

AAG IAGS Symposium Guidelines

The main purposes of the Association of Applied Geochemists (AAG) are to advance the science of geochemistry as it relates to exploration and the environment, facilitate the acquisition and distribution of scientific knowledge, promote exchange of scientific information, encourage research and development, sponsor symposia and technical meetings, and support students in applied geochemistry. This set of Symposium Guidelines provides a framework for preparing proposals and convening the biennial International Applied Geochemistry Symposium (IAGS).

1. Scope

The Symposium Guidelines (“the guidelines”) applies specifically to the biennial plenary congress of the Association of Applied Geochemists (“AAG”) and has been approved by the AAG Council. Organisers of IAGS meetings conducted under agreement with the AAG must adhere to the guidelines. Council reserves the right to amend or depart from the guidelines at any time, and may apply them to other symposia, meetings, workshops, or conferences sponsored or co-sponsored by the AAG. The guidelines should be reviewed following completion of each IAGS.

2. Naming of Symposia

The official title of the biennial plenary congress shall be “The n-th International Applied Geochemistry Symposium (n-th IAGS).” A subsidiary title describing the theme may be added but is not mandatory.

3. Proposals to Host Symposia

Council will seek proposals to host an IAGS at least two years before the proposed event year. Proposals must be submitted to the AAG Symposium Chair, who will assess completeness with the committee and forward satisfactory proposals to Council. Selection criteria include the quality of the proposed scientific program, timing and location, preliminary budget, and any other factors Council considers relevant. Council may request clarification or amendments, reject any or all proposals, or assume direct organisation of an IAGS.

Required proposal content includes proposed dates, description of the host city and region, LOC (local organizing committee) composition and expertise, technical program, details of involvement by other organisations, social and accompanying persons programs, and budget. A guide for this is provided by the Symposia and Events Committee. Successful proposals become joint property of the AAG and the LOC and may be made available confidentially to future bidders.

The AAG generally attempts to rotate the IAGS between the continents and regions of the World, especially where AAG membership is high and a LOC can be established. AAG may approach potential LOC Chairs to canvass possibilities of holding symposia in specific regions.

The AAG should ensure that requests for proposals to hold symposia are advertised in a timely fashion via the association newsletter (EXPLORE), website (appliedgeochemists.org) and other formal and informal channels. Every effort should be made to submit proposals 36 months prior to the symposium. This permits both sufficient time for the LOC to undertake the task of organizing the IAGS and present detailed promotions at the preceding IAGS. The success of an AAG Symposium is a combination of factors, including the technical program, associated workshops and field trips, the venue, functions, student support, accompanying persons program and the effectiveness of the LOC in organizing, marketing and delivering the event. These factors will all be considered by Council when evaluating proposals. Provisional LOCs are encouraged to discuss preliminary proposals with the AAG Symposia and Events Chair or committee members and previous LOC Chairs.

4. Local Organizing Committee

Symposia are organised and delivered by a LOC under authority formally delegated by Council through a signed agreement. The LOC must include an executive of four members: Chairperson, Vice Chairperson, Treasurer and Secretary, with at least one member being an AAG Fellow. In addition, the LOC should include responsibility for venue coordination, the technical program, workshops or short courses, field excursions, sponsorship and trade displays, the social program, publicity and website coordination, accommodation, and liaison with any professional conference organiser (PCO). Use of a PCO is strongly endorsed and the cost of retaining those services must be reflected in the budget. The LOC remains responsible for the scientific and technical program.

The Chairperson should avoid taking on additional LOC roles and should be able to commit substantial time to organising the symposium, particularly in the 18 months before the event. Council recognises that volunteer recruitment can be difficult and that some LOC members may need to hold more than one responsibility; however, the strength, continuity and stability of the LOC remain important factors in evaluating proposals. Regular participation by the AAG Symposia and Events Chair, committee members, or another member of the AAG Executive in formal LOC

meetings helps maintain close links with Council and preserves institutional knowledge, particularly where the LOC has limited prior Council experience. Early in the planning process, the LOC should define the respective areas of responsibility of the LOC and any PCO, while retaining control of the scientific and technical content of the symposium. A dynamic, comprehensive and regularly updated website is also essential to support communication, session and abstract submissions, and online registration.

