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## *TRAVEL POLICIES AND REIMBURSEMENTS*

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Mindful of the high cost of airfare and accommodation, the Society seeks to maintain a balance between organizing the best possible educational experience for attendees and prudent fiscal management of the Society's finances.

The SNO policy on travel and accommodation reimbursement is as follows\*:

### **Sunrise and Lunch Session Chairs and Speakers – All SNO Meetings**

- SNO Members – ½ meeting registration waiver only. There shall be no travel support, accommodation, or honoraria.
- Non-SNO Members – complimentary meeting registration. Hotel accommodation and airfare may be provided if requested by the non-member. No honoraria.

### **Session Moderators and Discussants – All SNO Meetings**

- No support offered, including no registration waiver.

### **Education Day Speakers (Annual Meeting)**

- SNO Members – ½ Education Day registration waiver only. There shall be no travel support, accommodation, or honoraria. Members who wish to stay and attend the main scientific meeting shall register for that portion at the regular member rate.
- Non-SNO Members – complimentary meeting registration, including the main scientific meeting. Hotel accommodation and airfare may be provided if requested by the non-member. No honoraria.

### **Annual Meeting Invited Speakers**

- SNO Members – ½ main meeting registration waiver only. There shall be no travel support, accommodation, or honoraria. Members who wish to attend the Education Day shall register for that day at the regular member rate.
- Non-SNO Members – complimentary meeting registration. Hotel accommodation and airfare may be provided if requested by the non-member. No honoraria.

### **Other SNO-Organized Meeting Invited Speakers**

- SNO Members – registration waiver only. There shall be no travel support, accommodation, or honoraria.
- Non-SNO Members – complimentary meeting registration. Hotel accommodation and airfare may be provided if requested by the non-member. No honoraria.

### **Meeting Keynote Speakers**

- As the Keynote Speaker may not ordinarily attend a SNO meeting, and in recognition of the individual's senior position, the Keynote Speaker is provided with coach airfare, complimentary registration, and accommodation for the duration of the event, transfers and, for the main Scientific Meeting, an honorarium of \$1,000.

*Note: Unique situations inevitably arise with regard to reimbursements. These situations will be addressed and resolved on a **case-by-case basis** between the Scientific Meeting Committee and the SNO administrative office.*