



Dear Exhibit Representative:

On behalf of the Mayo Clinic School of Continuous Professional Development, I am pleased to invite you to participate in the 14th Annual Mayo Clinic Hospital Medicine for NPs & PAs that will take place on May 18-20, 2022 at the Hilton Rochester Mayo Clinic Area in Rochester, Minnesota.

Hospital care models are transforming, and nurse practitioners and physician assistants play vital roles in the care delivery of hospitalized patients. Hospital Medicine for NPs & PAs fills your CME needs. This conference emphasizes clinical management of hospitalized patients in an interactive, case-based format with evidence-based lectures by experts in treatment pathways from admission to discharge.

#### Course Highlights

- 23.25 AMA PRA Category 1 Credit™
- 23.25 AAPA Category 1 CME credits
- 23.25 ANCC Credits
- Pharmacology Workshop
- Contemporary guideline-based best practices
- Clinical care pathways
- Diagnostic and treatment algorithms
- Common clinical dilemmas
- Practicing health care provider faculty

We anticipate 100 in-person attendees at the program. We have 35 faculty members who are practicing clinicians. To view the entire program and additional information please go to

<https://ce.mayo.edu/nppahospital2022>

The fee to display at this course is \$1,500, which includes the following:

- (1) 6' table (2) chairs (up to two company representatives may attend)
- Exhibit space in the 4<sup>th</sup> floor ballroom, where meals and refreshment will be held
- Meals and breaks during course
- General maintenance of the common areas of the exhibit hall
- Access to networking opportunities throughout the conference
- An attendee list with the following information: first/last name, credentials, city and state

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 May 4, 2022. Return the signed letter of agreement along with payment (made payable to Mayo Clinic, Federal ID #41-6011702) before *May 4, 2022* to Cathy Schilling, Education Administration Coordinator, Mayo Clinic School of Continuous Professional Development, Plummer Building 2-60, 200 1<sup>st</sup> Street SW, Rochester, MN 55905.

We look forward to your support. If you have any questions, please contact Cathy by telephone at (507) 266-7484 or via e-mail at [schilling.catherine@mayo.edu](mailto:schilling.catherine@mayo.edu).

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

Sincerely,

Laura Wilson  
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	14 <sup>th</sup> Annual Hospital Medicine for NPs & PAs
Activity Number	22R00216
Location	Hilton Rochester Mayo Clinic Area Hotel
Dates	May 18-20, 2022

### 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	\$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)

### TERMS AND CONDITIONS

- EXHIBITOR agrees to abide by ACCME Standards for Commercial Support as stated at [www.accme.org](http://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 <b>2022 Hospital Medicine NPPA</b> on the check.	For payment by credit card or wire transfer, please call the MCSCPD Registrar at <b>800-323-2688</b>  <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 **May 4, 2022** to:

Cathy Schilling

200 First St SW, Plummer 2-60

Rochester, MN 55905

T: 507-266-7484 F: 507-583-7234 E: schilling.catherine@mayo.edu