

UPDATES IN BREAST HEALTH

FOR COMMUNITY PROVIDERS



APRIL 27, 2024

Domenici Center for Health Sciences Education
1001 Stanford Dr. NE, Albuquerque, NM

EXHIBITOR & SPONSOR PROSPECTUS



SCHOOL OF
MEDICINE
SURGERY

UPDATES IN BREAST HEALTH FOR COMMUNITY PROVIDERS

The University of New Mexico Department of Surgery is proud to present the **2024 Updates in Breast Health for Community Providers Symposium**.

This one-day symposium will be held on **April 27, 2024** at the Domenici Center for Health Sciences Education in Albuquerque, NM (1001 Stanford Dr. NE Albuquerque, NM 87106).

We invite you to participate in this event. The symposium will be CME-accredited and comply with all ACCME standards. Invitees include all primary care physicians, general surgeons, obstetrical and gynecologic providers, mid-level providers and other community providers within the state of New Mexico.

Included in this prospectus are details regarding various sponsorship and exhibit opportunities and the link to the online letter of agreement (required to participate).

If you have any questions, or would like more information, please contact Lauren Kruse or Maria Lilia Vidaca at Continuous Professional Learning.

Sponsorship and exhibit opportunities are limited so please contact us ASAP to secure your participation.

On behalf of the **Updates in Breast Health Symposium** planning committee, we thank you for your consideration.

Sincerely,

Conference Course Directors

Stephanie Fine, MD

Conference Co-Chair
Assistant Professor
Dept. of Surgery, Div. of Surgical Oncology
UNM Comprehensive Cancer Center

Sangeetha Prabhakaran, MD

Conference Co-chair
Assistant Professor
Dept. of Surgery, Div. of Surgical Oncology
UNM Comprehensive Cancer Center

****PLEASE NOTE** Exhibitor/sponsor fee is due no later than 30 days post-conference.**

Notice of cancellation **MUST** be submitted in writing to CPL at least two weeks prior to the conference (**April 12, 2024**) or the full fee will be billed to the organization named on the letter of agreement. Exhibit/Sponsor fees cannot be refunded if cancellation is received less than two weeks prior to the conference.

EXHIBITOR OPPORTUNITIES

Levels of Support	Amount	ALL levels will be acknowledged in conference handouts, materials and announcements ALL exhibitors will be set up, in a separate room from the education and provided a clothed 6 ft. table with 2 chairs for table top displays
Gold	\$2,000	Premium exhibit space and identified level of support in PowerPoint slides during welcome & breaks, sign displayed at conference entrance, verbal mention of level support by conference course directors during welcome and 2 conference registrations with meals
Silver	\$1,200	Premium exhibit space and identified level of support in PowerPoint slides during welcome & breaks, sign displayed at conference entrance and 2 conference registrations with meals
Bronze	\$500	Preferred exhibit space, identified level of support in PowerPoint slides during welcome & breaks and 1 conference registration with meals

SPONSORSHIP

Sponsorship	Amount	ALL levels acknowledged in conference handouts, materials and announcements
Unrestricted	Amount to be provided in Online LOA	Providing an UNRESTRICTED Educational Grant to CPL in support of the referenced conference
Restricted	Providing a RESTRICTED Educational Grant to CPL in support of the following specific activities for the referenced conference to be applied as follows:	
	\$1,000	Support of Conference Breakfast <i>Includes identified level of support in PowerPoint slides during welcome and breaks, a sign displayed with breakfast and verbal mention of support by conference course directors during welcome</i>
	\$2,000	Support of Conference Luncheon <i>Includes identified level of support in PowerPoint slides during welcome and breaks, a sign displayed with lunch and verbal mention of support by conference course directors during welcome</i>

HOW TO REGISTER

Register online by completing the Letter of Agreement (LOA): <https://bit.ly/BH24LOA>

Things to remember:

1. Online registration (CPL's letter of agreement) is required.
2. Your registration will be confirmed by email. If you don't receive an email within 72 business hours, contact HSC-CPL@salud.unm.edu.
3. If you register and have to cancel, notify CPL in writing **via email on or before April 12, 2024** or the full fee will be billed to the organization named on the LOA. Exhibit/Sponsor fees cannot be refunded if cancellation is received less than two weeks prior to the conference.

PAYMENT OPTIONS

1. Credit card
2. Internal UNM PR
3. Check: *Checks should be made payable to Continuous Professional Learning (CPL) and mailed to The University of New Mexico School of Medicine, Office for Continuous Professional Learning at the address below. Tax ID# 85-6000642. Please use the address as indicated on the department-specific Continuous Professional Learning W9 to set up accounts for remittance purposes, as this will ensure payments are properly directed. The 2nd page is the official UNM HSC W9, which we are required by UNM Taxation to include.*

CANCELLATION

All exhibitor/sponsorship levels that are acknowledged on conference program materials and signage created no later than two weeks prior to the conference, incur payment obligations for the exhibiting/sponsoring organization and/or representative(s). Payment is required regardless of attendance, and exhibitors/sponsors are responsible for the full fee outlined in the acknowledgment, if cancellation is not received within two weeks of the activity.

CONFERENCE REGISTRATION & MEALS

Conference registrations and meals are included base on the level of support selected. Additional conference registrations and meals can be purchased in the LOA. Dietary restrictions that are provided in advance will be considered when planning menus. *If you select that you will NOT join us for any of the meals, it will be noted on your badge and will be considered when planning menus.*

HOTEL ACCOMMODATIONS

We do not have a room block secured for this conference. However, The University of New Mexico has negotiated agreements with several local hotels, should you need lodging during the conference. These rates are based on availability and hotel occupancies. Some hotels may require proof of UNM eligibility. <https://purchase.unm.edu/local-hotel-information/index.html>

SPECIAL ACCOMMODATIONS

Individuals requiring special accommodations should contact CPL as soon as possible. UNM is in compliance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

QUESTIONS?

UNM School of Medicine Continuous Professional Learning

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