15th World Congress on Pain
October 6th to 11th, 2014 – La Rural
Buenos Aires – Argentina

Associated
Symposia

Manual
Dear Symposia Organizer,

Thank you for committing to participate in the 15th World Congress of Pain® organized by the International Association for the Study of Pain (IASP)®. This Associated Symposia Manual contains most of the information needed to prepare for your participation at the Congress.

We look forward to welcoming you to the 15th World Congress on Pain and to Buenos Aires. If you need any further assistance for your participation at the Congress, please do not hesitate to contact us.

Purpose and Objectives of the Congress
This Congress benefits those just entering the field of pain research and treatment, and those interested in updating their skills and knowledge of promising research and treatment possibilities.

Intended Audience:
This multidisciplinary meeting is of interest to:
- basic scientists
- physicians
- psychologists
- dentists
- nurses
- physical therapists
- pharmacists
- professors
- researchers
- students, trainees and young professionals
- other health professionals

Our learning objectives are to:
- Deliver a state-of-the-art overview of a wide range of topics in the area of pain, enhancing the skills of our delegates
- Provide practical reviews of current research and therapies in these areas
- Enable delegates to participate in formal and informal discussions with international experts on pain management and pain research, so they can incorporate those views into their practices

Contact info
Congress Secretariat
Paula Buczak
MCI BUENOS AIRES
1970 Santa Fe Av. – 1st Floor – Office 1
C1123AAO – Ciudad Autónoma de Buenos Aires
Tel: +54 11 5252 9801
Fax: +5411 4813 0073
paula.buczak@mci-group.com
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</table>
Key Dates and Deadlines

→ **April 1, 2014**: Deadline for submitting completed symposium applications/form; Commercial Support Letter of Agreement or other Unrestricted Educational Grant Letter.

→ **April 1, 2014**: Full payment deadlines for sponsorship, approval deadline for symposium programs

→ **July 1, 2014**: Deadline for submitting advertisements for Official Congress Program for IASP approval

→ **July 1, 2014**: Deadline for submitting text, final advertisements, logos, company profiles for Congress materials and the Official Congress Program

→ **July 1, 2014**: Deadline for ordering additional symposium services (catering, AV, etc.). Please see the official supplier list included in the Exhibitor Technical Manual for ordering your Symposium needs

→ **August 8, 2014**: Deadline for all hotel reservations

→ **September 22, 2014**: Deadline for registration of symposium staff - symposium badges

→ **August 26, 2014**: Deadline for arranging symposium rehearsal time.

→ **September 15, 2014**: Deadline for sending approved Symposium invitation/insert for delegate bag. Please see Insert shipping-import-export Manual for address and specifics.

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**IMPORTANT NOTE**

Symposium Organizers holding an exhibit space as part of their symposium package(s) must refer to the *Exhibition Planning Checklist* of their Exhibitor Services Manual for deadlines related to their participation in the exhibition.
### Congress Timetable

