



## Conference Presentation

As an applicant for the 2016 ACCC ICLIO Innovator Award, if selected as a winner, you are agreeing to present your innovation at the ICLIO National Conference on Friday, September 30, 2016, in Philadelphia, PA, and the ACCC 33rd National Oncology Conference, St. Louis, MO, October 19–21, 2016. The length of your presentation will be approximately 45 minutes.

Full registration to both conferences, airfare (or equivalent mode of transportation), up to two nights of hotel, and local expenses will be paid for the ICLIO Innovator Award winner.

By submitting this application, you agree that any and all material associated with your innovation may be reproduced, videotaped, and/or disseminated by ICLIO or any ACCC designee.

Applicants that are not selected as an ICLIO Innovator Award winner may be invited to present a session at these conferences or a future meeting.

## Reimbursement for Conference Presentation

ICLIO will reimburse reasonable costs that are incurred for the following expenses in connection with these conferences.

- **Lead Presenter:**
  - Round-trip coach (or least expensive) airfare, up to \$550. Arrangements must be booked through ACCC's travel company
  - Up to two nights lodging at the Sonesta Philadelphia and the Hyatt Regency St. Louis at The Arch (single/double occupancy)
  - Complimentary registration to the ICLIO National Conference and the ACCC 33<sup>rd</sup> National Oncology Conference
  - Parking at the hotels (local travelers only)
- **Second Presenter (subject to ACCC approval):**
  - Complimentary registration to the ICLIO National Conference and the ACCC 33<sup>rd</sup> National Oncology Conference

## **Reimbursement Requirements:**

- All expenses must be submitted on the ACCC Travel Reimbursement Report.
- Receipts must be stapled, or emailed with, the ACCC Travel Reimbursement Report.
- Receipts are required for all expenses over \$5.00.
- Extraordinary expenditures must be approved beforehand and explained in writing.
- All reports must be submitted by Monday, November 21, 2016, to receive reimbursement.

All payments will be issued to the individual at the address listed on the report unless otherwise noted; any discrepancies are to be discussed immediately.