

CONTRACT FOR SATELLITE SYMPOSIUM



AACE Annual Meeting 2026

Meeting Dates | April 22-24, 2026

Harrah's - AACE 2026 Headquarter Hotel | Las Vegas, NV

Requesting Organization (Management Company)

Company Name
Contact Job Title
Tel (direct only) Mobile
Email (direct only) Website
Address
City State Zip Country

Satellite Symposium: Rate includes meeting space and standard AV, 1x use of the pre-registered mailing list, promotional Symposia email (sent by AACE), 1.5 CME Credits, inclusion in the Satellite Symposia Schedule Signage, promotion in AACE2026 material, and 2 Hour timeslot. Sponsor will receive the pre-mailing list 1 month prior to meeting.

Rates: ☐ \$65,000

TOTAL COST: \$ _____

Date/Time Preference: Indicate by ranking 1-3 your date/time preference

Tuesday, April 21 ___ 6:30 - 8:30 PM **Wednesday, April 22** ___ 7:00 - 9:00 PM **Thursday April 23** ___ 5:30 - 7:30 PM

Payment Information

0% due through July 16, 2025
50% due July 17, 2025
100% due October 22, 2025
Failure to make payments does not release the contracted or financial obligation of Sponsor.

Submit application to: aaceexhibits@spargoinc.com

Need Help? Contact: aaceexhibits@spargoinc.com
703-631-6200 | 800-564-4220

Cancellation Penalties

0% due through July 16, 2025
50% due July 17, 2025 – October 21, 2025
100% due if cancelled on or after October 22, 2025

Make checks payable to:
American Association of Clinical Endocrinology

Mail check payment to:
American Association of Clinical Endocrinology
7643 Gate Parkway, Suite 104-328 • Jacksonville, FL 32256

Credit Card Payments:
An invoice will be sent with instructions to submit credit card payment online.

Application Submission

I acknowledge that, as an authorized representative of the above stated Company, I have received, reviewed, and agree that Company will comply with the [AACE 2026 Satellite Symposium Guidelines](#) and agree to comply with all AACE/ACCME policies and procedures including, but not limited to:

- The management company has developed this proposal independently, free of the control of the commercial supporter.

Company agrees to receive all written and electronic correspondence from AACE and SPARGO, Inc. in reference to the AACE Annual Meeting and all future AACE events. This Satellite Symposium application will become a contract upon Company's authorized signature and AACE's acceptance and approval.

Grant requests may only be initiated once authorization is provided by AACE.

Company Signature **Date**

Printed Name **Phone**

The following must be included with your application:

☐ Association Fee ☐ Acceptance Letter from Commercial Supporter ☐ Program Agenda ☐ Accreditation Statement