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday, October 6, 2014</th>
<th>Tuesday, October 7, 2014</th>
<th>Wednesday, October 8, 2014</th>
<th>Thursday, October 9, 2014</th>
<th>Friday, October 10, 2014</th>
<th>Saturday, October 11, 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>08:00</td>
<td>Posters Open</td>
<td>Posters Open</td>
<td>Posters Open</td>
<td>Posters Open</td>
<td>Posters Open</td>
<td>Posters Open</td>
</tr>
<tr>
<td>08:15-09:30</td>
<td>Opening Plenary Session</td>
<td>Plenary Session</td>
<td>Plenary Session</td>
<td>Plenary Session</td>
<td>Plenary Session</td>
<td>Plenary Session</td>
</tr>
<tr>
<td>09:00</td>
<td>Exhibition Open</td>
<td>Exhibition Open</td>
<td>Exhibition Open</td>
<td>Exhibition Open</td>
<td>Exhibition Open</td>
<td>Exhibition Open</td>
</tr>
<tr>
<td>09:30-10:30</td>
<td>Refresher Courses (08:30-4:30)</td>
<td>Poster Discussion (even)</td>
<td>Poster Discussion (even)</td>
<td>Poster Discussion (even)</td>
<td>Poster Discussion (even)</td>
<td>Poster Discussion (even)</td>
</tr>
<tr>
<td>10:15-10:45</td>
<td>Break</td>
<td>Break</td>
<td>Break</td>
<td>Break</td>
<td>Break</td>
<td>Break</td>
</tr>
<tr>
<td>10:45-12:15</td>
<td>Concurrent Workshops</td>
<td>Concurrent Workshops</td>
<td>Concurrent Workshops</td>
<td>Concurrent Workshops</td>
<td>Concurrent Workshops</td>
<td>Concurrent Workshops</td>
</tr>
<tr>
<td>12:15-14:00</td>
<td>Lunch Break</td>
<td>Lunch Break</td>
<td>Lunch Break</td>
<td>Lunch Break</td>
<td>Lunch Break</td>
<td>Lunch Break</td>
</tr>
<tr>
<td>12:45-13:45</td>
<td>Lunch Associated Symposia</td>
<td>Lunch Associated Symposia</td>
<td>Lunch Associated Symposia</td>
<td>Lunch Associated Symposia</td>
<td>Lunch Associated Symposia</td>
<td>Lunch Associated Symposia</td>
</tr>
<tr>
<td>14:00-15:15</td>
<td>Plenary Session</td>
<td>Plenary Session</td>
<td>Plenary Session (14:00-15:00)</td>
<td>Plenary Session</td>
<td>Plenary Session</td>
<td>Plenary Session</td>
</tr>
<tr>
<td>15:15-16:15</td>
<td>Poster Discussion (odd)</td>
<td>Poster Discussion (odd)</td>
<td>Poster Discussion (odd) (15:00-16:00)</td>
<td>Poster Discussion (odd)</td>
<td>Poster Discussion (odd)</td>
<td>Poster Discussion (odd)</td>
</tr>
<tr>
<td>16:00-16:30</td>
<td>Break</td>
<td>Break</td>
<td>Break</td>
<td>Break</td>
<td>Break</td>
<td>Break</td>
</tr>
<tr>
<td>16:30-18:00</td>
<td>Welcome Reception (17:00-19:00)</td>
<td>Concurrent Workshops</td>
<td>Concurrent Workshops</td>
<td>Concurrent Workshops</td>
<td>Concurrent Workshops</td>
<td>Concurrent Workshops</td>
</tr>
<tr>
<td>18:00</td>
<td>End of Posters Exhibition Close</td>
<td>End of Posters Exhibition Close</td>
<td>End of Posters Exhibition Close</td>
<td>End of Posters Exhibition Close</td>
<td>End of Posters Exhibition Close</td>
<td>End of Congress</td>
</tr>
<tr>
<td>18:30-20:00</td>
<td>Evening Associated Symposia</td>
<td>Evening Associated Symposia</td>
<td>Evening Associated Symposia</td>
<td>Evening Associated Symposia</td>
<td>Evening Associated Symposia</td>
<td>Evening Associated Symposia</td>
</tr>
</tbody>
</table>

Posters will be available for viewing each day from 08:00-18:00. Each accepted poster will be assigned one day to be on display.

Commercial exhibits will be open Tuesday through Saturday 09:00-18:00.

Please note: Coffee breaks overlap Poster Discussion periods. All coffee breaks are served in the Exhibition/Poster Hall.

* Continuing education credit will not be offered by IASP for Associated Symposia, Member Sponsored Symposia or SIG Satellite Symposia. Companies wishing to obtain CME accreditation and offer CME credits for its Symposia should do so through an independent CME accredited provider.
How does a Symposium work?

Information about Evening Associated Symposia
2 sessions per day (18:30-20:00, Monday to Wednesday)
Each symposium may run a maximum of 90 minutes in length; an additional 30 minutes will be allowed before each session for set-up and 15 minutes for take-down. These times are subject to change at the discretion of Congress organizers and the Scientific Program Committee.

Information about Lunch Associated Symposia
3 sessions per day (12:45-13:45, Tuesday to Friday)
Each symposium may run a maximum of 60 minutes in length; an additional 30 minutes will be allowed before each session for set-up and 15 minutes for take-down. These times are subject to change at the discretion of Congress organizers and the Scientific Program Committee.

Access to the rooms for set-up
For Evening Associated Symposia:
Meeting rooms will be in use until 18:00 for Congress sessions. Access to the rooms will be from the end of the Congress session. The session chairs will be asked to ensure that all sessions end at the published time, however it may take time for delegates to depart, so please assume that you will have access beginning at 18:15. Set-up time is limited to a maximum of 30 minutes.

For Lunch Associated Symposia:
Access to set up the room will be at 12:15.
Set-up time is limited to a maximum of 30 minutes. It is imperative that your session end at 13:45 in order to allow delegates to attend the afternoon Plenary Sessions, which will begin at 14:00.

Rehearsals
Please contact the Congress Secretariat if you would like to arrange access to the room for a run through. Rehearsal time can be arranged during the Congress. Please note that since the rooms will be used throughout the Congress, rehearsal times will have to be scheduled during breaks in the Congress program or in early morning/late evening slots. The Convention Center may charge for security and the AV supplier for audio-visual technicians if rehearsals take place beyond the Congress hours.
Rehearsal requests must be submitted to the Secretariat by August 26, 2014 (form attached as Appendix D).

