Expressions of Interest for future BASHH Spring Meetings

Background Information
We are looking for expressions of interest from colleagues who would like to host a future Spring Meeting. The years we are considering are 2011, 2012 and 2013. The 2012 meeting will be the next joint meeting with our American colleagues from the ASTDA.

The meetings that seem to work best are those that are based in a city/town centre with all the venues and hotels being within a short walking distance of each other. Or meetings that are based in a large hotel (could be out-of-town) which is large enough to hold the conference and accommodate all the delegates.

There are certain local facilities that need to be available in order to be able to host a Spring Meeting. These are:

Venues
- A conference auditorium (with good A/V facilities) for about 500 people, plus adjacent rooms large enough to place 100-150 posters and about 20 pharmaceutical stands.
- Venue for civic welcome/drinks reception
- Venue for gala dinner
- Venue for speakers/BASHH Board dinner

Hotel accommodation
There needs to be accommodation within walking distance for about 500 people, preferably of varying prices. Ideally a local tourist office which is prepared to block book rooms and deal with the bookings for the accommodation.

Accompanying persons programme
This is not normally needed but should be considered for the 2012 meeting.

Process of Selection
If you are interested in hosting a Spring Meeting in 2010, 2011, or 2012 please can you email a short proposal (up to 4 sides of A4 paper) to the BASHH Secretariat, which contains background information about your city/town and details and pictures of the venues? An estimate of the hire costs (including A/V hire) would also be helpful. It is fine to give 2008/2009 prices. Also include details of the accommodation and position in relation to the venues. Please say if you are interested in a particular year.

Depending on the number of proposals we receive, we may need to produce a short-list on the basis of the content of the proposals. We plan to hold “interviews” in order to make the final selection. The selection panel will consist of BASHH members with experience in organising similar meetings. We will ask for a 10-minute powerpoint presentation followed by a question and answer session. The whole interview will be expected to last approximately 30 minutes. BASHH will reimburse your travel expenses for the day of the interview.

Closing dates for proposals to be received by BASHH Secretariat: Friday 21 November 2008

Date of interviews: Afternoon of Thursday 11 December 2008

Dr Janet Wilson
BASHH Conference & Communications Secretary