

Dear Exhibit Representative:

On behalf of the Mayo Clinic School of Continuous Professional Development, we are inviting you to exhibit at our upcoming "Neurology in Clinical Practice" course July 19-21, 2018 at the Westin Chicago River North, Chicago, Illinois.

This accredited program is designed for physicians who see patients with neurologic disease such as neurologists, psychiatrists, primary care physicians including internists and family care practitioners, and allied health personnel including nurse practitioners, physician assistants and nurses. We expect 200 participants to attend the course.

The course is intended to provide an intensive, practical review with an emphasis on evidence-based approaches to everyday problems that span the realm of neurology. A didactic format including the use of an interactive keypad system, video case presentations, and question and answer panel discussions. Clinical case correlations are discussed during the presentations.

Complete course details and a complete program schedule can be found on the course webpage: ce.mayo.edu/neurology2018.

The fee to display at this course is \$2,000.

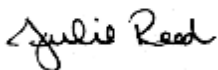
Mayo Clinic, an integrated, not-for-profit group practice, is committed to meeting its responsibility as a national medical education resource and is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education for physicians (AMA).

Attached is Mayo Clinic's required **Exhibitor Agreement** and Exhibitor Registration Form. In order to be listed as an exhibitor at this course, this signed letter must be returned to us, along with your check, before course materials go to print on June 1, 2018. Return the signed letter of agreement along with payment (made payable to Mayo Clinic, Federal ID #41-6011702) before *June 1, 2015* to Julie Reed, CPD Specialist, Mayo School of Continuous Professional Development, Plummer Building 2-60, 200 1st Street SW, Rochester, MN 55905.

We look forward to your support. If you have any questions, please contact me by telephone at (507) 266-2821 or via e-mail, reed.julie1@mayo.edu.

Thank you for your consideration. We look forward to a favorable reply.

Sincerely,



Julie Reed
CME Specialist



Mayo Clinic School of Continuous Professional Development (MCSCPD) Exhibitor Agreement

Agreement between: ACCREDITED PROVIDER: Mayo Clinic College of Medicine and Science –

Activity Title	Neurology in Clinical Practice
Activity Number	2018R517
Location	Chicago, Illinois
Dates	July 19-21, 2018

MCSCPD AND:

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	\$2,000

NOTE: There may be additional charges depending on the meeting location (power, internet access, etc.).
Please list additional requests here: (please note: additional requests may incur additional fees)

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 EXHIBITOR is obligated to provide full payment of all amounts due under this agreement 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.
- If this agreement is cancelled by either party forty-five (45) days or more in advance of the Activity Date, PROVIDER will refund the Exhibit Fee less a \$300 processing fee. If this agreement is cancelled by EXHIBITOR less than forty-five (45) days in advance of the Activity Date, the total amount due under this Agreement shall be immediately due and payable to PROVIDER.
- 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.

Note: All exhibitors must be approved by MCSCPD and this agreement is not binding until both parties have signed. MCSCPD maintains the right to refuse any exhibitor.

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

PAYMENT INFORMATION

Please indicate your method of payment:

PROVIDER Federal Tax ID number is 41-6011702.

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

<input type="checkbox"/> Check	<input type="checkbox"/> Credit Card or Wire Transfer
Make payable to: Mayo Clinic Mayo Clinic School of Continuous Professional Development 200 First St SW, Plummer 2-60 Rochester, MN 55905 Please identify Neurology in Clinical Practice on the check.	For payment by credit card or wire transfer, please call the MCSCPD Registrar at 800-323-2688 <i>Do not send credit card information via email or fax.</i>

Complete and return this form along with your payment made to Mayo Clinic,
Federal Tax ID# 41-6011702 before **June 28, 2018** to:

Kathy Fuqua
200 First St SW, Plummer 2-60
Rochester, MN 55905
Fuqua.kathy@mayo.edu