Filming of Associated Symposia
A company can film its associated symposium for its own use. The company is responsible for all costs to film including audio visual equipment and technical staff, as well as any other expense.

Information for Speakers
Symposia Speakers should be asked to submit their presentations to the Speaker Preview Room at the Convention Center at least 24 hours before their presentation. The onsite technical team will then ensure the presentations are saved to the Congress network to be accessed in the appropriate room. The Speaker Preview Room will accept presentations on memory stick.
Please strongly discourage speakers from using their own laptops – this should not be considered as a standard option.
HOLDING SLIDES/SPEAKERS NAME SLIDES

There will be a Congress holding slide that can be on screen at the start and end of your session if required. This slide will include the Congress logo and dates. Symposium Organizers are at liberty to create and display their own holding slides during their session and can also provide name slides for speakers if required. As with speakers’ presentations, any presentations to be projected on the screen should be submitted to the Speaker Preview Room at the Convention Center at least 24 hours before the start of the session.

Contact info
Congress Secretariat
MCI BUENOS AIRES
1970 Santa Fe Av. – 1st Floor, Office 1
C1123AAO – Ciudad Autónoma de
Buenos Aires
Tel: +54 11 5252 9801
Fax: +5411 4813 0073
paula.buczak@mci-group.com
Room Options and Facilities

Please note that only theatre style seating is available. The Industry Liaison will contact all Symposia sponsors for your room preferences (contact details on next page). Rooms will be assigned based on your preferences and needs and the ability to best meet the catering desires of all Symposia sponsors. In the case the same room is chosen by more than one company on the same day, the allocation will be given to the company who booked the symposium first by date of booking form.

<table>
<thead>
<tr>
<th>ROOM</th>
<th>PAVILLION</th>
<th>MAX CAPACITY</th>
<th>CATERING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditorium</td>
<td>Red</td>
<td>1200</td>
<td>in foyer</td>
</tr>
<tr>
<td>Room 1</td>
<td>Yellow</td>
<td>880</td>
<td>hallway outside room</td>
</tr>
<tr>
<td>Room 2</td>
<td>Yellow</td>
<td>500</td>
<td>hallway outside room</td>
</tr>
<tr>
<td>Room 3</td>
<td>Yellow</td>
<td>500</td>
<td>hallway outside room</td>
</tr>
<tr>
<td>Room 4</td>
<td>Yellow</td>
<td>500</td>
<td>hallway outside room</td>
</tr>
<tr>
<td>Room 5</td>
<td>Yellow</td>
<td>440</td>
<td>hallway outside room</td>
</tr>
<tr>
<td>Room 6</td>
<td>Yellow</td>
<td>440</td>
<td>hallway outside room</td>
</tr>
<tr>
<td>Room 7</td>
<td>Yellow</td>
<td>225</td>
<td>hallway outside room</td>
</tr>
<tr>
<td>Room 8</td>
<td>Yellow</td>
<td>225</td>
<td>hallway outside room</td>
</tr>
</tbody>
</table>

Venue Floor Plan

International Association for the Study of Pain
15th World Congress on Pain
6 - 11 October 2014
Buenos Aires, Argentina
Exhibition Floor Plan

EXHIBITION AREA
Hospitality Suites and Meeting Rooms

All rooms at the Convention Center are in use for the Congress. If you require a hospitality suite or meeting room please contact the Industry Liaison at the contact details below.

Contact info
Sarah Wheeler
Industry Liaison, IASP
Tel.: +30 229 9046161
Fax: +30 229 9046161
GSM: +30 6944 478 978
Email: mailto:sarah.wheeler@iasp-pain.org

Audio Visual Equipment

All rooms will be equipped with the following:

→ Data-projector
→ Screen
→ Laser pointer
→ Laptop computer with Office XP
→ Lectern with lectern microphone
→ Top Table for 5 people with microphones
→ Fixed point microphones in the audience for Q&A sessions

Audio Visual equipment and technical support will be provided by Congress Rental exclusively for all symposia. Congress Rental is the in-house supplier at La Rural Convention Centre and can provide the full scope of audio visual services required for symposia.

Please place audio visual orders directly with Congress Rental. A website link with a username and password will be sent to you in the beginning of 2014 for all orders to be placed through the Congress Rental website.

Internet connections are not included in the standard room set. To request internet access in the room, please order this with Congress Rental.

Contact info
Congress Rental
Contact: Alicia Parisotto
Tel: +54 11 4006 6500
Email: aparisotto@congressrental.com
Catering

La Rural has an exclusive food and beverage supplier’s list. Symposia organizers may not bring outside beverages or food onto the premises. Please direct catering orders to these service providers.

