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**Friday, October 18, 2019**

**8:00 AM - 9:00 PM**

**AIS Storage**

**Marquis: Culture**

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**Function Type:** Office

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** No

**Cost Center:** A-MO200-A201

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### **Contacts**

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**Contact:** Eric Berry

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### **Logistics**

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#### **Setup - Marquis Chicago**

**Ready By:**

**Friday, October 18, 2019 @ 8:00 AM**

Note

Please provide 3 keys, 1 table, and 3 chairs for this room.

Please clean and clear this room.

High security room

**Friday, October 18, 2019**

**8:30 AM - 6:30 PM**

**Accelerating Research on Consciousness**

**Marquis: Water Tower B**

---

**Function Type:** Satellite

**Estimated Attendance:** 18

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Lucia Melloni

**Organizer Email:** lmelloni@gmail.com

---

### **Logistics**

---

#### **General Notes - Marquis Chicago**

**Ready By:**

**Friday, October 18, 2019 @ 7:30 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Friday, October 18, 2019**

**8:30 AM - 5:30 PM**

**Annual NIDA-NIAAA Frontiers in Addiction Research Mini-Convention**

**Marquis: Great Lakes E, Great Lakes F**

---

**Function Type:** Satellite

**Estimated Attendance:** 400

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Susan Holbrook

**Organizer Email:** sholbrook@seiservices.com

---

### **Logistics**

---

#### **General Notes - Marquis Chicago**

**Ready By:**

**Friday, October 18, 2019 @ 7:30 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Friday, October 18, 2019**

**8:30 AM - 7:00 PM**

**BRAIN Initiative Cell Census Network (BICCN) Fall 2019 Meeting**

**Marquis: Great Lakes B, Great Lakes C**

---

**Function Type:** Satellite

**Estimated Attendance:** 150

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Kaitlyn Cassimo

**Organizer Email:** kaitlync@alleninstitute.org

---

### **Logistics**

---

#### **General Notes - Marquis Chicago**

**Ready By:**

**Friday, October 18, 2019 @ 7:30 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Friday, October 18, 2019**

**8:30 AM - 5:00 PM**

**New Perspectives on Cerebellar Function: Implications for Mental Health**

**Marquis: Great Lakes A**

---

**Function Type:** Satellite

**Estimated Attendance:** 75

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Andrew Rossi

**Organizer Email:** rossia@mail.nih.gov

---

### **Logistics**

---

#### **General Notes - Marquis Chicago**

**Ready By:**

**Friday, October 18, 2019 @ 7:30 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Friday, October 18, 2019**

**10:00 AM - 2:00 PM**

**Brain Initiative Break Out Room #1**

**Marquis: Analysis**

---

**Function Type:** Satellite

**Estimated Attendance:** 35

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Kaitlyn Cassimo

**Organizer Email:** kaitlync@alleninstitute.org

---

### **Logistics**

---

#### **General Notes - Marquis Chicago**

**Ready By:**

**Friday, October 18, 2019 @ 9:00 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.



**Friday, October 18, 2019**

**10:00 AM - 2:00 PM**

**Brain Initiative Break Out Room #2**

**Marquis: Architecture**

---

**Function Type:** Satellite

**Estimated Attendance:** 35

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Kaitlyn Cassimo

**Organizer Email:** kaitlync@alleninstitute.org

---

### **Logistics**

---

#### **General Notes - Marquis Chicago**

**Ready By:**

**Friday, October 18, 2019 @ 9:00 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Friday, October 18, 2019**

**10:00 AM - 2:00 PM**

**Brain Initiative Break Out Room #3**

**Marquis: Calculus**

---

**Function Type:** Satellite  
**Estimated Attendance:** 35

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Kaitlyn Cassimo  
**Organizer Email:** kaitlync@alleninstitute.org

---

### **Logistics**

---

#### **General Notes - Marquis Chicago**

**Ready By:**  
**Friday, October 18, 2019 @ 9:00 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Saturday, October 19, 2019**

**6:00 AM - 9:00 PM**

**AIS Storage**

**Marquis: Culture**

---

**Function Type:** Office

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** No

**Cost Center:** A-MO200-A201

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### Contacts

---

**Contact:** Eric Berry

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### Logistics

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#### Setup - Marquis Chicago