5. AAG Council Involvement

The LOC Chairperson (or nominee) must report progress to AAG Council through the Symposium Chair before each Council meeting until six months before the Symposium, and then at intervals not exceeding one month. Reports must include LOC meeting minutes and cover the status of venue, budget and finances, technical program, registrations, accommodation and logistics, short courses and field excursions, publicity, and LOC membership and activities. If Council identifies significant breaches of the guidelines or lack of progress, the AAG may resume any or all LOC functions and seek return of seed funds and transfer of related income.

6. Joint or Co-Sponsored Symposia

The AAG encourages joint or co-sponsored symposia with kindred scientific or professional organisations where this advances AAG objectives. Details of involvement by other organisations must be included in the proposal or later approved by Council. The LOC retains responsibility for organisation and financial and administrative control under Council's delegation. Co-hosting can reduce fixed costs, broaden the scope of the symposium, and attract a more diverse delegate base, but it may also introduce more complex financial arrangements, uncertainty about risk allocation, and potential dilution of the AAG brand.

Where a symposium is co-hosted, the AAG should retain primary control of core functions, including a single registration portal, while agreeing in advance the number of parallel sessions and other venue arrangements available to the co-host. Financial arrangements should be set out clearly and comprehensively at an early stage in an agreement approved by Council, including any fixed fee and any agreed share of income. The AAG currently has a memorandum of understanding with IAMG, and any organisations covered by such agreements must be offered member registration rates.

7. Symposium Venue and Timing

Council will consider proposals for any city or town that offers suitable conference facilities, convenient access to major airports, appropriate security, reliable communications, and adequate hotel or residential accommodation. The choice between hotel and university venues should be made on the basis of cost, location, and the quality of facilities. Timing should be set to suit the venue and likely

audience, recognising that past IAGS meetings have been held between April and November and that there is no single globally optimal period. Although many universities have a mid-year break between mid-June and mid-July, this coincides with the northern hemisphere field season and may not always be ideal.

A practical model is a one-week format, with short courses and excursions scheduled on the weekend before and after the main symposium, and the core meeting running from Monday to Thursday or Friday, potentially including a gap day for local excursions. Regardless of the principal venue, organisers should ensure a range of accommodation options across different price points, from higher-end hotels to university-style lodging, and provide Wi-Fi for all delegates. Venues close to a city centre with diverse accommodation options generally reduce inconvenience for participants and broaden the event's appeal, although specialist venues may still be suitable where an integrated package of venue, catering, and accommodation offers good value. Within the venue, it is preferable to keep technical sessions, posters, trade displays, and catering areas close together, ideally on the same floor, to encourage delegate movement and maximise interaction with exhibitors and sponsors during breaks.

8. Registration

Registrations for all aspects of a symposium must be managed online through a website that is clear and easy to navigate. Payment by credit card or direct transfer must be handled securely, commonly through arrangements provided by the PCO. The LOC must also have an online abstract management system that supports submission, review, allocation to sessions or posters, and integration with registrant information.

Whether organisers use early-bird discounts or late-registration penalties, a substantial proportion of delegates typically register in the final month before the symposium, so shortfalls against target numbers four weeks out should be interpreted cautiously. Corporate sponsorship can provide an important buffer against fluctuations in delegate numbers. Organisers should also recognise the practical tension between registration and paper acceptance, as some delegates require confirmation that a paper is likely to be accepted before they can secure travel support, while final decisions often depend on the full set of abstracts and session Chair recommendations. Where appropriate, session Chairs may give provisional early advice on likely acceptance, with final allocation to oral or poster presentation confirmed closer to the symposium.