Contact info

Gaurí Catering
Contact: Gastón Maizlisz
Tel: 0810.44.GAURI (42874)
Email: info@gauricatering.com.ar

Azulado Catering
Contact: Vanesa Camozzi
Tel: 4777-5777/ 15-5247-9815
Nextel: 54*657*421
Email: presupuestos@azuladosa.com.ar / info@azuladosa.com.ar

Freight Forwarding/ Customs Clearance/ Storage

Please refer to the shipping technical manual for further information.

See Appendix E for appropriate forms.

Contact info

HOBBIT ® WORLDWIDE LOGISTICS S.A.
Buenos Aires, Argentina
Phone: + (54 11) 4382-8182
Fax: + (54 11) 4382-8191
E-mail: hobbit@hobbit.com.ar
www.hobbit.com.ar
Contacts: Mrs. Silvia Muzzupappa / Mrs. Mariana Ludueña / Mr. Diego Sita

Hostess Services

All hostess needs can be ordered from the following company:

Servimarketing S.A.
Contact: Adriana Vecchioni
Tel: 4765-0990
info@servimarketing.net
Promotion

Corporate Branding

OUTSIDE THE ROOM

All directional signage to the meeting rooms will be provided by the Congress Organizers. Symposia Organizers should not produce additional directional signage.

A maximum of two roll-up banner stands such as Vario roller banner stands (maximum dimensions of 2.4 m high x 1 m wide) or similar are permitted to be displayed at the entrance to the room. Banners can only be erected during the specified set-up period and must be removed at the end of the symposium.

IASP will establish a well-travelled location within the La Rural Convention Centre where companies sponsoring Associated Symposia may display posters announcing the symposia (2.4 m high x 1 m wide). These posters will be displayed the day of specific Associated Symposia (for Associated Lunch Symposia, these will be displayed day prior as well). Each company must provide a poster and mounting stand.

INSIDE THE ROOM

Corporate branding is permitted within the presentation room but must be limited to temporary structures that can be set up within the limited set-up time available. Branding must be removed at the end of the symposium. Roll-up banner stands such as Vario roller banner stands (dimensions of 2.4 m high x 1 m wide) or similar are recommended.

It will not be possible to suspend banners from the stage area in any of the rooms or hang banners in any other area of the room.

The Convention Centre does not permit posters to be affixed to the walls of meeting rooms.

If a company has temporary posters to affix to the podium the following are the dimensions of each. Please note drawing pins, nails and other such affixing is strictly forbidden, affixing should be done with easy removable affixing tape, or other non-marking material.

Poster dimensions for podium: 0.6m x 0.6m

Promotional activity

As part of the Associated Symposia Program, IASP requires sponsoring companies to submit the following materials for review/approval:

- Any items to be placed in the Congress bag
- Any advertisement to be placed in the final program or other programs where applicable
- Any items where the Congress logo is used
- Any item using the phrase “Held in conjunction with the 15th World Congress on Pain®

IASP does not need to review:

- Drug and equipment specification and literature
- Marketing prospectus materials that do not include the Congress logo
- Slides for the Associated Symposium
- Associated Symposium material that does not contain the Congress logo
- Any company-related material that does not include the Congress logo
**Registration**

Associated Symposium Package Badge Allowance per package booked:

<table>
<thead>
<tr>
<th>PACKAGE</th>
<th>Number of Full Registrations</th>
<th>Number of Exhibitor Only Badges / Symposium Passes*</th>
<th>Symposium Sponsor Badges valid only for the hours for setup, duration and breakdown on the day of the symposium</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>-</td>
<td>-</td>
<td>6*</td>
</tr>
<tr>
<td>B</td>
<td>10</td>
<td>4</td>
<td>6*</td>
</tr>
<tr>
<td>C</td>
<td>10</td>
<td>10</td>
<td>6*</td>
</tr>
<tr>
<td>D</td>
<td>10</td>
<td>10</td>
<td>6*</td>
</tr>
</tbody>
</table>

**What does each badge category include?**

**Exhibition-only Badge**
This badge will give access to the exhibition area only. Admittance to the scientific program is not allowed with exhibition-only badges.

The exhibition-only badge includes:
- Access to the Commercial Exhibition
- Access to the Poster Sessions
- Access to the Welcome Reception
- Coffee breaks

*Each exhibition-only badge must be assigned to a specific individual and will include both the company name and the individual’s name.*

**Symposium Sponsor Badge**
These badges will only be issued to Companies that have booked an Associated Symposium. The badges are only valid for the day of the sponsored symposia. The badges allow personnel working on the symposium access to the symposium room and access to the exhibition prior to the symposium to coordinate and plan accordingly for the session.