**Ready By:**

**Friday, October 18, 2019 @ 8:00 AM**

Note

As set from Friday, October 18

**Saturday, October 19, 2019**

**7:00 AM - 11:00 AM**

**MTE Speaker Check In Room**

**Marquis: Algebra Boardroom**

---

**Function Type:** Other

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A-MP200-A167

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### Contacts

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**Contact:** Kelsey King

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### Logistics

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#### Food And Beverage - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:30 AM**

Note

1/2 Gallon Coffee @ \$150.00++ per gallon

1/2 Gallon Decaf @ \$150.00++ per gallon

All prices are subject to 25% service charge and 13% taxes.

**Ready By:**

**Saturday, October 19, 2019 @ 8:45 AM**

Note

1/2 Gallon Coffee @ \$150.00++ per gallon

1/2 Gallon Decaf @ \$150.00++ per gallon

All prices are subject to 25% service charge and 13% taxes.

**Saturday, October 19, 2019**

**7:30 AM - 12:00 PM**

**Kentucky Spinal Cord Injury Study Section**

**Marquis: Calculus**

---

**Function Type:** Satellite

**Estimated Attendance:** 9

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Steven Gobel

**Organizer Email:** gosteve@verizon.net

---

### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Saturday, October 19, 2019 @ 6:30 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Saturday, October 19, 2019**

**8:00 AM - 5:00 PM**

**Annual Review of Neuroscience Editorial Committee Meeting**

**Marquis: Analysis**

---

**Function Type:** Satellite  
**Estimated Attendance:** 12

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

---

**Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Robin Kinnebrew  
**Organizer Email:** rkinnebrew@annualreviews.org

---

**Logistics**

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**General Notes - Marquis Chicago**

**Ready By:**  
**Saturday, October 19, 2019 @ 7:00 AM**

Note  
Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Saturday, October 19, 2019**

**8:00 AM - 9:15 AM**

**MTE: 20 Years of Fear Research and Mentoring in Puerto Rico**

**Marquis: Shedd A, Shedd B**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

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## Contacts

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**Contact:** Kelsey King

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## Logistics

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### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.

(1) Standing lectern with light

(1) Easel-outside of room

(1) Wastebasket

Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone

(1) Floor Microphone

(1) Data/video projector with cart

(1) Screen

(1) Speaker Timer

Audio for the Computer

**Saturday, October 19, 2019**

**8:00 AM - 9:15 AM**

**MTE: Circuit Dynamics: A Fly Perspective**

**Marquis: Great Lakes F**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

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## Contacts

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**Contact:** Kelsey King

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## Logistics

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### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.

(1) Standing lectern with light

(1) Easel-outside of room

(1) Wastebasket

Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone

(1) Floor Microphone

(1) Data/video projector with cart

(1) Screen

(1) Speaker Timer

Audio for the Computer



**Saturday, October 19, 2019**

**8:00 AM - 9:15 AM**

**MTE: Clinical Trialists Path: Building Teams**

**Marquis: Great Lakes A**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

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## Contacts

---

**Contact:** Kelsey King

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## Logistics

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### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.

(1) Standing lectern with light

(1) Easel-outside of room

(1) Wastebasket

Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone

(1) Floor Microphone

(1) Data/video projector with cart

(1) Screen

(1) Speaker Timer

Audio for the Computer

**Saturday, October 19, 2019**

**8:00 AM - 9:15 AM**

**MTE: Functional Regeneration Beyond the Glial Scar**

**Marquis: Great Lakes E**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

---

## Contacts

---

**Contact:** Kelsey King

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## Logistics

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### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.

(1) Standing lectern with light

(1) Easel-outside of room

(1) Wastebasket

Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone

(1) Floor Microphone

(1) Data/video projector with cart

(1) Screen

(1) Speaker Timer

Audio for the Computer

**Saturday, October 19, 2019**

**8:00 AM - 9:15 AM**

**MTE: I Can't Believe They Pay Me to Have Fun: The Privilege of Being a Scientist**

**Marquis: Great Lakes C**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

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## Contacts

---

**Contact:** Kelsey King

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## Logistics

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### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.

