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## **ISET-CIO Press Registration Policies and Procedures**

HMP welcomes members of the press to write about research presented at our annual International Symposium on Endovascular Therapy (ISET) and the Symposium on Clinical Interventional Oncology (CIO). Complimentary registration is provided to approved members of the press to attend sessions at both meetings.

Below you will find a complete listing of the eligibility requirements, guidelines and policies for members of the press who wish to attend ISET-CIO. Please read all policies and guidelines prior to registering. HMP has the right to inspect the credentials of anyone registering and reserves the right to refuse to register any individual as press.

### **Who Can Register for Press Credentials?**

Journalists employed by a recognized news organization, including freelancers who contribute to such organizations, are eligible to apply for press registration. To be eligible for press registration, journalists in all categories must be directly involved in the creation of news content for organizations that meet these criteria:

- Publish original editorial news coverage in a regular news section
- Have complete editorial freedom from advertisers, funders and/or sponsors
- If sponsored, the outlet has multiple sponsors (no single-sponsored publications)
- Advertisers, sponsors, paid editorial, and other funding sources are clearly identified

NOTE: No more than 5 press badges will be issued per organization. HMP reserves the right to impose further limitations on the number of badges issued as necessary.

### **Special Considerations for Registration**

#### **Bloggers**

Bloggers will receive press credentials on a case-by-case basis. Include a copy of photo identification (such as a driver's license or passport) and a copy of press identification (such as press credentials or a business card) or a statement about your blog's intended audience and history. In addition, include copies of, or links to,

two recent endovascular/cardiovascular/interventional radiology/interventional oncology posts (posts demonstrating the blog's coverage of endovascular/cardiovascular/interventional radiology/interventional oncology science). Finally, all blogs must demonstrate the dissemination of original, editorial news coverage and editorial freedom from advertisers and/or sponsors (single-sponsored blogs will not receive credentials; blogs with advertising must have multiple advertisers clearly identified).

### Non-writing Editors

Editorial staff participating in the meeting for the sole purpose of editorial direction may apply for press registration, but will be required to submit a letter from a designated organization official confirming that the staff member will be representing the organization for the sole purpose of editorial direction as well as a copy of the publication (electronic or hard copy). Non-writing editorial staff is limited to one per organization.

### Documentary Film Crews

Documentary film crews and video production companies must submit a written request to [pr@hmpglobal.com](mailto:pr@hmpglobal.com) at least 30 days prior to the meeting that includes information about the company, the purpose of attending the meeting, a synopsis of the film/video/documentary project, and information on the editorial/financial supporters of the project.

### Photographers/Videographers

Photographers, videographers, and/or other members of a multimedia team accompanying credentialed news outlets must submit an assignment letter with their registration that includes information about the total number of crew and specific role of each crew member. Photographer/videographer/multimedia registrations count towards the four registrations allowed per organization, and assignment letters must be on company letterhead.

### **Who Cannot Register for Press Credentials?**

The following individuals are not eligible for press registration or interview space designated for use by registered press:

- Individuals who receive exhibitor passes
- Publishers or a publications' advertising, marketing, public relations, sales, circulation, or any other non-editorial function representatives
- Industry/exhibitor press officers and their public relations consultants
- Financial or business analysts
- Educational program developers (including CME writers and editors)
- Trade media management personnel

- Editors, writers, and scientific advisory board members for journals that do not have editorial news sections
- Companies or organizations producing publications, videos, and/or other electronic media intended for internal use, marketing, advertising, financial analysis, or public relations purposes (Exhibitors wishing to film marketing and public relations videos, such as KOLs, are allowed to do so at their booths during non-exhibit hall hours with prior approval; please contact HMP for more information).
- Media who produce a communications vehicle that is sponsored by a single organization or whose revenue for the publication or issue of a publication depends solely on coverage of the ISET-CIO meeting.
- Media who produce communications vehicle that use the ISET-CIO name or logo to imply endorsement from HMP also are ineligible to receive press credentials.

**HMP prohibits the development of CME content based on information presented at the ISET-CIO meeting. CME writers and editors, and those writers and editors working on behalf of organizations that have written CME based on the ISET-CIO meeting, are not eligible for press passes.**

### **Activities not Allowed by Registered Press/Photographers/Videographers**

- Sales, marketing or representing a company for the purposes of obtaining advertising, subscriptions, selling photography/video production, or other products or services from any registrant or exhibitor
- Misrepresentation of role or activities to obtain media registration
- Sharing or distributing embargoed materials prior to the end of the embargo
- Developing or assisting in the development of continuing medical education programs
- Soliciting presenters and/or attendees for inclusion in CME programs or publications
- Publishing or posting presentation slides or copyrighted meeting materials or live streams of meeting presentations

### **Conference Access for Registered Press**

Credentialed media have access to all general sessions and the exhibit hall. Access to ticketed events is restricted to ticket holders only.

