

Breakfast and Dinner Room Order Form

A limited number of Breakfast and Dinner Rooms are available in the convention center for companies wishing to host breakfast and/or dinner programs. Only companies with an exhibit booth are eligible to request these rooms.

Program timing for Breakfast and Dinner Rooms

Breakfast programs begin at 7:00 am and must conclude by 8:15 am. Company staff will have access to breakfast rooms at 6:15 am.

Dinner programs begin at 7:00 pm and must conclude by 9:00 pm. Note that access to the building will be diminished after 7:00 pm. Company staff will have access to dinner rooms at 6:00 pm.

Audio-Visual. Each room will include a standard AV package (includes screen, LCD projector, and one wireless lavalier microphone.) Companies will be responsible for order and payment of any additional AV equipment.

Catering for breakfast and dinner rooms is by Aramark. An Aramark representative will be assigned to manage orders for all breakfast and dinner rooms. Companies will be responsible for order and payment of all catering.

Room set-up. All rooms will be set classroom style with one table per person (tables will be adjacent.)

- Large rooms will be set for 100 people (1 classroom table per person.)
- Small rooms will be set for 50 people (1 classroom table per person.)

PLEASE COMPLETE

Company	Contact Name	Contact Email

INDICATE YOUR PREFERENCES BELOW (*limit one breakfast room and one dinner room per day*)

Monday, November 1. Select breakfast or dinner and room size below.

	\$5,000 – Monday Breakfast Large Room		\$3,500 – Monday Breakfast Small Room
	\$5,000 – Monday Dinner Large Room		\$3,500 – Monday Dinner Small Room

Tuesday, November 2. Select breakfast or dinner and room size below.

	\$5,000 – Tuesday SOLD OUT Breakfast Large Room		\$3,500 – Tuesday Breakfast Small Room
	\$5,000 – Tuesday Dinner Large Room		\$3,500 – Tuesday Dinner Small Room

Wednesday, November 3. Select breakfast or dinner and room size below.

	\$5,000 – Wednesday Breakfast Large Room		\$3,500 – Wednesday Breakfast Small Room
	\$5,000 – Wednesday Dinner Large Room		\$3,500 – Wednesday Dinner Small Room

Thursday, November 4. Select room size for breakfast only.

	\$5,000 – Thursday Breakfast Large Room		\$3,500 – Thursday Breakfast Small Room
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SUBMIT THIS COMPLETED FORM to miquela@asms.org. Assignments will be made on a first come, first served basis. Once assignment is made you will receive an invoice for payment.

Cancellation Policy. Cancellation of breakfast/dinner room, exhibit booth, sponsorship or corporate poster on or before September 15, 2021: 50% of paid exhibit booth, sponsorship or corporate poster will be refunded. Corporate Members will have the option to receive the 50% refund or they may apply the 50% refund toward ASMS 2022. Corporate Member dues are non-refundable.

Cancellations after September 15, 2021: No refunds. 50% of paid 2021 breakfast/dinner room, exhibit booth, sponsorship or corporate poster fees will be applied toward ASMS 2022. Corporate Member dues are non-refundable.