



March 16, 2020

Dear SFNS Sponsors and Exhibitors,

The San Francisco Neurological Society (SFNS) has been monitoring the COVID-19 epidemic and have no choice but to postpone the SFNS 2020 Annual Meeting in Monterey. Protecting the health of our members, sponsors and communities is our highest priority.

We greatly appreciate the continued support of all our exhibitors and sponsors. As a non-profit organization, we anticipated over 125 in attendance from UCSF, Stanford, Sutter, CPMC, PAMF, Kaiser Permanente, John Muir, Sacramento, Modesto and various other medical communities around Northern California. We are evaluating our future options to determine best next steps and will keep you updated when we've made those decisions.

SFNS EXHIBIT and SPONSORSHIP:

For exhibit and sponsorship registration, please consider one of the 3 options below:

1) **CREDIT:** SFNS can hold your exhibitor fee for the next annual meeting (date TBD). This option includes the following benefits:

- Credit at the next annual meeting or symposium (date TBD)
- **Advertising** in the SFNS newsletter, website and at the FALL meeting over next year.

2) **Full Refund**

3) **DONATE your exhibit fee:** SFNS is a non-profit organization and we have incurred some financial losses due to the crisis. As a result, you can donate your exhibit fees as a gift to the SFNS. This gift can be deducted as a business expense and we will send you a thank you letter. Please note SFNS is a 501c6 non-profit Tax ID: 51-0478773. We are not a charitable 501c3 non-profit. We sincerely appreciate your consideration to donate! By donating your exhibit fee, we will also include this in **advertising** for 2 years. Further, your contribution amount will be reflected in the communications.

Please select your option via this form: <https://forms.gle/7jeeyZQYoh5fskrs7>

Lodging:

The hotel will automatically cancel all reservations. There is no need for you to call the hotel to cancel and you will receive a confirmation via email. If you wish to visit Monterey April 3-5 and keep your reservation, please call the hotel directly and rebook your reservation and they will honor the low conference rate at \$228 per night over that weekend. The hotel reservation number is (831) 920-6710.

Should you have any questions or concerns, please contact Amanda Pacia at (650) 288-5339 or email at apacia@sfneurological.org.

Sincerely,

Amanda Pacia
Executive Director
San Francisco Neurological Society

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