**Full-Registration Badges**
This badge includes:
- Access to scientific sessions (plenary, topical workshops, topical symposia)
- Access to poster sessions
- Access to the commercial exhibition
- Abstract CD
- Access to online abstracts
- Coffee breaks
- Welcome Reception
- Trainee Reception (for Trainee delegates only)

**How can you register?**
Early in 2014 your company’s official contact person will receive instructions on how to register exhibitor-only, symposium-only and full-registration delegates online.

The registration system, which will be password protected, will allow the contact person to:
- Assign complimentary exhibition-only badges
- Assign complimentary full-registration badges
- Assign additionally purchased badges (see next point)
For the following services, please send an email to iasp2014.registration@mci-group.com:
- Purchase additional exhibition-only badges
- Purchase additional full-registration badges
- Book tours for each exhibitor or delegate registered
- Reserve hotel accommodations for each exhibitor or delegate registered

For more information on Congress registration, please refer to the Registration page of the Congress website.

**Collection of Badges**
For companies with over 10 badges, the registration department will be in touch to offer the “group pick up” service. This service allows you to pick up all badges for your company before the official opening of the Congress. Once contacted, please book up this service directly with the Registration department (iasp2014.registration@mci-group.com).
Appendix A:  
Associated Symposia Package Benefits

A – EVENING ASSOCIATED SYMPOSIUM USD 42,000  
or LUNCH ASSOCIATED SYMPOSIUM USD 42,000

Sponsorship of a 90-minute (evening) or 60-minute (lunch) Concurrent Associated Symposium at the La Rural Convention Center.

Option A Benefits

Advertising*

- Inclusion of sponsor’s symposium invitation in the delegates bags  
- Permission to use the phrase: “Held in conjunction with the 15th World Congress on Pain®”  
- The right to use the Congress logo on relevant Congress material, as approved by IASP®

* According to the Associated Symposium Guidelines available on the website at www.iasp-pain.org/BuenosAires and in Appendix B of this manual

Acknowledgements

- Sponsor’s name and logo prominently displayed at the Congress  
- Sponsor’s name on published materials including Registration Information Booklet and Official Congress Program**

** Subject to receipt by publishing deadline

Mailing Lists***

- Postal mailing list of IASP members 6 months prior to the Congress  
- Postal mailing list of registered Congress delegates prior to start of the Congress

*** Postal mailing lists are for one-time only use
### Associated Symposia Package Benefits (Cont’d)

**B – EVENING ASSOCIATED SYMPOSIUM USD 73,500 PLUS 36 SQ. M. OF EXHIBITION SPACE**  
or **LUNCH ASSOCIATED SYMPOSIUM USD 73,500 PLUS 36 SQ. M. OF EXHIBITION SPACE**

Sponsorship of a 90-minute (evening) or 60-minute (lunch) Concurrent Associated Symposium at the La Rural Convention Centre.

All benefits featured in Option A

**Additional Option B Benefits**

**Exhibition Space**
- 36 sq. m. (387 sq. ft.) exhibition space with the option of additional space at a rebate of 15% on regular rate (space only)

**Registration**
- 10 complimentary full registrations to the Congress
- 4 exhibitor only badges

**Advertising**
- Full-page, 4-color symposium advertisement in the Official Congress Program**
- Inclusion of sponsor’s company brochure in the delegate bags
- Company name included on IASP website as a Congress supporter

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**Subject to receipt by publishing deadline**
Associated Symposia Package Benefits (Cont’d)

C – EVENING ASSOCIATED SYMPOSIUM USD 105,000 PLUS 90 SQ. M.
EXHIBITION SPACE
or LUNCH ASSOCIATED SYMPOSIUM USD 105,000 PLUS 90 SQ. M. OF EXHIBITION
SPACE

Sponsorship of a 90-minute (evening) or 60-minute (lunch) Concurrent Associated Symposium at the
La Rural Convention Centre.

All benefits featured in Option A

Additional Option C Benefits

Exhibition
- Space 90 sq. m. (968 sq. ft.) exhibition space with the option of additional space at a rebate of 15%
  on regular rate (space only)

Registration
- 10 complimentary full registrations to the Congress
- 10 exhibitor/symposium badges

Advertising
- Full page, 4-color symposium advertisement in the Official Congress Program*
- Inclusion of sponsor’s company brochure in the delegates’ bags
- Company name included on IASP website as a Congress supporter

* Subject to receipt by publishing deadline

Mailing Lists**
- Postal mailing list of registered delegates after the Congress

** Postal mailing lists are for one-time-use only
Associated Symposia Package Benefits (Cont’d)

D – EVENING ASSOCIATED SYMPOSIUM USD 136,500 PLUS 144 SQ. M. EXHIBITION SPACE
or
LUNCH ASSOCIATED SYMPOSIUM USD 136,500 PLUS 144 SQ. M. OF EXHIBITION SPACE

