American Diabetes Association. | 2027 SCIENTIFIC SESSIONS WASHINGTON, DC | JUNE 18-21

Corporate Symposium Application

RULES & REGULATIONS

1. Corporate Symposia are programs that are planned and conducted by the corporate community in conjunction with the American Diabetes Association's (ADA) 2027 Scientific Sessions.

2. Corporate Symposia provide attendees with additional education/information opportunities. Program content and product information are the sole responsibilities of the corporate supporters.

3. Symposia will be held June 18-21, 2027. Programs may be conducted immediately prior to or following the American Diabetes Association's 2027 Scientific Sessions schedule.

4. Symposia will be scheduled based on the times listed on page 2. Due to limited space availability, ADA cannot guarantee that similar topics will not be scheduled concurrently. **There will be a maximum of four concurrent symposia per time period Friday-Sunday. Monday is limited to four concurrent symposia for the breakfast slot.**

5. ADA will provide registration services for all Corporate Symposia held in conjunction with the 2027 Scientific Sessions. On or before Tuesday, April 6, 2027, an e-mail blast will be sent to all Scientific Sessions pre-registered attendees. Attendees will be given the opportunity to register for symposia at this time. Attendees registering after April 6, 2027, will register for symposia at the same time they register for the Scientific Sessions. *Providers of corporate symposia may not offer independent registration services.* Please note, data analytics for the on-demand platform will be collected and on-site attendees of the Corporate Symposia will sign up during the registration process.

6. **The Corporate Symposium Sponsorship Fee is:**
   Completed applications received **on or before January 29**: **$60,000 USD**
   Completed applications received **January 30-March 12**: **$67,500 USD**
   Completed applications received **after March 12**: **$75,000 USD**

   The fee includes registration services, four (4) lead retrieval machines, one-time use of the pre-registered attendee list, webcast capture, and promotion on ADA's website. Complimentary meeting space, along with one slide review room, is also included (complimentary ballroom space is dependent on sponsor meeting the hotel's food and beverage minimum).

7. Companies interested in conducting a Corporate Symposium must complete the attached application form and include a complete program description and agenda for review and approval.

8. Symposia date and time assignment will be reviewed and approved on a first-come, first-served basis. **Only companies exhibiting at ADA's 2027 Scientific Sessions will be considered**. For information on exhibiting, contact ADA's exhibit management company, **A. Fassano & Company.** Other criteria for requested assignment may include company's annual level of support. An authorization letter from a pharmaceutical or device company **must accompany** any application submitted by a medical education company. Applications without the authorization letter **will not** be reviewed.

9. Fees will be determined by the receipt date of your completed application including, authorization letters and other required documentation as noted in #6 above.

10. An e-mail notification will be sent within 48 hours of receipt of your application.

11. Companies will be notified by Friday, **February 12, 2027** regarding acceptance and date and time assignment of their Corporate Symposium. **Please do not call before this date.** Applications received after Wednesday, January 29, 2027 will be notified on a rolling basis every two weeks thereafter.

12. ADA does not endorse or co-sponsor Corporate Symposia.

13. All companies should comply with the PhRMA Code on interaction with healthcare professionals, as listed on www.phrma.org. Companies should also be knowledgeable regarding provisions set out in the Sunshine Act to ensure compliance with Federal Laws.

14. ADA does not provide continuing education (CE) credits for Corporate Symposia and assumes no responsibility for continuing education credits offered by other organizations. If CE credits are to be offered, the institution providing the credits must be listed on the application form.

15. ADA reserves the right to accept, reject or condition acceptance, based on ADA's sole discretion, for any reason, which need not be disclosed to the applicant. All outstanding obligations to the ADA, to ADA Exhibit Management, or to other vendors affiliated with ADA's Scientific Sessions by the potential Corporate Symposium planner, including payment of debts, must be fulfilled prior to approval. The date the completed application is received with all required materials being included and all debts being paid to ADA will determine the fee.

