



4500 San Pablo Road  
Jacksonville, Florida 32224  
904-953-4647  
Tax ID: 59-3337028

April 4, 2024

Dear Exhibitor,

On behalf of Course Directors: Leila M. Tolaymat, M.D., Yiyi Yan, M.D., Ph.D., Emmanuel M. Gabriel, M.D., Ph.D., and Course Co-Directors: Cari L. Fabrizio, R.N. and Lauren M. Thompson, P.A.-C., we hope you will consider a display opportunity at the **Multidisciplinary Cutaneous Oncology Symposium 2024** being held **September 27-28, 2024**, at The Ritz-Carlton Orlando, Grande Lakes - Orlando, Florida. We expect around 120 dermatologists, surgical oncologists, medical oncologists, plastic surgeons, head and neck surgeons, physicians in family and internal medicine, as well as physician extenders such as Nurse Practitioners and Physician Assistants that practice in the above-mentioned specialties.

This two-day course focuses on ten controversial topics in cutaneous oncology covering the fields of dermatology, surgical oncology, radiation oncology and medical oncology. The goal is to discuss the available evidence of these topics to assist in making the most informed decisions. For attendees unable to join us in Orlando at the live, in person course, this conference will provide an immersive and exciting digital livestream format, with the opportunity to virtually engage with experts.

### **Choose Your Sponsorship Level**

Exhibit fees begin at \$3,500 for the two-day course. Additional advertisement opportunities are offered to expand reach and provide further interaction with attendees. Exhibit space at the live course is limited with table assignments made based on the date the signed exhibit letter of agreement (LOA) is received in our office.

Please review Sponsorship Opportunities and Additional Advertisement Opportunities on page 3 of this prospectus for full pricing and details.

### **Live Exhibit Benefits:**

- 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 6ft 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 on-line course syllabus for all registered attendees to access.
- An acknowledgment on the break slide announcements during the course.
- 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 9/28/2025.
- Listing in the on-line 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.
- Vendor Recognition in the on-line course syllabus for all registered attendees to access
- An acknowledgment on the break slide announcements during the course
- To maintain a clear separation of promotion from education, the virtual exhibit opportunity will be available on a separate web-page tab than where course materials are accessible.

**MAYO  
CLINIC**



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,

A handwritten signature in black ink, appearing to read "Kelly Tanner".

Kelly Tanner  
Education Administration Coordinator

Make checks payable to:

Mayo Clinic Florida  
4500 San Pablo Road  
Jacksonville, FL 32224  
Attn: Accounting Activity #5324J01316  
Tax ID: 59-3337028



## Sponsorship Opportunities

Premier Sponsorship Opportunities	Platinum \$25,000 (Exclusive)	Gold Lunch \$18,000	Gold Breakfast \$15,000	Silver \$5,000	Live Exhibit \$3,500
Welcome Reception & Abstract Session <i>September 27, 2024</i>	x				
Non-CME Promotional Symposium <i>**Audio/Visual equipment is not included**</i>	x	x	x		
Acknowledgement on break slides	x	x	x	x	
Complimentary full registration – No CME credit	3	2	2	1	
Conference Bag Inserts	x	x	x	x	
Virtual Exhibit Hall Booth	x	x	x	x	x
Exhibit Table	2 - 6 ft. tables	1 - 6 ft. tables	1 - 6 ft. tables	1 - 6 ft. table	1 - 6 ft. table
Recognition at opening session	x	x	x	x	x
Attendee List	x	x	x	x	x

## Additional Advertisement Opportunities:

### Non-CME Promotional Symposia - \$14,000 (Exclusive)

These non-accredited programs, independently developed and directly sponsored by industry, are presented in an educational format that will provide insight on new or controversial developments. Promotional symposia may not conflict with Multidisciplinary Cutaneous Oncology Symposium 2024. There are two dates available during the scheduled breakfast. Lunch symposia is available at additional fee of \$4,000. (*Audio/Visual equipment is not included - No CME credit.*)

### Internet - \$4,000 (Exclusive)

Help attendees stay connected with their office and home while away at the Multidisciplinary Cutaneous Oncology Symposium 2024. 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 200 copies of the flyer or advertisement (no larger than 8 1/2 x 11, no more than one page) and MCSCPD will stuff them into the official conference bags.

**To apply for any of the options mentioned above, kindly complete the  
Multidisciplinary Cutaneous Oncology Symposium 2024 - Exhibitor Agreement**

**Request for Taxpayer  
Identification Number and Certification**► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.Give Form to the  
requester. Do not  
send to the IRS.Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>Mayo Clinic Jacksonville</b>	
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 <b>one</b> of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► <b>Note:</b> 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 <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input checked="" type="checkbox"/> Other (see instructions) ► <b>501(c)(3) Tax-exempt Nonprofit Corporation</b> 	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <b>1</b>  Exemption from FATCA reporting code (if any) <b>A</b> <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions. <b>4500 San Pablo Road</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>Jacksonville, FL 32224</b>	
7 List account number(s) here (optional)	

**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								
<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	<input type="text"/>

or

Employer identification number									
5	9	-	3	3	3	7	0	2	8

**Part II Certification**

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below); and
- 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 ►	<i>Katy Domaille</i>	Date ►	<b>01/02/2024</b>
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**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](http://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 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.*



School of Continuous  
Professional  
Development



# Join us for our annual conference!

## Multidisciplinary Cutaneous Oncology Symposium 2024

**LIVE & LIVESTREAM**

**SEPTEMBER 27-28, 2024**

**The Ritz-Carlton Orlando, Grande Lakes  
Orlando, Florida**



Mark your  
calendar!



**11.25**  
AMA PRA  
Category 1  
Credits™  
AAPA Category 1  
ANCC  
AOA Category 2-A  
IPCE



[ce.mayo.edu/cutaneousonc2024](http://ce.mayo.edu/cutaneousonc2024)

# About the course

Multidisciplinary Cutaneous Oncology Symposium 2024 in Orlando, Florida is a two-day CME course focused on the latest topics in cutaneous oncology covering the fields of dermatology, surgical oncology, radiation oncology and medical oncology. The goal of this symposium is to discuss the available evidence of these topics to assist in making the most informed decisions.

In addition, numerous presentations in discussions will highlight current new advances in therapeutic treatments for both melanoma and nonmelanoma skin cancers.

## COURSE HIGHLIGHTS

- Review on the latest topics in cutaneous oncology covering the fields of dermatology, surgical oncology, radiation oncology and medical oncology
- Review of current and new advances in therapeutic treatments for both melanoma and nonmelanoma skin cancers
- Audience participation in case-based discussions

## COURSE DIRECTORS

Leila M. Tolaymat, M.D.

Yiyi Yan, M.D., Ph.D.

Emmanuel M. Gabriel, M.D., Ph.D.



## COURSE CO-DIRECTORS

Cari L. Fabrizio, R.N.

Lauren M. Thompson, P.A.-C.



[ce.mayo.edu/cutaneousonc2024](http://ce.mayo.edu/cutaneousonc2024)

# Multidisciplinary Cutaneous Oncology Symposium 2024

**The Ritz-Carlton Orlando, Grande Lakes  
Orlando, Florida**

