



4500 San Pablo Road
Jacksonville, FL 32224
Tax ID# 59-3337028

September 1, 2016

Dear Exhibitor:

On behalf of course directors Minetta Liu, MD; Alvaro Moreno-Aspitia, MD; and Kathryn Ruddy, MD, we would like to extend an offer to exhibit at the upcoming Advances in Breast Cancer Management 2017. This course will be held **February 10 – 11, 2017** at the **Marriott Sawgrass, Ponte Vedra Beach, FL**.

This exhibit opportunity will give you access to 50+ medical oncologists, surgeons, radiation oncologists, RNs, NPs, PAs specializing in caring for the breast cancer center. Also, attendees will include general internal medicine physicians who may want to enhance their oncologic knowledge, from across the United States.

Exhibit Information:

| | |
|--------------------------------|--|
| Cost: | \$1000.00 |
| Participating Representatives: | One (1) 6' table top display, 2 chairs |
| Booth information: | Table assignments will be on a first come, first served basis the day of set-up. |
| Booth assignments: | Booths will be set-up outside the meeting space in the foyer. |

We sincerely appreciate your consideration to contribute to this truly unique educational program and hope to hear from you soon. Please let me know if you have any questions.

Thank you,

[Linda Gibson](#)

Education Administration Coordinator

Mayo Clinic

Phone: 904-953-7114

Email: FLACMEEXHIBITS@mayo.edu



Mayo School of Continuous Professional Development (MSCPD)
Exhibitor Agreement

Agreement between: ACCREDITED PROVIDER: Mayo Clinic College of Medicine – MSCPD AND:

| | |
|-----------------|---|
| Activity Title | Advances in Breast Cancer Management 2017 |
| Activity Number | 17J04961 |
| Location | Marriott Sawgrass |
| Dates | February 10 – 11, 2017 |

| | |
|--|----|
| Company Name (Exhibitor) (as it should appear on printed materials) | |
| Exhibit Contact (if different then exhibit Rep.) | |
| Name(s) of Representative(s) exhibiting: (Maximum of two representatives allowed per exhibit) | |
| Address | |
| Telephone | |
| Fax | |
| Email | |
| The named exhibitor wishes to exhibit at the above named activity for the amount of | \$ |

TERMS AND CONDITIONS

- EXHIBITOR agrees to abide by ACCME Standards for Commercial Support as stated at www.accme.org: SCS 4.2: "Product-promotion material or product-specific advertisement of any type is prohibited in or during CME activities. The juxtaposition of editorial and advertising material on the same products or subjects must be avoided. Live (staffed exhibits, presentations) or enduring (printed or electronic advertisements) promotional activities must be kept separate from CME." "For live, face-to-face CME, advertisements and promotional materials cannot be displayed or distributed in the educational space immediately before, during or after a CME activity. **Providers cannot allow representatives of Commercial Interests to engage in sales or promotional activities while in the space or place of the CME activity.**"
- EXHIBITOR may only distribute educational promotional materials at their exhibit space. Distribution of non-educational items (pens, notepads, etc.), pharmaceuticals or product samples is prohibited.
- All exhibit fees associated with this activity will be given with the full knowledge of the PROVIDER. No additional payments, goods, services or events will be provided to the course director(s), planning committee members, faculty, joint provider, or any other party involved with the activity.
- Completion of this agreement represents a commitment and payment is due and collectible by the ACTIVITY DATE unless otherwise agreed upon by the PROVIDER. PROVIDER reserves the right to refuse exhibit space to EXHIBITOR in the event of nonpayment or Code of Conduct violation.
- PROVIDER agrees to provide exhibit space and may acknowledge EXHIBITOR in activity announcements. PROVIDER reserves the right to assign exhibit space or relocate exhibits at its discretion.

By signing below, I agree to the "Terms and Conditions" outlined on Page 1 of this Exhibitor Agreement (including ACCME Standards for Commercial Support):

The person signing below is authorized to enter into this agreement:

| | | |
|---------------------------------|-----------|------|
| Exhibitor Representative Name | Signature | Date |
| | | |
| Mayo Clinic Representative Name | Signature | Date |
| Sheila Newby | | |

PAYMENT INFORMATION

Please indicate your method of payment:

PROVIDER **Federal Tax ID number** is 59-3337028

Please remit check payable to: Mayo Clinic- Mayo School of CPD. Please identify name of course on the check stub.

| | |
|---|---|
| <input type="checkbox"/> Check | <input type="checkbox"/> Credit Card or Wire Transfer |
| <p>Make payable to: Mayo Clinic Florida Mayo School of Continuous Professional Development Stabile 790N 4500 San Pablo Road Jacksonville, FL 32224</p> <p>Please identify Advances in Breast Cancer Management 2017 on the check.</p> | <p>For payment by credit card or wire transfer, please call the MSCPD at 800-462-9633</p> <p><i>Do not send credit card information via email or fax.</i></p> |

NOTE: There may be additional charges depending on the meeting location (power, internet access, etc).

Please list additional requests here:

**Request for Taxpayer
Identification Number and Certification**

Give Form to the
requester. Do not
send to the IRS.

| | | |
|---|---|---|
| Print or type See Specific Instructions on page 2. | 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Mayo Clinic Jacksonville | |
| | 2 Business name/disregarded entity name, if different from above | |
| | 3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input checked="" type="checkbox"/> Other (see instructions) ▶ 501 (c) (3) tax-exempt nonprofit corporation | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) 1 Exemption from FATCA reporting code (if any) A <small>(Applies to accounts maintained outside the U.S.)</small> |
| | 5 Address (number, street, and apt. or suite no.) 4500 San Pablo Road | Requester's name and address (optional) |
| | 6 City, state, and ZIP code Jacksonville, FL 32224 | |
| | 7 List account number(s) here (optional) | |

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

| | | | | | | | | | |
|--------------------------------|---|---|---|---|---|---|---|---|---|
| Social security number | | | | | | | | | |
| | | | - | | | | | | |
| or | | | | | | | | | |
| Employer identification number | | | | | | | | | |
| 5 | 9 | - | 3 | 3 | 3 | 7 | 0 | 2 | 8 |

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

| | | |
|------------------|--|------------------------|
| Sign Here | Signature of U.S. person ▶  | Date ▶ 1/4/2016 |
|------------------|--|------------------------|

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.