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**Friday, November 10, 2023**

**8:00 AM- 5:00 PM**

**Tyler's Hope Foundation Summit on Dystonia Research**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom B, Rock Creek Ballroom C**

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**Function Type:** Satellite  
**Estimated Attendance:** 150

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

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### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Heather Parker

**Organizer Email:** hparker@tylershope.org

---

### **Logistics**

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#### **General Notes - SfN**

***Ready By:***

**Friday, November 10, 2023 @ 7:00 AM**

**Note**

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Friday, November 10, 2023**

**9:00 AM- 10:00 PM**

**AIS Storage - Ren DC**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 1**

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**Function Type:** Other

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** No

**Cost Center:** A-MO200-A201

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### Contacts

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**Contact:** Eric Berry

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Friday, November 10, 2023 @ 6:00 AM**

Note

Please provide 3 keys, 1 table, and 3 chairs for this room.

Please clean and clear this room.

**Friday, November 10, 2023**

**9:00 AM- 3:00 PM**

**Human Neocortical Neurosolver Course: A Software Tool for Neural Interpretation of MEG/EE  
MEG/EEG**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 8, Meeting Room 9**

---

**Function Type:** Satellite  
**Estimated Attendance:** 25

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

---

### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Stephanie Jones  
**Organizer Email:** Stephanie\_Jones@Brown.edu

---

### **Logistics**

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#### **General Notes - SfN**

***Ready By:***

**Friday, November 10, 2023 @ 8:00 AM**

**Note**

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Friday, November 10, 2023**

**6:30 PM- 10:00 PM**

**Chen Institute: Beyond the Laboratory: Developing Neurotechnology for Mass Populations**

**Renaissance Washington, DC Downtown Hotel: Anacostia Ballroom Salon D**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Jason Reindorf

**Organizer Email:** [jason.reindorp@cheninstitute.org](mailto:jason.reindorp@cheninstitute.org)

---

### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Friday, November 10, 2023 @ 5:30 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Saturday, November 11, 2023**

**6:00 AM- 10:00 PM**

**AIS Storage - Ren DC**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 1**

---

**Function Type:** Other

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** No

**Cost Center:** A-MO200-A201

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### Contacts

---

**Contact:** Eric Berry

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### Logistics

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**Setup - Renaissance DC**

**Ready By:**

**Friday, November 10, 2023 @ 6:00 AM**

Note

As set on Friday, November 10th

**Saturday, November 11, 2023**

**7:00 AM- 12:00 PM**

**BP ENDURE 13th Annual Meeting**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom A, Rock Creek Ballroom B, Rock Creek Ballroom C**

---

**Function Type:** Satellite  
**Estimated Attendance:** 200

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Marguerite Matthews

**Organizer Email:** marguerite.matthews@nih.gov

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### **Logistics**

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#### **General Notes - SfN**

***Ready By:***

**Saturday, November 11, 2023 @ 6:00 AM**

**Note**

Satellite organizer will work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services



**Saturday, November 11, 2023**

**7:00 AM- 10:00 AM**

**Open Resources for Cell Types and Taxonomies with the Allen Brain Map**

**Renaissance Washington, DC Downtown Hotel: Anacostia Ballroom Salon E**

---

**Function Type:** Satellite

**Estimated Attendance:** 200

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Kaitlyn Casimo

**Organizer Email:** kaitlync@alleninstitute.org

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Saturday, November 11, 2023 @ 6:00 AM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Saturday, November 11, 2023**

**7:30 AM- 3:00 PM**

**Annual Review of Neuroscience Editorial Committee Meeting**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 12**

---

**Function Type:** Satellite

**Estimated Attendance:** 14

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Robyn Kinnebrew

**Organizer Email:** rkinnebrew@annualreviews.org

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Saturday, November 11, 2023 @ 6:30 AM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Saturday, November 11, 2023**

**8:00 AM- 10:30 AM**

**Cajal Club Business and Board Meeting**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 2**

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**Function Type:** Satellite

**Estimated Attendance:** 15

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Charles Ribak

**Organizer Email:** ribak@uci.edu

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Saturday, November 11, 2023 @ 7:00 AM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Saturday, November 11, 2023**

**9:00 AM- 3:00 PM**

**IBRO Executive Committee Meeting**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 8, Meeting Room 9**

---

**Function Type:** Satellite

**Estimated Attendance:** 10

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Tawanda Daka

**Organizer Email:** secretariat@ibro.org

---

### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Saturday, November 11, 2023 @ 8:00 AM**

**Note**

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Saturday, November 11, 2023**

**6:30 PM- 10:00 PM**

**Alternate Models of Consciousness**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 8, Meeting Room 9**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Allison Paradise

**Organizer Email:** allisoncparadise@gmail.com

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Saturday, November 11, 2023 @ 5:30 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Saturday, November 11, 2023**

**6:30 PM- 8:30 PM**

**FTD Social**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 5**

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**Function Type:** Satellite  
**Estimated Attendance:** 50

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

---

### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Deborah Niehoff  
**Organizer Email:** [dniehoff@theaftd.org](mailto:dniehoff@theaftd.org)

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**  
**Saturday, November 11, 2023 @ 5:30 PM**

**Note**  
Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Saturday, November 11, 2023**

**6:30 PM- 9:00 PM**

**Unleashing the Potential of Multimodal Fluorescence Imaging**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom A, Rock Creek Ballroom B, Rock Creek Ballroom C**

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**Function Type:** Satellite  
**Estimated Attendance:** 400

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Aina Afzal

**Organizer Email:** Aina.Afzal@bruker.com

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### **Logistics**

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#### **General Notes - SfN**

***Ready By:***

**Saturday, November 11, 2023 @ 5:30 PM**

**Note**

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Sunday, November 12, 2023**

**6:00 AM- 10:00 PM**

**AIS Storage - Ren DC**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 1**

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**Function Type:** Other

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** No

**Cost Center:** A-MO200-A201

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### Contacts

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**Contact:** Eric Berry

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### Logistics

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**Setup - Renaissance DC**

**Ready By:**

**Friday, November 10, 2023 @ 6:00 AM**

Note

As set on Friday, November 10th



**Sunday, November 12, 2023**

**8:00 AM- 10:00 AM**

**Neuroscience Scholars Program Mentoring Event**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom A, Rock Creek Ballroom B**

