Reconnection

Exhibit and Sponsor Opportunities

Canadian Psychiatric Association
72nd Annual Conference
Oct. 27–29, 2022
Sheraton Centre Toronto Hotel
Reconnect with professional colleagues at the Canadian Psychiatric Association’s 72nd Annual Conference at the Sheraton Centre Toronto, October 27-29, 2022

The CPA’s Annual Conference is the largest psychiatric continuing professional development (CPD) event in Canada. It provides industry, not-for-profit organizations, as well as the federal government and its agencies with opportunities to foster and support research, education, and networking. More than 1,000 medical doctors with specialty training in psychiatry from across Canada, as well as medical residents who are currently undergoing training in psychiatry, will be here to discover the latest breakthroughs in clinical practice and research, learn about new policy initiatives, and be inspired to create lasting positive changes in mental health.

There are many new opportunities for exhibitors and sponsors to have a presence at the CPA’s first in-person annual conference since 2019.

They include:
- Sponsorship Levels and Recognition
- Packages:
  - Gold
  - Silver
  - Bronze
- Exhibit Opportunities
- À la Carte Sponsorship Options:
  - Delegate Guides and Tools
  - Awards
  - Special Events
  - In-Conference Brand Placements
  - Unrestricted Educational Grants and In-Kind Support
- CPA Co-developed Symposia
Key contacts

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About the CPA

Incorporated in 1951, the Canadian Psychiatric Association (CPA) is the national voluntary professional association for Canada’s 4,800 psychiatrists and 900 residents. As the national voice of psychiatry, the CPA advocates for the professional needs of its members in meeting the mental health needs of Canadians, and promotes excellence in education, research and clinical practice.

Its mission is to provide a strong, collective voice for psychiatrists across the country and foster a community dedicated to ensuring the highest possible standards of professional practice in providing psychiatric services to Canadians. Family physicians and other health professionals interested in mental health are welcome to join the CPA.

As an evidence-based profession, CPA provides advice on the most effective programs, services and policies to achieve the best possible mental health care for Canadians and seeks to work collaboratively with other professions, persons with lived experience, governments and other stakeholders.

Conference profile

The CPA’s Annual Conference is the largest psychiatric continuing professional development activity in Canada. It provides industry, not-for-profit organizations, the federal government and its agencies with opportunities to foster and support research, education and networking, as well as obtain access to more than 1,000 Canadian psychiatrists and psychiatric residents.

Delegate profile

This conference attracts a highly-educated, professional audience that is primarily composed of medical doctors with specialty training in psychiatry from across Canada, as well as medical residents who are currently undergoing training in psychiatry.
2019 Delegate profile (last in-person conference)

Sponsorship levels and recognition

New this year are sponsorship packages at the Gold, Silver and Bronze levels for 1) for-profit organizations and 2) not-for-profit organizations, as well as governments and their agencies. Each package features exhibit space and a number of complimentary registrations to the scientific program, as well as other benefits that vary by the level selected.

Organizations that would prefer to exhibit only, or that are interested in sponsoring one or more specific items from the à la carte options below, will be recognized for their cumulative financial support of the Annual Conference in accordance with the following sponsorship levels:

For-Profit Organizations
- Gold: $45,000
- Silver: $25,000
- Bronze: $10,000

Not-for-Profit Organizations, Governments and Their Agencies
- Gold: $15,000
- Silver: $10,000
- Bronze: $5,000
At a minimum, all sponsors at the Gold, Silver and Bronze levels, whether they select a sponsorship package or opt for an à la carte exhibit space or sponsor opportunity, will be recognized through:

- Use of the phrase, “A [sponsorship level] of the CPA’s 72nd Annual Conference” on CPA conference-related items
- Supporter recognition ribbons for all company staff members who attend the CPA conference
- Acknowledgement of support before, during and after the conference:
  - Annual Conference area of the CPA website (including hyperlink)
  - All appropriate conference publications
  - A large sponsor recognition monitor, located in a high-traffic area near the conference registration desk

Sponsors are advised that the CPA’s sponsorship policy (see below) incorporates the principles of the National Standard for Commercial Support of Accredited CPD Activities (“National Standard”) and the Canadian Medical Association policy, Guidelines for Physicians in Interactions with Industry (“CMA Policy”). Sponsors should thoroughly review these two documents, as well as the CPA’s sponsorship policy.
## Sponsorship packages

