

**Baylor College of Medicine
Office of Continuing Medical Education**

Financial Contribution Confirmation Form

Baylor College of Medicine (Baylor) is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education (CME) for physicians. In furtherance of Baylor’s mission to provide high quality CME activities to help maintain, reinforce, and advance the medical knowledge and skills of physicians, the named Supporter wishes to provide a financial contribution for the activity indicated.

Activity	Environmental Health is a VERB: Building Healthy Children		
Date(s)	March 16, 2007	City/State	Houston, Texas

Supporter Information

Entity (Legal Name)			
Mailing Address			
City/State/Zip			
Contact Person/Title			
Phone No.		Fax No.	
Email Address			

Instructions. Please complete the supporter information above. Indicate the amount of the financial contribution below. See **Payment** for return information. Please reference the activity on the check so the funds can be properly credited.

Sign the form and mail to the address indicated or fax to Tamara C. Greiner, MA at 713-798-7955. Keep a copy for your records. Contact Tamara C. Greiner, MA at 713-798-5602 if you have questions.

- 1. Contribution.** Supporter wishes to provide funds to Baylor College of Medicine, Office of Continuing Education, in the **amount of \$** to be used toward activity-related expenses.
- 2. Payment.** Make the check payable to Baylor College of Medicine (Tax ID # 74-1613878) and mail to:

**Baylor College of Medicine
Office of Continuing Medical Education
ATTN: Tamara C. Greiner, MA
One Baylor Plaza – MS: BCM 155
Houston, TX 77030-3411**

AGREED by Authorized Representative

Name (printed):			
Title:			
Signature:		Date:	

**Baylor College of Medicine
Office of Continuing Medical Education**

Complimentary Exhibit Form

To be completed by OCME

Activity	Environmental Health is a VERB: Building Healthy Children		
Date(s)	March 16, 2007	Location	Denton A. Cooley Auditorium, Houston, Texas
Exhibit Hours	7am-5pm		
Set Up Hours	6am or after on Friday	Dismantle Hours	5pm
Other Exhibit Info			
Shipping Contact	N/A. Please bring exhibit supplies with you, as advanced shipment to conference site is not available.		
Shipping Address			
Comments			

Exhibit Space: One 6' x 30" draped table plus two chairs will be provided.

GUIDELINES

1. The **Complimentary Exhibit Form** must be on file with the Office of Continuing Medical Education (OCME) at least 7 business days before the activity is scheduled, unless other arrangements have been made with OCME. Space is provided on a first-come, first-served basis, with location usually randomly assigned. Exhibitors will be acknowledged on signage.
2. The company/organization is responsible for making arrangements if there are specific requirements (electrical, Internet connection, extra chairs, etc.) and paying associated costs, if any. Contact the OCME for information.
3. Representatives must check in at the registration desk. OCME name badges will be issued. Company/Organization badges may not be worn.
4. OCME reserves the right to refuse exhibits, curtail activities, or close exhibits that do not comply with Baylor College of Medicine and/or the Accreditation Council for Continuing Medical Education policies.

Instructions: Complete company/organization information; list the representatives planning to attend; describe products/services; and, if applicable, indicate specific requirements. See return information below.

COMPANY/ORGANIZATION INFORMATION (to be completed by Exhibitor)

Entity Name			
Address			
City/State/Zip			
Contact Person		Email	
Phone No.		FAX	
Reps. to Attend			
Products/Services			
Requirements*			

*See Guidelines No. 2.