



Dear Exhibit Representative:

On behalf of the Mayo Clinic School of Continuous Professional Development, we are pleased to invite you to participate in the Hospital Medicine for NP & PAs – Beach Edition that will take place on October 18-21, 2023 at the One Ocean Resort & Spa, Atlantic Beach, Florida.

Hospital care models are transforming, and Advanced Nurse Practitioners and Physician Assistants play vital roles in the care delivery of hospitalized patients. The Hospital Medicine for NP & PAs - Beach Edition 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

- AMA PRA Category 1 Credits™
- AAPA Category 1 CME Credits
- ANCC Credits
- Designated pharmacology content
- *NEW* Leadership & Professional Development Workshop
- Radiology Workshop
- Contemporary guideline-based best practices
- Clinical care pathways
- Diagnostic and treatment algorithms
- Common clinical dilemmas
- Practicing healthcare provider faculty

We anticipate 150+ attendees (in-person) at the program. We have 30+ faculty members who are practicing clinicians. To view the entire program and additional information please go to <https://ce.mayo.edu/nppabeach2023>

The fee to display at this course is \$2,000, which includes the following:

- (1) 6' table (2) chairs (up to two company representatives may attend)
- Exhibit space in the foyer located just outside the main meeting room, with the refreshments
- Meals and breaks during course, including Welcome Reception
- 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. To be listed as an exhibitor at this course, this signed letter must be returned to us, along with your check, before September 29, 2023. Return the signed letter of agreement along with payment (made payable to Mayo Clinic, Federal ID #41-6011702) before *September 29, 2023*, to Cathy Schilling, 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 Laura or Cathy at [Wilson.laura@mayo.edu](mailto:Wilson.laura@mayo.edu) or [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

Cathy Schilling  
Education Coordinator



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

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

Activity Title	Hospital Medicine for NP & PAs – Beach Edition
Activity Number	23R00305
Location	One Ocean Resort & Spa, Atlantic Beach, Florida
Dates	October 18 – 21, 2023

### 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	
Special Needs (Electricity, dietary, etc.)	
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](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 in 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  Mail to: Mayo Clinic School of Continuous Professional Development 200 First St SW, Plummer 2-60 Rochester, MN 55905 Attn: Cathy Schilling  Please identify <b>NPPA - Beach</b> 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 **September 29, 2023** to:

Cathy Schilling  
Mayo Clinic, MSCPD  
200 First St SW, Plummer 2-60  
Rochester, MN 55905

OR

[Schilling.catherine@mayo.edu](mailto:Schilling.catherine@mayo.edu)