9. Support to Attend

The AAG (outside of the LOC and any sponsorship monies secured in addition for students) may support up to 10 students to attend the IAGS by covering the registration fee and providing a contribution towards travel and accommodation costs. To be eligible, students must be current student members of the AAG, or have

an application in progress, be enrolled at a university or equivalent institution, attend the conference, and have an oral or poster presentation accepted. This support should be advertised on both the AAG and Symposium websites. A standard application form and assessment criteria should be developed for all IAGS events to facilitate a consistent and transparent selection process. Applications should be assessed prior to the event by the Education Committee, Awards Committee, or three AAG Fellows approved by Council. Funding is provided by the AAG with a cap of \$15,000 USD total, with allocations to individual students taking into account travel distance and any additional funding students may have secured from other organisations or their universities. Decisions regarding successful applicants should be made jointly by the AAG and the LOC.

Reduced registration costs should also be available for students who do not receive a travel bursary, including discounted rates for conference registration and short courses. As a guide, student registration may be set at approximately 50% of the standard AAG member registration fee and include one workshop. To further offset attendance costs and improve student engagement, students may be invited to volunteer in support roles during the Symposium under the supervision of the PCO, which may also assist in reducing operational costs.

In general, the AAG and LOC should not fund travel or accommodation expenses for keynote speakers, although some support can be provided where needed (e.g. reduced or waived registration fees, complimentary tickets to the Symposium Dinner etc.).

10. Finance

Symposia must be fully financed through registration fees and sponsorship. Any surplus accrues to the AAG, while the AAG is responsible for shortfalls only to the extent covered by the agreement with the LOC. The LOC may request up to 25% of the surplus, if any, from the IAGS be set aside for future AAG distinguished lecturers (DL) to visit the host city/region to present research or short courses in applied geochemistry or related applied geochemistry educational activities. This is subject to reports presented to Council to demonstrate responsible management of the funds. Seed funding may be requested as an interest-free loan once the proposal and budget are accepted. Insurance coverage, particularly cancellation insurance and public liability insurance, is mandatory budgeted by the LOC.

- Non-members or non-members of organizations with which the AAG has a MOU must be charged an additional general registration fee of at least the full annual AAG subscription amount (e.g. +\$100 US).
- A significantly reduced registration fee must be available to bona fide students.
- All relevant organisation, workshop, and field excursion costs must be included in the budget.

- LOC members may receive up to 6 complimentary conference registrations for those involved in hosting the conference.
- LOC member miscellaneous costs, capital items, and accommodation or travel for conference speakers are not included.
- Monetary amounts should be expressed in local currency and equivalent USD, and secure credit card facilities must be available.

11. Publicity

The LOC must maintain an IAGS-specific website with online registration and abstract submission and keep it regularly updated as planning progresses. Publicity should follow a clear plan covering the period before, during and after the Symposium, and should be coordinated with the AAG social media coordinator and AAG website coordinator. Publicity must be issued at regular intervals through AAG communication channels and other relevant media, with technical session details available to delegates at least three months before the Symposium.

An informative and frequently updated symposium website is central to promotion and should, where appropriate, be linked to other sites used by geochemistry professionals. However, the website should be supported by targeted digital and print promotion, including direct emails, advertisements in relevant journals, and promotion at conferences with geochemical themes. The publicity budget should therefore include adequate provision for website maintenance, advertising, printing and distribution. Publicity should present both the technical strengths of the Symposium and the natural, cultural and practical attractions of the host location, recognising that delegates and accompanying persons often assess the event as a whole package.

The first circular and call for papers should be issued as soon as practicable after the preceding IAGS, and the dates and location of the next Symposium should be advertised immediately once approved by Council. The LOC should also make a visual presentation at the preceding IAGS and distribute promotional material to relevant organisations across industry, government and academia, with assistance from the AAG in developing mailing lists. Publicity should cover technical sessions, workshops, field excursions, sponsorship and trade display opportunities, social events, and practical travel and location information. Information should be supplied to *EXPLORE* and *Elements* from at least one year before the event, and presentation materials ranging from single slides to short videos should be made available through the AAG website for members to use in promoting the Symposium at other events.

