



Dansk MPN Forening

Att. Per Kjær Erichsen, Formand

9. juli 2024

Kære Per

Tak for jeres ansøgning om støtte til Dansk MPN Forenings aktiviteter i 2024.

Vi kan med glæde meddele, at vi ønsker at støtte Årsmødet med 4 foredrag d. 14.-15. september 2024 på Hotel Trinity i Fredericia med 100.000 kr til støtte for følgende rent faglige poster jf. medsendte budget:

Lokaleleje, overnatning, ophold og forplejning

Total: 100.000 kroner.

For sponsoratet modtager Novartis følgende materielle fordele (tangible benefits):

Novartis logo vil blive vist i programmet

Novartis støtte nævnes til mødet

Novartis deltager passivt med 1 -2 medarbejder i mødet.

Du bedes underskrive kontrakten som sendes til dig via DocuSign.

Når jeg modtager kontrakten retur, sendes ansøgningen til udbetaling og du vil herefter modtage en e-mail med et PO nummer. PO nummeret skal I påføre fakturaen, der sendes som e-mail til: [invoice.denmark@novartis.com](mailto:invoice.denmark@novartis.com)

Venlig hilsen

Novartis Healthcare A/S

Susanne Strauss Rasmussen

Disease Area Manager

Aktiviteten anmeldes til ENLI inden arrangementets afholdelse, og er efter Novartis' opfattelse i overensstemmelse med reglerne på området, selv om aktiviteten ikke på forhånd er godkendt. Du kan læse Novartis' privatlivspolitik her: <https://www.novartis.dk/generel-privatlivspolitik-samarbejdspartnere>

Booth funding teampate V1.0

DK2407058089



## **SPONSORSHIP AGREEMENT**

This Sponsorship Agreement (“**Agreement**”) is entered into as of 09.07.2024 (“**Effective Date**”) by and between Novartis Healthcare A/S, Reg. No. 20575786, a company incorporated under the laws of Denmark, located at Edvard Thomsens Vej 14, DK-2300 Copenhagen S, Denmark (“**Novartis**”) and Dansk MPN Forening, CVR nr.: 34 43 84 71, an Organization incorporated under the laws of Denmark, located at Hjorthøj 16, 4400 Kalundborg, (“**Sponsorship Recipient**”). Novartis and Sponsorship Recipient may hereinafter be referred to individually as a “**Party**” and collectively as the “**Parties**”.

WHEREAS, Sponsorship Recipient has specifically requested Novartis’ financial contribution in order to support the Sponsorship Activity (as defined in Exhibit A), through a Sponsorship Request Letter, which is attached hereto as Exhibit B;

WHEREAS, in accordance with the Sponsorship Request Letter mentioned above, Novartis wishes to support the Sponsorship Activity with the Sponsorship Amount (as defined in Exhibit A);

WHEREAS, Novartis will receive a tangible benefit in connection with the sponsorship (as defined in Exhibit A); and

WHEREAS, Sponsorship Recipient accepts the Sponsorship Amount subject to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the premises and the mutual covenants herein contained, it is mutually agreed as follows:

### **1. SPONSORSHIP BY NOVARTIS**

- 1.1 **Sponsorship.** Novartis will provide the Sponsorship Amount as set forth in Exhibit A solely to support Sponsorship Recipient in performing the Sponsorship Activity as set forth in Exhibit A.
- 1.2 **Tangible benefit.** Novartis will receive a tangible benefit as set forth in Exhibit A.
- 1.3 **Statement of Purpose.** The Sponsorship Activity is for: Årsmøde med 4 foredrag fra 14.-15. september 2024
- 1.4 **Novartis Responsibility.** Sponsorship Recipient agrees that Novartis’ responsibility is solely to provide the Sponsorship Amount and to receive the tangible benefit. Novartis will not be liable to Sponsorship Recipient or to any other person for the Sponsorship Activity or the use of the Sponsorship Amount (including any claims or losses related thereto). Novartis may terminate this Agreement and require Sponsorship Recipient to return the Sponsorship Amount and take other corrective action if Sponsorship Recipient breaches this Agreement.

### **2. OBLIGATIONS OF SPONSORSHIP RECIPIENT**

#### **2.1 Use of Sponsorship Amount.**

- (a) Sponsorship Recipient shall use the Sponsorship Amount solely for the Sponsorship Activity and shall not use the Sponsorship Amount for any activity that is inconsistent with, or prohibited by any



law, rule or regulation. The Sponsorship Recipient undertakes to independently contact Novartis in the event any part of the Sponsorship Amount has not been used for the Sponsorship Activity so that such amount can be refunded to Novartis without undue delay.