(1) Standing lectern with light

(1) Easel-outside of room

(1) Wastebasket

Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone

(1) Floor Microphone

(1) Data/video projector with cart

(1) Screen

(1) Speaker Timer

Audio for the Computer

**Saturday, October 19, 2019**

**8:00 AM - 9:15 AM**

**MTE: Translating Neuroscience: Obstacles and Opportunities**

**Marquis: Great Lakes B**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

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## Contacts

---

**Contact:** Kelsey King

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## Logistics

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### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.

(1) Standing lectern with light

(1) Easel-outside of room

(1) Wastebasket

Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone

(1) Floor Microphone

(1) Data/video projector with cart

(1) Screen

(1) Speaker Timer

Audio for the Computer

**Saturday, October 19, 2019**

**8:00 AM - 9:15 AM**

**MTE: Understanding Cortical Development and Disease: My Path to Discovery**

**Marquis: Great Lakes G**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

---

## Contacts

---

**Contact:** Kelsey King

---

## Logistics

---

### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.

(1) Standing lectern with light

(1) Easel-outside of room

(1) Wastebasket

Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone

(1) Floor Microphone

(1) Data/video projector with cart

(1) Screen

(1) Speaker Timer

Audio for the Computer

**Saturday, October 19, 2019**

**8:30 AM - 10:30 AM**

**Cajal Club Meeting**

**Marquis: Architecture**

---

**Function Type:** Satellite

**Estimated Attendance:** 15

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Charles Ribak

**Organizer Email:** ribak@uci.edu

---

### **Logistics**

---

#### **General Notes - Marquis Chicago**

**Ready By:**

**Saturday, October 19, 2019 @ 7:30 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Saturday, October 19, 2019**

**9:00 AM - 5:00 PM**

**Revalesio Scientific Advisory Board Meeting**

**Marquis: Astronomy**

---

**Function Type:** Satellite

**Estimated Attendance:** 15

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Supurna Ghosh

**Organizer Email:** sghosh@revalescio.com

---

### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Saturday, October 19, 2019 @ 8:00 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Saturday, October 19, 2019**

**9:30 AM - 10:45 AM**

**MTE: Disuse Drives Plasticity in Human Brain Networks**

**Marquis: Great Lakes B**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

---

## Contacts

---

**Contact:** Kelsey King

---

## Logistics

---

### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

**Note**

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.  
(1) Standing lectern with light  
(1) Easel-outside of room  
(1) Wastebasket  
Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

**Note**

(1) Lectern Microphone  
(1) Floor Microphone  
(1) Data/video projector with cart  
(1) Screen  
(1) Speaker Timer  
Audio for the Computer



**Saturday, October 19, 2019**

**9:30 AM - 10:45 AM**

**MTE: Lessons for Songbirds and Scientists: Learning to Communicate More Effectively by Listening to Others**

**Marquis: Great Lakes A**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

---

## Contacts

---

**Contact:** Kelsey King

---

## Logistics

---

### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.

(1) Standing lectern with light

(1) Easel-outside of room

(1) Wastebasket

Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone

(1) Floor Microphone

(1) Data/video projector with cart

(1) Screen

(1) Speaker Timer

Audio for the Computer

**Saturday, October 19, 2019**

**9:30 AM - 10:45 AM**

**MTE: Machine-Learning Assisted Directed Evolution of Viral Vectors and Microbial Opsins for Minimally Invasive Neuroscience**

**Marquis: Great Lakes G**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

---

## Contacts

---

**Contact:** Kelsey King

---

## Logistics

---

### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.  
(1) Standing lectern with light  
(1) Easel-outside of room  
(1) Wastebasket  
Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone  
(1) Floor Microphone  
(1) Data/video projector with cart  
(1) Screen  
(1) Speaker Timer  
Audio for the Computer

**Saturday, October 19, 2019**

**9:30 AM - 10:45 AM**

**MTE: Myelin Plasticity: From Cognition to Cancer**

**Marquis: Great Lakes E**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

---

## Contacts

---

**Contact:** Kelsey King

---

## Logistics

---

### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.

