

# AABB ANNUAL MEETING FACULTY TRAVEL AND REGISTRATION

## TRAVEL ALLOWANCE

Faculty fall under two categories: “Eligible for Travel Allowance” or “Ineligible for Travel Allowance.”

- **Eligible for Travel Allowance with Annual Meeting Education Committee (AMEC) approval:** Individuals who are not currently an AABB member and who have not been an AABB individual member in the past five (5) years and/or who do not work in the fields of blood banking, transfusion medicine, or cellular therapies (e.g., in a blood or cord blood bank, cell processing lab, tissue service, blood center, hospital transfusion service, etc.).
- **Ineligible for Travel Allowance:** Individuals who are currently an AABB member or who has been an AABB member in the past five (5) years, and/or individuals who work in a blood bank, tissue service, blood center, transfusion service or cellular therapy facility. AABB does not provide travel allowances or reimbursement to speakers from commercial industry.

Requests for all travel allowances must be made by the Education Session Program Chair by contacting AABB Professional Development (PD) staff ([professionaldevelopment@aabb.org](mailto:professionaldevelopment@aabb.org)) in advance of the Annual Meeting. Requests should be only for speakers who meet the above criteria, who are deemed by the Program Chair as being essential to the success of the program, and who possess knowledge/experience that cannot be easily found within the AABB membership. For education sessions that have already been accepted, AABB staff will respond to the Program Chair with approval status within a reasonable time, not to exceed ten (10) business days. If the Program Chair requests a travel allowance for a speaker during the educational proposal submission period, the Program Chair will be notified of the approval status when proposal acceptance notifications are made.

Travel allowances for faculty who have been approved to receive an allowance can be picked up onsite at the Annual Meeting in the speaker-ready room. All approved speakers will be notified in advance of the Annual Meeting. If the speaker cannot attend the Annual Meeting or does not present the presentation for which they have received the travel allowance, for any reason, the full value of the travel allowance will be reimbursed to AABB if already distributed or the full value will be forfeited by the speaker for non-performance.

## REGISTRATION

Speakers and Program Chairs at the AABB Annual Meeting education sessions will receive complimentary meeting registration for the day of the session in which they are participating. Complimentary registrations may not be exchanged for cash or merchandise and are nontransferable. Additional fee events such as pre-meeting workshops, NBF Run, etc., are not included with the complimentary registration. Oral and poster abstract presenters, session table monitors, Research and Progress (RAP) presenters, assessors, grant recipients, and award winners do not receive complimentary registration under this policy. Examples of complimentary registration are as follows:

<b>PARTICIPATION</b>	<b>COMPLIMENTARY REGISTRATION*</b>
1 event	1 day
2 events, same day	1 day
2 events, different days	2 days
3 events, different days	3 days
3 events, 2 on one day, 1 on different day	2 days
4 events, 2 on one day, 2 on different day	2 days
4 events, 2 on one day, 2 on two different days	3 days
4 events, all on different days	4 days

*\*Includes basic registration fee only.*

*Last Updated 3/30/2018*