16. All logistical arrangements are the responsibility of the Symposium supporter and must be made directly with the assigned hotel. ADA will provide the hotel contact information to the Symposium supporter's primary contact in the Symposium acceptance letter. ADA assumes no responsibility for the loss or reduction of meeting space after assignments have been confirmed with the supporter and hotel or any and all charges associated with these planned events, including, but not limited to: set-up charges, additional room rental, audio visual, food and beverage, computer charges, hotel reservations, speaker arrangements, electrical charges, etc. ADA and Hotel reserves the right to require companies to switch their assigned ballroom due to lower than expected attendance figures. If this occurs, ADA and the hotel will not provide compensation. We will, however, assist you in notifying your registered attendees.

17. The Corporate Symposia space that is reserved by ADA will be able to accommodate between 300-600 people (depending on the assigned space) for a plated meal in rounds of 10 with front screen projection. ADA will assign rooms that have been secured by ADA for Corporate Symposia. **All space assignments are final**. **Companies who contact hotels on their own, or otherwise attempt to circumvent ADA's assignment process, are subject to rejection of the Symposium Application.** Your corporate symposium room, along with one slide review room will be provided with complimentary room rental as long as you meet the hotel's food and beverage minimum.

18. **ADA considers the program submitted with your application to be final. Symposium title and description changes must be approved by ADA.** Please notify ADA of any changes by e-mail at CMcCleary@diabetes.org. Since assignment is largely based on program content, companies making significant content changes may be subject to cancellation or reassignment.

19. **Changes received after May 28 will not be updated in the mobile app and online planner.**

20. **Companies that cancel confirmed programs after March 12, 2027 are subject to a $20,000 USD cancellation fee. Cancellations must be sent in writing to SRRajack@diabetes.org.**

21. All matters and questions not covered by the above guidelines are subject to the discretion of ADA. These guidelines may be amended by ADA at any time, and all amendments shall be equally binding on all parties. In the event of any amendment or addition to these guidelines, written notice will be given by ADA to such parties.

22. The Corporate Supporter and/or Medical Education Company shall protect, indemnify, hold harmless and defend ADA, its officers, directors, agents, volunteers, subcontractors, employees and/or representatives against all such claims, liabilities, losses, damages, judgments or settlements, including reasonable attorneys' fees and costs and other expenses incurred by the indemnifying party on account of litigation; provided that the foregoing shall not apply to injury, loss or damage caused by or resulting from the negligence of ADA, its officers, director, agents or employees.

23. These Rules and Regulations are part of the contract between the corporate supporter and the ADA. All corporate supporters and/or medical education companies must observe all rules and regulations. All points not covered are subject to the decision of the Association. This application for a Corporate Symposium, the formal notice for space assignment by ADA and all deposits together constitute a contract for the right to hold a Corporate Symposium at ADA's 2027 Scientific Sessions.

24. The American Diabetes Association has the full authority to interpret or amend these rules, and its decision is final. Corporate Symposia planners agree to abide by any rules and regulations that may hereafter be adopted. Any issues not addressed in these rules are subject to the decision of the ADA. The Corporate Symposium planner waives any rights or claims of damages arising out of enforcement of any rules contained herein.

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APPLICATION

Applications must be completed in their entirety prior to submission in order to qualify for fee deadlines.

ADA must receive program title, description, proposed speakers and a program agenda prior to review. Incomplete applications **will not** be considered.

An authorization letter from a pharmaceutical or device company must accompany any application submitted by a medical education company. Applications without the authorization letter will not be reviewed.

Application due dates and fees:
Completed applications received **on or before January 29**: **$60,000**
Completed applications received **January 30-March 12**: **$67,500**
Completed applications received **after March 12**: **$75,000**

Applications received by January 29, 2027, will be notified of acceptance by e-mail on February 12, 2027. Applications received after January 29, 2027 will be notified every two weeks after February 12, 2027. **Please do not call before this date**.

CONTACT INFORMATION

Name of Company Supporting Program:

_____

Primary Contact Name:

_____

Job Title:_____

Address: _____

City/State/Zip: _____

Phone:_____ Fax:_____

E-mail:_____

Name of Company Planning Program:

_____
(A primary contact and job title must be listed. This person will be ADA's main point of contact for all aspects of the program.)