### For-Profit Organizations

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Gold</th>
<th>Silver</th>
<th>Bronze</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exhibit booth(s), each 8’ wide × 8’ deep, including full graphic panel</td>
<td>✔️ (2)</td>
<td>✔️ (1)</td>
<td>✔️ (1)</td>
</tr>
<tr>
<td>Complimentary exhibit booth lead retrieval</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>Complimentary three-day registration(s) to the scientific program</td>
<td>✔️ (6)</td>
<td>✔️ (4)</td>
<td>✔️ (4)</td>
</tr>
<tr>
<td>Complimentary ticket(s) to the President’s Reception</td>
<td>✔️ (5)</td>
<td>✔️ (2)</td>
<td></td>
</tr>
<tr>
<td>Complimentary ticket(s) to the President’s Gala</td>
<td>✔️ (table)</td>
<td>✔️ (2)</td>
<td></td>
</tr>
<tr>
<td>Organizational profile on the conference app sponsor page, including</td>
<td>✔️ (5 PDFs)</td>
<td>✔️ (3 PDFs)</td>
<td>✔️ (2 PDFs)</td>
</tr>
<tr>
<td>description, hyperlink, contact person and PDF upload</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use of the phrase, “A [sponsorship level] of the CPA’s 72nd Annual</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>Conference” on CPA conference-related items</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supporter recognition ribbons for all company staff members who</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>attend the CPA conference</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Acknowledgement of support before, during and after the conference:</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>• Annual Conference area of the CPA website (including hyperlink)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• All appropriate conference publications</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• A large sponsor recognition monitor, located in a high-traffic area</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>• Sponsor mention at the President’s Gala</td>
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<td></td>
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<tr>
<td>• Sponsor recognition (excluding accredited activities)</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>• Sponsor recognition ad in the Canadian Journal of Psychiatry</td>
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</tbody>
</table>
## Sponsorship packages

### Not-for-Profit Organizations, Governments and Their Agencies

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Gold ($15,000)</th>
<th>Silver ($10,000)</th>
<th>Bronze ($5,000)</th>
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<tbody>
<tr>
<td>Exhibit booth, each 8’ wide × 8’ deep, including half graphic panel</td>
<td>✅</td>
<td>✅</td>
<td>✅</td>
</tr>
<tr>
<td>Complimentary three-day registration to the scientific program</td>
<td>✅ (3)</td>
<td>✅ (2)</td>
<td>✅ (2)</td>
</tr>
<tr>
<td>Complimentary ticket(s) to the President’s Reception</td>
<td>✅ (3)</td>
<td>✅ (2)</td>
<td></td>
</tr>
<tr>
<td>Complimentary ticket(s) to the President’s Gala</td>
<td>✅ (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use of the phrase “A [Sponsorship Level] of the Canadian Psychiatric Association’s Annual Conference” on CPA conference-related items</td>
<td>✅</td>
<td>✅</td>
<td>✅</td>
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<tr>
<td>Supporter recognition ribbons for all company staff members who attend the CPA conference</td>
<td>✅</td>
<td>✅</td>
<td>✅</td>
</tr>
<tr>
<td>Acknowledgement of support before, during and after the conference:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Annual Conference area of the CPA website (including hyperlink)</td>
<td>✅</td>
<td>✅</td>
<td>✅</td>
</tr>
<tr>
<td>• All appropriate conference publications</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• A large sponsor recognition monitor, located in a high-traffic area near the conference registration desk</td>
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</tbody>
</table>

Applicable taxes on sponsorship packages are not included. CPA reserves the right to amend the organization profile upon review of sponsor applications.
Exhibit opportunities

Exhibiting at the Annual Conference provides you with access to more than 1,000 psychiatric health care professionals. Your presence will position your organization as a leader and supporter of psychiatry, and provide unparalleled access to your target customers. Dedicated exhibit hours will provide you with enhanced opportunities for one-to-one interactions and networking. More than 70 per cent of delegates visit the exhibit area. Don’t miss your chance to meet them!

