

GENERAL INFORMATION

Please send correspondence for the Scientific-Organizing Secretariat to:

TG 2003

GIOVANNI LORENZINI

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Location and Date of the Symposium

The Symposium will take place in New York, NY (USA) at the New York Marriott Marquis, 1535 Broadway, New York, NY 10036 USA (Tel: (+1) 212.398.1900; Fax: (+1) 212.704.8930), on July 10-13, 2003.

Secretariat personnel will be present from 4:00 p.m. on Wednesday, July 9, 2003, on the 6th floor foyer of the hotel, for registration and assistance to the participants. Please note that the scientific sessions will start at 8:30 a.m. on Thursday, July 10, 2003 and will end on Sunday, July 13, 2003 at 11:00 a.m.

Internet

Home page for the TG 2003 Symposium is located at:

<http://www.lorenzinifoundation.org>

Audio-visual

- Power Point presentations only will be accommodated with an LCD-panel projection system; however, we ask that you bring your own laptop computer for your presentation.
- Please note that no facilities will be available for the projection of standard 2"x2" slides
- For any other service please contact the Scientific-Organizing Secretariat by the end of May, 2003.

Posters

Poster format and instructions for the preparation of the posters will be given with the letter of acceptance.

Official Language

The official language of the Symposium will be English; no simultaneous translation will be provided. **Both presentations and discussions must be given in English.**

Proceedings and Slide Library

The Proceedings will be published after the Symposium by an international publisher. A Slide Library of key selected presentations will be available after the Symposium at www.lorenzinifoundation.org.

Scientific Exhibit

During the Symposium an exhibit on pharmaceutical, instrument, publishing, and suppliers of medical technology will be held in the meeting area.

Certificate of Attendance

Certificates of Attendance will be available on request at the end of the Symposium at the Registration Desk. The request form is enclosed in the on-site registration materials.

Insurance

Registration for the Symposium implies that the delegate agrees that neither the Scientific-Organizing Committee nor Giovanni Lorenzini Medical Foundation assume any liability or responsibility whatsoever. Symposium delegates are requested to make their own arrangements for medical, travel, and personal insurance.

Badges

The official badge must be worn for admission to all scientific sessions and other activities of the Symposium.

Electricity

The electrical current is 110 volts.

Mail and Fax

During the Symposium, mail may be addressed to the participants:

TG 2003 – Giovanni Lorenzini Medical Foundation

c/o Marriott Marquis

1535 Broadway

New York, NY 10036 USA

Tel: (+1) 212.398.1900

Fax: (+1) 212.704.8930

Transportation

Taxi service is available from all major New York airports and may cost from \$17-\$55 plus tip and tolls, depending on the airport. The Gray Line Air Shuttle (Tel: (+1) 212.315.3006 or 1.800.451.0455, www.graylinenewyork.com) serves major Manhattan hotels directly to and from the major airport. The fare is \$11-14 per person, depending on the airport; make arrangements at the airport's ground transportation center or use the courtesy phone.

Hotel Parking

Parking is available at the Marriott Marquis for \$45.00 per day.

Gratuities

Gratuities or tips are generally not included in bills. As a general rule an average tip is 15%. Tipping of bellmen, hotel doormen, etc. is done at each individual's discretion. Tipping is customary in taxis, and at your discretion for airport limousines and shuttles.

Convention Attire

Business attire is welcome for the meeting. Casual dress is acceptable in most restaurants in New York.

Message Board

A message board will be placed in the registration area, where any last-minute program changes and other essential information will be posted. Participants are kindly asked to check this board frequently.

Breakfasts and Coffee Breaks

Continental breakfasts and coffee breaks will be offered to all registered participants in the exhibition area and the lobby area outside the meeting rooms Thursday, July 10, through Sunday, July 13.

Social Program

Thursday, July 10, 2003 (evening)

Welcome Reception

The Welcome Reception will be held in the Marquis Ballroom, 9th floor of the hotel, overlooking the bright lights of Broadway and 42nd St. Join your colleagues for a gathering with cocktails and hors d'oeuvres. This event is open to all registrants and accompanying persons.

Tickets will be required for the Welcome Reception. You are kindly requested to guarantee your ticket reservation by indicating your intent to attend on the registration form. Please note that tickets for the reserved event are valid for one person only.

Deadline for reservations: Reservations for the Welcome Reception will not be guaranteed for registrations received after June 25, 2003.

We ask that you wear your symposium badge.