaming, is strictly prohibited regardless of intended use.
- Usage of the AAN logo or an AAN conference logo on social media is prohibited.

The AAN has the right to ask any AAN conference attendee to remove a social post or to stop taking photos or recording video at any time.

*Members of the press must follow the AAN Press Policies ([AAN.com/PressRoom](https://aan.com/PressRoom))

Companies are prohibited from including links to [AAN.com](https://aan.com) in their ads or other communications. Review [Principles Governing Academy Relationships with External Sources of Support](#).

Annual Meeting Policies

To see the latest policies and procedures for the overall conference, visit [AAN.com/ConfGuidelines](https://aan.com/ConfGuidelines). FAQs for the Annual Meeting can be found at [AAN.com/AM](https://aan.com/AM).

In Conjunction With (ICW) Events



The AAN welcomes affiliated organizations to meet and host functions during AAN-approved dates and times in conjunction with the 2025 AAN Annual Meeting.

An In Conjunction With (ICW) meeting is any event affecting Annual Meeting attendees that is outside the official AAN Annual Meeting program, including, but not limited to:

- Alumni reunions
- Social events/dinners
- Staff meetings
- Industry pre-conference and post-conference meetings
- Scientific investigator meetings
- Scientific advisory board meetings

- Committee and board meetings
 - Disclosure meetings as required by the US Securities and Exchange Commission
- All meetings offered during the inclusive dates of the Annual Meeting, whether held at AAN-contracted facilities or in the same metropolitan area as the Annual Meeting

An administrative fee applies for submission of any ICWs held within official AAN hotels. These fees will increase after the early deadline of January 17, 2025. The deadline to submit ICWs is March 10, 2025.

The ICW guidelines and submission form will be available on [AAN.com](https://aan.com) in November 2024.

Questions?

Contact ICW@aan.com or visit [AAN.com/ICW](https://aan.com/ICW) for more information. The ICW submission form will open in November 2024.

Hotel Hospitality Suites

Hospitality Suites are located in hotel sleeping rooms (not in contracted meeting space) and are rented by entities to meet and entertain clients and potential customers. Hospitality Suites are available through CMR, the AAN's official housing and registration vendor. Suites are available (excluding headquarter hotels) within the AAN housing block on a first-come, first-served basis.

To book a Hospitality Suite, contact:
aanamsupport@cmrus.com or
(800) 676-4226.