



NO-SHOW PENALTY POLICY

PURPOSE:

To eliminate no-shows from TMS conferences.

PROCEDURE:

For the TMS Annual Meeting & Exhibition and other TMS-sponsored specialty conferences, individuals who are designated as a presenter of an accepted oral or poster presentation must do one of the following:

1. attend the meeting and deliver the presentation
2. notify staff of the intent to cancel 60 days prior to the start of the meeting
3. arrange for the presentation to be delivered by a substitute presenter

If none of these actions are taken, the presenter will be designated as a no-show.

In all cases, presenters should notify TMS and their symposium organizers immediately upon determination that they cannot attend and present their talk.

PENALTY: A presenter who is a no-show for one or more oral or poster presentations at a single meeting will receive a warning. If the speaker no-shows again within three years, they will be suspended from giving a presentation in any format for the next two years.

APPEAL: Extenuating circumstances can be evaluated via appeal to the sponsoring division's Program Representatives, provided that some advance notice of the cancellation was given by the presenter to TMS.