Your Investment

<table>
<thead>
<tr>
<th>Pharmaceutical company</th>
<th>Recruiters, service providers</th>
<th>Not-for-Profit</th>
<th>Publishers</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>$5,500</strong> *</td>
<td><strong>$3,375</strong> *</td>
<td><strong>$2,250</strong> *</td>
<td><strong>$1,800</strong> *</td>
</tr>
<tr>
<td>per space</td>
<td>per space</td>
<td>per space</td>
<td>per space</td>
</tr>
<tr>
<td>(full graphic panel)</td>
<td>(half graphic panel)</td>
<td>(half graphic panel)</td>
<td>(half graphic panel)</td>
</tr>
</tbody>
</table>

CPA reserves the right to amend the organization profile upon review of booth applications.

*plus applicable taxes

What IS Included

- Turnkey booth provided by CPA consisting of a hard panel back wall with a four-colour half-length (57.75” W × 46.25” H) or full-length (57.75” W × 91.5” H) graphic panel. Only the turnkey booth structure is permitted (add-ons available at exhibitor’s expense)
- Each space is 8’ wide × 8’ deep
- Complimentary three-day program registrations (quantity varies depending on type of booth purchased)
- 24-hour security

What is NOT Included — available at Exhibitor’s expense

- Chairs and tables
- Specialty furniture
- Electricity
- Shipping, receiving and handling fees through the loading dock and/or venue
- Any additional equipment or services not listed
Benefits of Exhibiting

- With each booth purchased, exhibitors will receive complimentary three-day registrations that provide access to the scientific programming as well as the exhibit area. The number of complimentary registrations received depends on the type of booth purchased:

  - $5,500 booth space: 3 complimentary three-day registrations per space ($4,500 value)
  - $3,375 booth space: 2 complimentary three-day registrations per space ($3,000 value)
  - $2,250 booth space: 1 complimentary three-day registrations per space ($1,500 value)
  - $1,800 booth space: 1 complimentary three-day registration per space ($1,500 value)

- Once assigned, complimentary three-day registrations are non-transferrable. The deadline for exhibitors to submit the names of the persons who will use the complimentary registrations is Sept. 23. If additional passes are required, the cost of additional booth personnel is $275.00 (plus HST) per person to a maximum of five (5) per booth. Your Exhibitor Service Kit will include details for how to submit names and to purchase additional passes.

- Complimentary listing as an annual conference sponsor or supporter on CPA’s website, conference app, and on the official on-site signage. Sponsor and supporter levels are determined by your overall conference spend.

- Exhibitor listing with booth numbers will be available to all delegates on-site. Companies must purchase space prior to Sept. 23 to be listed.

- Complimentary basic Wi-Fi available in the exhibit area throughout the event.

- Exhibitors will have the opportunity to use lead retrieval devices.
Exhibit Area Features
- CPA Hub – Registration and CPA display areas
- ePoster Viewing Stations – Research and early investigator posters
- Nutritional Breaks – Complimentary nutritional breaks twice daily for delegates and exhibitors
- Unopposed Hours – The conference program has been planned to provide unopposed exhibit hours each day between 13:30 and 14:30 (no scientific sessions)
- Resident Trivia Competition Friday, 13:30-14:30 – Resident teams from across the country compete for the coveted title and bragging rights

Eligibility to Exhibit
Only companies with a product or service directly related to the field of psychiatry will be considered. The CPA reserves the right to reject an application, cancel or refuse rental of display space to any person or company whose conduct or display of goods is, in the opinion of the CPA, incompatible with the general character and objectives of the Annual Conference and/or the policies of the CPA.

Booth Specifications
- Turnkey booth provided by CPA consisting of a hard panel back wall with a four-colour half-length (57.75” W × 46.25” H) or full-length (57.75” W × 91.5” H) graphic panel
- The maximum dimensions of a single booth space are 8’ wide × 8’ deep

Exhibit Area Location and Hours
The exhibits will be in the Grand Ballroom and Vide Foyer spaces at the Sheraton Centre Toronto.
- Move-in: Wednesday, Oct. 26, 08:00 – 20:00
- Move-out: Saturday, Oct. 29, after 14:30

Show Hours
- Thursday, Oct. 27, 08:30 – 16:00
- Friday, Oct. 28, 08:30 – 16:00
- Saturday, Oct. 29, 08:30 – 14:30
Assignment of Space
Online booth reservations will operate on a first-come, first-served basis. The CPA will invoice you once your application has been submitted and approved, and payment in full is due within 30 days. Exhibit space that has not been paid in full within 30 days may be reassigned.