Sponsorship of a 90-minute (evening) or 60-minute (lunch) Concurrent Associated Symposium at the La Rural Convention Centre

All benefits featured in Option A

Additional Option D Benefits

Exhibition Space
- 144 sq. m. (1550 sq. ft.) with the option of additional space at a rebate of 15% on regular rate (space only)

Registration
- 10 complimentary full registrations to the Congress
- 10 exhibitor/symposium badges

Advertising
- Full-page-color, symposium advertisement in the Official Congress Program*
- Inclusion of sponsor’s company brochure in the delegate bags
- Company name included on IASP website as a Congress supporter
- Recognition in IASP newsletter

*Subject to receipt by publishing deadline

Mailing Lists**
- Postal mailing list of registered delegates after the Congress

**Postal mailing lists are for one-time-use only
Appendix B: IASP Symposia Guidelines

Associated Symposia are meetings planned and supported by pharmaceutical or medical equipment companies in conjunction with an IASP World Congress on Pain. The supporting company is required to make an unrestricted educational grant or provide educational support to the World Congress of US$42,000. IASP will then give the supporting company one of a limited number of symposia slots and will help the supporting company publicize its symposium. The supporting company is responsible for the program and all logistical arrangements.

A. General Qualifications

1. Associated Symposia are supported and organized by companies in the pain field.

2. Companies wishing to hold an Associated Symposium are required to donate an unrestricted educational grant or educational support to the Congress of US$ 42,000. Such funds should be sent directly to the IASP 2014 Congress Secretariat on receipt of invoice. IASP is a non-profit 501(c) 3 corporation, and its tax ID number is 23-7416302.

3. IASP maintains the right to approve the companies wishing to sponsor an Associated Symposium, the program of an Associated Symposium, and all printed material produced relating to an Associated Symposium.

4. Associated Lunch Symposia are 60-minutes in length and are held at lunchtime between the morning and afternoon sessions during the IASP Congress on the first four days of the Congress (from 12:45 to 13:45). No more than 3 Associated Lunch Symposia will be scheduled for any given day. Associated Evening Symposia are 90-minutes in length and held after the official IASP Congress sessions on the first four evenings of the Congress (18:30 to 20:00). No more than 2 Associated Symposia will be scheduled for any given evening. Congress sessions start at 08:15 each morning and end at 18:00 each evening. (Exact timing can be subject to change.)

B. Company Responsibilities

1. To reserve a time slot (contingent upon final approval: see item B2 below), a company must:
   a. Provide a written notification of preference of symposium type (lunch or evening) and date for a symposium slot to the IASP Industry Liaison. Slots are allocated based on formal date of request.
   b. Once the slot is confirmed the requesting company must fill out and send back the Congress booking form.
   c. The company is required to make payment of the required donation or support amount to the IASP Congress Secretariat within 60 days upon receipt of invoice for the symposium.
   d. The company is required to sign a Commercial Support Letter of Agreement or other Unrestricted Educational Grant Letter of Agreement, confirming that the company will have no influence over the content of the Congress’s official (i.e. day time) scientific sessions.

2. Before IASP will grant final approval to any symposium, the company must send IASP the official symposium application form outlining:
   • the title of the proposed symposium;
   • a list of the speakers, including nationality, specialty, professional affiliation; and
   • a description of the symposium content. (see attached form)
The symposium program provided by each company will be reviewed by the Scientific Program Committee (SPC) of the Congress.

The SPC reserves the right to ask the company to make amendments or adjustments to the program if deemed appropriate to be suitable for the International Congress audience that attends the IASP Congress.

Such approval will not be unreasonably withheld. These items will be due to IASP no later than April 1, 2014.

3. The supporting company has full responsibility for planning and organization of the symposium. This responsibility includes both the program and all logistical arrangements (such as catering, extra AV, signs, etc.). IASP will provide the hall and standard AV equipment.

4. All symposium cancellations must be received in writing. For cancellations received prior to January 15, 2014, a cancellation fee of 50% of total grant/sponsorship/space cost will apply. For participants cancelling sponsorship/grant booking between January 15 and March 1, 2014, a cancellation fee of 75% will be applied. Participants cancelling sponsorship/grant booking after March 1, 2014 are responsible for 100% of support / booking costs.

5. The supporting company must submit all printed materials to IASP prior to distribution. Such printed materials may state that the symposium is “Held in conjunction with the 15th World Congress on Pain” and may use the Congress logo, but may not use the IASP name or logo.

6. If the supporting company wishes to offer continuing medical education credit, the company must obtain such accreditation independently.

C. IASP Responsibilities

1. IASP will limit the number of Associated Lunch Symposia to no more than three on any given day and Associated Evening Symposia to no more than two on any given day. IASP will work with the supporting companies to try to guarantee that similar symposia do not share the same time slot.