12. Annual General Meeting, Council Meeting and Other Events

During the Symposium, appropriate times and venues must be set aside for the AAG Annual General Meeting and a Council meeting (90 minutes), formal plenary presentations by AAG Distinguished Lecturers, a short presentation by the Editor of

GEEA or nominee, announcement of the next IAGS, and a Conference Dinner where medals, prizes, and other awards will be presented. Student presentation awards are completed at the closing of the conference.

The typical social program includes the icebreaker, cultural night, conference dinner and pre-dinner drinks in front of the posters and trade displays. Social events should highlight the host country's culture and environment.

The AAG AGM and Council meeting must be coordinated with the AAG.

13. Scientific Program

The scientific program must be organised into themes and advertised before the first call for papers, at least 15 months before the Symposium. The LOC must establish a technical subcommittee to review the appropriateness of offered presentations and determine whether they should be oral or poster presentations. English is the official language of the AAG and all Symposium activities. Abstract format and submission deadlines must be clearly stated. All abstracts must be peer-reviewed by two reviewers before acceptance. Each registered delegate must receive a digital version of the Abstracts volume, and the AAG holds copyright in that volume.

If the symposium includes a free day in the middle of the week, an organised program such as short courses or field excursions should be offered.

Clear and firm deadlines for abstract submission and acceptance are important, and commercial abstract management systems are strongly recommended. Session Chairs and abstract reviewers should be appointed as early as possible so they can help identify strong contributions, assess abstracts, and support any post-symposium publication process. Some editorial review of abstracts will often be needed, particularly for authors writing in English as an additional language. Experience suggests that concise abstracts are preferable to long submissions with figures and references, both because they are more practical for presenters and because they may better support later submission of full papers to GEEA. The program and abstract volume should be made available in PDF form. Because withdrawals and no-shows are inevitable, organisers should maintain a reserve list of poster presenters, with prior agreement, who may be invited to move into oral presentation slots if required.

14. Technical Presentations

The LOC must provide Council with a list of suitable keynote speakers, and session Chairs should be recognised authorities in their fields. The technical program must cover the core themes of the AAG as reflected in *Geochemistry: Exploration, Environment, Analysis*, while also allowing scope for regionally relevant topics, emerging issues, and contributions from partner organisations. Space within the program or associated functions should be reserved for a limited number of keynote speakers, AAG Gold Medal recipients. At least 35% of presentations must be

allocated to plenary sessions, with no more than three concurrent oral sessions for the remainder, and presentations on closely related themes should not be scheduled in parallel.

Although parallel sessions are now common and may be particularly appropriate where the IAGS is partnered with another society, they should be used with care because they create overlaps, increase movement between rooms, and can disrupt the flow of presentations. Compressing the program by shortening breaks or extending the day is also discouraged because it reduces opportunities for networking and can diminish attendance later in the day. A more effective approach is to limit standard oral presentations to 15 minutes (12 + 3 discussion/change), and keynote presentations to 30 minutes. Session Chairs must enforce time limits firmly and ensure that questions from the floor remain directly relevant to the presentation. Where parallel sessions are used, strict timing and careful coordination between rooms are essential to minimise disruption. The LOC must also ensure that reliable audiovisual equipment, back-up systems, and suitably qualified operators are available for all technical sessions, whether through the venue, the PCO, or another provider. Presentation formats and platforms should be specified clearly in advance and align with current norms, and presenters should be required to submit files ahead of time for checking rather than connecting personal devices during sessions. The LOC must arrange for keynote or short-course presentations to be recorded for later posting in the members' area of the AAG website, subject to speaker agreement.