(1) Standing lectern with light

(1) Easel-outside of room

(1) Wastebasket

Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone

(1) Floor Microphone

(1) Data/video projector with cart

(1) Screen

(1) Speaker Timer

Audio for the Computer

**Saturday, October 19, 2019**

**9:30 AM - 10:45 AM**

**MTE: Seeing and Remembering What We've Seen**

**Marquis: Great Lakes C**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

---

## Contacts

---

**Contact:** Kelsey King

---

## Logistics

---

### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.

(1) Standing lectern with light

(1) Easel-outside of room

(1) Wastebasket

Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone

(1) Floor Microphone

(1) Data/video projector with cart

(1) Screen

(1) Speaker Timer

Audio for the Computer

**Saturday, October 19, 2019**

**9:30 AM - 10:45 AM**

**MTE: Understanding Molecules, Synapses, and Neural Plasticity: Awesome Power of Genetics**

**Marquis: Great Lakes F**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A - MP200 - A167

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## Contacts

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**Contact:** Kelsey King

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## Logistics

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### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

Set Banquet (48) - (6) rounds of 8  
(22) Chairs around perimeter of room.  
(1) Standing lectern with light  
(21) Easel-outside of room  
(1) Wastebasket  
Ice water & cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 7:00 AM**

Note

(1) Lectern Microphone  
(1) Floor Microphone  
(1) Data/video projector with cart  
(1) Screen  
(1) Speaker Timer  
Audio for the Computer

**Saturday, October 19, 2019**

**10:00 AM - 11:00 AM**

**International Fellows Orientation**

**Marquis: Water Tower A, Water Tower B**

---

**Function Type:** Meeting

**Estimated Attendance:** 70

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A-MP200-P210-UR

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### Contacts

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**Contact:** Cashen Almstead

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### Logistics

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#### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 8:00 AM**

Note

Set Theater style for (80)

(1) Registration table outside of room at entrance with (3) chairs

(1) Easel- outside of room by entrance.

(1) Wastebasket

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 8:00 AM**

Note

(2) Handheld Wireless Microphones

**Saturday, October 19, 2019**

**1:15 PM - 2:45 PM**

**Journal of Neuroscience Senior/Reviewing Editors Meeting**

**Marquis: Great Lakes A**

---

**Function Type:** Meeting

**Estimated Attendance:** 40

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** J-SP401-J804

---

## Contacts

**Contact:** Mary Collins

---

## Logistics

### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 12:15 PM**

Note

Set Banquet (40)- Rounds of 8 or 10

(1) Standing lectern with light.

(1) Easel outside of room.

Ice water and cups at lectern.

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 12:15 PM**

Note

(1) Lectern Microphone at Standing Lectern

(2) Handheld microphones on stands

(1) Data Projector with Cart

(1) Screen

---

### Food And Beverage - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 12:45 PM**

Note

Italian Holiday Buffet for (40) at \$64.00++ per guest

Italian Wedding Soup

Caesar Salad

Romaine, Parmesan, Roasted Garlic-Romano Pecorino Dressing

Petite Ravioli Salad Sweet Peppers, Red Onion, Oven Dried

Tomatoes, Basil, Parmesan

Fresh Artisan Breads & Rolls with sweet butter

Baked Organic Chicken with Cremini Mushrooms, Marsala

Reduction

Grilled Salmon with Tomato Basil Butter Sauce

Mushroom Risotto with Sweet Peas, Parmesan

Local Farmed Vegetables

Orange-Ricotta Cannoli

Tiramisu Shooters

Lemon Cookies

Freshly Brewed Coffee, Decaffeinated Coffee and Herbal Teas

Assorted Soft Drinks (50% diet) @ \$7.00++ each, charged on

consumption.

Chilled Bottled Water @ \$7.00++ each, charged on consumption

All prices are subject to 25% service charge and 13% taxes.



**Saturday, October 19, 2019**

**3:00 PM - 4:30 PM**

**Journal of Neuroscience Senior Editors Meeting**

**Marquis: Marina City**

---

**Function Type:** Meeting

**Estimated Attendance:** 12

**Room Set:** Conference

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** J-SP401-J804

---

### Contacts

---

**Contact:** Mary Collins

---

### Logistics

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#### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 2:00 PM**

Note

Set conference style for (12)  
(1) Easel outside of room.