**Function Type:** Meeting

**Estimated Attendance:** 125

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** Yes

**Cost Center:** A-AT300-N309

---

**Contacts**

---

**Contact:** Cashen Almstead

---

**Logistics**

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**Setup - Renaissance DC**

**Ready By:**

**Sunday, November 12, 2023 @ 6:00 AM**

Note

Set Banquet Rounds Style for (150)

(1) Standing lectern with light at the front of the room on a riser

(1) Easel

(2) Skirted Registration Tables with 4 chairs, at entrance to the room

---

**Audio/Visual - Atlantic Images & Sound - AV**

**Ready By:**

**Sunday, November 12, 2023 @ 7:00 AM**

Note

(1) Lectern Microphone at Standing Lectern

(1) Floor Microphone

(1) Screen

(1) Data Projector with Cart

---

**Computer - Atlantic Images & Sound - Computers**

**Ready By:**

**Sunday, November 12, 2023 @ 7:00 AM**

Note

(1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

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**Food And Beverage - Renaissance DC**

**Ready By:**

**Sunday, November 12, 2023 @ 7:30 AM**

Note

EARLY TO RISE BUFFET @ \$58++ per Person

natural orange, grapefruit and apple juice

seasonal fresh fruit

individual yogurts

housemade granola

cage free scrambled eggs

crisp bacon

roasted tri-color potatoes with sweet peppers and onions (gf)

assorted breakfast pastries, sweet butter, jams and preserves

Royal Cup coffee service and specialty teas by Taylors of Harrogate

All prices are subject to 26% service charge and SfN is tax exempt in the District.

**Sunday, November 12, 2023**

**8:00 AM- 10:00 PM**

**SfN Renaissance Staff Office**

**Renaissance Washington, DC Downtown Hotel: Mtg Planner Office A, Mtg Planner Office B,  
Mtg Planner Office C**

---

**Function Type:** Office

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** No

**Cost Center:** A-MO200-A201

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---

### Contacts

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**Contact:** DawnKeane

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---

### Logistics

---

**Setup - Renaissance DC**

***Ready By:***

**Sunday, November 12, 2023 @ 8:00 AM**

Note

Please provide 3 keys.

**Sunday, November 12, 2023**

**6:30 PM- 10:00 PM**

**Chinese Neuroscientists Social**

**Renaissance Washington, DC Downtown Hotel: Potomac Ballroom Salon 3**

---

**Function Type:** Satellite

**Estimated Attendance:** 400

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Dong Sun

**Organizer Email:** [dong.sun@vcuhealth.org](mailto:dong.sun@vcuhealth.org)

---

### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Sunday, November 12, 2023 @ 5:15 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Sunday, November 12, 2023**

**6:30 PM- 8:30 PM**

**For WINE - Women in Neural Engineering: Negotiating Power**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 10, Meeting Room 11**

---

**Function Type:** Satellite  
**Estimated Attendance:** 30

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Karen Moxon  
**Organizer Email:** [moxon@ucdavis.edu](mailto:moxon@ucdavis.edu)

---

### **Logistics**

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#### **General Notes - SfN**

**Ready By:**  
**Sunday, November 12, 2023 @ 5:30 PM**

**Note**  
Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Sunday, November 12, 2023**

**6:30 PM- 10:00 PM**

**International Brain Initiative Social and Business Meeting**

**Renaissance Washington, DC Downtown Hotel: Potomac Ballroom Salon 1**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Marianne Bacani

**Organizer Email:** marianne.bacani@ubc.ca

---

### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Sunday, November 12, 2023 @ 5:30 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Sunday, November 12, 2023**

**6:30 PM- 8:30 PM**

**Middle Eastern and African Neuroscientists Social**

**Renaissance Washington, DC Downtown Hotel: Anacostia Ballroom Salon F**

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**Function Type:** Satellite  
**Estimated Attendance:** 75

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Nelly Klein  
**Organizer Email:** nellyklein@gmail.com

---

### **Logistics**

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#### **General Notes - SfN**

**Ready By:**  
**Sunday, November 12, 2023 @ 5:30 PM**

**Note**  
Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Sunday, November 12, 2023**

**6:30 PM- 8:30 PM**

**New Mexico Neuroscience Social**

**Renaissance Washington, DC Downtown Hotel: RedBud**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Jason Weick

**Organizer Email:** JPWeick@salud.unm.edu

---

### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Sunday, November 12, 2023 @ 5:30 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.



**Sunday, November 12, 2023**

**6:30 PM- 9:00 PM**

**Parkinson's Disease Social**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 15**

---

**Function Type:** Satellite

**Estimated Attendance:** 75

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Svetlana Cvejic

**Organizer Email:** [scvejic@parkinson.org](mailto:scvejic@parkinson.org)

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Sunday, November 12, 2023 @ 5:30 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Sunday, November 12, 2023**

**6:30 PM- 9:00 PM**

**Tools, Tech and Theory: A BRAIN Initiative Alliance Social**

**Renaissance Washington, DC Downtown Hotel: Potomac Ballroom Salon 2**

---

**Function Type:** Satellite

**Estimated Attendance:** 300

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Rebekah Corlew

**Organizer Email:** rebekah.corlew@nih.gov

---

### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Sunday, November 12, 2023 @ 5:30 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**Black In Neuro Social #SOC01**

**Renaissance Washington, DC Downtown Hotel: River Birch Ballroom A, River Birch Ballroom B**

**Function Type:** Social

**Estimated Attendance:** 150

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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## Contacts

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**Contact:** Sharon Bowles

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## Logistics

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### Setup - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

Set theater style in the front for (75)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs on a riser

(1) Podium

(1) Easel

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (10) Socials on Sunday.

Snacks are not to be replenished.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**Bridging the Synapse Social #SOC02**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 16**

---

**Function Type:** Social

**Estimated Attendance:** 75

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

### Contacts

---

**Contact:** Sharon Bowles

---

### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

Reception style for (75), scattered cocktail rounds with seating.

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

(1) Podium microphone

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#### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (10) Socials on Sunday.