Poster displays must be provided in a suitable, accessible location with dedicated viewing periods each day, and it is preferable for posters to remain on display throughout the symposium rather than for a single day only, although two shifts may be necessary in some cases. To maximise visibility and interaction, posters should ideally be located in a dedicated room or in the same area as trade displays, with coffee breaks or social sessions held nearby. Minimum standards for poster display space should be defined in the guidelines, and presenters must receive clear instructions on board dimensions, mounting methods, and whether paper, digital, or hybrid formats will be used. Organisers should also consider access to local or on-demand poster printing for delegates whose posters are delayed or difficult to transport, and digital poster displays may be used where appropriate if the format and access arrangements are communicated early. Posters should be grouped thematically, with specific sessions during which presenters are available for discussion, and short poster spotlight talks may also be included where useful, particularly for students. Session Chairs should also monitor the balance between scientific content and commercial promotion, and the LOC may provide a separate session for commercial presentations if warranted.

15. Sponsorship and Trade Displays

The financial viability and overall quality of a symposium depend heavily on corporate sponsorship and trade display income. Many organisations have supported the AAG over many years, but that support should not be assumed. Existing and prospective sponsors will assess their contribution on the basis of perceived value, including opportunities to maintain relationships with current clients and build new ones, whether they are companies, government agencies or universities. Sponsorship efforts should therefore begin early and be pursued actively. Where appropriate, the LOC may include a representative of a major sponsor, particularly where that involvement can assist in attracting additional support. Consideration may also be given to recognising sponsors that contribute time or effort in securing other sponsors through an adjusted sponsorship level, provided the arrangement remains transparent and proportionate.

The LOC must ensure that sponsors and exhibitors receive appropriate support, acknowledgement and visibility throughout the symposium. This may include formal recognition at the symposium dinner and prominent display of corporate logos in publicity materials, the program and general session slides, commensurate with the level of support provided. Trade displays should be located close to catering areas to maximise delegate traffic and interaction, and sponsors or exhibitors should normally receive at least one or two full registrations so their representatives can attend technical sessions as well as engage with delegates. These arrangements help demonstrate value to sponsors and strengthen long-term support for future symposia.

Note that the AAG is to be provided with one large display booth free of charge.

16. Proceedings Volume

The AAG retains the right of first refusal on publication of Symposium proceedings in its official journal, *Geochemistry: Exploration, Environment, Analysis (GEEA)*, or other nominated journals or monographs. If exercised, reviewing, production, and editing of the post-Symposium proceedings become the administrative and financial responsibility of the AAG. Normal peer-review and editorial processes apply, and presentation at the Symposium does not guarantee publication. Manuscript deadlines are set by the Editor of GEEA. Digital copies of presentations may be made available to participants only where presenters have formally agreed.

The LOC should establish a standard template for all abstract submissions to ensure consistency and facilitate preparation of the proceedings volume. The template may be provided as a downloadable Word document on the Symposium website and should specify formatting requirements including font type, line spacing, font size, margins, page size, word limits, and restrictions on figures and tables. Submission of an abstract in the prescribed format should be a prerequisite for acceptance of either an oral or poster presentation.

All abstracts should undergo mandatory review by an LOC Scientific Subcommittee to determine the suitability of the topic, the appropriate presentation format, and allocation to the most relevant session. A master PDF file of the proceedings volume containing abstracts for all oral and poster presentations should be prepared and distributed electronically to all registered participants. Following the Symposium, the proceedings PDF should also be provided to the AAG Webmaster for posting in the Members area and Events section of the AAG website as soon as practicable. While recognising that late program changes may occur, the abstract volume should also be included in a digital and easily updated option provided to attendees.

17. Student Awards

Student awards should remain a standard component of the IAGS. The Symposium should include one award for the best student oral presentation and one award for the best student poster presentation. Prize funding must be provided by the AAG. Judging must be undertaken by at least three AAG Fellows approved by AAG Council/Exec or Symposia and Events Chair who are attending the Symposium.