---

#### Food And Beverage - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 2:30 PM**

Note

Assorted Soft Drinks @ \$7.00++ each, charged on consumption.  
Chilled Bottled Water @ \$7.00++ each, charged on consumption  
1/2 Gallon Coffee @ \$150.00++ per gallon  
1/2 Gallon Decaf @ \$150.00++ per gallon  
1/2 Gallon Tea @ \$150.00++ per gallon

All prices are subject to 25% service charge and 13% taxes.

**Saturday, October 19, 2019**

**6:30 PM - 9:00 PM**

**Chinese Neuroscientists Social**

**Marquis: Great Lakes F**

---

**Function Type:** Satellite

**Estimated Attendance:** 300

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Wu Longfiun

**Organizer Email:** wu.lonfiun@mayo.edu

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Saturday, October 19, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Saturday, October 19, 2019**

**6:30 PM - 8:30 PM**

**Friends of Case Western Reserve University and Cleveland Clinic Social**

**Marquis: Great Lakes A**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Crystal Miller

**Organizer Email:** cmiller@hb.edu

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Saturday, October 19, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Saturday, October 19, 2019**

**6:30 PM - 8:30 PM**

**FTD Social**

**Marquis: Shedd A, Shedd B**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Debra Niehoff

**Organizer Email:** [dniehoff@theatd.org](mailto:dniehoff@theatd.org)

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Saturday, October 19, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Saturday, October 19, 2019**

**6:30 PM - 7:30 PM**

**Journal's Social Hour**

**Marquis: Great Lakes B**

---

**Function Type:** Reception

**Estimated Attendance:** 100

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** J-SP804

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## Contacts

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**Contact:** Vicente Carmona

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## Logistics

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### Setup - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 5:30 PM**

Note

Set reception style for (100) with scattered small tables and chairs.  
(1) Standing Lectern with light  
(1) Easel- outside the room  
Ice water and cups at lectern

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Saturday, October 19, 2019 @ 5:30 PM**

Note

(1) Lectern Microphone at Standing Lectern

---

### Food And Beverage - Marquis Chicago

**Ready By:**

**Saturday, October 19, 2019 @ 6:00 PM**

Note

HOSTED BAR charged on consumption  
Domestic Beer: \$8.00++  
Imported Beer: \$9.00++  
Non Alcoholic Beer: \$8.00++  
Premium Wine: \$13.00++  
Soft Drinks and Bottled Water: \$7.00++

Artisanal Cheeses for (50) @ \$18.00++

An Assortment of premium Domestic & Imported Cheeses, served with Dried and Fresh Fruits, Water Crackers and a Selection of Home-Baked Breads

Mezza Display for (50) @ \$19.00+++

Hummus, Tabbouleh, Feta & Chili Flakes, Falafel, Marinated Peppers, Cucumber Salad, Tzatziki, Pita Chips and warm pita triangles

Pasta Station for (75) @ \$25.00++ per person

Cavatappi and Gemelli with Pesto Cream, Marinara and fresh Parmesan. Served with Garlic Bread Sticks.

Street Taco Station for (75) @ \$26.00++ per person  
Cornmeal Crusted Tilapia, Tequila Lime Marinated Chicken,  
Chipotle Rubbed Skirt Steak, Warm Flour Tortillas, Street Corn  
Tortillas, Shredded Jack Cheese, Jalapeno Peppers, Pico de Gallo,  
Guacamole, Fire-roasted Tomato Salsa, Red Cabbage Slaw

All prices subject to 25% service charge and 13% taxes

**Saturday, October 19, 2019**

**6:30 PM - 10:00 PM**

**Light-Sheet Fluorescence Microscopy**

**Marquis: Water Tower A, Water Tower B**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Jessics Celentano

**Organizer Email:** [jessica.celentano@bruker.com](mailto:jessica.celentano@bruker.com)

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Saturday, October 19, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**

**6:00 AM - 9:00 PM**

**AIS Storage**

**Marquis: Culture**

---

**Function Type:** Office

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A-MO200-A201

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### Contacts

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**Contact:** Eric Berry

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### Logistics

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#### Setup - Marquis Chicago

**Ready By:**

**Friday, October 18, 2019 @ 8:00 AM**

Note

As set from Friday, October 18



**Sunday, October 20, 2019**

**6:45 AM - 8:00 AM**

**Faculty for Undergraduate Neuroscience Business Meeting**

**Marquis: Water Tower A, Water Tower B**

---

**Function Type:** Satellite

**Estimated Attendance:** 40

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Roy Bayline

**Organizer Email:** rjbayline@washjeff.edu

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 5:45 AM**

Note

Organizer will work directly with hotel event manager in planning this event, and will pay the hotel directly for all event costs.

