MEDICAL AFFAIRS AND SCIENTIFIC COMMUNICATIONS FORUM ATTENDEE REGISTRATION FORM

Register online or fax this form to +1.215.442.6199

MEDICAL AFFAIRS AND SCIENTIFIC COMMUNICATIONS FORUM

Event #25006 | Forum: March 10-12, 2025

REGISTRATION FEES

All participants at in-person DIA Meetings, Workshops, Forums and Conferences, whether a presenter, attendee, exhibitor, staff, guest, or vendor, strongly recommended fully vaccinated.
If DIA cannot verify your membership, you will be charged the nonmember fee. Registration fee includes refreshment breaks, luncheons, and reception (if applicable).

STANDARD RATES	BEFORE JAN 13	BEFORE FEB 10	AFTER FEB 10
Member	US $1550 ❑	US $1675 ❑	US $1975 ❑
Nonmember**	US $1900 ❑	US $2025 ❑	US $2325 ❑

DISCOUNT FEES *	BEFORE JAN 13	BEFORE FEB 10	AFTER FEB 10
Government Member(full-time)	US $725 ❑	US $850 ❑	US $1150 ❑
Government Nonmember** (full-time)	US $1025 ❑	US $1150 ❑	US $1450 ❑
Nonprofit/Academia Member (full-time)	US $725 ❑	US $850 ❑	US $1150 ❑
Nonprofit/Academia Nonmember** (full-time)	US $1025 ❑	US $1150 ❑	US $1450 ❑

**Discount fees are subject to eligibility requirements. Identification and proof of eligibility will be required on site. Failure to provide proof of eligibility/ID upon request will require paying the higher standard registration fee.*

SHORT COURSES, MONDAY MARCH 10!

US $400 ❑ Medical Communications: Compliance in 2025

US $400 ❑ Medical Affairs Executive Forum

DIA MEMBERSHIP

All nonmember fees include a one year membership option. DIA membership, at no additional cost. Explore membership benefits at **DIAglobal.org/Membership**. DIA membership will renew automatically at the end of the complimentary membership term, at the then current membership rates. You may cancel automatic membership renewal at any time by accessing your account online at **DIAglobal.org**. If you would like to decline a complimentary membership, please indicate your preference below.

❑ I would like to decline a one year complimentary DIA membership at no additional cost.

EMERGENCY CONTACT

Name _____

Phone _____

Relationship _____

GROUP DISCOUNTS

Register 3 individuals from the same company and receive complimentary registration for a 4th! All 4 individuals must register and prepay at the same time – no exceptions. DIA will apply the value of the lowest applicable fee to this complimentary registration; it does NOT include fees for optional events or DIA membership. You may substitute group participants of the same membership status at any time; however, administrative fees may be incurred. Group registration is not available online and does not apply to the already-discounted fees for government or charitable nonprofit/academia. To take advantage of this offer, please make a copy of this registration form for EACH of the four registrants from your company. Include the names and payment information for all four group registrants on each of the forms and return them together to DIA. DIA will review order and apply the complimentary registration to the lowest applicable fee.

❑ **Please indicate that this form is part of a group registration by checking this box and list below the names of the other three registrants from your company.**

1. _____
2. _____
3. _____

EVENT INFORMATION

For registration questions, call toll free 1.888.257.6457
or email CustomerService@DIAglobal.org Monday through Friday 8:30 AM to 8:00 PM ET
For other questions, please contact Jessica Roman by email at Jessica.Roman@DIAglobal.org.

HOTEL & TRAVEL:

The Westin Boston Seaport District A limited number of rooms are available at the reduced rate shown below (rate is guaranteed until **February 17, 2025 ,** or until room block is filled). To make your room reservation, please call the Group Reservation number at 1.877.803.7534 and mention the Drug Information Association (DIA) or book online **Room Rate $269 Hotel Address: 425 Summer Street, Boston MA 02210**
The most convenient airport is: Logan International Airport (BOS) – TF Green Airport - miles Manchester-Boston Regional Airport -
DIA reserves the right to alter the venue, if necessary. If an event is cancelled, DIA is not responsible for any airfare, hotel, or other costs incurred by registrants.

CANCELLATION POLICY:

On or before FEBURARY 3, 2025
Administrative fee that will be withheld from refund amount: Member or Nonmember = $200 Government or Academia or Nonprofit (Member or Nonmember) = $200 Short Course (if applicable) = $200

By signing below I confirm I read and agree with DIA's Terms and Conditions of booking. These are available on page three and four of the registration form, or online in the Register tab of the main event

Signature _____

PLEASE CHECK THE APPLICABLE CATEGORY: ❑ Academia ❑ Government ❑ Industry

Last Name First Name M.I.

