

## Rules for Meetings

The main meetings of the British Society for Cardiovascular Research take place twice a year, usually in the Spring and Autumn/Winter. Each meeting is held over two days, normally beginning in the late morning/early afternoon on the first day and ending in the late afternoon on the second day. A BSCR Dinner is commonly held in the evening of the first day.

The meetings normally focus on a specific topic or area, with lectures on its various aspects from invited speakers. However, free communications may also be included in the programme (see later), at the discretion of the local organisers.

### 1. General Conditions

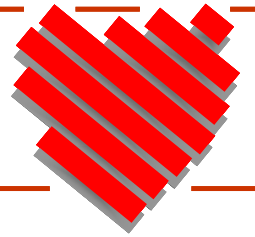
In exchange for using the Society's name and receiving financial support for the meeting the organisers undertake that:

- 1.1. The meeting should receive the prior approval in writing of the BSCR Committee.
- 1.2. The meeting should be open to all members of the Society without payment of any registration fee. Non-members should be charged a standard registration fee of £40, in accordance with 2.4 below. A contribution towards the cost of the BSCR Dinner (if held) and full accommodation costs should be recovered from individual delegates.
- 1.3. The organisers should aim for appropriate representation of women and minorities amongst the invited speakers, in relation to their scientific standing in the field covered by the meeting. The speakers should also be drawn from as broad a geographical representation (wherever possible from within the UK) as possible.
- 1.4. Prior to circulation, all promotional material (posters, programmes, etc.) for the meeting should be sent to the Secretary for approval, to maintain consistency and ensure appropriate acknowledgement of sponsorship.
- 1.5. A written report on the meeting should be prepared for inclusion in the next available issue of the BSCR Bulletin.
- 1.6. Any variation of these conditions should have the approval in writing of the BSCR Committee.

### 2. Financial Aspects

The BSCR will contribute to the expenditure of the meeting, in accordance with the following:

- 2.1. The organisers must provide the Treasurer with a written estimate of expenses prior to commencing organisation.
- 2.2. Organisers of meetings should aim to break even, by raising funds as described in 2.3.
- 2.3. It is expected that organisers will raise funds from external sources which may include:
  - 2.3.1. British Heart Foundation\*
  - 2.3.2. Wellcome Trust\*
  - 2.3.3. Local pharmaceutical company representatives
  - 2.3.4. Manufacturers of relevant equipment and materials  
(\*Details are available from the Secretary on request)
- 2.4. Funds raised from external sources must be made payable to the "British Society for Cardiovascular Research". This income should be used such that the net cost to the Society is minimised.
- 2.5. Speakers' expenses will be paid by the Society, up to and including personal motor vehicle mileage (£0.35p per mile), economy class air fare or train fare, taxi to and from airport/station to hotel (if less than 20 miles) and appropriate hotel accommodation (to be arranged by the meeting organiser) and sustenance. Meeting organisers will provide any necessary advice on travel and expenses.
- 2.6. All invoices related to the meeting should be forwarded to the Treasurer for payment.
- 2.7. The organisers should provide the BSCR Committee with a full financial statement as soon as possible after the meeting.
- 2.8. Any excess of income over expenditure will become the property of the Society.



2.9. The Society will bear the cost of distributing posters, registration forms and associated items for the meeting, provided that such items are received by the Secretary in time to coincide with the regular mailing of a timely issue (3–6 months before the meeting) of the BSCR Bulletin.

**3. BSCR Meeting Prizes**

- 3.1. The Society encourages the submission of free communications. These may be presented at the meeting orally or as posters, at the discretion of the organisers.
- 3.2. £250 is available for the BSCR prize for best oral presentation.
- 3.3. At present the £250 prize for best poster is sponsored by the journal Clinical Science.
- 3.4. Eligibility is restricted to students studying for a higher research degree or postdoctoral staff, defined by an upper age limit of 30.
- 3.5. The meeting organizers will appoint a single or separate judging panel(s) for oral communications and for poster presentations.

**4. Publication of abstracts**

Abstracts of papers presented are printed in the BSCR Quarterly Bulletin and are also published in Heart Online. If organizers wish to have the abstracts published elsewhere, prior agreement of the BSCR Committee must be obtained in writing.