**Sunday, October 20, 2019**

**8:00 AM - 3:00 PM**

**DABI & EDAB Executive Committee Meeting**

**Marquis: Shedd A, Shedd B**

---

**Function Type:** Satellite

**Estimated Attendance:** 25

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Pat Mangini

**Organizer Email:** pmangini@dana.org

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 7:00 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**

**1:00 PM - 5:00 PM**

**ASAP Initiative Scientific Advisory Board Meeting**

**Marquis: Analysis**

---

**Function Type:** Satellite  
**Estimated Attendance:** 10

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Ekemini Riley  
**Organizer Email:** eriley@milkeninstitute.org

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**  
**Sunday, October 20, 2019 @ 12:00 PM**

Note  
Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**

**6:30 PM - 8:30 PM**

**ASPET Neuropharmacology Reception**

**Marquis: Great Lakes A**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Melissa Huston

**Organizer Email:** mhuston@aspet.org

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**

**6:30 PM - 9:30 PM**

**Ernst Strungmann Forum Social**

**Marquis: Great Lakes G**

---

**Function Type:** Satellite

**Estimated Attendance:** 125

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Julia Lupp

**Organizer Email:** lupp@esforum.de

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**

**6:30 PM - 9:30 PM**

**Green and Open Neurosciences Symposium and Soiree**

**Marquis: Shedd A, Shedd B**

---

**Function Type:** Satellite

**Estimated Attendance:** 50

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Ann Lam

**Organizer Email:** [alam@pcrm.org](mailto:alam@pcrm.org)

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**

**6:30 PM - 8:30 PM**

**International Behavioral Neuroscience Society (IBNS) Social**

**Marquis: Great Lakes B**

---

**Function Type:** Satellite

**Estimated Attendance:** 125

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Marianne Van Wagner

**Organizer Email:** [ibns@ibnsconnect.com](mailto:ibns@ibnsconnect.com)

---

### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**

**6:30 PM - 8:00 PM**

**Spectrum Social**

**Marquis: Water Tower A**

---

**Function Type:** Satellite

**Estimated Attendance:** 80

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Ashfia Alam

**Organizer Email:** aalam@simonsfoundation.org

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.



**Sunday, October 20, 2019**

**6:30 PM - 8:00 PM**

**Stanford Neuroscience Reception**

**Marquis: Great Lakes C**

---

**Function Type:** Satellite

**Estimated Attendance:** 125

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Kalia Diamond

**Organizer Email:** kdiamond@stanford.edu

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**

**6:30 PM - 10:00 PM**

**The Logothetis Lab Alumni, Colleagues and Friends Social**

**Marquis: Water Tower B**

---

**Function Type:** Satellite

**Estimated Attendance:** 70

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Georgios Keliris

**Organizer Email:** georgios.keliris@uantwerpen.be

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**

**6:30 PM - 8:30 PM**

**University of Illinois at Urbana-Champaign-2019 NSP Reception**

**Marquis: Marina City**

---

**Function Type:** Satellite

**Estimated Attendance:** 65

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Stephanie Pregent

**Organizer Email:** spregent@illinois.edu

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**

**7:00 PM - 10:00 PM**

**Boston University Graduate Program for Neuroscience Social**

**Marquis: Great Lakes E**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** SandraJean Grasso

**Organizer Email:** sgrasso@bu.edu

---

### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Sunday, October 20, 2019 @ 6:00 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Sunday, October 20, 2019**  
**7:00 PM - 10:00 PM**  
**Dutch Neuroscientists Social**  
**Marquis: Great Lakes F**

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**Function Type:** Satellite  
**Estimated Attendance:** 150

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

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**Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Susan Kushner  
**Organizer Email:** skushner@erasmusmc.nl