- (b) Sponsorship Recipient will comply with (and shall be solely responsible for any failure to comply with) all relevant laws, rules and regulations (including any code of practice or other guidelines generally followed by pharmaceutical companies in the relevant country) in connection with the Sponsorship Activity. Sponsorship Recipient warrants that the Sponsorship Activity is compliant with all such requirements.
- (c) Sponsorship Recipient is solely responsible for the manner in which the Sponsorship Amount is disbursed, recorded and accounted and for all contractual and other relationships with third parties relating to the Sponsorship Activity and the use of the Sponsorship Amount. Any claims for payment from third parties involved in the Sponsorship Activity are the sole responsibility of Sponsorship Recipient and Novartis will not fund any additional amounts for the Sponsorship Activity.

## 2.2 Objectivity & Balance.

- (a) The Sponsorship Activity will be independent, non-promotional and free from commercial influence or bias.
- (b) If the Sponsorship Activity involves the discussion of Novartis products, or the comparison of Novartis products with other products, that discussion and/or comparison must be objective, balanced, accurate, not misleading or deceptive and in compliance with all applicable laws, rules and regulations. Where appropriate, the Sponsorship Activity will include a discussion of multiple treatment options and will not focus on a single product.
- (c) Sponsorship Recipient will ensure that any titles or overview information relating to the Sponsorship Activity will fairly and accurately represent the scope of the planned activity.
- (d) If required, Sponsorship Recipient is responsible for selection of presenters, moderators and collaborators for the Sponsorship Activity. Novartis will not control the planning, content, speaker selection or execution of any Sponsorship Activity. If Novartis suggests presenters, moderators or collaborators, Sponsorship Recipient will record the role of Novartis in making the suggestion, seek other sources and make a final selection based on balance and independence.

## 2.3 Disclosure of Financial Relationships.

- (a) Sponsorship Recipient will: (i) disclose, to all audiences and in all publications relating to the Sponsorship Activity, that Novartis has provided a Sponsorship to support the Sponsorship Activity; (ii) acknowledge support from Novartis in brochures, syllabi, and other materials related to the Sponsorship Activity; and (iii) disclose any other relationships Novartis has with any individual speakers, moderators, collaborators or Sponsorship Recipient which a reasonable and ethical person would expect to be disclosed.
- (b) Novartis may disclose publicly the financial and non-financial support provided to Sponsorship Recipient, including, without limitation, the Sponsorship Recipient's identity, the Sponsorship Amount and purpose of the support.



#### 2.4 Ancillary Activities.

- (a) If the Sponsorship Activity occurs as part of an overall activity that includes commercial activities, such activities will neither influence planning nor interfere with the Sponsorship Activity. No commercial activities will be permitted in the same room as an educational activity, unless (i) this is allowed in the country in which the activity will take place and (ii) only to the extent that such commercial activity does not interfere with the purpose of the Sponsorship Activity.
- (b) The scheduling of meals and/or receptions, if any, in connection with any portion of the Sponsorship Activity is at the sole discretion of Sponsorship Recipient. Meals and/or receptions, if any, will be modest and conducive to the Sponsorship Activity, and the amount of time at the meals or receptions will be clearly subordinate to the overall amount of time.
- (c) Reconciliation of Expenses. At the conclusion of the Sponsorship Activity, Sponsorship Recipient will provide to Novartis a reconciliation of the actual expenses versus estimated expenses and will issue a refund to Novartis for any portion of the Sponsorship Amount not incurred in the implementation of the Sponsorship Activity. In addition, Sponsorship Recipient will retain appropriate records of the Sponsorship Activity and the use of the Sponsorship Amount and will provide evidences (as further specified in Exhibit A) to Novartis to document that the Sponsorship Amount has been used in accordance with this Agreement.

### 3. GENERAL

- 3.1 **Entire Agreement.** This Agreement, together with its Exhibits, sets forth the entire agreement and understanding of the Parties as to the subject matter hereof and supersedes all proposals, oral or written, and all other prior communications between the Parties with respect to such subject matter. In the event of any conflict between a substantive provision of this Agreement and any Exhibit hereto, the substantive provisions of this Agreement shall prevail.
- 3.2 **Governing Law and Jurisdiction.** This Agreement shall be governed by and construed under the laws of Denmark, without giving effect to the conflicts of laws provision thereof. Any dispute or claim arising out of or in connection with this Agreement which cannot be settled amicably between the Parties, is to be brought before the Maritime and Commercial Court in Copenhagen or, if this court is not competent, before a competent court of law in the Kingdom of Denmark.
- 3.3 **Counterparts.** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.