Snacks are not to be replenished.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**Cajal Club for Neuroscience Social #SOC03**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 12, Meeting Room 13,  
Meeting Room 14**

---

**Function Type:** Social

**Estimated Attendance:** 150

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

## Contacts

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**Contact:** Sharon Bowles

---

## Logistics

---

### Setup - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

Set theater style in the front for (60)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (10) Socials on Sunday.

Snacks are not to be replenished.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**Craniofacial Neuroscience Social #SOC04**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 4**

---

**Function Type:** Social

**Estimated Attendance:** 75

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

### Contacts

---

**Contact:** Sharon Bowles

---

### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

Set theater style in the front for (40)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (10) Socials on Sunday.

Snacks are not to be replenished.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**Dignity Neuroscience Social #SOC05**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 5**

---

**Function Type:** Social

**Estimated Attendance:** 50

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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### Contacts

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**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

Set theater style in the front for (25)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (10) Socials on Sunday.

Snacks are not to be replenished.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**Faculty for Undergraduate Neuroscience (FUN) Social #SOC06**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom B**

---

**Function Type:** Social

**Estimated Attendance:** 150

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

### Contacts

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**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

Set theater style in the front for (75)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs on a riser

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (10) Socials on Sunday.

Snacks are not to be replenished.



**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**Neuroethology Social #SOC07**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 3**

---

**Function Type:** Social

**Estimated Attendance:** 75

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

### Contacts

---

**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

Reception style for (75), scattered cocktail rounds with seating  
(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

(1) Podium microphone

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (10) Socials on Sunday.

Snacks are not to be replenished.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**Open Source Technology Social #SOC08**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 8, Meeting Room 9**

---

**Function Type:** Social

**Estimated Attendance:** 120

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

### Contacts

---

**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

Reception style for (120), scattered cocktail rounds with seating  
(1) Podium

(1) Easel

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#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

(1) Podium microphone

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#### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (10) Socials on Sunday.

Snacks are not to be replenished.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**SfN Sponsored Social Bars - 11/12**

**Renaissance Washington, DC Downtown Hotel: Social Bars - Meeting Room Foyers**

---

**Function Type:** Social

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** No

**Cost Center:** A-MA200-A134

---

### **Contacts**

---

**Contact:** Sharon Bowles

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### **Logistics**

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#### **Food And Beverage - Renaissance DC**

***Ready By:***

**Sunday, November 12, 2023 @ 6:15 PM**

**Note**

(3) Cash bars set in the Meeting Room Foyer for the socials assigned to the meeting rooms.

All bars will accept cash and credit cards.

Open bars at 6:30 PM and close bars at 8:45 PM.

**Cash Bar Prices:**

Wine @ \$15.00 per drink

Imported Beer @ \$12.00 per bottle

Domestic Beer @ \$11.00 per bottle

Hard Cider @ \$12.00 per bottle

Assorted Soft Drinks @ \$7.00 per bottle

Bottled Water @ \$7.00 per bottle

NOTE: Bartender fees waived for SfN functions of 75 or more attendees.

NOTE: Organizers of this social are supplied with a limited number of drink tickets to obtain beverages from the cash bar without cost.

Samples of the tickets will be provided. Charge these tickets to the Society Master Account.

Please provide a daily report of the number of drinks sold at each bar to SfN each evening.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**SfN Sponsored Social Bars - 11/12**

**Renaissance Washington, DC Downtown Hotel: Social Bars - Rock Creek Foyer**

---

**Function Type:** Social

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** No

**Cost Center:** A-MA200-A134

---

## Contacts

---

**Contact:** Sharon Bowles

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## Logistics

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### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

**Note**

(1) Cash bar set in the Rock Creek Ballroom Foyer for the socials assigned to the ballroom level.

All bars will accept cash and credit cards.

Open bars at 6:30 PM and close bars at 8:45 PM.

**Cash Bar Prices:**

Wine @ \$15.00 per drink

Imported Beer @ \$12.00 per drink

Domestic Beer @ \$11.00 per drink

Hard Cider @ \$12.00 per bottle

Assorted Soft Drinks @ \$7.00 per bottle

Bottled Water @ \$7.00 per bottle

NOTE: Bartender fees waived for SfN functions of 75 or more attendees.

NOTE: Organizers of this social are supplied with a limited number of drink tickets to obtain beverages from the cash bar without cost.

Samples of the tickets will be provided. Charge these tickets to the Society Master Account.

Please provide a daily report of the number of drinks sold at each bar to SfN each evening.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**Spinal Cord Injury and Repair Social #SOC09**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom C**

---

**Function Type:** Social

**Estimated Attendance:** 100

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

### Contacts

---

**Contact:** Sharon Bowles

---

### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

Reception style for (100), scattered cocktail rounds with seating.

\*Please provide ample space in between tables and throughout the room to accommodate wheelchairs.

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

(1) Podium microphone

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (10) Socials on Sunday.

Snacks are not to be replenished.

**Sunday, November 12, 2023**

**6:45 PM- 8:45 PM**

**The Blue Spot Special: A Locus Coeruleus Social #SOC10**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 2**

---

**Function Type:** Social

**Estimated Attendance:** 75

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

### Contacts

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**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

Set theater style in the front for (40)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Sunday, November 12, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

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#### Food And Beverage - Renaissance DC

**Ready By:**

**Sunday, November 12, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (10) Socials on Sunday.

Snacks are not to be replenished.

**Sunday, November 12, 2023**

**7:00 PM- 10:00 PM**

**Boston Neuroscience Graduate Student Reception**

**Renaissance Washington, DC Downtown Hotel: Anacostia Ballroom Salon D**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Sandi Grasso

**Organizer Email:** sgrasso@bu.edu

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Sunday, November 12, 2023 @ 5:30 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Monday, November 13, 2023**

**6:00 AM- 10:00 PM**

**AIS Storage - Ren DC**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 1**

---

**Function Type:** Other

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** No

**Cost Center:** A-MO200-A201

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### Contacts

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**Contact:** Eric Berry

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### Logistics

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**Setup - Renaissance DC**

**Ready By:**

**Friday, November 10, 2023 @ 6:00 AM**

Note

As set on Friday, November 10th



**Monday, November 13, 2023**

**6:00 AM- 10:00 PM**

**SfN Renaissance Staff Office**

**Renaissance Washington, DC Downtown Hotel: Mtg Planner Office A, Mtg Planner Office B, Mtg Planner Office C**

---

**Function Type:** Office

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** No

**Cost Center:** A-MO200-A201

---

### Contacts

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**Contact:** DawnKeane

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### Logistics

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**Setup - Renaissance DC**

**Ready By:**

**Sunday, November 12, 2023 @ 8:00 AM**

Note

As set on Sunday, November 12th.