2. IASP will allow supporting companies to use designated rooms in the La Rural Convention Centre that are within IASP’s control and not being used for any other purpose. In the event that more than one symposium wishes to use a specific room, the company that has reserved its time slot first will have priority. This offer in no way obligates IASP to find or rent a room on behalf of any Associated Symposium.

3. IASP will publish an Associated Symposium’s title, time, venue, and the supporting company’s name on the Congress website. The Official Congress Program, Program-at-a-Glance and the Abstracts flash drive or CD, provided that the information has been sent to IASP one month prior to printing deadlines.

4. IASP will establish a well-travelled location within La Rural Convention Centre where companies supporting Associated Symposia may display their poster announcing the symposia (1 m wide, 2.4 m high). These posters may be displayed from the morning of the day of the specific evening Associated Symposia. Each company must provide a poster and mounting stand.

5. IASP will grant supporting companies one free postal mailing list of the IASP membership roster and one free postal mailing list of the pre-Congress registration list to be used for the sole purpose of publicizing an Associated Symposium. Such lists will include the names and mailing addresses only and may only be used once. A one-time use agreement needs to be signed by the supporting company before receipt of the mailing list.

6. Upon the request of a supporting company and provided the symposium is open to a general audience, IASP will list the Associated Symposia on the International Meetings Calendar on the IASP website.
IMPORTANT RULES REGARDING THE NATIONAL ADMINISTRATION FOR DRUGS, FOOD AND MEDICAL TECHNOLOGY (ANMAT)

According to Provision ANMAT No 4980/2005 (including modifications performed to the Provision ANMAT No 1631/2009):

Any advertising shall comply with the following requirements:

1. Promote the proper use of the drugs and display its properties with accurate information
2. Shall not affect the Public Health’s interests
3. Need the proper permission/authorization to be commercialized

For further information, please contact:

MCI BUENOS AIRES
Paula Buczak, CMP
1970 Santa Fe Av. - 1st Floor, Office1
C1123AAO – Ciudad Autónoma de Buenos Aires
Tel: +54 11 5252 9801
Fax: +5411 4813 0073
paula.buczak@mci-group.com
Appendix C:
Topical Workshops & Symposia

The 15th World Congress on Pain will feature a series of concurrent 90-minute Topical Workshops, providing delegates with great opportunities for floor discussion and learning from leaders in the pain study field. Most sessions will include viewpoints from at least three speakers. The specific dates, times and abstracts for each Topical Workshop will be available in early 2014.

Topical Workshops
Titles and topics are subject to change.

- Advances in Theory and Interventions in Pediatric Pain
- An Update on Pain Mechanisms in the Orofacial Region and Potential Therapeutic Implications
- Are Epigenetic Mechanisms Good Targets for the Control of Pain States?
- Assessing the Chronic Pain Patient: The Role of Credibility
- Cancer Pain: Moving from Practice to Evidence
- Chronic Headache – Chronic Pain: What's Common? What's Different?
- Cognitive-Behavioral Therapy Approaches to Pain Management in Older Adult Populations
- Combination Pharmacotherapy for Chronic Pain
- Complex Regional Pain Syndrome and Autonomic Disturbances
- Current and Future Approaches to Control Pain through the Endocannabinoid System
- Cytokines and Neuropathic Pain: Translating from Basic Discoveries to Therapeutic Approaches
- Developing Countries Project – ACED Initiative for Improving Pain Education: Sharing Experiences and Outcomes
- Different Approaches to Regulatory Control and Surveillance of Opioid Prescribing
- Dissecting Intervertebra Diversity in the Spinal Dorsal Horn Using Transgenic Mice
- Distraction-Induced Analgesia: What is Hindering, What Improving?
- Endogenous Brain Mechanisms Involved in the Modulation of Headaches: Similarities and Discrepancies between Studies in Animals and Humans
- Endogenous Regulation and Activation of Transient Receptor Potential Channels in Pain
- Episodic Pain Memory: Linking the Present with the Past
- Evaluation of Spontaneous Pain and Evoked Hypersensitivity: Closing the Gap between Preclinical and Clinical Studies
- Facilitating Return to Work in People with Pain: Challenges for Clinicians, the Workplace and Researchers
- Fibromyalgia: Update on the Relative Contribution of Peripheral vs. Central Mechanisms
- From Acute to Chronic Pain: Risk Factors, Genetics and Possible Preventive Strategies
- From Localized Musculoskeletal Pain to Generalized Central Sensitization: Basic, Experimental and Clinical Evidence
- Functional Implications of Musculoskeletal Pain – Mechanisms and Rehabilitation
- Hurting and Healing: Mental Imagery in Pain
- Inhibiting the NGF/TrkA Pain Pathway – Lessons Learned and Current Status
- Interactions between Pain and Itch
- Inter-Relating Factors in the Development of Chronic Pain Following Whiplash Injury
- Is Pain More than Just Salience Detection?
- Limits of Endogenous Analgesia in Patients with Chronic Pain: Assessment and Consequences
- Mechanisms of Migraine
- Modulating Pain Perception and Behavior: The Role of Reward, Respondent and Operant Learning
- Neuroimmunopharmacology of Opioids: TLRS and Chemokines and Sphingolipids, Oh My!
- Neuronal Plasticity: Implications for Understanding and Treating Chronic Pain
- Neurophysiological Correlates of Evoked and Ongoing Pain: Objective Markers to Evaluate the Nociceptive System in Humans
- Neurophysiological Correlates of Meditation and Hypnosis for Pain Treatment: Research and Clinical Implications
- New Aspects in Peripheral and Central Mechanisms of Painful Bladder Syndrome/Interstitial Cystitis
Appendix C: 
Topical Workshops & Symposia (Cont’d)