The Exhibitor Service Kit, which contains important show information, forms and instructions, will be sent to confirmed exhibitors.

Cancellation and Reassignment Policy
Cancellations should be sent to the Exhibits Coordinator at exhibits@cpa-apc.org
Cancellation fees are as follows:
• 50% until Sept. 23
• 100% after Sept. 23

Exhibit space not occupied at the opening of the exhibit area will be reassigned by the CPA without refund of the rental fees paid.

Rules and Regulations for Exhibits
1. Persons, companies or organizations that have not contracted exhibit space may not engage in any type of selling, display or advertisement of products or services in the exhibit space or at the conference venue. Violators of this rule will be escorted from the premises.
2. Exhibitors are required to keep their exhibit open and appropriately staffed during the specified exhibit hours. Exhibits may not be closed or removed until the official closure of the exhibit area.
3. Once assigned, complimentary three-day registrations are non-transferrable.
4. All exhibitors are required to register for the conference. One registration is for one person. Multiple attendees may not share and swap one registration.
5. Exhibitors are responsible for the appearance and cleanliness of their booth at all times. The CPA, venue and show services provider reserve the right to arrange for daily cleaning and/or cleaning at move-out, if required, and invoice the appropriate exhibitor accordingly.
6. Throughout the conference, exhibitors shall, at their own cost and expense, maintain comprehensive liability insurance against claims for bodily injury or death, personal property loss and property damage which may occur as a result of exhibiting at this meeting. Exhibitors must also be insured against loss or damage to their exhibit material. Neither the hotel, CPA, nor show services provider will be held liable for any loss or damage to such material.
7. The CPA reserves the right to prohibit any activity and/or evict any exhibitor that,
in CPA’s opinion, is objectionable and/or detracts from the general character of the exhibits area. This includes but is not limited to persons, things, conduct, printed matter, noise, materials or method of operation. In the event of such restriction or eviction, the CPA is not liable for any refund of rental fees or other exhibit expenses. Companies receiving such notice will not be eligible to exhibit at future CPA conferences.

8. Eligibility to exhibit at the Annual Conference is not, and should not be construed as, an endorsement of the exhibiting organization, its views, opinions, products or activities by CPA (including its Board of Directors, staff and volunteers).

9. Educational activities that appear to compete with the scientific program are prohibited in the exhibit area. This includes, but is not limited to, displaying posters or other promotional materials summarizing research results, promoting meeting faculty, directing conference attendees to research posters or sessions, or distributing CPA conference materials such as CPA-co-developed symposia invitations, flyers, handouts, syllabi or slides. The only educational activities that may be appropriate in exhibits are for the purpose of educating conference participants about an organization and its products and services, and not for the purpose of providing content-based education.

10. The CPA prohibits the distribution (either free or for sale) of educational enduring materials or other resources on-site that award CPD credit. In addition, setting up computers with links to websites or loaded with software for the purpose of awarding CPD credit on-site to conference attendees is prohibited in the exhibit area. These products or services may be advertised or briefly demonstrated, however, and information may be provided that allows the attendee to obtain or access these products after the meeting. No CPD credit may be given from any source for activities in the exhibit area.

11. Exhibitors that wish to offer promotions at their booths must request approval in writing from the CPA for all activities and/or giveaways. In all instances, booth promotions, giveaways and/or activities must respect the Canadian Medical Association’s Guidelines for Physicians in Interactions with Industry and the National Standard for Commercial Support of CPD Activities.

12. Promotion of CPA-co-developed symposia may not be combined in any way with participation in CPA exhibits or promotion of products. Invitations or other materials related to co-developed symposia may not be distributed from the exhibit area or any other location during the conference. Distribution of materials, placement of additional signs or brochures, or use of individuals posing as “walking signs” are not permitted.

13. These rules and regulations constitute a bona fide part of the Exhibit Rental Agreement. The CPA reserves the right to amend these rules and regulations as necessary.

**Exhibits Contact**

**Erin Bolling-Bleichman**

Exhibits Coordinator

Tel: (800) 267-1555, ext. 228

Email: exhibits@cpa-apc.org
À la carte sponsorship options

Sponsors from the 2019 Annual Conference have the right of first refusal on exclusive or sole sponsor à la carte options below. If written confirmation of continued support has not been received, opportunities will be sold on a first-come, first-served basis.