Degrees ❑ Dr. ❑ Mr. ❑ Ms.

Position

Company

Mailing Address *(as required for postal delivery to your location)*

Mail Stop

City State

Zip/Postal Code Country

Telephone Number Email Address

Payment Options

PAYMENT OPTIONS
Register online at **DIAglobal.org** or by:

❑ CREDIT CARD
Complete this form and fax to +1.215.442.6199 or email to **CustomerService@DIAglobal.org**. Non-U.S. credit card payment is subject to the currency conversion rate at the time of the charge.

❑ Visa ❑ MC ❑ AMEX Exp Date _____

Card # _____

Name (printed) _____

Signature _____

❑ CHECK
Drawn on a US bank payable to and mailed along with this form to: **Drug Information Association Inc., c/o Finance Department, 602 Office Center Drive, Suite 120 Fort Washington, PA 19034** Please submit registration form to the Customer Service Team for invoicing. When submitting your check, please include a copy of your invoice to facilitate identification of attendees.

❑ BANK TRANSFER*
Upon completion of your registration, DIA will send an email to the address on the form with instructions on how to complete the Bank Transfer. Payment should be made in US dollars. Your name, company, and Event #25006 must be included on the transfer document to ensure payment to your account.
*Payments must be net of all charges and bank fees must be borne by the payer.

Terms and Conditions for DIA Americas Meetings

CANCELLATION POLICIES

For Full-Meeting and One-Day Registrations

All cancellations must be made in writing and received at the DIA Americas office no later than four weeks prior to the start date of the program. After this date, there will be no refunds. Registrants who do not cancel prior to this date and do not attend will be responsible for the full registration fee. Registrants are responsible for cancelling their own hotel and travel reservations. DIA reserves the right to alter the venue, if necessary. If an event is cancelled, DIA is not responsible for airfare, hotel, or other costs incurred by registrants.

An administrative fee of $200 will be withheld from the refund amount for meeting cancellations received by the published deadline.

Any multiple purchase discounts that may have been applied will be void in the event of a registrant's cancellation of any portion of their registration.

For Short Courses

Cancellations must be received in writing by the DIA Americas office no later than four weeks prior to the tutorial start date. Registrants who do not cancel by that date and do not attend will be responsible for the full registration fee. Registrants are responsible for cancelling their own hotel and airline reservations. DIA reserves the right to alter the venue, if necessary. If an event is cancelled, DIA is not responsible for any airfare, hotel, or other costs incurred by registrants.

An administrative fee of $200 will be withheld from the refund amount for tutorial cancellations received by the published deadline.

Any multiple purchase discounts that may have been applied will be void in the event of a registrant's cancellation of any portion of their registration.

TRANSFER POLICIES

For Full-Meeting and One-Day Registrations

Registrants may transfer their registration to a colleague at any time but membership is not transferrable. Please notify the DIA Americas office of such transfers as soon as possible, preferably in writing. Substitute registrants will be responsible for the nonmember fee, if applicable. Last minute replacements may contact a DIA representative onsite at the DIA registration desk in order to process the transfer.

If you have a COVID medical emergency and are unable to attend the conference, contact customer service at (insert regional customer service).

For Short Courses

Registrants may transfer their registration to a colleague at any time. Please notify the DIA Americas office of any such transfers as soon as possible, preferably in writing. Last minute replacements may contact a DIA representative onsite at the DIA registration desk in order to process the transfer. Registrants who transfer from a half-day to a full-day short course are responsible for the additional registration fee; registrants who transfer from a full-day to a half-day short course will receive a refund of the difference, provided that the transfer request is received no later than four weeks prior to the short course start date.

EVENT SAFETY CODE OF CONDUCT

DIA is dedicated to providing a safe event experience for all participants and others involved, including attendees, sponsors, vendors, exhibitors, students, guests, staff, and contractors.

This Code of Conduct is not intended to be a complete list of all rules and regulations applicable to a DIA meeting or event. DIA reserves the right to remove, or deny attendance to, any person who either: (i) violates, or is likely to violate, this Code of Conduct, or general health, safety, and well-being of other persons; or (ii) is disruptive and/or interferes, or is likely to disrupt or interfere, with the safe conduct of the main event, in any DIA transportation, or affiliated event held in conjunction . All decisions shall be made in DIA's sole and absolute discretion and shall be final.

