



IHS Speaker Guidelines

Welcome to the International Herpetological Symposium!

We are excited to have you present at our annual conference.

Abstract Guidelines:

- Font 12pt Times New Roman, single spaced
- 200 words or less
- Save as a Word doc. In the following format: Last name, First name, Talk title
- No pictures, graphs, or media
- Must include all contributing authors and/or permits
- Presentations must be professional and appropriate for all ages

INFORMATION NEEDED FROM EACH SPEAKER:

Upon Abstract Submission

- MINIMUM contact information required for each speaker: *Name, title, institution, city, state, email*
- Confirm presentation length (e.g., 15, 20, 30, or 40 minutes) of presentation needed; these are the times to which they will be held.

* Lodging and travel must be arranged and paid for directly by the speakers. If there are spouses/family members accompanying the speaker, please tell them to register as SPOUSE (requiring payment).

COMPENSATION PACKAGES FOR SPEAKERS (not including the BANQUET & KEYNOTE):

Each speaker will receive **waived meeting registration and banquet fees, as well as free access to icebreaker and any tours.**