

February 22, 2024

Dear Valued Exhibitor,

On behalf of Course Directors: Folakemi T. Odedina, Ph.D., and Monica L. Albertie, M.H.A., we hope you will consider a display opportunity at the **Science of Community Outreach and Engagement (SoCOE) Conference on May 8-10, 2024**, at the **Marriott Jacksonville Downtown, Jacksonville, Florida**. We expect individuals interested in sharing best practices and recommendations that address inequities in cancer prevention, early detection, care, and survivorship. It meets the professional needs of healthcare providers, social workers, nurses, hospital leadership and administration, healthcare educators, and diversity and inclusion practitioners. This three-day course provides a platform for cancer community outreach engagement stakeholders to share best practices and recommendations that address inequities in cancer prevention, early detection, care, and survivorship. The theme for the 2024 conference is "Innovative approaches to decentralization of clinical trials: Meeting participants where they are".

Choose Your Sponsorship Level

Exhibit fee is \$4,000 for the three-day course. Please review Sponsorship Opportunities and Additional Advertisement Opportunities on page 3 of this prospectus for full pricing and details.

Additional advertisement opportunities are offered to expand reach and provide further interaction with attendees. Exhibit space at the live course is limited based on the date the signed exhibit letter of agreement (LOA) is received in our office.

Live Exhibit Benefits:

- Promotion available at the live three-day course
- Exhibitors are provided the same meals and beverages provided to registered attendees.
- Attendees are encouraged daily by the course moderator to visit and connect with the exhibitors.
- Includes a 6 ft table, one chair and linen at the course.
- An attendee list including registered attendee's name, degree, specialty, city, state, and demographics distributed post course.
- Vendor recognition in online course syllabus for all registered attendees to access
- An acknowledgement on the break slide announcements during the course.
- To maintain a clear separation of promotion from education, the exhibit opportunity will be available in a separate room.
- Exhibitors may sit in the general session to listen to talks of interest if space is available (all company logos must be removed and not visible when entering the education space)

Virtual Exhibit Benefits (part of Live Exhibit):

- Promotion available from the time a company signs the LOA and exhibit booth website is built until 5/7/2025.
- Listing in the online exhibitor directory linked to your company website and landing page (listing will be in the order company content is received)
- Exhibit booth customization, options include PowerPoint slide, PDF handout or video.



- To maintain a clear separation of promotion from education, the virtual exhibit opportunity will be available on a separate webpage tab than where course materials are accessible.

Mayo Clinic, an integrated, not-for-profit group practice, is committed to meeting its responsibility as a national medical education resource. In support of improving patient care, Mayo Clinic College of Medicine and Science is jointly accredited by the Accreditation Council for Continuing Medical Education (ACCME), the Accreditation Council for Pharmacy Education (ACPE), and the American Nurses Credentialing Center (ANCC) to provide continuing education for the healthcare team. Our programs provide valuable information on unmet needs to the medical community. We sincerely appreciate your consideration and hope you will take the opportunity to join us for a truly unique educational program.

Sincerely,

Denise L. Klarich

Denise Klarich
Education Administration Coordinator

Make checks payable to:

Mayo Clinic Florida
4500 San Pablo Road
Jacksonville, FL 32224
Attn: Accounting Activity #5324J02038
Tax ID: 59-3337028

Sponsorship Opportunities

| Exhibit Opportunities | Silver \$6,500 | Exhibit \$4,000 |
|--|-------------------|--------------------|
| Acknowledgement on signage at a breakfast or refreshment break | x | |
| Complimentary full registration- No CME credit | 1 | |
| Conference Bag Inserts | x | |
| Virtual Exhibit Hall Exhibitor Booth | x | x |
| Exhibit Table | 1- 6 ft. table | 1- 6 ft. table |
| Verbal recognition at opening session | x | x |
| Attendee List | x | x |

Additional Advertisement Opportunities:

Internet - \$3,000 (Exclusive)

Help attendees stay connected with their office and home while away at the 3rd Annual Mayo Clinic Thyroid and Parathyroid Disorders Course 2022. Sponsor the wireless internet access in the meeting space. The supporter will be recognized throughout the meeting in signage and electronic communications.

Conference Bags - \$3,000 (Exclusive)

Display your company logo for all Attendees to see and announce your presence at the conference. Your company will provide a high-resolution logo to be printed on conference bags ordered by managing committee. All bags will contain flyers and advertisements from other participants. (Artwork to be provided by sponsoring company and is subject to MCSCPD approval)

Lanyards - \$3,000 (Exclusive)

All attendee badges will be distributed with a lanyard to display the badge throughout the conference. The Lanyard will prominently display your company name and/or logo, whichever you choose. (Artwork to be provided by sponsoring company and is subject to MCSCPD approval)

Conference Bag Inserts - \$1,000 (Multiple Opportunities Available)

Conference bag inserts are a great opportunity to invite attendees to your booth, announce your booth participation or conference-related event. Your company will provide copies of the flyer or advertisement (no larger than 8 ½ x 11, no more than one page) and MCSCPD will stuff them into the official conference bags.

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

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

| | |
|-----------------|---|
| Activity Title | Science of Community Outreach and Engagement (SoCOE) Conference |
| Activity Number | 5324J02038 |
| Location | Marriott Jacksonville Downtown, Jacksonville, FL |
| Dates | May 8-10, 2024 |

AND:

| | | |
|---|--------------------------|-----------|
| Company Name (Exhibitor) (as it should appear on printed materials) | | |
| Exhibit Contact (if different then exhibit Rep.) | | |
| Name(s) of Representative(s) exhibiting, include email addresses: (Maximum of two representatives allowed per exhibit) | | |
| Address | | |
| Phone Number | | |
| Email | | |
| See Exhibitor Prospectus for Details of below listed opportunities | | |
| Silver Sponsor | <input type="checkbox"/> | \$6,500 |
| Live and Virtual Exhibit | <input type="checkbox"/> | \$4,000 |
| Conference Bags <i>(Exclusive)</i> | <input type="checkbox"/> | \$3,000 |
| Lanyards <i>(Exclusive)</i> | <input type="checkbox"/> | \$3,000 |
| Internet <i>(Exclusive)</i> | <input type="checkbox"/> | \$3,000 |
| Conference Bag Inserts <i>(Multiple opportunities available)</i> | <input type="checkbox"/> | \$1,000 |
| The named exhibitor wishes to exhibit at the above-named activity for the TOTAL AMOUNT: | | \$ |

NOTE: There may be additional charges depending on the meeting location (power, internet access, etc.)
List any additional requests, which 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:** 59-3337028

Remit check payable to: Mayo Clinic School of Continuous Professional Development

| | |
|---|---|
| <input type="checkbox"/> Check | <input type="checkbox"/> Credit Card |
| Make payable to: Mayo Clinic Florida 4500 San Pablo Road Jacksonville, FL 32224 Attn: Accounting Activity #5324J02038 Tax ID: 59-3337028 Please identify Activity #5324J02038 SoCOE on the check. | For payment by credit card, please call the MCSCPD at 800-462-9633 <i>Do not send credit card information via email.</i> |