



AT THE FOREFRONT

**UChicago
Medicine**

Digestive
Diseases
Center

EXHIBITOR PROSPECTUS

John F. Gilmore Symposium on Nutrition and Small Bowel Disorders

September 23, 2023

University of Chicago
Live Event
Gleacher Center
450 Cityfront Plaza Drive
Chicago, IL 60611

Please join us!

On behalf of The University of Chicago, Digestive Diseases Center and Center for Continuing Medical Education, we are pleased to invite you to exhibit at the:

John F. Gilmore Symposium on Nutrition and Small Bowel Disorders to be held **September 23, 2023 LIVE IN-PERSON** at the University of Chicago, Gleacher Center, 450 Cityfront Plaza Drive, Chicago, IL.

The **Symposium on Nutrition and Small Bowel Disorders** is a 1 day educational activity that will introduce healthcare professionals to the field of nutrition support and increase awareness of the role of diet in disease management. It will increase their comfort level with the prescription and management of artificial nutrition (enteral and parenteral nutrition) and help them explore the role of diet in specific gastrointestinal disorders.

Training in nutrition is a heterogeneous field, ranging from understanding metabolism in health and disease, micronutrient and macronutrient requirements, nutrient digestion and absorption, and the best route and provision of nutrition support. A broad understanding of nutrition support basics allows healthcare professionals to handle the increasing complexity of patients with multiple comorbid conditions. In addition, it allows providers to introduce the role of diet in disease management, a goal of most patients.

Chicago is a city rich in academic tradition, and we welcome you to join us. Given the current pace of increasing information and knowledge, there is an important need to discuss treating specific gastrointestinal disorders and understanding diet as a factor of disease management. Our stellar speakers' list draws from the expertise of the internationally and nationally renowned physicians at the University of Chicago.

This conference offers a tremendous opportunity to showcase your company products, services and achievements in front of key decision makers and industry leaders. Increase your visibility and company profile by participating as an exhibitor at this exciting event.

The conference is expected to attract over 100 leaders in the fields of gastroenterology, internists, advanced practice nurses, physician assistants, registered dietitians, nurses, and pharmacists dedicated to caring for patients with nutrition-related disorders. This is an opportunity to market and highlight the broad range of products and services your company has to offer.

We hope you will join us along with our growing number of exhibitors this year!

EXHIBIT GUIDE

We are pleased to provide opportunities for organizations to advertise their products and services to attendees of the conference. While displaying your products in the exhibit space and interacting with participants, your message will reach key decision makers.

General Exhibit Information

Expected Attendance: 100+

Exhibit Date:

Exhibit Date: Saturday, September 23, 2023

Set-Up Time: 6:30am – 7:30am

Exhibit Hours: 7:30am – 4:00pm

Move-Out/Breakdown: after 4:00pm

Exhibit Fees:

\$2,500

All exhibitors include one six foot skirted table, two chairs, one wastebasket, copy of the conference materials/syllabus and up to two symposium registrations for admittance to all general sessions.

Benefits of Exhibiting Include:

- Company name listed in program materials
- Up to two full registration passes for duration of symposium
- Complimentary exhibitor name badges
- Build recognition of your company and awareness of your products
- Multiple opportunities to meet with influential decision makers in a direct sales environment

PAYMENT & CANCELLATION POLICY

How to reserve your Exhibit:

Email the Exhibitor Application and Registration Form to Amy Majkowski at amajkowski@medicine.bsd.uchicago.edu. Once space is confirmed, mail check payment to:

The University of Chicago (Federal Tax ID#: 36-2177139)
c/o Amy Majkowski
5841 S. Maryland Ave., MC4076
Chicago, IL 60637

The display fee is due on or before **September 1, 2023**. No company may exhibit unless payment for exhibit space has been received in full. Applications received after **July 15, 2023** will be considered based on availability.

All cancellations must be sent in writing. No refunds will be issued for cancellation.

Please also note that any special events (i.e. any organized social events or programs and seminars during and around the conference date) must be in consultation with and formally pre-approved by the conference organizers. Without exception, all exhibitors and attendees of the symposium are required to strictly adhere to this condition.

Additional Information:

For general questions and additional information regarding exhibitor registration, please contact Amy Majkowski via phone 773-702-8597 or Email amajkowski@medicine.bsd.uchicago.edu

Exhibitor Application/Contract

“John F. Gilmore Symposium on Nutrition and Small Bowel Disorders”

September 23, 2023

Instructions

Complete, sign, and return the Application/Contract. Enclose a check payable to the University of Chicago.

