Mayo Clinic Virtual Hall Exhibitor Prospectus
Mayo Clinic Women in Gastroenterology & Hepatology Showcase:
If you cannot see it, you cannot be it! - LIVESTREAM

October 2, 2021
Greetings,

On behalf of course directors Ferga C. Gleeson, M.B., B.Ch., M.D. and Jean C. Fox, M.D. and the Mayo Clinic School of Continuous Professional Development we are pleased to announce this year’s **Women in Gastroenterology & Hepatology Showcase: If you cannot see it, you cannot be it!** course held via livestream, October 2, 2021.

**Course Description**
Women in Gastroenterology & Hepatology Showcase: If you cannot see it, you cannot be it! is a symposium delivered entirely by women of national and international recognition in the fields of gastroenterology and hepatology. This symposium highlights a spectrum of topics including, clinical care, education, clinical-basic science research and professional development knowledge. Up to date-information is delivered via prerecorded lectures accompanied by live introductions, moderation, Q and A sessions, and virtual, round table, challenging case discussions.

**Target Audience**
The target audience includes physicians, nurse practitioners, physician assistants, and anyone with an interest in gastroenterology and hepatology.

**Exhibit Information**
Mayo Clinic recognizes these types of educational programs would not be possible without your support. We invite you to participate in this livestream educational activity with a virtual exhibit in the amount of $1,500. If you are interested in participating in this course, please complete and return the enclosed Exhibitor Agreement form with payment prior to September 17, 2021.

We look forward to the success of our Women in Gastroenterology & Hepatology Showcase 2021 course! If you have any questions please feel free to contact us.

Sincerely,

Aliesha Bechly  
CME Specialist  
Mayo Clinic School of Continuous Professional Development

Kris Jones  
Education Administration Coordinator  
Mayo Clinic School of Continuous Professional Development  
200 First Street SW  
Rochester, MN 55905  
Phone: 507-266-3071  
E-mail: jones.kristen@mayo.edu
WHY EXHIBIT IN OUR VIRTUAL HALL?

As many in-person national conferences and training events are being canceled and postponed, Mayo Clinic’s Virtual Exhibit Hall provides companies with an innovative way to highlight your offerings to potential customers – without travel expenses, shipping of booths/materials, set-ups, or required staff.

Open 24/7 for one year for attendees, the Virtual Exhibit Hall maximizes your visibility, while providing unique customization of your messaging. You can showcase your products/services, share company videos and podcasts, provide informational brochures, photos and literature, and offer access to your key organization contacts and website links.

Exhibitor Benefits
- Virtual Exhibit Hall promotion before, during and after conference- the content will be available to attendees for one year post-activity.
- Listing in Exhibitor Directory with link to company website & Landing Page- listing will be alphabetical
- Exhibit Booth Customization, options include PowerPoint slide, PDF handout, or video
- Two non-CME conference access links for representatives to attend all sessions.
- 90 days post-activity, exhibitors will be provided analytics on page traffic
- Attendee list (full name and company name) one week prior to the conference
- Vendor Recognition in course syllabus, opening/closing remarks, and break times

Sample Booth
# Mayo Clinic Women in Gastroenterology & Hepatology Showcase:
If you cannot see it, you cannot be it!
October 2, 2021

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>7:45 a.m.</td>
<td>Introduction and Opening Statements&lt;br&gt; <em>Ferga C. Gleeson, M.B., B.Ch., M.D. and Jean C. Fox, M.D.</em></td>
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**Three Tough Situations: Management Tips from the Experts!**<br> *Moderator: Sunanda (Susie) V. Kane, M.D.*

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<th>Time</th>
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<tr>
<td>8:00-9:00 a.m.</td>
<td>Pregnancy and Inflammatory Bowel Disease: A 2 Way Street&lt;br&gt; <em>Shayla A. Schoenoff, P.A.-C.</em>&lt;br&gt; Management of Chronic Abdominal Distension and Bloating&lt;br&gt; <em>Maria I. Vazquez Roque, M.D., M.S.</em>&lt;br&gt; How I approach the inpatient management of a severe IBD flare&lt;br&gt; <em>Daisy Batista, M.D.</em>&lt;br&gt; Live Q&amp;A (15 min.)</td>
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**Endoscopy: From Anti-Fatigue Mats to Eureka!**<br> *Moderator: Nayantara (Naina) Coelho-Prabhu, M.B.B.S.*

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<th>Time</th>
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<tr>
<td>9:00-10:00 a.m.</td>
<td>What does an Endo-Athlete need in their toolbox?&lt;br&gt; <em>Stephanie L. Hansel, M.D., M.S.</em>&lt;br&gt; Antiplatelet Management in the Peri-Endoscopic Period&lt;br&gt; <em>Neena S. Abraham, M.D., M.S.</em>&lt;br&gt; Innovation in Endoscopy: Pitfalls and Tips for Success&lt;br&gt; <em>Elizabeth Rajan, M.D.</em>&lt;br&gt; Live Q&amp;A (15 min.)</td>
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**Live Virtual Chat Room Discussions** *(Pick-one session to attend)*

