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Daniel D. Bennett, MD, FAAD Assistant Secretary-Treasurer  
Elizabeth K. Usher, MBA Executive Director & CEO

## AAD Industry Non-CME (INC) Program Sponsor Application

### INC Program Sponsor Application Process:

- 1) [Review INC Program Sponsorship Guidelines](#)
- 2) Send email the completed application to Maureen Fishback, Manager, Corporate & Foundation Relations, [mfishback@aad.org](mailto:mfishback@aad.org)
- 3) If approved, you will be sent a sponsorship agreement with the date and time of your INC program. Your INC program spot will be held until confirmed with a signed (or executed) agreement; or, the INC spot will be released after 4 weeks following the date on the unexecuted sponsorship agreement.
- 4) Once the AAD has an executed INC Program Sponsorship Agreement, you will receive a confirmation with meeting planning contacts and next steps.

### Application Guidelines:

- The Industry Non-CME (INC) program sponsorship fee of \$37,500 gives the sponsoring organization the right to hold their INC program at the **2021 AAD Summer Meeting** (meeting space rental fee included) and is due 60 days before the meeting.
- Completed applications with detailed information on their INC program will be time stamped and submitted for approval. The approval process will begin on Thursday, January 28, 2021 and end once there is an executed agreement for every INC spot, or by Thursday, April 29, 2021. Applications will be reviewed for approval in the order of their time stamp and under consideration of the INC program schedule.
- The application is on the next page. Space for INC programs is extremely limited. A detailed description of the potential INC program and the completed time-stamped application will help the Academy schedule INC programs. The Academy cannot accommodate all INC applicants or schedule INC programs based on preferences, although every effort will be made to match scheduling with preferences.

#### CORRESPONDENCE

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Washington, DC 20005-2134

MAIN: (202) 842-3555  
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**INC Program Sponsor Application:**

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Contact Name & Title:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**INC Program Title:** \_\_\_\_\_

**Description:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Speakers:** \_\_\_\_\_

\_\_\_\_\_

**Other:** \_\_\_\_\_

\_\_\_\_\_

**2021 AAD Summer Meeting – Select in order of preference (1-4):**

- |       |                    |           |
|-------|--------------------|-----------|
| _____ | Wednesday, July 28 | 7-10 p.m. |
| _____ | Thursday, July 29  | 7-10 p.m. |
| _____ | Friday, July 30    | 7-10 p.m. |
| _____ | Saturday, July 31  | 7-10 p.m. |

***\*Terms are subject to change.*** Due to uncertainty during the COVID-19 pandemic, the 2021 AAD Summer Meeting is subject to change. If the INC Program is changed, the Academy will provide a written notice to the sponsor as soon as possible. If the sponsor chooses to cancel the sponsorship within 30 days of the written notice, their paid INC sponsorship will be refunded. If the meeting or INC program are canceled due to the pandemic, paid sponsorships will be refunded within 60 days of written notice.