Company Name

Display Name (if different from company name)

Contact Name (to whom all correspondence is sent)

Title

Exhibitor Address

City, State, and Zip

Phone

Fax

Email

Display Fees

\$2,500

Important Deadline: September 1, 2023

- Payment is due.
- Company information is due for program materials.

Payment Details

Check # Enclosed _____ payable to:

The University of Chicago (Federal Tax ID#: 36-2177139)

E-Mail: The Exhibitor Application and Registration Form to Amy Majkowski at amajkowski@medicine.bsd.uchicago.edu

Mail check payment to:

University of Chicago
c/o Amy Majkowski
5841 S. Maryland Ave., MC4076
Chicago, IL 60637

Phone: 773-702-8597
Email: amy2@uchicago.edu

We agree to abide by all of the contract provisions governing this exhibit and which are part of this application. Acceptance of the application by the University of Chicago constitutes a contract.

Authorized Signature

Date

Contract Provisions

Exhibits and exhibitors are subject to the following regulations. The term "University" herein refers to The University of Chicago.

The University of Chicago has produced this continuing medical education event for the registered physician, scientific researcher, nurse and other allied health professionals. Exhibitor is expected to display their products and/or discuss their services with awareness of the professional and practical needs of conference attendees. The University reserves the right to refuse space that, in its sole opinion, is unlikely to contribute to the overall objectives of this educational activity.

Exhibitor Representative Responsibilities: Exhibitor must name at least one person to be the official onsite representative and responsible party. The official representative will receive all relevant materials relating to the educational activity. That representative shall be authorized to enter into such agreements as may be necessary for fulfillment of obligations to the University and to other contractors and subcontractors. At least one representative must be at the display during exhibit times.

Payments and Cancellations: Payment in full for exhibit space is due no later than **September 1, 2023**. Exhibitors who cancel will receive no refund. No cancellations shall be acknowledged unless received by the University in writing. The date upon which the notice of cancellation is received shall apply as the official date of cancellation.

Space Agreement: This application for exhibit space, the notice of assignment by the University and the full payment of rental charges, together constitute an agreement for a right to use the space. Exhibitors will be assigned space on a first-come, first-serve basis. The University reserves the right to make the final space assignment or change the space assignment should it be necessary in the best interest of the exhibit show.

Arrangements of Exhibits: Exhibits must be arranged so as not to obstruct the general view or hide the exhibits of others. The standard equipment provided to the exhibitor by the University will consist of one six-foot skirted table, two chairs, wastebasket, one program syllabus and one complimentary conference registration. Exhibit fixtures, components and identification signs will be permitted to a maximum of seven feet. All display fixtures over four feet in height in height and placed within 10 linear feet of an adjoining exhibit must be confined to the back half of the area.

Fire Regulations: All material used in the exhibitor area must be made of flame-proof materials and conform to all fire department regulations.

Care of Buildings: Exhibitors or their agents shall not injure or deface the walls or floors of the buildings, the booths and/or equipment or furnishings in the space provided. The Exhibitor will be held liable for any such damage caused by the responsible representative or his agent.

Use of Exhibit Space: No Exhibitor shall assign, sublet or share the whole or any part of the space allotted without the consent of the University and approval of the terms thereof. No Exhibitor is permitted to show goods other than those manufactured or handled in their regular course of business. No firm or organization not assigned space will be permitted to solicit business in any manner within the exhibit area.

Sound Devices and Noise Level: The use of devices for the mechanical reproduction of sound is prohibited. Any demonstrations or presentations must be conducted at a low volume so nearby exhibitors are not disturbed.

Entertainment: The Exhibitor agrees not to sponsor group functions such as hospitality suites, tours, film showings, speeches or other activities during the meeting and exhibition hours that would in any way interfere with member attendance at regular University education sessions or meetings or induce visitors away from the Meeting. The Exhibitor must receive approval from the University in advance for any intended group functions.

Direct Selling: In the event that Exhibitor engages in on-location transactions, Exhibitor will be responsible for complying with all federal, state and local laws regarding sales taxes and laws that may pertain to such sales.

General Restrictions: (A) Exhibitor can distribute only those food and drink samples that are manufactured or handled by them in the regular course of business. (B) The University reserves the right to restrict exhibits that, because of noise, methods of operation or for any reason become objectionable, and also to prohibit or evict without refund any exhibit or person that in the opinion of the University may detract from the general character of the Meeting. (C) No display material exposing an unfinished surface to neighboring exhibitors or an aisle will be permitted. (D) Exhibitor is not permitted to set up displays in hotel rooms, hotel suites or lobbies.