All opportunities are subject to applicable taxes, and unless otherwise stated, do not include production or sample costs.

Delegate Guides and Tools
Conference App – $5,000 (exclusive)
Include your corporate/organizational name/logo on the conference web-based mobile app, which is a key resource for delegates at the conference. The app includes session and abstract details (searchable by date, time, location, speaker, topic and CanMEDS roles) as well as social media feeds, and evaluations.

Awards
Best Paper Awards – $4,000 (exclusive)
Right of first refusal: Lundbeck Canada
Each year, the CPA’s Annual Conference Program Subcommittee selects the best papers presented at the conference. In memory of the Association’s founding president, Dr. RO Jones, these honours have been named the RO Jones Best Paper Awards. Awards of $2,000, $1,250 and $750, respectively, recognize these achievements. The sponsor of these awards will receive corporate mention in correspondence sent to papers’ lead authors and in the President’s Gala program.

Best Poster Awards – $3,500 (exclusive)
Right of first refusal: Lundbeck Canada
Each year, the Annual Conference Program Subcommittee selects the best posters presented at the conference in the research and early investigator categories. Awards of $1,000, $750 and $250, for the research category and $750, $500 and $250 for the early investigator category recognize these achievements. The sponsor of these awards will receive corporate mention at the time of presentation.
Special Events

Junior Investigator Research Colloquium – $5,000
The colloquium provides mentorship, guidance, encouragement and practical discussions on research careers to young investigators in the early phases of their training, and is a tangible means to foster the development of Canadian psychiatrist researchers who will lead knowledge transfer in psychiatry. Supporting the colloquium positions your organization as a key supporter in the effort to develop tomorrow’s researchers.

Sponsors will be recognized on all materials related to the colloquium, including specific mention in advance communications to junior investigators and mentors, and on the colloquium’s web page.

President’s Gala Wine Service – $5,000
The President’s Gala is a semi-formal event that marks the passing of the presidential chain of office to the incoming CPA president, and recognizes winners of key awards sponsored by the CPA and other psychiatric associations. As sponsor of the wine service, your organization will be recognized by an onstage acknowledgement of support, as well as in the Gala program and on signage at the ballroom entrance.

Sponsored Nutrition Breaks – $5,000 per day or $12,500 for all
Nutrition breaks, which are highly valued by busy delegates, are served throughout the conference in the exhibit area. Sponsor(s) will be recognized at the break stations with prominently displayed corporate signage and the opportunity to display one piece of promotional material near the station.

In-Conference Brand Placements

Audio Visual Services – $10,000
Audio visual services are a vital part of a scientific conference, and provide a richer, more interactive and educational experience for delegates. As sole sponsor of the conference audio visual services, your organization will be recognized by an onstage acknowledgement of support at the President’s Gala. You will also be recognized in the Gala program and at the ballroom entrance.
Escalator/Elevator/Floor Decals – $5,000 each
Decals are single-sided, four-colour and will be positioned on the escalators, elevators and/or floor in the convention hotel. These decals will give your message and booth number prime visibility as delegates move throughout the conference. Locations and size to be determined by the CPA in consultation with the venue(s). Graphics to be provided by the sponsor.

Hotel Key Cards – $5,000
Put your product/corporate logo on an essential item that delegates will be carrying: their hotel room key. Key cards are distributed to delegates at the CPA conference hotel. Sponsors are responsible for all production costs and for coordinating logistics with the hotel. All graphics are subject to CPA approval.

Registration Area – $5,000
The registration area is the nerve centre of the conference, and has a near constant flow of traffic on a daily basis. As sponsor of the registration area, your organization will be acknowledged by way of signage prominently displayed near the registration desks, including a corporate gobo.

Pens and Notepads – $2,000
This is an ideal way to get your company’s name and corporate logo in the hands of every meeting participant! Sponsor-provided pens and notepads will be available to all delegates.

Hotel Room Drops – $1,000 per drop
Put your message into delegates’ hands first thing each morning. Sponsors are responsible for all production costs and coordinating logistics with the hotel. All room drops are subject to CPA approval.

Charging Stations – $1,000 per station
The charging stations will be placed throughout the exhibit area and will allow mobile devices to be charged in secure lockers. A great benefit for both delegates and exhibitors.