N WITNESS WHEREOF, the Parties intending to be bound have caused this Agreement to be executed by their duly authorized representatives

**NOVARTIS HEALTHCARE A/S**

**Dansk MPN Forening (Sponsorship Recipient)**

Date and Signature 1 –Contract Owner

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Per Kjær Erichsen

Name: Susanne S Rasmussen

Title: Formand, Dansk MPN Forening

Title: Healthcare Manager

Date and Signature: \_\_\_\_\_

Date and Signature: \_\_\_\_\_

DocuSigned by:  
*Susanne Strauss*  
E8437D17EF104C7...  
10-Jul-2024 | 8:10:56 AM GMT

DocuSigned by:  
*Per Kjær Erichsen*  
E00BA662F0EF47C...  
10-Jul-2024 | 6:02:23 AM EDT

Date and Signature 2 –Business Approver

By: \_\_\_\_\_

Name: Mille Keller Holst

Title: Marketing Director

Date and Signature: \_\_\_\_\_

DocuSigned by:  
*Mille Holst*  
1C86847BE9484D4...  
10-Jul-2024 | 7:18:40 AM GMT



**EXHIBIT A**

**SPONSORSHIP AMOUNT & SPONSORSHIP ACTIVITY**

Sponsorship Amount: 100.000 DKK

Sponsorship Activity: Annual meeting in Danish MPN association with 4 lectures from September 14 -15, 2024 at Trinity Hotel, Fredericia.

Novartis sponsorship will cover:

Lokaleleje, overnatning, ophold og forplejning på Trinity Hotel & Konferencenter, Fredericia

The Sponsorship Activity does not include any entertainment activities being organized by Sponsorship Recipient in connection with the event.

The sponsor ship do not cover the full budget for the meeting (280.346 DKK)

Tangible Benefit:

The Novartis logo will appear in the application

Novartis' support is mentioned for the meeting

Novartis participates passively with 1-2 employees in the meeting.

Evidence's must be provided to Novartis upon completion of the Sponsorship Activity:

Please provide final account of the of the meeting

The Sponsorship amount is payable against the corresponding invoice within sixty (60) days of its receipt and at the end of a calendar month.

The invoice shall include all details (including a Purchase Order Number) as specified in the Purchase Order received by Sponsorship Recipient at the following email address: ***mpn@danskmpnforening.dk***

The Sponsorship amount shall be paid by Novartis to the following bank and bank account: ***DANSKE BANK: Reg.nr. 1551 - Kontonr. 0016622354***



## EXHIBIT B

### SPONSORSHIP REQUEST LETTER



[WWW.DANSKMPNFORENING.DK](http://WWW.DANSKMPNFORENING.DK)

Dansk MPN Forening: Hjorthøj 16, 4400 Kalundborg, Tlf. 51 94 15 86 - E-mail: [mpn@danskmpnforening.dk](mailto:mpn@danskmpnforening.dk)  
CVR nr.: 34 43 84 71 DANSKE BANK: Reg.nr. 1551 - Kontour. 0016622354

Kalundborg 1. juli 2024

#### **Ansøgning om støtte i 2024**

Dansk MPN Forening ansøger hermed Novartis om støtte på 295.346 kr.

Formålet med aktiviteterne, der søges støtte til, er oplysning om MPN-sygdommene og behandlingsmuligheder samt støtte til MPN-patienter og deres pårørende.

MPN-sygdommene er 3 nært beslægtede, sjældne, kroniske blodkræftsygdomme, som alle er forstadier til Akut Myeloid Leukæmi (AML) med risiko for progression til AML. Med behandling søges denne progression undgået.

Som MPN-patient har man ofte 3 behov, som vi som forening forsøger at imødekomme med disse aktiviteter: muligheden for at få viden om sin MPN-sygdom og behandlingsmuligheder; muligheden for at møde andre i samme situation og opnå støtte og den forståelse, som ikke fås i det omgivende samfund pga. manglende kendskab til de sjældne sygdomme; samt muligheden for at deltage i aktiviteter, der tager højde for lavt energiniveau som følge af MPN-sygdommen.