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**Logistics**

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**General Notes - Marquis Chicago**

**Ready By:**  
**Sunday, October 20, 2019 @ 6:00 PM**

**Note**

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Monday, October 21, 2019**

**6:00 AM - 9:00 PM**

**AIS Storage**

**Marquis: Culture**

---

**Function Type:** Office

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** No

**Cost Center:** A-MO200-A201

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### **Contacts**

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**Contact:** Eric Berry

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### **Logistics**

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#### **Setup - Marquis Chicago**

**Ready By:**

**Friday, October 18, 2019 @ 8:00 AM**

Note

As set from Friday, October 18

**Monday, October 21, 2019**

**7:30 AM - 7:30 PM**

**BioMed Central Meeting**

**Marquis: Architecture**

---

**Function Type:** Satellite

**Estimated Attendance:** 16

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### Contacts

---

**Contact:** Sharon Bowles

**Alt Contact:** Thomas Appleyard

**Organizer Email:** thomas.appleyard@biomedcentral.com

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### Logistics

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#### General Notes - Marquis Chicago

**Ready By:**

**Monday, October 21, 2019 @ 6:30 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Monday, October 21, 2019**

**11:30 AM - 2:00 PM**

**AMSND C Members Lunch**

**Marquis: Calculus**

---

**Function Type:** Satellite

**Estimated Attendance:** 25

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Sheilah Jewart

**Organizer Email:** sheilah@amsndc.org

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Monday, October 21, 2019 @ 10:30 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.



**Monday, October 21, 2019**

**12:00 PM - 2:00 PM**

**Hippocampus Editorial Board Meeting**

**Marquis: Water Tower A, Water Tower B**

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**Function Type:** Satellite

**Estimated Attendance:** 40

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Victoria Scheib

**Organizer Email:** vscheib2@wiley.com

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Monday, October 21, 2019 @ 11:00 AM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Monday, October 21, 2019**

**6:30 PM - 9:45 PM**

**Cerebral Open Flow Microfusion- A Novel Approach to in Vivo Fluid Sampling**

**Marquis: Shedd A, Shedd B**

---

**Function Type:** Satellite

**Estimated Attendance:** 40

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Lauren Eloff

**Organizer Email:** lelolf@bascinc.com

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Monday, October 21, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Monday, October 21, 2019**

**6:30 PM - 8:00 PM**

**Grass Foundation and Marine Biological Laboratory Co-Hosted Social  
Marquis: Great Lakes G**

---

**Function Type:** Satellite

**Estimated Attendance:** 150

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

**Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Joanna Aranda

**Organizer Email:** [execassistant@grassfoundation.org](mailto:execassistant@grassfoundation.org)

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**Logistics**

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**General Notes - Marquis Chicago**

**Ready By:**

**Monday, October 21, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Monday, October 21, 2019**

**6:30 PM - 8:30 PM**

**Olympus America, Inc. Reception**

**Marquis: Water Tower A, Water Tower B**

---

**Function Type:** Satellite

**Estimated Attendance:** 200

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Rebecca Lowe

**Organizer Email:** rebecca.lowe@olympus-ossa.com

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Monday, October 21, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Monday, October 21, 2019**

**6:30 PM - 8:30 PM**

**Parkinson's Disease Social**

**Marquis: Great Lakes E**

---

**Function Type:** Satellite

**Estimated Attendance:** 120

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** James Beck

**Organizer Email:** [jbeck@parkinsons.org](mailto:jbeck@parkinsons.org)

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Monday, October 21, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Monday, October 21, 2019**

**6:30 PM - 7:30 PM**

**Preventing the Climate Catastrophe: What can Neuroscientists do?**

**Marquis: Great Lakes C**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Adam Aron

**Organizer Email:** adamaron@uscd.edu

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Monday, October 21, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Monday, October 21, 2019**

**6:30 PM - 8:30 PM**

**Simons Foundation Autism Research Initiative (SFARI) Social**

**Marquis: Great Lakes F**

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**Function Type:** Satellite

**Estimated Attendance:** 250

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** John Shapiro

**Organizer Email:** [jshapiro@simonsfoundation.org](mailto:jshapiro@simonsfoundation.org)

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Monday, October 21, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.

