



### **Submitting an Abstract**

This is a scientific meeting for Oncoplastic and reconstructive breast cancer surgery. We would not therefore consider abstracts that dealt solely with cosmetic breast surgery or benign disease to be suitable for presentation at this meeting.

1. **Abstracts must be submitted in English, and must be a maximum of 200 words.**
2. **All correspondence will be sent to the presenting author at the e-mail address given.**
3. **Abstracts must be received no later than 17.00 BST on 30th June 2017.**
4. **Once submitted, it will not be possible to make alterations to the abstract or list of authors.**
5. **Abstracts will be considered by the Scientific Committee, following which the presenting author will receive acceptance/rejection notification, and further correspondence as applicable.**
6. **ORBS administration will endeavour to notify success or failure of submissions as quickly as possible.**
7. **Those authors whose abstracts are accepted must register to attend the conference and pay the early registration fee.**
8. **Abstracts withdrawn from a meeting or not selected will NOT automatically be considered for the next Scientific Meeting, but can be resubmitted.**
9. **The abstracts chosen for oral or poster presentations will be published on orbsweb ([www.orbsweb.com](http://www.orbsweb.com)) following the meeting. Confirmation of the presentation of the abstract will be issued after the meeting.**
10. **Abstracts accepted for poster presentations will be required to send a pdf version of their poster to be uploaded onto orbsweb. PDF's need to be received by no later than Thursday 31<sup>st</sup> August 2017.**
11. **All presentations will be recorded. Therefore please ensure that all necessary consents have been obtained.**

A reduced registration fee will be available to the nominated speaker whose abstract(s) are accepted for oral presentation only.

Please note - No refunds will be given if the speaker has registered at a higher rate. Further information will be emailed once notified about the decision. **Early registration is advised to anyone submitting an abstract.**