**Monday, November 13, 2023**

**8:00 AM- 10:00 AM**

**National Academy of Science Breakfast**

**Renaissance Washington, DC Downtown Hotel: Potomac Ballroom Salon 1**

---

**Function Type:** Meeting

**Estimated Attendance:** 50

**Room Set:** U - Shape

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** Yes

**Cost Center:** A-OV200-A140

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### Contacts

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**Contact:** CatBlack

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:00 AM**

Note

Set U-Shape for (50), no more than 2 per 6' or 3 per 8' Table  
(1) 6' table for audio tech with (1) chair  
(1) Easel outside the room

See Diagram

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 7:00 AM**

Note

(25) Push-to-Talk Table Microphones; 1 per 2 people  
(1) Data Projector with Cart  
(1) Screen

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 7:30 AM**

Note

EARLY TO RISE BUFFET @ \$58++ per Person  
natural orange, grapefruit and apple juice  
seasonal fresh fruit  
individual yogurts  
housemade granola  
cage free scrambled eggs  
crisp bacon  
roasted tri-color potatoes with sweet peppers and onions (gf)  
assorted breakfast pastries, sweet butter, jams and preserves  
Royal Cup coffee service and specialty teas by Taylors of Harrogate

All prices are subject to 26% service charge and SfN is tax exempt in the District.

**Monday, November 13, 2023**

**11:00 AM- 4:00 PM**

**American Brain Coalition Meeting**

**Renaissance Washington, DC Downtown Hotel: Anacostia Ballroom Salon E**

---

**Function Type:** Meeting

**Estimated Attendance:** 75

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Dawn Keane

**Post:** Yes

---

### **Contacts**

---

**Contact:** Katherine Bloom

**Alt Contact:** Sheila Stern

**Organizer Email:** [sstern@americanbraincoalition.org](mailto:sstern@americanbraincoalition.org)

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Monday, November 13, 2023 @ 9:00 AM**

Note

Organizer will work directly with hotel event manager in planning this event.

**Monday, November 13, 2023**

**11:30 AM- 1:00 PM**

**Meeting of the Canadian Nonhuman Primate Consortium**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 15**

---

**Function Type:** Satellite  
**Estimated Attendance:** 20

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

---

### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Jonathan Michaels

**Organizer Email:** jonathan.asher.michaels@gmail.com

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### **Logistics**

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#### **Setup - SfN**

**Ready By:**  
**Monday, November 13, 2023 @ 10:30 AM**

#### **Note**

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Monday, November 13, 2023**

**1:00 PM- 2:00 PM**

**Chapters Workshop**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom A**

---

**Function Type:** Workshop

**Estimated Attendance:** 60

**Room Set:** Banquet

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** Yes

**Cost Center:** A-OV200-M406

---

### Contacts

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**Contact:** MariaNajjar

---

### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 11:00 AM**

Note

Set Banquet Rounds Style for (70)

(1) Standing lectern with light at the front of the room on a riser

(1) Easel

(1) Skirted Registration Table with 2 chairs, at entrance to the room

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 12:00 PM**

Note

(1) Screen

(1) Data Projector with Cart

(1) Switcher

(1) Remote Slide Advancer

(1) Lectern Microphone

(1) Floor Microphone

---

#### Computer - Atlantic Images & Sound - Computers

**Ready By:**

**Monday, November 13, 2023 @ 12:00 PM**

Note

(1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports

**Monday, November 13, 2023**

**3:00 PM- 6:00 PM**

**American Brain Coalition Meeting**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 5**

---

**Function Type:** Meeting

**Estimated Attendance:** 75

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Dawn Keane

**Post:** Yes

---

### Contacts

---

**Contact:** Katherine Bloom

**Alt Contact:** Sheila Stern

**Organizer Email:** [sstern@americanbraincoalition.org](mailto:sstern@americanbraincoalition.org)

---

### Logistics

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#### General Notes - SfN

**Ready By:**

**Monday, November 13, 2023 @ 2:00 PM**

Note

Organizer will work directly with hotel event manager in planning this event.

**Monday, November 13, 2023**

**6:30 PM- 9:00 PM**

**Charles River's Networking Reception**

**Renaissance Washington, DC Downtown Hotel: Anacostia Ballroom Salon F**

---

**Function Type:** Satellite

**Estimated Attendance:** 100

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Nadia Destefano

**Organizer Email:** [nadia.destefano@crl.com](mailto:nadia.destefano@crl.com)

---

### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Monday, November 13, 2023 @ 5:30 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Monday, November 13, 2023**

**6:30 PM- 8:30 PM**

**Grass - MBL - Kavli Social**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom C**

---

**Function Type:** Satellite

**Estimated Attendance:** 200

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Catherine Carr

**Organizer Email:** cecarr@umd.edu

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Monday, November 13, 2023 @ 5:30 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.