18. Workshops and Short Courses

Organisers must solicit workshop and short course suggestions from AAG members through appropriate AAG channels. Workshops and short courses should address current or emerging topics in applied geochemistry, complement the technical program, or provide advanced training for students and other participants new to the field. Each workshop or short course must have a leader appointed by and responsible to the LOC, and the LOC must ensure that leaders and presenters are suitably qualified and experienced. The range of offerings should be limited to avoid overlap, undersubscription, and late cancellation, and decisions on whether an event will proceed should be made as early as practicable. If minimum participant numbers are not reached two months before the Symposium, the event must be cancelled and fees refunded in full. If a presenter becomes unavailable, cancellation is generally preferable to substitution at short notice. Each event must be properly costed and not cross-subsidised without Council approval, and fees should remain sensitive to participant cost, particularly for students, while still covering expenses. Workshops and short courses should be accompanied by notes or other relevant resources, which may be provided digitally, and participation deadlines should be set well in advance to ensure materials are ready in time. Commercially delivered short courses may be included where they are relevant to AAG disciplines.

19. Field Excursions

The LOC must provide one or more field excursions with technical content relevant to the conference; up to 25% of time may be devoted to non-technical interests such as cultural sites. Each field trip must have a leader responsible to the LOC, and at least one leader or participant must be thoroughly familiar with the locale. High

safety standards must be followed, including a risk assessment, detailed itinerary, and at least one person trained in First Aid. Dates may not be changed later than six months before the Symposium. If a field trip is cancelled, participants must be notified at least two months before the Symposium and refunded in full.

The LOC should canvass AAG members on potential field excursions and prioritise excursions with strong technical content, particularly those involving mining operations and geochemical exploration. Excursions with low expected demand should not proceed. If the program includes a mid-Symposium break day, the LOC should offer one or more field excursions on that day. Field excursions must be planned and advertised early to allow participants sufficient time to arrange travel and leave. Where practicable, each field trip should have both a technical leader and an administrative leader, and each should be familiar with the other's responsibilities. Each field trip participant should receive a guidebook or briefing note, preferably before the excursion.

Where a field trip requires separate travel to a distant rendezvous point and concessionary airfares are unavailable, participants must be permitted to travel independently to and from that point.

20. Social Events and Catering

The LOC should arrange social events that reflect the culture of the host country. The Symposium Dinner is the principal social event and should be priced to encourage strong attendance from delegates, accompanying persons and students while maintaining a high standard of food, beverages and venue quality. It also provides an opportunity for the wider group to gather socially and is typically used for presentations such as the AAG Gold, Silver and Copper Medals, as well as acknowledgements of the LOC and supporters. Student awards should continue to be presented at the closing session, and care should be taken to keep the formal component of the dinner concise. A professional photographer should be engaged to document social events, coffee breaks and technical sessions, with photographs uploaded daily to the conference and AAG websites where practicable, together with captions or identification of attendees where possible. Presenting plaques or mementoes to sponsors is also encouraged as a valued gesture of appreciation.

21. Accompanying Persons' Program

An accompanying persons' program is obligatory. If any such events are announced, all materials must clearly state that events may be cancelled if support is inadequate. Whereas most accompanying persons attend most of the main evening functions for the Symposium, it is important that there are a few full or half-day events during the technical sessions for the accompanying persons that draw on the scenic, cultural and historical highlight of the region in which the Symposium is held. The decision by a delegate to attend an IAGS may be strongly influenced by the attendance of their accompanying person. As a guideline there should be one half or full-day trip on

each day of technical session of an IAGS. The accompanying persons program is generally best handled by the PCOs who are connected to local tourism companies. While the AAG does not seek to generate any surpluses from the accompanying persons, they do contribute to defraying the fixed costs of the IAGS (such as rental of venues for the social functions).

22. Reporting

A final report on the Symposium must be presented to the AAG Symposium Co-ordinator in the specified format (Schedules 1 and 2) within six months after the end of the Symposium. The report must include a summary of key technical and administrative issues, a detailed financial statement against the original budget, and recommendations for changes or additions to the guidelines.

In addition to the final report, the LOC must prepare a separate two-page summary of the Symposium for publication in *EXPLORE*, accompanied by several photographs. This summary should highlight key speakers, attendance statistics, student activities, and other significant outcomes.