### **Interviews with Faculty**

Request for faculty interviews should be coordinated through the HMP public relations team. Contact them at [pr@hmpglobal.com](mailto:pr@hmpglobal.com).

### **Recording of Sessions**

Hand-held audio recorders and still cameras are acceptable, assuming that intellectual property copyrights are respected. Registered media may take photos and audio record in the session rooms for the sole purpose of reporting accuracy with prior permission from the presenter. Filming of sessions is strictly prohibited. Photos and/or audio recordings must be captured in a non-disruptive manner so as not to disturb the presenter and other attendees. Flash photography, video recording, and live streaming of any meeting materials, including all presentations, are strictly prohibited.

### **Recording in Public Areas**

To film in public areas, media must receive prior approval from the HMP public relations staff. Video cameras must be pre-approved by the public relations staff when press credentials are applied for before the meeting. Moving video recordings are limited to interviews with presenters/attendees; general b-roll and live video updates filmed outside of the exhibit hall and speaker sessions; and establishing shots. Any images from the meeting should be credited to the 2018 International Symposium on Endovascular Therapy (ISET) or the 2018 Symposium on Clinical Interventional Oncology (CIO).

### **Recording in Exhibit Hall**

Exhibits may not be photographed or videotaped without prior permission from the exhibitor. Attendees who have questions about HMP's media policies should contact the public relations team at [pr@hmpglobal.com](mailto:pr@hmpglobal.com).

### **Copyright Policy**

Reproduction of meeting materials and presentation slides requires first obtaining permission from the presenter(s), as well as from any individual or group that may hold copyright on the material. Journalists violating copyright may have their press credentials denied the following year.

### **Meeting Coverage Promotion Guidelines**

If you intend to present coverage of the 2018 International Symposium on Endovascular Therapy (ISET) or the 2018 Symposium on Clinical Interventional Oncology (CIO) in a dedicated website, newsletter, or promotional piece of any kind, acceptable titles of your coverage include:

- Highlights from the 2018 International Symposium on Endovascular Therapy (ISET) or the 2018 Symposium on Clinical Interventional Oncology (CIO).
- 2018 International Symposium on Endovascular Therapy (ISET) or the 2018 Symposium on Clinical Interventional Oncology (CIO) Highlights

- 2018 International Symposium on Endovascular Therapy (ISET) or the 2018 Symposium on Clinical Interventional Oncology (CIO) Review
- Highlights from ISET-CIO 2018
- ISET-CIO 2018 Review
- Coverage from ISET-CIO 2018

HMP reserves the right to request promotional activities violating this policy be edited or removed. Failure to comply with these guidelines may result in the loss of press credentials for future meetings.

### **Use of Insignias/Logos**

Insignias and logos of the 2018 International Symposium on Endovascular Therapy (ISET) or the 2018 Symposium on Clinical Interventional Oncology (CIO), and HMP are proprietary marks. Use of these in any fashion, by any entity, for any purpose, is prohibited without the written permission of HMP. The use of insignias, logos and images that mislead the intended audience to believe that a piece or production is coming from HMP is strictly prohibited and will result in the denial of future press credentials for future meetings.

### **How to Apply for a Press Badge**

To apply for a press badge, journalists should be prepared to provide the following:

- Photo identification (such as a driver's license or passport)
- Media identification certifying that you are a working member of the print, broadcast or online media (such as a business card, accredited press pass or an official media outlet- issued credential)
- An assignment letter from an editor, assistant editor, assignment editor or designated organization official confirming that the journalist will be representing the organization and explaining the intended use of the resulting coverage (Bloggers may submit an overview of their blog and explain the intended use of the resulting coverage in lieu of an assignment letter.)
- Bylined, published work samples, preferably related to the practice of endovascular/cardiovascular/interventional radiology/interventional oncology (scientific research studies, textbooks, textbook chapters, brochure/promotional copy, etc. do not qualify as news coverage)

NOTE: Journalists who received credentials for the previous year's meeting must submit bylined coverage from the meeting as in lieu of general work samples. (If meeting coverage is behind a paywall, a username and password to access the coverage must be provided. This information will only be used to verify eligibility and confirm post-meeting coverage.)

To apply for press access, please contact [pr@hmpglobal.com](mailto:pr@hmpglobal.com). Once your application has been reviewed, you will receive confirmation of its approval or denial.

### **Frequently Asked Questions**

- Does HMP share its media list?  
HMP does not share, rent or sell the current or past list of registrants or media with attendees, exhibitors or their representative public relations and marketing agencies.
- What do I do if I lose my badge?  
All registered press must wear their badge at all times so that staff can easily identify those who have audio/video/photography privileges. If you lose your badge, please visit the registration desk to have a new one printed.