**Monday, November 13, 2023**

**6:30 PM- 9:00 PM**

**NINDS Therapeutic Development Projects: Posters and Discussions with Grantees and NIH Staff**

**Renaissance Washington, DC Downtown Hotel: Potomac Ballroom Salon 2, Potomac Ballroom Salon 3**

---

**Function Type:** Satellite  
**Estimated Attendance:** 150

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Mary Pellemounter  
**Organizer Email:** mary.pellemounter@nih.gov

---

### **Logistics**

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#### **General Notes - SfN**

**Ready By:**  
**Monday, November 13, 2023 @ 5:30 PM**

Note  
Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Monday, November 13, 2023**

**6:30 PM- 8:30 PM**

**Simons Foundation Autism and Neuroscience Social**

**Renaissance Washington, DC Downtown Hotel: Anacostia Ballroom Salon D, Anacostia Ballroom Salon E**

---

**Function Type:** Satellite  
**Estimated Attendance:** 350

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

---

### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Lydia Jung

**Organizer Email:** Ljung@simonsfoundation.org

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### **Logistics**

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#### **General Notes - SfN**

***Ready By:***

**Monday, November 13, 2023 @ 5:30 PM**

**Note**

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Monday, November 13, 2023**

**6:30 PM- 8:30 PM**

**The Sleep and Circadian Biology Datablitz**

**Renaissance Washington, DC Downtown Hotel: Potomac Ballroom Salon 1**

---

**Function Type:** Satellite

**Estimated Attendance:** 400

**Billing Group:** Bill Organizer Directly

**Meeting Planner:** Sharon Bowles

**Post:** Yes

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### **Contacts**

---

**Contact:** Sharon Bowles

**Alt Contact:** Aaron Laposky

**Organizer Email:** laposkya@nhlbi.nih.gov

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**

**Monday, November 13, 2023 @ 5:30 PM**

Note

Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.

**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**Behavioral Neuroendocrinology Social #SOC11**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom B**

---

**Function Type:** Social

**Estimated Attendance:** 200

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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## Contacts

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**Contact:** Sharon Bowles

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## Logistics

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### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

Set theater style in the front for (100)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs on a riser

(1) Podium

(1) Easel

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (9) Socials on Monday.

Snacks are not to be replenished.

**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**Decision Neuroscience Social #SOC12**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 8, Meeting Room 9**

---

**Function Type:** Social

**Estimated Attendance:** 100

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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### Contacts

---

**Contact:** Sharon Bowles

---

### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

Reception style for (100), scattered cocktail rounds with seating  
(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

(1) Podium Microphone

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#### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (9) Socials on Monday.

Snacks are not to be replenished.

**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**Down Syndrome Social #SOC13**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 3**

---

**Function Type:** Social

**Estimated Attendance:** 75

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

### Contacts

---

**Contact:** Sharon Bowles

---

### Logistics

---

#### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

Set theater style in the front for (40)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

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#### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (9) Socials on Monday.

Snacks are not to be replenished.

**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**Global Neuroscience Social #SOC14**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 2**

---

**Function Type:** Social

**Estimated Attendance:** 75

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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### Contacts

---

**Contact:** Sharon Bowles

---

### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

Set theater style in the front for (40)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (9) Socials on Monday.

Snacks are not to be replenished.

**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**Ingestive Behavior Social #SOC15**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 16**

---

**Function Type:** Social

**Estimated Attendance:** 75

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

### Contacts

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**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

Set theater style in the front for (30)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (9) Socials on Monday.

Snacks are not to be replenished.



**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**Marmoset Social #SOC18**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 10, Meeting Room 11**

---

**Function Type:** Social

**Estimated Attendance:** 100

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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### Contacts

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**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

Set theater style in the front for (50)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (9) Socials on Monday.

Snacks are not to be replenished.

**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**Neuron-Glia Interactions Social #SOC16**

**Renaissance Washington, DC Downtown Hotel: River Birch Ballroom A, River Birch Ballroom B**

---

**Function Type:** Social

**Estimated Attendance:** 150

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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### Contacts

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**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

Reception style for (150), scattered cocktail rounds with seating  
(1) Podium

(1) Easel

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#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

(1) Podium Microphone

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#### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (9) Socials on Monday.

Snacks are not to be replenished.

**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**Neuroscience at Latin American and Hispanic Serving Institutions Social #SOC17**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 12, Meeting Room 13,  
Meeting Room 14**

---

**Function Type:** Social

**Estimated Attendance:** 100

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

## Contacts

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**Contact:** Sharon Bowles

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## Logistics

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### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

Set theater style in the front for (50)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (9) Socials on Monday.

Snacks are not to be replenished.

**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**Pain, Touch and Itch Social #SOC19**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom A**

---

**Function Type:** Social

**Estimated Attendance:** 200

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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### Contacts

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**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

Set theater style in the front for (100)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs on a riser

(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Monday, November 13, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (9) Socials on Monday.

Snacks are not to be replenished.

**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**SfN Sponsored Social Bars - 11/13**

**Renaissance Washington, DC Downtown Hotel: Social Bars - Rock Creek Foyer**

---

**Function Type:** Social

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** No

**Cost Center:** A-MA200-A134

---

## Contacts

---

**Contact:** Sharon Bowles

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## Logistics

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### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

**Note**

(2) Cash bars set in the Rock Creek Ballroom Foyer for the socials assigned to the ballroom level.

All bars will accept cash and credit cards.

Open bars at 6:30 PM and close bars at 8:45 PM.

**Cash Bar Prices:**

Wine @ \$15.00 per drink

Imported Beer @ \$12.00 per drink

Domestic Beer @ \$11.00 per drink

Hard Cider @ \$12.00 per bottle

Assorted Soft Drinks @ \$7.00 per bottle

Bottled Water @ \$7.00 per bottle

NOTE: Bartender fees waived for SfN functions of 75 or more attendees.

NOTE: Organizers of this social are supplied with a limited number of drink tickets to obtain beverages from the cash bar without cost.

Samples of the tickets will be provided. Charge these tickets to the Society Master Account.

Please provide a daily report of the number of drinks sold at each bar to SfN each evening.

**Monday, November 13, 2023**

**6:45 PM- 8:45 PM**

**SfN Sponsored Social Bars - 11/13**

**Renaissance Washington, DC Downtown Hotel: Social Bars - Meeting Room Foyers**

---

**Function Type:** Social

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** No

**Cost Center:** A-MA200-A134

---

---

### Contacts

---

**Contact:** Sharon Bowles

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### Logistics

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#### Food And Beverage - Renaissance DC

**Ready By:**

**Monday, November 13, 2023 @ 6:15 PM**

Note

(3) Cash bars set in the Meeting Room Foyer for the socials assigned to the meeting rooms.

All bars will accept cash and credit cards.

Open bars at 6:30 PM and close bars at 8:45 PM.

