

**ICE**  
**2020**

4 - 7 OCTOBER 2020  
BUENOS AIRES  
ARGENTINA



19TH INTERNATIONAL CONGRESS OF ENDOCRINOLOGY  
4TH LATIN AMERICAN CONGRESS OF ENDOCRINOLOGY (CONLAEN)  
13TH CONGRESS OF THE ARGENTINE FEDERATION OF ENDOCRINOLOGY SOCIETIES (FASEN)

## Call for Official ICE 2020 Pre or Post Congress

### Satellite Meetings

International Congress of Endocrinology

### Introduction

As part of their respective outreach programs, The International Society of Endocrinology (ISE), The Latin American Federation of Endocrinology (FELAEN), and the Argentine Federation of Endocrinology Societies (FASEN) encourage local and regional societies to take advantage of the organization of the ICE International Congress of Endocrinology and organize relevant and related scientific meetings in conjunction with the main Congress.

The ICE Congress will be organized on October 4-7, 2020 in “La Rural” Convention and Exhibition Center, Buenos Aires, Argentina.

ICE 2020 will be a worldwide event, gathering more than 4,000 delegates and leaders from different endocrinology fields, becoming an excellent opportunity for best-practice exchanges between colleagues.

For more information, please visit: <https://ice-2020.com/>

### Satellite meetings (SM)

A SM is one-day event held on the day(s) immediately before or after ICE 2020 that is expected to enhance the image of the primary event and to serve the specific interests of its attendees on a small focused area of science.

The SM is organized in the same venue of the primary event. However, the **Congress Organizing Committee (COC)** and **Organizing Secretariat (OS)** are not responsible of the organization of the SM, do not assume any financial risk or any financial loss or benefit coming from SM.

Official Pre and Post Congress SM may end no later than 3 October 6pm and commence no earlier as of 8 October 2020 12pm. (See [Terms and Conditions](#) for more information about availability)

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## Submission

All interested parties are invited to submit a satellite meeting proposal for review and approval by the **Program Organizing Committee (POC)**, in accordance with the procedures described hereinafter. Submitted proposals will be accepted or rejected based on their relevance, scientific quality and attractiveness, and final number of applications.

## Scientific Program Committee Co-Chair

- Ariel Sanchez
- Susan Webb

## Local Organizing Committee Chair

- Hugo Boquete

## How to submit a proposal

Please [click here](#) to complete the [Satellite Meeting Application Form](#).

## Deadline

Proposals for official satellite meetings and courses must be submitted no later than 30 April 2020. Satellite meetings proposals submitted after the deadline will not be considered.

## Application and scientific content

The International Society of Endocrinology, Argentine Federation of Endocrinology Societies, Latin American Federation of Endocrinology and the Congress Organizing Committee (COC) of the primary event invites, promotes and receives SM applications up to 5 months in advance of the primary event.

Scientific Partners of the above mention institutions (SP), e.g., National Member Societies of ISE or other reputable scientific/medical/technical organizations, are eligible submit applications to host a SM.

To ensure that a SM is strictly educational and devoid of any commercial influence or content, a corporation does not as qualify as a SP.

Advance consultation with the COC is advised in order to avoid significant overlap with the scientific program of the primary event.

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The application must include the topic and a description of the relevance to the ICE and the potential attendees. At a minimum, the application should include the proposed title and information pertaining to the proposed content and speakers.

The application should include the preferred date(s) and information pertaining to the equipment required.

The Programme Organizing Committee (POC) is solely responsible for the evaluation and either approval or rejection of each SM application.

The COC will make every effort to schedule the accepted SM applications as requested. However, the POC reserves the sole right to schedule the SM in order to create balance in the overall SM program. **For this reason, early application is advised.**

## Terms and conditions

For the right to hold a meeting as an official, approved and endorsed ICE 2020 satellite meeting, and to compensate for the venue, AV equipment and marketing efforts provided by ISE, FELAEN and FASEN:

- Satellite meetings organizers that are **non-ISE, FELAEN or FASEN members or partners** will be required to pay a fixed fee of **USD 12.000+VAT** per meeting. Payment is due 30 days after meeting approval. Payment is not refundable.
- Satellite meetings organizers that are **ISE, FELAEN or FASEN members or partners** will be required to pay a fixed fee of **USD 8.000+VAT** per meeting. Payment is due 30 days after meeting approval. Payment is not refundable.

Only satellite meetings that were accepted and have paid the corresponding satellite fee in full will be acknowledged and promoted as Official Pre and Post Congress Satellites of the ICE 2020.

- The ICE 2020 will offer its communication platform to disseminate the information about those satellites and promote them accordingly. (See section Marketing benefits below.)
- The ICE 2020 will provide the venue “La Rural” Convention and Exhibition Center (Ceibo room up to 300 pax).
- The ICE 2020 will provide AV Equipment (1 screen, 1 projector, sound system, podium, 1 handheld microphone, 1 podium microphone, 2 delegate microphones) and 1 staff assistant.
- The ICE 2020 will not take any financial risk for any satellite meetings.
- The ICE 2020 will not share profits or bear losses from approved satellite meetings.

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- The ICE 2020 will not be involved in any way with the organization of approved satellite meetings, or with other practicalities.
- The ICE 2020 will not be responsible for SM registration and on-site accreditation. ICE 2020 organizers require the final list of participants including contact details SP must send this list no later than 4 September. E-mail: [ice2020@mci-group.com](mailto:ice2020@mci-group.com)

#### Availabilities:

##### DAY 1: Pre-Congress

Saturday, October 3<sup>rd</sup>, 2020

Time: 12:00 to 06:00 pm

Room: Ceibo – White Pavilion (1<sup>st</sup> floor) – La Rural Convention Center

Capacity: 300 pax

##### DAY 2: Post-Congress

Thursday, October 8<sup>th</sup>, 2020

Time: 12:00 to 06:00 pm

Room: Ceibo – White Pavilion (1<sup>st</sup> floor) – La Rural Convention Center

Capacity: 300 pax

### Marketing benefits

In return for the fee paid to the ICE 2020, the ISE and ICE 2020 congress organizers will advertise and promote the Official Pre and Post Congress Satellite Meetings as follows:

1. Information provided by the Meetings organizers will be Posted on the **ICE 2020 official website** in the section “Pre and Post-Satellite Meetings” and will include:

- Title of the Satellite Meeting
- Satellite Meeting venue and date
- Scientific program information including names of speakers (either via pdf or a direct link to the Meeting website)
- Registration and Abstract submission deadlines
- Contact details of the organizers
- Direct hyper link to the Meeting website

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2. Satellite Meeting name, date, location and URL will be listed in the **ICE 2020 Preliminary Program** with the following distribution channels:

- Downloadable PDF version available on the ICE 2020 website.
- ICE 2020 Mobile APP
- ICE 2020 Pocket Programme