Health and Safety:

• Follow relevant laws, recommendations, and guidance provided by national, state, and local health authorities where you reside. In the United States, DIA will follow the guidance of the US Centers for Disease Control and Prevention (CDC), World Health Organization (WHO), and/or the state, county, and local health authorities where the meeting is being hosted.

• Adhere to government issued travel restrictions and guidance applicable to the place you will be travelling to for the meeting/event, the place you are travelling from, and any locations you will be transiting enroute to the meeting/event.

• Evaluate your own health and that of people you are in close contact with. Stay home if you feel sick or don't feel that you can travel safely.

• Follow guidance from the local health authority, for everyday preventive actions to help prevent the spread of respiratory viruses, including:

- o Washing hands often with soap and water for at least 20 seconds, or an alcohol-based sanitizer with at least 60% alcohol.
- o Avoiding touching eyes, nose, and mouth with unwashed hands.
- o Covering your nose and mouth when coughing or sneezing. Throw used tissues in the trash.

• Each person attending a DIA meeting or event in any capacity must make his/her own decisions about his/her health care and safety. DIA shall in no way be responsible for ensuring the safety and health of any attendee, participant, exhibitor, employee, or contractor.

Respectful Behavior:
Treat all attendees, organizers, and staff with respect and kindness. Embrace diversity and be open to different perspectives and backgrounds. Attendees should not in any way disrupt presentations during sessions, in the exhibit area, or at other events organized by DIA. All participants must comply with the instructions of DIA event staff.

No Harassment:
Harassment of any kind will not be tolerated. Harassment includes, but is not limited to, offensive verbal comments, inappropriate or intimidating behavior, unwelcome advances, and any form of bullying. Please be mindful of others' personal space and boundaries.

Respect Diversity, Equity, and Inclusion:
Use language that is inclusive, avoiding any form of discrimination or offensive language based on gender, race, ethnicity, religion, disability, age, or any other protected characteristic. Discrimination in any form is unacceptable. Treat all attendees equally and with fairness, regardless of their background or identity. View DIA's DE&I Statement

Professional Conduct:
Engage in professional conduct and discussions during the main event and related events. Refrain from disruptive or inappropriate behavior that may hinder the learning experience of others.

Respect Privacy:
Do not record or photograph others without their explicit permission. Respect the privacy of individuals during discussions and interactions.

Responsible Use of Technology:
If the event involves the use of technology, ensure responsible usage of online platforms and refrain from any malicious activities.

Compliance with Local Laws:
Abide by all applicable local laws and regulations while attending the educational meeting

Adherence to Event Rules:
Follow any additional rules or guidelines set forth by the event organizers to ensure a smooth and successful gathering.

Reporting Incidents:
If at any point you feel unsafe because another person at an event is not following the Code of Conduct, or is exhibiting conduct that is unwelcome or unsafe, please contact a DIA representative. . The DIA team is committed to addressing any concerns and taking appropriate actions to ensure the safety and well-being of all attendees. If a DIA representative is not available, please contact conference center or hotel personnel. You may also use your own discretion to involve the local authorities if necessary.

Consequences of Violation:
Failure to follow the provisions in this Code of Conduct may result in sanctions at the sole discretion of DIA, including but not limited to removal from an event, refusal of admission, and/or a ban from future events. DIA may provide a verbal or written warning prior to imposing sanctions in sole discretion, but it shall not be required to do so.

Remember, our meetings are opportunities for growth, learning, and networking. Let's all contribute to creating a positive and respectful environment where everyone feels valued and safe. Thank you for being a part of our community and helping us maintain a respectful and inclusive atmosphere.

To communicate with the event organizer before, during or after the event, please use the following contact information NAEvents@DIAglobal.org or 1.888.257.6457.

USE OF PERSONAL INFORMATION

Each event attendee, vendor, sponsor, staff, exhibitor, and contractor agrees to allow DIA to use his/her personal data as necessary or appropriate to maintain health and safety at the event, and for contact tracing and other mitigation efforts after the event's conclusion. Personal data shall include, but shall not be limited to, name, email address, physical address, telephone number, COVID-19 vaccination information, COVID-19 test results, and temperature check results. Each attendee agrees to execute such documents as DIA may reasonably require consent to the use of his/her personal data, in compliance with applicable law.