Cash Bar Prices:

Wine @ \$15.00 per drink

Imported Beer @ \$12.00 per bottle

Domestic Beer @ \$11.00 per bottle

Hard Cider @ \$12.00 per bottle

Assorted Soft Drinks @ \$7.00 per bottle

Bottled Water @ \$7.00 per bottle

NOTE: Bartender fees waived for SfN functions of 75 or more attendees.

NOTE: Organizers of this social are supplied with a limited number of drink tickets to obtain beverages from the cash bar without cost.

Samples of the tickets will be provided. Charge these tickets to the Society Master Account.

Please provide a daily report of the number of drinks sold at each bar to SfN each evening.

**Tuesday, November 14, 2023**

**6:00 AM- 10:00 PM**

**AIS Storage - Ren DC**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 1**

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**Function Type:** Other

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** No

**Cost Center:** A-MO200-A201

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### Contacts

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**Contact:** Eric Berry

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### Logistics

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**Setup - Renaissance DC**

**Ready By:**

**Friday, November 10, 2023 @ 6:00 AM**

Note

As set on Friday, November 10th

**Tuesday, November 14, 2023**

**6:00 AM- 10:00 PM**

**SfN Renaissance Staff Office**

**Renaissance Washington, DC Downtown Hotel: Mtg Planner Office A, Mtg Planner Office B,  
Mtg Planner Office C**

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**Function Type:** Office

**Room Set:** As Set

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** No

**Cost Center:** A-MO200-A201

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### **Contacts**

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**Contact:** DawnKeane

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### **Logistics**

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**Setup - Renaissance DC**

***Ready By:***

**Sunday, November 12, 2023 @ 8:00 AM**

Note

As set on Sunday, November 12th.



**Tuesday, November 14, 2023**

**8:30 AM- 12:00 PM**

**Committee on Committees**

**Renaissance Washington, DC Downtown Hotel: Rock Creek Ballroom A**

---

**Function Type:** Meeting  
**Estimated Attendance:** 25  
**Room Set:** U - Shape

**Billing Group:** SfN Master  
**Meeting Planner:** Dawn Keane  
**Post:** Yes  
**Cost Center:** A-OV200-M852

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### Contacts

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**Contact:** Stephanie Schlueter

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### Logistics

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#### Setup - Renaissance DC

<b>Ready By:</b> <b>Tuesday, November 14, 2023 @ 6:00 AM</b>	Note Set U-shape for (26); 2 per 6' (1) 6' table for audio tech with (1) chair (1) Easel
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#### Audio/Visual - Atlantic Images & Sound - AV

<b>Ready By:</b> <b>Tuesday, November 14, 2023 @ 7:00 AM</b>	Note (13) Push-to-Talk Table Microphones (1) Switcher (1) Data/video projector Audio for the Computer (1) Screen
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#### Electrical - Renaissance DC

<b>Ready By:</b> <b>Tuesday, November 14, 2023 @ 6:00 AM</b>	Note (7) Power Strips, distributed evenly around the tables for charging devices
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#### Telecom - Renaissance DC

<b>Ready By:</b> <b>Tuesday, November 14, 2023 @ 7:00 AM</b>	Note (1) Wired Internet Connection
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#### Computer - Atlantic Images & Sound - Computers

<b>Ready By:</b> <b>Tuesday, November 14, 2023 @ 7:30 AM</b>	Note (1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.
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#### Food And Beverage - Renaissance DC

**Ready By:**  
**Tuesday, November 14, 2023 @ 8:00 AM**

Note

EARLY TO RISE BUFFET @ \$58++ per Person  
natural orange, grapefruit and apple juice  
seasonal fresh fruit  
individual yogurts  
housemade granola  
cage free scrambled eggs  
crisp bacon  
roasted tri-color potatoes with sweet peppers and onions (gf)  
assorted breakfast pastries, sweet butter, jams and preserves  
Royal Cup coffee service and specialty teas by Taylors of Harrogate

All prices are subject to 26% service charge and Sfn is tax exempt in the District.

**Tuesday, November 14, 2023**

**8:30 AM- 11:30 AM**

**Finance Committee**

**Renaissance Washington, DC Downtown Hotel: Anacostia Ballroom Salon E**

---

**Function Type:** Meeting

**Estimated Attendance:** 25

**Room Set:** U - Shape

**Billing Group:** SfN Master

**Meeting Planner:** Dawn Keane

**Post:** Yes

**Cost Center:** G-FI200-M251

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### Contacts

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**Contact:** Logan Ware

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:00 AM**

Note

Set U Shape for (26); 2 per 6'  
(1) 6' table for audio tech  
(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, November 14, 2023 @ 7:30 AM**

Note

(1) Screen  
(1) Data Projector with Cart  
(13) Push-to-Talk Table Microphones

---

#### Electrical - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:00 AM**

Note

(7) Power Strips, distributed evenly around the tables for charging devices

---

#### Food And Beverage - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 8:00 AM**

Note

Wake Up Call Breakfast @ \$49++ per person  
natural orange, grapefruit and apple juice freshly sliced  
seasonal fruits & berries  
cold cereals with skim and soy milk  
individual flavored yogurts & house made granola with Chobani Greek yogurt  
assorted danish, muffins & butter croissants, preserves, jams & butter  
Royal Cup coffee service and specialty teas by Taylors of Harrogate

All prices are subject to 26% service charge and SfN is tax exempt in the District.

