



# The Pittsburgh Ophthalmology Society

Physicians Defining Eye Care in Southwestern PA

## 2020-2021 MONTHLY MEETING EXHIBITOR AGREEMENT

This form **MUST** be completed and submitted to secure sponsorship. The signed agreement serves to reserve a sponsorship slot. Sponsorship will not be granted without a signed agreement.  
Payment is not due at the time of the Agreement submission.

The Pittsburgh Ophthalmology Society 713 Ridge Avenue Pittsburgh PA 15212 Website: [www.pghoph.org](http://www.pghoph.org)  
Questions, contact Nadine Popovich: [npopovich@acms.org](mailto:npopovich@acms.org) or to 412.321.5030

COMPANY NAME

(Please complete as you would like it to appear on signage)

Select One Exhibit (sole Exhibitor) Co-Exhibit Meeting Date of Meeting

Contact Person

Address

Email PHONE

Please list Industry Representatives attending:

Name \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

The participation fee is: Exhibit (sole) / \$2,500.00 Co-Exhibitor / \$1,500.00. The Society's Tax ID# is 25-6064814

To pay by credit card: Contact Ms. Popovich who will send an invoice with an online link to pay directly from the invoice.

To pay by check: Check payable to Pittsburgh Ophthalmology Society

Mail payment: Nadine Popovich, Administrator/ Pittsburgh Ophthalmology Society / 713 Ridge Avenue Pittsburgh PA 15212

### Benefits of participation: In-person POS meeting

- Display Table set up in foyer (1) 6 ft table w/2 chairs
- Access to 50 to 70 Ophthalmologists with opportunity for engagement prior to the program.
- Attendee list before and after the meeting.
- Provided 5 minutes of podium time to present your company's product to attendees.
- Participate in the "Visit with Exhibitor/Networking" session. This 45 minute session provides Exhibitors an opportunity for one on one conversations with physicians.
- Company's name / acknowledgement prominently displayed on:
  - > POS website; meeting announcement; POS newsletter and thank you in all follow up marketing media
- Representative link included in the Evaluation reminder
- Logo and company commercial video link on POS program website

### Benefits of participation: Online Livestream POS meeting

- Logo and name prominently displayed when participants are in the waiting room prior to the meeting.
- Access to 50 70 Ophthalmologists during the Visit with Exhibitor session
- Separate Exhibitor Break out "Room" All participants will be placed in your breakout "room". Exhibitor may present product information and/or engage using the chat room feature. We anticipate 5 to 7 minutes for this engagement.
- Logo and company commercial link on POS program website
- Attendee list before and after the meeting.
- Representative link included in the Evaluation reminder
- Company's name / acknowledgment prominently displayed on:
  - > Livestreaming welcome page and sponsor page
  - > POS website
  - > Meeting announcement
  - > POS newsletter and thank you in follow up marketing media



# The Pittsburgh Ophthalmology Society

Physicians Defining Eye Care in Southwestern PA

In person meetings held at Ohio  
Room at Rivers Casino  
777 Casino Dr, Pittsburgh PA 15212

Zoom is the  
Virtual Meeting Platform  
(Zoom link will be sent to exhibitors)

## VIRTUAL Meeting Agenda

*Representatives will be provided the Zoom link prior to the program. An AV technician will be available to answer questions and assist (if needed).*

- 5:00 p.m. Welcome and introduction of Guest Faculty
- 5:05 pm First Lecture by Guest Faculty (Exhibitors welcome to view lecture)
- 5:50 p.m. Resident Case Presentation (w/comments and discussion by Guest Faculty)
- 6:10 p.m. Business Meeting of the Pittsburgh Ophthalmology Society
- 6:20 p.m. **Visit with Exhibitors** - ALL participants will be placed in an exhibitor breakout room with a Chat function available for engagement. Use of this time and breakout room is up to the exhibitor.
- 6:30 p.m. Visit with Exhibitor /Networking concludes - Attendees placed in general session. Exhibitors may leave virtual meeting at this time.
- 6:35 pm Second Lecture by Guest Faculty (Exhibitors welcome to view lecture)
- 7:15 p.m. Conclusion of Program

## LIVE Meeting Agenda

- 4:00 p.m. Registration /Visit with Exhibitors
- 4:30 p.m. Welcome & First Lecture (Exhibitors welcome to attend lecture)
- 5:35 p.m. Resident Case Presentation (Comments and Discussion by Guest Faculty)
- 5:50 p.m. Business Meeting of the Pittsburgh Ophthalmology Society  
Exhibitors will have 5 minutes of podium time after the business portion
- 6:00 p.m. Visit with Exhibitors/Networking Session
- 6:45 p.m. Visit with Exhibitors/Networking concludes, guests seated for dinner
- 7:05 p.m. Second Lecture Begins (Exhibitors welcome to attend lecture)
- 8:05 pm Conclusion of Program

## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

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>Pittsburgh Ophthalmology Society</b>	
2 Business name/disregarded entity name, if different from above <b>Pittsburgh Ophthalmology Society</b>	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" 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) ▶ _____ Note: 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 not 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 type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. <b>713 Ridge Ave</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>Pittsburgh, PA 15212</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									
or									
Employer identification number									
2	5	-	6	0	6	4	8	1	4

### Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <u>1-1-2020</u>
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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.*