Primary Contact Name:

_____

Job Title:_____

Address: _____

City/State/Zip: _____

Phone:_____ Fax:_____

E-mail:_____

Available Dates and Times (Please indicate your 1st, 2nd, and 3rd choice)
Programs are approved, and dates and times are assigned, by topic on a first-come, first-served basis. ADA will make every effort to avoid company, program content and speaker conflicts.

Friday, June 18	_____	**6:30 p.m. – 9:30 p.m.** (competing with Networking Reception 6:30-8:30 p.m. Approx. 1000 attendees)
Saturday, June 19	_____	**5:30 a.m. – 7:45 a.m.** (may compete with 5K@ADA 6:30-7:30 a.m. Approx. 200 attendees)
Saturday, June 19	_____	**6:15 p.m. – 9:15 p.m.**
Sunday, June 20	_____	**5:30 a.m. – 7:45 a.m.** (may compete with 5K@ADA 6:30-7:30 a.m. Approx. 200 attendees)
Sunday, June 20	_____	**6:15 p.m. – 9:15 p.m.**
Monday, June 21	_____	**5:30 a.m. – 7:45 a.m.**

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BENEFITS

Symposia Fee Includes:

1. Registration services will be provided by CMR, ADA's official Registration Company. On or before April 6, 2027, an e-mail blast will be sent to all pre-registered attendees. Attendees will be given the opportunity to register for symposia at that time. Attendees registering after April 6, 2027 will register for symposia at the same time they register for the meeting. Organizing companies must review attendance limits with ADA Registration. A weekly registration update will be provided to the main contact indicated on this form. A final list of those registered for the symposium will be provided to the main contact approximately 1 week prior to the meeting.
2. Symposia will be promoted on the 2027 Scientific Sessions website, mobile app, online planner, and on-site at the meeting.
3. Four (4) lead retrieval machines for use on day of program with technical assistance/training. The leads captured will be provided to you. Your staff will be responsible for scanning badges.
4. Webcast production of Corporate Symposia with a link on ADA's Scientific Sessions platform.

   This includes:
   - Capture of all audio and slides presented during the Symposium
   - Webcasts posted to on-demand platform upon request
5. Complimentary meeting room rental of the ballroom and one slide review room; complimentary space is dependent on company meeting hotel's food and beverage minimum.
6. **Additional Opportunity Available (Limited to 5 companies):** One program-related insert to be included in the registration bag (must be approved by ADA no later than April 29, 2027) and may not be larger than 8 ½" x 11". Please submit these inserts in PDF format to Callie McCleary at CMcCleary@diabetes.org. This opportunity will be available first to corporate symposia clients, on a first-come, first-served basis. **Additional Fee: $8,500**

   Purchasing registration bag insert: Yes ☐ No ☐

PROGRAM INFORMATION

Program Title and Description **(Not Agenda/Speakers)** included in this application will be included in the Scientific Sessions mobile app and online planner. Changes in Title/Description may be submitted via e-mail and must be received by May 28 for inclusion.

Significant changes to the content of the program, after acceptance of application, may result in cancellation or reassignment of Symposia. All changes must be approved by ADA.

Program Title: _____

Proposed Speakers: _____

Budgeted Attendance: _____

Program Agenda: _____

Brief Program Description **(Must be 50 words or less or no more than 3 sentences):**

_____
_____
_____
_____
_____

Company/Institution Providing CE's: _____

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PAYMENT INFORMATION

Please complete the following information regarding invoicing. ADA will invoice:

Contact Name: _____

Name of Company: _____

Address: _____

City, State, Zip _____

Phone: _____ Fax: _____ E-mail: _____

****Invoices will be sent on February 19, 2027.**

☐ **I have read, understand and will adhere to the ADA Corporate Symposium Rules & Regulations.**

Name: _____

Signature: _____ Date: _____

SUBMIT COMPLETED APPLICATION & ATTACHMENTS TO:

Sharaine Rajack
Director, Corporate Alliances
American Diabetes Association
E-mail: SRRajack@diabetes.org