Delegate Kiosks – $1,000 per station
Kiosks will be situated throughout the hotel in high traffic areas. Delegates use these computers to complete online registration, view the conference
schedule, submit session and overall evaluations, and request their certificate of attendance. After three minutes of inactivity, the screen can show your corporate advertising (logo, photo, video) and once activated, the screen automatically returns to the menu page. A great opportunity to showcase your company.

Unrestricted Educational Grants and In-Kind Support
The CPA welcomes financial contributions to the annual conference in the form of unrestricted educational grants or in-kind support from organizations that wish to support the CPA’s continuing education activities.

The CPA would be pleased to consider opportunities not mentioned in this guide, or work with your organization to develop a customized package.

Sponsorship Policy
The CPA abides by the National Standard for Commercial Support of CPD Activities (“National Standard”) as well as the Canadian Medical Association policy, Guidelines for Physicians in Interactions With Industry (“CMA Policy”). The principles of the National Standard and the CMA policy are the basis for the CPA’s CPD sponsorship policy outlined below.

1. The CPA-designated planning committee maintains ultimate control over the development, delivery and evaluation of the Annual Conference. This includes the needs assessment, development of learning objectives, selection of speakers, moderators and authors, as well as decision on content, format and evaluation strategies.
2. Members of the pharmaceutical industry, medical supply companies or any other for-profit organization are prohibited from participating as members of the planning committee or its equivalent regardless of their professional qualifications or designations. Representatives of a sponsor or any organization hired by a sponsor may not participate in decisions related to needs assessment, learning objectives, composition of the planning committee or faculty, content, format or evaluation of the annual conference.
3. Any financial or in-kind support for the development of an accredited CPD activity must be transferred to the CPA and must not serve to promote a sponsor’s product, directly or indirectly.
4. The terms, conditions and purposes by which sponsorship is provided will be documented in a written agreement between the CPA and the sponsor. This agreement will cover matters including, but not limited to, the responsibilities of each party, ownership of any materials, and matters pertaining to intellectual property, confidential information, licences and copyright, applicable fees and payment terms.
5. The CPA may direct funds towards reimbursement of consultant fees, travel expenses and other expenses for the planning committee or faculty. Funds may also be used to help defray the cost of modest meals or social events that are held as part of a CPD activity. The CPA may assume or choose to delegate payment of these costs to a third party that is not a commercial interest in accordance with the National Standard. In this instance, the CPA will approve what payments are delegated to the third party and will retain overall accountability for these payments.

6. Funds may not be used to subsidize attendees' participation (i.e., accommodation, travel or other personal expenses) at CPD activities.

7. Under no circumstances will funds be used to support participation by family members of the planning committee or faculty. For the purpose of this policy, someone is considered a “family member” if they are a spouse, child, natural or adoptive parent, grandparent, grandchild, brother or sister (natural, adoptive or by marriage). The term also includes persons who reside in the same household or share living quarters under circumstances that closely resemble a marital or partner role.

8. The CPA will maintain accurate records as to how funding has been allocated.

9. Social events or unaccredited educational sessions may not interfere with, be scheduled at the same time as, or take precedence over the CPD activity.

10. Sponsorship acknowledgements will be limited to recognition of the organization providing the financial or in-kind support, and will be secondary to and separated from educational content. Acknowledgements of financial or in-kind support may not be linked to specific components within a larger CPD activity.

11. CPA-developed or co-developed CPD activities and their materials may not include any “branding” elements connected to a particular product, service, or company.

12. In the case of electronic or web-based materials, there may be no direct links to company or product website on any page that refers or pertains to a CPA-developed or co-developed CPD activity.

13. No promotional activities may be used in- or outside the exhibit area to encourage attendance at a co-developed symposium or to inhibit attendance in any way to other symposia scheduled during the same time slot.

14. Industry and other organizations may not organize scientific, business, or social events that solicit or encourage the participation of delegates during times that conflict with the official conference program or its social events.

15. The CPA name and/or logo may not be used in conjunction with advertising or promotion of any kind without the express written permission of the CPA.

16. Sessions held during the annual conference may not be reproduced or recorded in any form without advance written consent of the CPA.

17. Sponsors should preclear all promotional methods with the CPA in advance and in writing. In all instances, activities must respect the National Standard, the CMA Policy, as well as applicable CPA policies.

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