**Tuesday, November 14, 2023**

**10:00 AM- 12:00 PM**

**Celebration of Women in Neuroscience**

**Renaissance Washington, DC Downtown Hotel: Potomac Ballroom Salon 3**

---

**Function Type:** Workshop  
**Estimated Attendance:** 300  
**Room Set:** See Diagram

**Billing Group:** SfN Master  
**Meeting Planner:** Dawn Keane  
**Post:** Yes  
**Cost Center:** A-AT200-A169

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### Contacts

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**Contact:** Eiman Abdelgadir

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:00 AM**

Note

Set Banquet Style for (180) in front

Set Theater style for (120) in back

(1) Standing Lectern on Riser

(1) Head table with (4) chairs

(1) draped table at side of room for computer & switcher

(2) skirted registration tables with chairs outside room outside entrance

(2) Easels

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, November 14, 2023 @ 9:00 AM**

Note

(1) Lectern Microphone at Standing Lectern

(2) Table Microphone - push to talk

(2) Floor Microphones

(1) Data/Video Projector

(1) Screen

(1) Switcher

Computer Audio

Speaker Timer

Sound Operator 9:00am-1:00pm

---

#### Electrical - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 7:00 AM**

Note

(1) 110 20amp drop at stage

(1) 110 20amp drop at projector

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#### Computer - Atlantic Images & Sound - Computers

**Ready By:**

**Tuesday, November 14, 2023 @ 9:00 AM**

Note

(1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports

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## Food And Beverage - Renaissance DC

***Ready By:***

**Tuesday, November 14, 2023 @ 9:30 AM**

Note

Royal Cup coffee service and specialty teas by Taylors of Harrogate @ \$125++ per gallon

Assorted Soft Drinks @ \$7.00++ each, charged on consumption.

Chilled Bottled Water @ \$7.00++ each, charged on consumption

(35) Dozen Assorted Breakfast Pastries @ \$75.00++ per dozen

All prices are subject to 26% service charge and Sfn is tax exempt in the District.

**Tuesday, November 14, 2023**

**11:00 AM- 1:30 PM**

**Program Committee**

**Renaissance Washington, DC Downtown Hotel: Potomac Ballroom Salon 1, Potomac Ballroom Salon 2**

**Function Type:** Meeting  
**Estimated Attendance:** 84  
**Room Set:** See Diagram

**Billing Group:** SfN Master  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes  
**Cost Center:** A MA200-M751-UR

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### Contacts

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**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**  
**Tuesday, November 14, 2023 @ 6:00 AM**

Note  
Chevron set for (76) 2 per 6' tables  
(1) Skirted Head table for (6) 2 per 6' tables on riser  
(2) Skirted Registration/Materials tables near the entrance  
(3) Staff tables set to the side with (2) chairs each on a riser  
(1) Audio tech table with (1) chair  
(2) Easels

\*\* See Diagram\*\*

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**  
**Tuesday, November 14, 2023 @ 9:00 AM**

Note  
(2) Screens  
(2) Data/Video Projectors projecting different images  
(1) Laser pointer  
(1) Switcher  
(1) Hand-held microphone to the front head table (Not staff table)  
(42) Push-to-talk table microphones  
(1) Audio Recording (provided on CD or USB)  
(1) Sound Operator 10:30 a.m. - 2:30 p.m.  
Computer Audio Required  
Confidence Monitor placed in front of Head Table  
Need capability of each screen to show different data

Please place screens so that everyone has a clear line of sight, including staff table.

---

#### Audio/Visual - Atlantic Images & Sound - Computers

**Ready By:**  
**Tuesday, November 14, 2023 @ 9:00 AM**

Note  
(1) Laptop computer with Microsoft Windows 10 Pro, Office 2016 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports. Place at staff table.

---

### Electrical - Renaissance DC

**Ready By:**  
**Tuesday, November 14, 2023 @ 9:00 AM**

Note  
(44) Power strips to be placed at each table allowing for at least two plugs per person.  
  
Electric at wall outlets

---

### Telecom - Renaissance DC

**Ready By:**  
**Tuesday, November 14, 2023 @ 9:00 AM**

Note  
(88) Wireless connections @ \$21.00++ per connection  
  
(1) Wired internet at the staff table on the SfN Staff VLAN

---

### Food And Beverage - Renaissance DC

**Ready By:**  
**Tuesday, November 14, 2023 @ 10:30 AM**

Note  
VIP Event - China Service  
Please add linens to the tops of all tables  
  
Beverage Service on consumption from 10:30 a.m. - 2 p.m.  
Assorted Soft Drinks @ \$7.00++ each, charged on consumption.  
Chilled Bottled Water @ \$7.00++ each, charged on consumption.  
All Beverage service inside the room and refresh as necessary.  
  
Lunch Service Starts between 10:30-10:45 a.m.  
Lafayette Buffet (88) @ \$72++ per person  
Soup of the Day, Sliced Artisan Breads and Butter  
Caesar Salad, Parmesan Cheese, Croutons (V/GF)  
Fresh Mozzarella - Prosciutto Salad in a Basil Vinaigrette  
Roasted Cauliflower, Roasted Mushrooms, Romesco Dressing (V/GF)  
  
HOT:  
Mediterranean Chicken, Olives, Preserved Lemon  
Salmon Medallions, Lentil Ragout (GF)  
Succotash of Local Farm Vegetables (V/GF)  
Israeli Couscous  
  
Chocolate Pecan Pie, Carrot Cake, Key Lime Pie  
Royal Cup Coffee Services and Specialty Teas by Taylors of Harrogate  
  
Please keep lunch set for as long as possible.  
  
Please add food labels to identify ingredients to inform the attendees with allergies.  
  
All prices are subject to 26% service charge and 10% taxes.  
  
Request quiet service and that several tray jacks be placed around the room.

**Tuesday, November 14, 2023**

**6:45 PM- 8:45 PM**

**Evolutionary Neuroscience Social #SOC20**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 16**

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**Function Type:** Social

**Estimated Attendance:** 75

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

### Contacts

---

**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

Reception style for (75), scattered cocktail rounds with seating  
(1) Podium

(1) Easel

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#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

(1) Podium Microphone

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#### Food And Beverage - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (8) Socials on Tuesday.

Snacks are not to be replenished.



**Tuesday, November 14, 2023**

**6:45 PM- 8:45 PM**

**Neuroanatomy From Mice to Humans Social #SOC21**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 2**

---

**Function Type:** Social

**Estimated Attendance:** 75

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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### Contacts

---

**Contact:** Sharon Bowles

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### Logistics

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#### Setup - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

Reception style for (75), scattered cocktail rounds with seating  
(1) Podium

(1) Easel

---

#### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

(1) Podium Microphone

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#### Food And Beverage - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (8) Socials on Tuesday.

Snacks are not to be replenished.