Schedule 1. Budget Summary and Financial Statement

Category	Example Items
Income	Sponsorship, exhibitors, registrations, conference dinner, accompanying persons program, other income, interest, seed funding
Expenditure	Administration, advertising and promotion, website, printing and design, venue, audiovisual, trade display, catering and functions, registration materials, support, prizes, other costs, contingency
Event Budgets	Separate budget and financial statement for each field excursion, short course, or workshop including income, venue hire, meals, transport, accommodation, staffing, publications, and contingency

An example financial summary will be provided from the Symposia and Events Committee

Basic Example Financial summary of xxxth IAGS.

	Rate (\$)	Number	Total (\$)	Total (\$)
INCOME				
Registration fees				
AAG member (earlybird)	400	66	26,400	
AAG member	450	16	7,200	
Non-member (earlybird)	500	115	57,500	
Non-member	550	65	35,750	
Exhibitors	550	4	2,200	
Student (earlybird)	200	37	7,400	
Student	250	6	1,500	
Partner registration (earlybird)	120	24	2,880	
Partner registration	170	1	170	
Free registrations (LOC)		16		
Total Registrations		350		141,000
Symposium dinner	90	220	19,800	
Workshops	Variable	139	13,890	
Excursions	Variable	171	50,180	
Partner programme	50	117	5,850	
Exhibition fees	500 (per 3 x 1.5 m both)	14	33,000	
Other income			40	
Sponsorships	Variable	12	35,000	
Cancellation fees			4,200	
Total Other Charges				161,960
Other seed money			0	
AAG seed money			21,500	
Total Seed Money				21,500
TOTAL INCOME				324,460

EXPENDITURE

Graphic design, printing and promotion	9,140
Workshops	4,870
Excursion costs	36,600
Symposium assistants	1,010
Keynote speaker support	5,540
Professional conference organisers costs	108,380
Other expenses	94,170
Discounts	11,200
Bank Charges	2,740
Reimbursement to Science Society (seed money)	15,000

TOTAL EXPENDITURE	288,650
--------------------------	----------------

SURPLUS	35,710	35,910
----------------	--------	---------------

Distributed as:

LOC share of excess income (25%)	7,303	
AAG return of seed money and share of excess income (75%)		28,408

Schedule 2. Symposium Report

Section	Required Information
Section 1	Name of Symposium; dates; location/venue; Chair of LOC; other LOC members
Section 2	Attendance figures, including complimentary registrations, early-bird and standard registrations for AAG and non-AAG delegates, students, accompanying persons, workshop registrants, field trip registrations, and dinner attendance
Section 3	Financial statement
Section 4	Comments on the Symposium
Section 5	Recommendations to AAG for future Symposia
Attachments	Full list of registrants including country of residence, and samples of all symposium-related publications

An example final report will be provided from the Symposia and Events Committee

List of Past Symposia

(IAGS original title "International Exploration Geochemical Symposium - IGES")

IAGS / IGES	Year	Location
1	1966	Ottawa, Canada
2	1968	Denver, USA
3	1970 (formation of the AEG)	Toronto, Canada
4	1972	London, UK
5	1974	Vancouver, Canada
6	1976	Sydney, Australia
7	1978	Denver, USA
8	1980	Hanover, Germany
9	1982	Saskatoon, Canada
10	1983	Espoo, Finland
11	1985	Toronto, Canada
12	1987	Orleans, France
13	1989	Rio De Janeiro, Brazil
14	1990	Prague, Czech Republic
15	1991	Reno, USA
16	1993	Beijing, China
17	1995	Townsville, Australia
18	1997	Jerusalem, Israel
19	1999	Santiago, Chile
20	2001	Vancouver, Canada
21	2003	Dublin, Ireland
22	2005 (AEG becomes AAG)	Perth, Australia
23	2007	Oviedo, Spain
24	2009	Fredericton, Canada
25	2011	Rovaniemi, Finland
26	2013	Rotorua, New Zealand
27	2015	Tucson, Arizona
28	2018 (part of RFG)	Vancouver, Canada
29	2022	Vina Del Mar, Chile
30	2024	Adelaide, Australia
31	2026	Beijing, China
32	2028	Kingston, Canada