



SABCS 2018 CLOSED SATELLITE EVENT APPLICATION

SUBMISSION DEADLINE: NOVEMBER 16, 2018

NOTE: ONLY ONE EVENT PER APPLICATION. PLEASE SUBMIT ADDITIONAL APPLICATIONS FOR SEPARATE EVENTS.

A new application must be submitted for any changes made to an approved event. Submit new application with a copy of the approved application.

Type of Event (Please check one of the following)

- Business Office
- Investigators' Meeting
- Staff Meeting
- Committee Meeting
- Media
- University Alumni
- Hospitality
- Social
- Other _____

Name of event (Topic if Media Event): _____

Name of group: _____

Description of group (who will be attending): _____

Satellite events must be scheduled only during December 3-8, 2018. Events are approved only for the following dates & times.

Monday 12/3/18	Tuesday 12/4/18	Wednesday 12/5/18	Thursday 12/6/18	Friday 12/7/18	Saturday 12/8/18
Any Time	End before 11:00 am Start 7:30 pm	Start 7:30 pm	Start 7:30 pm	Start 7:30 pm	Start 12:30 pm

Date of Event: _____

Start / End times: _____ Estimated Attendance: _____

Preferred venue: _____

Brief description of event (If Media Event, include overview of news to be released): _____

Company, institution or organization submitting this application: _____

Name & title of person submitting this application: _____

Address: _____
Street City State/Province Postal Code Country

Telephone: _____ Fax: _____

Email (please print clearly): _____

Company Website: _____

Client, if application is submitted by meeting management company: _____

Send completed application via email, fax or postal service to

SABCS
Mays Cancer Center
7979 Wurzbach Road, MC 8224
San Antonio, TX 78229
Fax 210-450-1560
sabcs@uthscsa.edu

FOR OFFICE USE ONLY	
Date Received	_____
Date Reviewed	_____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	