July 17, 2008

# Dear Participant

We are very pleased that you will participate in the forthcoming 14th World Congress on Heart Disease. Please find herewith information to facilitate your arrival and stay at the congress. We suggest you print this letter and take it with you to the Congress.

# **CONGRESS VENUE**

The Fairmont Royal York 100 Front Street West Toronto, Ontario, Canada M5J 1E3 Tel (416) 368-2511 Fax (416) 368-9040

#### **LANGUAGE**

The official language of the congress is English.

### **CLIMATE**

The weather in Toronto in July is moderate, mostly sunny during the day, with the possibility of clouds and rain. A light jacket for the evening is suggested as temperatures may cool down. Clothing is informal for all occasions.

### **REGISTRATION**

The registration desk will operate as follows:

Saturday, July 26, 2008	16:00 - 20:00 hours
Sunday, July 27, 2008	08:00 - 18:00 hours
Monday, July 28, 2008	08:00 - 18:00 hours
Tuesday, July 29, 2008	08:00 - 14:00 hours

### **CONGRESS KIT AND NAME BADGE**

Upon registering you will receive your personal kit containing your final program and the abstracts published in the Journal of Heart Disease. Invitations to social events and your personal name badge are to be found in your personal envelope. You are requested to wear your name badge to all congress functions and throughout sessions.

#### **SCIENTIFIC SESSIONS**

The Opening Ceremony will begin at 09:00 hours on Sunday, July 27, 2008 and will include the opening lecture and presentation of awards.

Prior to the congress please check the website for all changes and updates to the program. Please check the final program on site for any updates / changes to scheduling of presentations.

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#### PROJECTION EQUIPMENT

Please bring your **PowerPoint** (or any other computer) presentation on a CD, DVD or on a memory stick (using the USB port in the computer).

A **Speaker Ready Room** will be available. Please load your presentation onto one of the Congress computers provided in the Speaker Ready Room, at least 1 hour before the start of your assigned session. You may supply your own laptop computer as back-up.

The computers provided by the Congress in the session halls are equipped with Windows XP and Office 2003.

### Important note for Macintosh users!

If using a Macintosh laptop computer, please note that you must provide your own computer and **confirm that it has a VGA socket** for external signal. On arrival at the Congress please check your computer in the Speaker Ready Room and again in the session hall where your lecture will take place, at least 1 hour before the start of your session.

Please note that video projection, 35 mm' slide projection and overhead projection will not be available!

#### **POSTER PRESENTATIONS**

Please see the final program for the exact date and time of your poster presentations. Presenters must put up their posters by 08:30 if presenting in the morning session, on the relevant day of your presentation and remove them by 12:30. If presenting in the afternoon session, posters should be put up by 14:00 and dismantled by 18:00 on the same day.

Tacks and technical equipment will be available for hanging posters. Please remember that the dimensions of the poster should not exceed 2.40m in width x 1.20m in length (8' x 4').

The congress organizer is not responsible for posters that have not been removed / collected by the end of designated sessions.

Please make yourself available next to your poster during coffee and lunch breaks to answer possible questions.

### **CME APPROVED BY AMA for US PHYSICIANS**

We are pleased to announce that the 14<sup>th</sup> World Congress on Heart Disease has been approved for *AMA-PRA Category 1 Credits™*. Credit claim forms will be available at the registration desk or in your registration packet. In order to receive credit you must complete the claim form, pay the \$35 USD processing fee (waived for AMA members), and return the form to the AMA monitor's desk at the conference or fax the form to AMA headquarters after the conference. A credit certificate will be mailed to US physicians within 4 weeks of receipt of the claim form. Physicians outside the US will receive their certificates by email. If you should have any questions about this process, you may contact the AMA directly (Mindi Daiga, mindi.daiga@ama-assn.org phone: 312.464-5196 fax: 312-464-5830). We hope that you will be pleased that our conference has met the quality standards for AMA-PRA Credit and will take advantage of this additional benefit

# ATTENDANCE CERTIFICATES

An attendance certificate will be provided upon request for participants who need proof of attendance for income tax or other purposes.

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### **EXHIBITION**

An exhibition will take place during the congress and will be open as follows:

Saturday, July 26, 2008 18:30 - 20:00 hours Sunday, July 27, 2008 10:00 - 17:00 hours Monday, July 28, 2008 10:00 - 17:00 hours Tuesday, July 29, 2008 10:00 - 13:00 hours

## **GET-TOGETHER RECEPTION**

All registered participants are invited to the Get-Together Reception that will take place in the Exhibition Area (Concert Hall) of the The Fairmont Royal York on Saturday, July 26 at 18:30 hours.

#### **INSURANCE**

The Congress Secretariat and Organizers cannot accept liability for personal accidents or loss of or damage to private property of participants, students and accompanying persons, either during or indirectly arising from the 14th World Congress on Heart Disease, Annual Scientific Sessions 2008. Participants should make their own arrangements with respect to health and travel insurance.

#### **WEBSITE**

Please check the congress website: www.CardiologyOnline.com regularly for updates and any changes that may occur.

We look forward to welcoming you the congress in Toronto.

Bon Voyage