



Society of Exploration Geophysicists
The international society of applied geophysics

Meeting Request Form

Please complete the following information regarding your proposed meeting. This request form must be filed with the SEG at least 18 months in advance of your proposed meeting dates. For General Guidelines used in reviewing and processing of a request form go to SEG Online Guidelines for Inviting Meetings Support.

Please return this form to: SEG Business Office, Attn: Meeting Manager
8801 S. Yale Ave., Suite 500, Tulsa, OK 74137-2575
Fax: 918-497-5557
Email: meetings@seg.org

Date Submitted: _____

Proposed Dates of Meeting (including year): _____

Proposed Title of the Meeting: _____

Meeting Objective: _____

Proposed Meeting Location(s): (City, State, Province, Country): _____

Organizers: _____

Previous experience organizing similar events: _____

Frequency of meeting: Annual Biennial Present Year Only

Potential audience: International Regional Section Other

Total anticipated attendance: _____

Do you plan to work with a local section? Yes No

General Chairman of Meeting: _____

Phone: _____ Email: _____

Is this a jointly sponsored or organized Meeting? Yes No

Will professional organizations other than SEG participate? Yes No

Name of organization(s) _____

Degree of participation (co-sponsor, organizer, members on committee) _____

Will SEG operate this meeting? Yes No

Do the meeting organizers anticipate a SEG officer attending: If so, what role is anticipated for the SEG Officer? (Include a schedule of proposed activities)

-----**LEVEL**-----

Level of support requested: I ♦ II ♦ III ♦ IV ♦ V

(Please click your level of support)

Is there a revenue-sharing agreement? (specify)

Technical topics to be covered:

Anticipated number of technical sessions per day? _____ - Breakout Sessions? _____

Anticipated number of papers? _____

What is the most significant contribution of this Meeting to SEG and how does this differ from similar events:

Meeting/exhibition details (for Levels IV and V):

Proposed meeting facility: _____

Proposed exhibit facility (if applicable): _____

Number of exhibit booths expected: _____ Suggested price per booth: _____

Proposed hotel(s): 1. _____ 2. _____

3. _____ 4. _____

ADMINISTRATIVE USE ONLY (to be completed by staff)

Related SEG and industry events scheduled within the same 12 month period:

What other SEG or industry events currently cover this technology: _____

Responsible SEG Staff Liaison: _____

Meetings Review Planning Committee

___ Approved ___ Declined

Date: _____

Executive Committee

___ Approved ___ Declined

Date: _____