

#### **Media Registration**

ASCO welcomes news media to cover the Annual Meeting. **All news media who wish to attend the meeting in person must apply for ASCO media credentials by Friday, May 17, 2019.** Requests submitted after this date will not be processed in advance of the Annual Meeting. Pending requests are not guaranteed for on-site approval.

If you would like to attend the 2019 ASCO Annual Meeting in person in Chicago, please follow these instructions to renew/request your media credentials:

1. Go to <http://mediahq.asco.org>.
2. If you have a Media Headquarters (HQ) account, login using your email address and password. If this is your first time registering for an ASCO meeting, please select “New User.”
3. Provide/update your contact and organization information to reflect the news outlet/publication you will be representing at the 2019 Annual Meeting.
4. Sign the confidentiality and embargo agreements.
5. Select the 2019 ASCO Annual Meeting from the “Select a meeting you would like to attend” dropdown menu, and check the box to “Register to come on site.” **(Do not complete this step if you will not be attending the meeting in Chicago.)**
6. Upload your supporting documents, including:
  - A photocopy of official press credentials
  - Letter of assignment
  - A sample of the publication you are registering with (two samples required for newsletters)
  - Examples of recent original medical/health/scientific news content (not required for editors) *or* Annual Meeting coverage from the previous year *specifically from the publication you were credentialed under*, if relevant

More information about criteria for obtaining media credentials is available in the [Annual Meeting News Media Policies](#).

7. Click the ‘Submit’ button to submit your request for review.
8. You will be notified via email within three business days regarding the status of your media credentials and on-site registration request.

#### **Hotel Reservation**

A limited number of hotel rooms have been reserved for media and will be provided on a first-come, first-served basis. The deadline to reserve a hotel is **11:59 p.m. ET, Wednesday, April 24, 2019**. In order to reserve a hotel for the 2019 ASCO Annual Meeting, you must have already completed the registration steps outlined above and received an email confirmation of your on-site registration. **You must wait 24 hours after receiving the email confirmation of your on-site registration before making your hotel reservation.**

After 24 hours:

1. Log into your Media HQ account at <http://mediahq.asco.org>.
2. Click the “Reserve Hotel and View Meeting Registrations” button.
3. Next to the 2019 ASCO Annual Meeting, click “Reserve Housing.”

Hotel reservations cannot be changed/canceled through Media HQ. Instead, please follow the instructions in the hotel confirmation email you receive.

**Questions? Contact [mediaregistration@asco.org](mailto:mediaregistration@asco.org) or call (571) 483-1376.**