**Tuesday, November 14, 2023**

**6:45 PM- 8:45 PM**

**Official Paraventricular Nucleus of the Thalamus (PVT) Social #SOC22**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 3**

---

**Function Type:** Social

**Estimated Attendance:** 75

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

---

## Contacts

---

**Contact:** Sharon Bowles

---

## Logistics

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### Setup - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

Reception style for (75), scattered cocktail rounds with seating  
(1) Podium

(1) Easel

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### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

(1) Podium Microphone

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### Food And Beverage - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (8) Socials on Tuesday.

Snacks are not to be replenished.

**Tuesday, November 14, 2023**

**6:45 PM- 8:45 PM**

**Psychopharmacology Social #SOC23**

**Renaissance Washington, DC Downtown Hotel: River Birch Ballroom A, River Birch Ballroom B**

---

**Function Type:** Social

**Estimated Attendance:** 150

**Room Set:** Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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## Contacts

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**Contact:** Sharon Bowles

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## Logistics

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### Setup - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

Reception style for (150), scattered cocktail rounds with seating  
(1) Podium

(1) Easel

---

### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

(1) Podium Microphone

(1) Speaker to connect to laptop for playing music

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### Food And Beverage - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (8) Socials on Tuesday.

Snacks are not to be replenished.

**Tuesday, November 14, 2023**

**6:45 PM- 8:45 PM**

**SfN Sponsored Social Bars - 11/14**

**Renaissance Washington, DC Downtown Hotel: Social Bars - Meeting Room Foyers**

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**Function Type:** Social

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** No

**Cost Center:** A-MA200-A134

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## Contacts

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**Contact:** Sharon Bowles

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## Logistics

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### Food And Beverage - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:15 PM**

Note

(3) Cash bars set in the Meeting Room Foyer for the socials assigned to the meeting rooms.

All bars will accept cash and credit cards.

Open bars at 6:30 PM and close bars at 8:45 PM.

Cash Bar Prices:

Wine @ \$15.00 per drink

Imported Beer @ \$12.00 per bottle

Domestic Beer @ \$11.00 per bottle

Hard Cider @ \$12.00 per bottle

Assorted Soft Drinks @ \$7.00 per bottle

Bottled Water @ \$7.00 per bottle

NOTE: Bartender fees waived for SfN functions of 75 or more attendees.

NOTE: Organizers of this social are supplied with a limited number of drink tickets to obtain beverages from the cash bar without cost.

Samples of the tickets will be provided. Charge these tickets to the Society Master Account.

Please provide a daily report of the number of drinks sold at each bar to SfN each evening.

**Tuesday, November 14, 2023**

**6:45 PM- 8:45 PM**

**Social for Diversity in STEM Research Social #SOC24**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 4**

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**Function Type:** Social

**Estimated Attendance:** 50

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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## Contacts

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**Contact:** Sharon Bowles

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## Logistics

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### Setup - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

Set theater style in the front for (25)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

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### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

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### Food And Beverage - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (8) Socials on Tuesday.

Snacks are not to be replenished.

**Tuesday, November 14, 2023**

**6:45 PM- 8:45 PM**

**Social Neuroscience Social #SOC25**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 10, Meeting Room 11**

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**Function Type:** Social

**Estimated Attendance:** 100

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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## Contacts

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**Contact:** Sharon Bowles

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## Logistics

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### Setup - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

Set theater style in the front for (50)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

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### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

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### Food And Beverage - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (8) Socials on Tuesday.

Snacks are not to be replenished.

**Tuesday, November 14, 2023**

**6:45 PM- 8:45 PM**

**The Confound Hour: Let's Make Some Noise! Social #SOC26**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 12, Meeting Room 13,  
Meeting Room 14**

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**Function Type:** Social

**Estimated Attendance:** 150

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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## Contacts

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**Contact:** Sharon Bowles

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## Logistics

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### Setup - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

Set theater style in the front for (75)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs on a riser

(1) Podium

(1) Easel

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### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

Note

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(1) Audio for Computer

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### Food And Beverage - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:15 PM**

Note

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (8) Socials on Tuesday.

Snacks are not to be replenished.

**Tuesday, November 14, 2023**

**6:45 PM- 8:45 PM**

**Yes and!: Engaging the Public in Neuroscience through Improv Theater Social #SOC27**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 8, Meeting Room 9**

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**Function Type:** Social

**Estimated Attendance:** 100

**Room Set:** Half Theater/Half Reception

**Billing Group:** SfN Master

**Meeting Planner:** Sharon Bowles

**Post:** Yes

**Cost Center:** A-MA200-A134

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## Contacts

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**Contact:** Sharon Bowles

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## Logistics

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### Setup - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

**Note**

Set theater style in the front for (50)

Set rear of the room reception style, scattered cocktail rounds with seating

(1) Skirted head table with (2) chairs

(1) Podium

(1) Easel

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### Audio/Visual - Atlantic Images & Sound - AV

**Ready By:**

**Tuesday, November 14, 2023 @ 5:45 PM**

**Note**

(1) Screen

(1) Data Projector w/cart

(1) Podium Microphone

(5) Hand-held wireless microphones

(1) Audio for Computer

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### Food And Beverage - Renaissance DC

**Ready By:**

**Tuesday, November 14, 2023 @ 6:15 PM**

**Note**

Bags of assorted chips, popcorn, pretzels and granola bars @ \$7.00++ per bag. Budget is \$13,000 all-inclusive for snacks to be divided among the (8) Socials on Tuesday.

Snacks are not to be replenished.



**Tuesday, November 14, 2023**

**7:00 PM- 9:00 PM**

**NeuroSetu: Bridging Neuroscientists for an Independent Career in India**

**Renaissance Washington, DC Downtown Hotel: Meeting Room 15**

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**Function Type:** Satellite  
**Estimated Attendance:** 60

**Billing Group:** Bill Organizer Directly  
**Meeting Planner:** Sharon Bowles  
**Post:** Yes

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### **Contacts**

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**Contact:** Sharon Bowles

**Alt Contact:** Sourav Banerjee  
**Organizer Email:** souravnbrc@gmail.com

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### **Logistics**

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#### **General Notes - SfN**

**Ready By:**  
**Tuesday, November 14, 2023 @ 6:00 PM**

**Note**  
Satellite organizer to work directly with hotel event manager in finalizing event logistics and will contract with hotel for all requested services.