**Monday, October 21, 2019**

**8:00 PM - 10:00 PM**

**Sleep and Circadian Biology Datablitz**

**Marquis: Great Lakes A, Great Lakes B**

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**Function Type:** Satellite

**Estimated Attendance:** 400

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Aaron Laposky

**Organizer Email:** [laposkya@nhlbi.nih.gov](mailto:laposkya@nhlbi.nih.gov)

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Monday, October 21, 2019 @ 7:00 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.



**Tuesday, October 22, 2019**

**6:00 AM - 9:00 PM**

**AIS Storage**

**Marquis: Culture**

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**Function Type:** Office

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** No

**Cost Center:** A-MO200-A201

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### **Contacts**

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**Contact:** Eric Berry

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### **Logistics**

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#### **Setup - Marquis Chicago**

**Ready By:**

**Friday, October 18, 2019 @ 8:00 AM**

Note

As set from Friday, October 18

**Tuesday, October 22, 2019**

**12:00 PM - 2:00 PM**

**Celebration of Women in Neuroscience Luncheon**

**Marquis: Great Lakes A, Great Lakes B**

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**Function Type:** Meeting

**Estimated Attendance:** 200

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Christine Corkran

**Post:** Yes

**Cost Center:** A-MP200-A169

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## Contacts

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**Contact:** Kelsey King

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## Logistics

### Setup - Marquis Chicago

**Ready By:**

**Tuesday, October 22, 2019 @ 9:30 AM**

Note

Set Banquet Style for (220) rounds of 8 or 10

(1) Standing Lectern with light on riser

(1) Skirted head table with (3) chairs on riser

(1) Skirted table with (1) chair at side of stage for computer & switcher

(1) Skirted table in rear of room with (2) chairs for staff

(2) Skirted tables with (2) chairs each-outside room at the entrance

(3) Easels-outside of the room

(2) Wastebaskets

Riser for the camera in the back of the room

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### General Contractor - The Expo Group (TEG)

**Ready By:**

**Tuesday, October 22, 2019 @ 10:00 AM**

Note

Place navy drape on stage for video recording

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### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, October 22, 2019 @ 11:00 AM**

Note

(1) Lectern Microphone at Standing Lectern

(3) Push To Talk Table Microphones

(1) Data/Video Projector with cart

(1) Screen

(1) Switcher

Speaker Timer

Computer Audio

(1) Sound Operator

NOTE: Audio to the camera riser. Audio connection should not be run next other cables.

Stage Lighting and Uplighting on a dimmer per the Recording specs.

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## Audio/Visual - Vendor - Other

**Ready By:**

**Tuesday, October 22, 2019 @ 11:00 AM**

Note

\*\*Session will be video recorded\*\*

SEE RECORDING SPREADSHEET FOR DETAILS

To be recorded by M2.

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## Computer - Atlantic Images & Sound - Computers

**Ready By:**

**Tuesday, October 22, 2019 @ 11:00 AM**

Note

(1) Laptop computer with Microsoft Windows 10 Pro, Office 2016 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

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## Food And Beverage - Marquis Chicago

**Ready By:**

**Tuesday, October 22, 2019 @ 11:30 AM**

Note

Boxed lunches @ \$55.00++ per person

Selection of :

Turkey BLT

Roasted Vegetable Spinach Wrap

Chicken Caesar Salad

All Box Lunches include choice of sandwich/salad, (1) piece whole fresh fruit, side, snack, dessert and beverage.

All prices are subject to 25% service charge and 13% taxes.

**Tuesday, October 22, 2019**

**6:30 PM - 8:00 PM**

**The Science Bridge and Middle Eastern Neuroscientists Social**

**Marquis: Shedd A, Shedd B**

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**Function Type:** Satellite

**Estimated Attendance:** 60

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Nelly Alia-Klein

**Organizer Email:** nelly.alia-klein@mssm.edu

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### **Logistics**

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#### **General Notes - Marquis Chicago**

**Ready By:**

**Tuesday, October 22, 2019 @ 5:30 PM**

Note

Event organizer will work directly with the hotel event manager in planning this event, and will pay the Marriott Marquis directly for all event costs.