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<tr>
<th>Time</th>
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<tr>
<td>10:00-10:30 a.m.</td>
<td>Challenging Clinical Inflammatory Bowel Disease Scenarios&lt;br&gt; <em>Amanda M. Johnson, M.D.</em>&lt;br&gt; Challenging Clinical Esophageal Disease Scenarios&lt;br&gt; <em>Diana L. Snyder, M.D.</em>&lt;br&gt; Challenging Clinical Comprehensive GI Scenarios&lt;br&gt; <em>Vandana Nehra, M.D.</em>&lt;br&gt; GI Fellowship Application Tips and Tricks&lt;br&gt; <em>Xiao Jing (Iris) Wang, M.D.</em></td>
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**Liver Disease: The Interplay of ETOH, BMI, Medications and Knowledge from the Bench**<br> *Moderator: Harmeet Malhi, M.B.B.S.*

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<th>Time</th>
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<tr>
<td>11:00-12:00 p.m.</td>
<td>The Alcohol and Obesity mix in Hepatic Steatosis and Mortality&lt;br&gt; <em>Alina M. Allen, M.D.</em>&lt;br&gt; The Underutilized Potential of Pharmacotherapy for Weight Loss in Cirrhosis and Liver Transplantation&lt;br&gt; <em>Kymberly D. Watt, M.D.</em>&lt;br&gt; Tumor Cell Biodiversity within the Immune Ecosystem of Liver Cancer&lt;br&gt; <em>Sumera I. Ilyas, M.B.B.S.</em>&lt;br&gt; Live Q&amp;A (15 min.)</td>
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**Professional Development: The Spectrum of Opportunities and Current Landscape**<br> *Moderator: Lisa A. Boardman, M.D.*

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<th>Time</th>
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<tr>
<td>12:00-1:00 p.m.</td>
<td>Leadership Development – Mayo Clinic RISE Program&lt;br&gt; <em>Laura E. Raffals, M.D.</em></td>
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<tr>
<td>Time</td>
<td>Event Description</td>
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| 1:00 p.m.  | Redesigning the Landscape for Women and Leadership: Insights Gained from the Covid-19 Pandemic  
Sharmila Sachithanandan (Chair of Women in Gastroenterology Network Asia Pacific) |
| 1:00 p.m.  | Evolution from Fellow to Chair: What I know now but didn’t before I became Clinical Director  
Anne Marie Lennon (Director of the Johns Hopkins Division of Gastroenterology and Hepatology) |
| 1:00 p.m.  | Live Q&A (15 min.)                                                                 |
| 1:15 p.m.  | Closing Remarks                                                                   
Ferga C. Gleeson, M.B., B.Ch., M.D. and Jean C. Fox, M.D. |
Mayo Clinic School of Continuous Professional Development (MCSCPD)
Exhibitor Agreement

<table>
<thead>
<tr>
<th>Activity Title</th>
<th>Mayo Clinic Women in Gastroenterology &amp; Hepatology Showcase: If you cannot see it, you cannot be it! - LIVESTREAM</th>
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</thead>
<tbody>
<tr>
<td>Activity Number</td>
<td>21R01119</td>
</tr>
<tr>
<td>Location</td>
<td>Livestream</td>
</tr>
<tr>
<td>Exhibit Dates</td>
<td>October 2, 2021</td>
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Agreement between: ACCREDITED PROVIDER: Mayo Clinic College of Medicine and Science – MCSCPD AND:

<table>
<thead>
<tr>
<th>Company Name (Exhibitor)</th>
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<tr>
<td>(as it should appear on printed materials)</td>
<td></td>
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<tr>
<td>Exhibit Contact (if different then exhibit Rep.)</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Telephone</td>
<td></td>
</tr>
<tr>
<td>Company Website</td>
<td></td>
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<td>Email</td>
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The named exhibitor wishes to exhibit at the above named activity for the amount of $1,500

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)

TERS 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.
- 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:

<table>
<thead>
<tr>
<th>Exhibitor Representative Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayo Clinic Representative Name</td>
<td>Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>

**PAYMENT INFORMATION**

Please indicate your method of payment:

- ☐ Check
- ☐ Credit Card or Wire Transfer

**Please remit check payable to:**
Mayo Clinic - School of CPD
200 First St SW, Plummer 2-60
Rochester, MN 55905

**Identify on check stub:** Women In GiH / 21R01119

**For payment by credit card or wire transfer, please call the MCSCPD Registrar at 800-323-2688**

**Do not send credit card information via email or fax.**

**PROVIDER Federal Tax ID number is 41-6011702**

Return signed form to:
Kris Jones
Mayo Clinic School of Continuous Professional Development
200 First ST SW, Plummer 2-60
Rochester, MN 5595
T: 507-266-3071
E-mail: jones.kristen@mayo.edu
1. Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Mayo Clinic

2. Business name/disregarded entity name, if different from above

3. Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

4. Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) ▶

Exemption from FATCA reporting code (if any) ▶

(Applicable to accounts maintained outside the U.S.)

5. Other (see instructions) ▶

(Note: If the account is in more than one name, see the instructions for line 1. Also see What Name and Number To Give the Requester for guidelines on whose number to enter.)

200 First Street SW

Rochester, MN 55905

7. List account number(s) here (optional)

Print or type.

See Specific Instructions on page 3.

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 instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see What Name and Number To Give the Requester for guidelines on whose number to enter.

Social security number

Employer identification number

416011702

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 for Part II, later.

Sign Here

Signature of U.S. person ▶

Date ▶

01/01/21

General Instructions

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

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

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 cash 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, later.