Topical Symposia

- New Directions of Ion Channel Research in Pain Pathways
- Noninvasive Brain Stimulation for the Treatment of Pain
- Not Just Description: New Horizons in Pain Epidemiology
- Novel Preclinical Genetics of Pain Findings Showing Translation to Humans
- Novel Pro- and Anti-Inflammatory Lipid Mediators for Pain Control
- Opioids for Acute Pain in Children: Efficacy and Safety
- Osteoarthritis Pain: Novel Insights in Pathways and Mechanisms through Clinical Studies, Genetic Analysis, and Mouse Models
- Pain in Fabry Disease: A Model of Treatable Neuropathic Pain (Not Only) in Childhood
- Pain in Persons with Disabilities: Recent Findings and their Clinical Implications
- Pain in the Proximal Gut
- Painful HIV-Associated Sensory Neuropathy: Recent Advances in Animal Modeling, Epidemiology, Pathophysiology and Genetics
- Pains Associated with Infections Common in Developing Countries
- Pains, Fears, and Passions: Chronic Pain and Fronto-Limbic Interactions
- Perceived Injustice, Entitlement and Blame: Risk Factors for Problematic Pain Outcomes
- Placebo Analgesia and Nocebo Hyperalgesia: From Bench to Bed
- Proteases and Pain Transmission
- Protein Kinase M-γ (PKMγ) Involvement in the Maintenance of Pain Plasticity
- Overcoming Preclinical and Clinical Barriers for Discovery of Pain Therapeutics
- Spinal Cord Stimulation: Mechanisms of a Widely Used Therapy beyond the Gate Control Concept
- The Dichotomy of Exercise-induced Pain and Analgesia in Chronic Musculoskeletal Pain: Implications for Pain Management
- The Difficulties in Pain Management for Frail Older or Demented Persons
- The Influence of Glycine in Normal and Pathological Touch and Pain Processing
- The Interplay of Post-Traumatic Stress Disorder (PTSD), Stress and Pain in the Wake of Trauma
- The Multivariate Representation of Pain – New Approaches to a Complex Brain Network
- The Pain-Out International Acute Pain Registry: Emerging Benefits and Future Challenges
- The Representation of the Body and the Space Around it in People in Pain – Recent Developments and Clinical Implications
- The Role of Psychosocial Factors as Mediators and Moderators in Musculoskeletal Research: Lessons for Secondary Prevention
- The Role of Satellite Glial Cells in Chronic Pain
- Trigeminal Neuralgia: Recent Advances in Diagnosis and Therapeutic Options
- Understanding Pain within its Social Context
- Weighting the Value of Pain: Motivational and Informational Influences on Pain Responding
- Why Skin Matters: New Insights from Bench to Bedside
Appendix D:
Rehearsal Request

RETURN THIS COMPLETED FORM BEFORE AUGUST 26th 2014

to:
EMAIL: paula.buczak@mci-group.com
FAX: +54 11 4813 0073

Organization:

Contact:

Tel: Email:

Meeting Room required for rehearsal:

Expected duration of rehearsal:

<table>
<thead>
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<th>Date</th>
<th>Time</th>
<th>First Choice Please tick</th>
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Company contact on site during the Congress:

Mobile phone number:

Signature: Date:

DEADLINE FOR SUBMISSION: AUGUST 26, 2014
Appendix E:
Shipping & Freight Forwarding

www.hobbit.com.ar

15th WORLD CONGRESS ON PAIN

- Buenos Aires / Argentina -

6 – 11 October 2014

SHIPPING MANUAL FOR BAG INSERTS

For full shipping information, please reference to the Shipping Instructions