WAIVER OF LIABILITY, DISCLAIMER AND RELEASE

In consideration of being allowed to register for, and participate in the event ("Event"), I hereby waive, release from liability, assume all risks, and covenant not to sue DIA Global ("DIA"), or its members, employees, directors, agents, contractors or volunteers (each a "DIA Party" and collectively the "DIA Parties") for any expense, loss, claim, damage, personal injury (including loss of life, disability, or serious harm), property damage, theft, negligence, or actions (each, a "Loss") resulting from or arising in connection with my travel to, attendance at, or participation in the Event and any related activities; unless said Loss is caused by the sole and gross negligence of DIA

I have made such inquiries about the Event as are appropriate to inform myself of the risks of participation. I understand and am aware that my participation in the Event involves risk, including, but not limited to, travel, physical activity, and/or other activities, and that these activities may involve potential or actual threats to health and safety, even if performed correctly. These risks may lead to a Loss. I am also aware that there are risks that I may not have considered, yet I waive my right to any Loss that may occur from these known or

unknown risks, and I choose to participate in the Event. I acknowledge that no promises, representations, or affirmations of fact were made to me by DIA or a DIA Party concerning the safety or danger associated with traveling to the Event or participating in any activity or interaction related to or associated with the Event.

I have consulted with my physician before participating in any activity and have been advised that I may safely participate; or I declined an opportunity to consult a physician even though DIA advised me to consider doing so.

AGREEMENT

By registering for the meeting and clicking the check box stating you read and agree to the Terms & Conditions, you are affirming that you have carefully read this Waiver, Liability Disclaimer and Release, understanding its terms and conditions, and agreeing to be bound by such terms and conditions. You understand that this is a legally binding contract.

General Terms and Conditions

Event Notices

Unless otherwise disclosed, the statements made by speakers and instructors represent their own opinions and not necessarily those of the organization they represent, or that of DIA (Drug Information Association). Speakers, instructors, agenda, and continuing education information are subject to change without notice. Recording of any DIA educational material in any type of media is prohibited without prior written consent from DIA.

DIA reserves the right to restrict or deny admission to, or expel from the Event any person: (i) who in DIA's sole discretion is behaving or threatening to behave in a manner which DIA reasonably considers to be disruptive of the Event; (ii) violating DIA's rules or policies, or local, state, or federal laws, or whose conduct is deemed illegal, disorderly, or offensive by DIA in its sole discretion; or (iii) for any other reason in its sole discretion.

No animals are permitted in the Facility other than service animals.

Event Stream and Recording for Virtual Event Access

Individual registration is a license for ONE (1) internet login allowing only the registered viewer to see content.

Inappropriate use of your registration including, but not limited to the sharing of username and password information with non-registered users, or other misuse of DIA content, is strictly prohibited.

Exhibition Access

If this event includes an exhibition, your registration includes access to the Exhibit Hall or Tabletop Display Area during posted open hours. DIA does not allow access to the Exhibit Hall to anyone under the age of 18.

Participants With Disabilities

Reasonable accommodations will be made available to persons with disabilities who attend an educational activity. Contact the DIA Americas office in writing at least 15 days prior to the event to indicate your needs.

Photography, Audio, and Video Recording at DIA Events

If you attend a DIA event, we may take photographs of you at the event. We may also make video and audio recordings of events (both face-to-face and online) that may include your participation in the event, including your image, questions, and comments. DIA uses photography and recorded video and audio to promote our events and to make them available for later use to support DIA's mission to improve health and well-being worldwide by promoting the exchange of vital information and issues related to healthcare products, technologies, and services.

Privacy Policy

DIA respects the privacy of all its members and customers. The Privacy Policy applies to all information DIA collects, including information collected via this website and DIA online community websites, email and other electronic communications between you and DIA, event registrations, your learning experience, information provided to us by your employer, and information you provide to DIA offline. Please review the Privacy Policy here: **DIAglobal.org/en/about-us/privacy-policy**

You agree that your personal data will be transferred to DIA in the US.

Weather Policy

In the event of inclement weather, this event will not be cancelled unless the event location closes. DIA is unable to issue refunds for weather or travel related cancellations.

TERMS AND CONDITIONS FOR DIA MEMBERSHIP

Membership Fees

Thank you for your membership in DIA. Your active DIA membership will renew automatically at the expiration of your current membership term, at the then current membership rates. Student and Patient memberships are not eligible for automatic renewal. Please log into your account at DIAglobal.org or contact CustomerService@DIAglobal.org to renew.

Cancellation Policy

DIA membership is not transferable. You may cancel your DIA membership within 30 days of purchase. Refunds must be requested in writing and sent to DIA at Membership@DIAglobal.org. You may cancel automatic membership renewal at any time by accessing your account online at DIAglobal.org.