Liability and Insurance: Exhibitor will take reasonable precautions to safeguard exhibit. The University will not be liable for loss or damage to property of the Exhibitor or exhibitor representatives or employees from theft, fire, accident or any other cause beyond its control. Exhibitors are advised to insure themselves at their own expense against property loss or damage and against liability for personal injury. The University's liability for injury to persons or loss or damage to property shall be limited to such as may be caused by its negligence. Exhibitor will indemnify the University against, and hold harmless from, negligence of the Exhibitor in connection with its use of display space.

Standard for Integrity and Independence in Accredited Continuing

Standard for Integrity and Independence in Accredited Continuing Education 4: Manage Commercial Support Appropriately

1. Decision-making and disbursement: The accredited provider must make all decisions regarding the receipt and disbursement of the commercial support.

- a. Ineligible companies must not pay directly for any of the expenses related to the education or the learners.
- b. The accredited provider may use commercial support to fund honoraria or travel expenses of planners, faculty, and others in control of content for those roles only.
- c. The accredited provider must not use commercial support to pay for travel, lodging, honoraria, or personal expenses for individual learners or groups of learners in accredited education.
- d. The accredited provider may use commercial support to defray or eliminate the cost of the education for all learners.

2. Agreement: The terms, conditions, and purposes of the commercial support must be documented in an agreement between the ineligible company and the accredited provider. The agreement must be executed prior to the start of the accredited education. An accredited provider can sign onto an existing agreement between an accredited provider and a commercial supporter by indicating its acceptance of the terms, conditions, and amount of commercial support it will receive.

3. Educational materials that are part of a CME activity, such as slides, abstracts and handouts, cannot contain any advertising, corporate logo, trade name or a product-group message of an ACCME-defined commercial interest.

4. Accountability: The accredited provider must keep a record of the amount or kind of commercial support received and how it was used, and must produce that accounting, upon request, by the accrediting body or by the ineligible company that provided the commercial support.

5. Disclosure to learners: The accredited provider must disclose to the learners the name(s) of the ineligible company(ies) that gave the commercial support, and the nature of the support if it was in-kind, prior to the learners engaging in the education. Disclosure must not include the ineligible companies' corporate or product logos, trade names, or product group messages.

Education 4: Manage Ancillary Activities Offered in Conjunction with Accredited Continuing Education

1. Arrangements to allow ineligible companies to market or exhibit in association with accredited education must not:

- a. Influence any decisions related to the planning, delivery, and evaluation of the education.
- b. Interfere with the presentation of the education.
- c. Be a condition of the provision of financial or in-kind support from ineligible companies for the education.

2. The accredited provider must ensure that learners can easily distinguish between accredited education and other activities.

- a. Live continuing education activities: Marketing, exhibits, and nonaccredited education developed by or with influence from an ineligible company or with planners or faculty with unmitigated financial relationships must not occur in the educational space within 30 minutes before or after an accredited education activity. Activities that are part of the event but are not accredited for continuing education must be clearly labeled and communicated as such.
- b. Print, online, or digital continuing education activities: Learners must not be presented with marketing while engaged in the accredited education activity. Learners must be able to engage with the accredited education without having to click through, watch, listen to, or be presented with product promotion or product-specific advertisement.
- c. Educational materials that are part of accredited education (such as slides, abstracts, handouts, evaluation mechanisms, or disclosure information) must not contain any marketing produced by or for an ineligible company, including corporate or product logos, trade names, or product group messages.
- d. Information distributed about accredited education that does not include educational content, such as schedules and logistical information, may include marketing by or for an ineligible company.

3. Ineligible companies may not provide access to, or distribute, accredited education to learners

Exhibitor Registration Form
"John F. Gilmore Symposium on Nutrition and Small Bowel Disorders"
September 23, 2023

Exhibitors receive up to two conference registrations. The full registration pass admits the exhibitor representative(s) to all general sessions.

Conference Registration: Two Full Passes included with Exhibit Fee purchased.

Company Name

Company Contact Name

Phone

Email

Representative (1):

Name

Title

Phone

Email

Representative (2):

Name

Title

Phone

Email

Is this your first time exhibiting at this meeting? **Yes** **No**

How did you hear about this meeting? **Mailing** **Email** **Internet** **Colleague**

Other, please specify _____