Årsmøderne 2016, 2017, 2018, 2019, 2021, 2022 og 2023 imødekom alle disse behov og var store succeser. Det sidstnævnte behov blev imødekommet ved at holde årsmødet over 2 dage med overnatning, så patienter ikke skulle køre hjem i træt tilstand. Møderne blev tidligt fuldt booket med tilmeldinger, og bestyrelsen har efterfølgende modtaget luttet positive tilbagemeldinger og forhåbninger om, at der kan blive et lignende møde i 2024.

Derfor søger foreningen om støtte til også i 2024 at afholde årsmøde over 2 dage – med 4 foredrag. Alle foredrag har fokus på emner, som har stor interesse for foreningens medlemmer og støttemedlemmer.

Med henblik på at nå ud til alle medlemmer med vigtig viden om MPN-sygdommene afholder foreningen årligt et foredrag på Sjælland og et i Jylland. Foredraget på Sjælland er dog næsten udgiftsfrit for foreningen, da det afholdes af Roskilde Hospital. Men foredraget i Jylland andrager omkostninger for foreningen. Derfor søger vi også i år støtte til afholdelse af foredrag i Jylland.

Ansøgning om støtte fra Novartis til aktiviteter i 2024 – s. 1



WWW.DANSKMPNFORENING.DK

Dansk MPN Forening: Hjorthøj 16, 4400 Kalundborg, Tlf. 51 94 15 96 - E-mail: [mpn@danskmpnforening.dk](mailto:mpn@danskmpnforening.dk)

CVR nr.: 34 43 84 71

DANSKE BANK: Reg.nr. 1551 - Kontour. 0016622354

Foreningen ansøger om støtte til:

Aktivitet	Beløb
Årsmøde med 4 foredrag	280.346 kr.
Foredrag i Aarhus	15.000 kr.
I alt	295.346 kr.

### Årsmøde med 4 foredrag

2-dages årsmøde 14.-15. september 2024 på Hotel Trinity i Fredericia, hvor medlemmer får foredrag samt ekstra tid til at møde andre i samme situation og få støtte og gode råd til et bedre liv med sygdommen.

Vi har sammensat et program, som omhandler nogle af de emner, som interesserer vores medlemmer og støttemedlemmer (pårørende) mest. Således omhandler de 4 foredrag balancen i hverdagen, som er en stor udfordring for MPN-patienter, om den eneste nuværende helbredelsesmulighed, om forskning i bedre helbredelsesmuligheder og om det at være pårørende til en MPN-patient. Derudover holdes foredrag om IT-løsninger, hvoraf nogle er relevante for MPN-patienter i deres behandlingsforløb, mens andre giver mulighed for at komme i kontakt med andre MPN-patienter

#### 4 foredrag henholdsvis lørdag og søndag:

1. Balance i hverdagen med MPN-sygdom v/ seniorforsker Marc Sampedro Pilegaard
2. Foredrag for pårørende v/ terapeut Mette Gammelgaard
3. Foredrag om IT-værktøjer med relevans for MPN-patienter v/ underviser Mie Levy
4. Status på forskning i immunterapi-vaccine v/ læge og Ph.d. Morten Holmström eller foredrag om anti-inflammatorisk livsstil v/ Mie Levy (hvis Morten vurderer, foredrag ikke er relevant i år)

Forventet deltagerantal: 92. Dertil skal lægges bestyrelsen, hvoraf 3 forventes at medbringe ægtefælle, svarende til 7 personer, i alt 99 deltagere.

Blandt de 99 deltagere er reserveret 2 pladser og værelser til 2 repræsentanter for Novartis, således at der er mulighed for deltagelse.

Ansøgning om støtte fra Novartis til aktiviteter i 2024 – s. 2





WWW.DANSKMPNFORENING.DK

**Dansk MPN Forening: Hjorthøj 16, 4400 Kalundborg. Tlf. 51 94 15 86 - E-mail: mpn@danskmpnforening.dk**  
 CVR nr.: 34 43 84 71 **DANSKE BANK: Reg.nr. 1551 - Kontour. 0016622354**

Program:

- **Fredag 13. september:**
  - Eftermiddag/ aften: Forberedelse w/ bestyrelsen
- **Lørdag 14. september:**
  - Kl. 09:00-10:00: Morgenmad
  - Kl. 10:00-10:30: Velkomst w/ formand Per Kjær Erichsen
  - Kl. 10:30-12:00: Foredrag 1 for medlemmer; foredrag 2 for støttemedlemmer
  - Kl. 12:00-12:00: Frokost
  - Kl. 13:00-14:00: Pause med mulighed for restitution/ gåtur i smuk natur
  - Kl. 14:00-16:15: Foredrag 3
  - Kl. 16:30-18:00: Guidet gåtur / pause med mulighed for restitution
  - Kl. 18:00: Middag
- **Søndag 15. september**
  - Kl. 09:00-10:00: Morgenmad
  - Kl. 10:00-10:15: Velkommen til dag 2: Praktisk information w/ formand Per Kjær Erichsen
  - Kl. 10:00-12:00: Foredrag 4
  - Kl. 12:00-13:00: Tak for denne gang w/ formand Per Kjær Erichsen

Budget:

Udgiftspost	Beløb
Lokaleleje, overnatning, ophold og forplejning Trinity Hotel & Konferencenter, Fredericia	243.346 kr.
Udsendelse af invitation til medlemmer	1.000 kr.
Honorar til foredragsholdere	27.000 kr.
Transportrefusion foredragsholdere og bestyrelse	9.000 kr.
<b>I alt</b>	<b>280.346 kr.</b>

Ansøgning om støtte fra Novartis til aktiviteter i 2024 – s. 3



## Dansk MPN Forening

Polycytemi Vera • Essentiel Trombocytose • Primær Myelofibrose

WWW.DANSKMPNFORENING.DK

Dansk MPN Forening: Hjorthøj 16, 4400 Kalundborg, Tlf. 51 94 15 86 - E-mail: [mpn@danskmpnforening.dk](mailto:mpn@danskmpnforening.dk)  
CVR nr.: 34 43 84 71

DANSKE BANK: Reg.nr. 1551 - Kontour. 0016622354

### Udspecificeret budget for hotel:

Antal deltagere: 99, inkl. bestyrelse og repræsentanter for Novartis

Udgiftspost	Målgruppe	Stykpris	Antal	Beløb
1 grupperum til bestyrelsesmøde og forberedelse af årsmøde, fredag, 7 deltagere	Bestyrelse	548	1	548
4 enkeltværelser til overnatning til bestyrelsen, fredag-lørdag	Bestyrelse	1.045	4	4.180
3 dobbeltværelser til overnatning til bestyrelsen, fredag-lørdag	Bestyrelse	1.245	3	3.735
35 personer døgnmøde lørdag-søndag i enkeltværelser, lørdag-søndag (heriblandt 2 enkeltværelser til Novartis)	Deltagere & bestyrelse	2.465	35	86.275
64 personer døgnmøde lørdag-søndag i dobbeltværelser, lørdag-søndag	Deltagere & bestyrelse	2.322	64	148.608
<b>I alt</b>				<b>243.346</b>

### **Foredrag i Aarhus**

Formål: At bibringe medlemmer i Jylland værdifuld viden om MPN-sygdommene.

Forventet deltagerantal: 90

### Budget:

Udgiftspost	Beløb
Lokaleleje (lån af gratis lokale: Kræftens Bekæmpelses Hus i Aarhus)	0 kr.
Forplejning til 90 deltagere	9.000 kr.
Udsendelse af invitationer til medlemmer	1.000 kr.
Transportrefusion bestyrelse	5.000 kr.
<b>I alt</b>	<b>15.000 kr.</b>

Med venlig hilsen

Per Kjær Erichsen, Formand, Dansk MPN Forening.

Ansøgning om støtte fra Novartis til aktiviteter i 2024 – s. 4

**Certifikat for færdiggørelse**

Kuvert-id: C69AD318856845878CC0B715B2F1F9B7

Status: Gennemført

Emne: Complete with DocuSign: Svarbrev\_Sponsorat\_Årsmøde MPN forening 2022.docx, Sponsorship\_Agreemen...

Kildekuvert:

Dokumentsider: 10

Underskrifter: 3

Kuvertskaber:

Certifikatsider: 5

Initialer: 0

Lene Larsson

Autonavagation: Aktiveret

Novartis Pharma AG

Kuvertstempling: Aktiveret

P.O Box CH - 4002

Tidszone: (UTC-05:00) Eastern Time (US &amp; Canada)

Basel, Basel-City 4002

lene.larsson@novartis.com

IP-adresse: 24.206.107.36

**Sporing af poster**

Status: Original

Ihændevarer: Lene Larsson

Sted: DocuSign

09-07-2024 09:13:21

lene.larsson@novartis.com

Status for sikkerhedsenheder: Tilsluttet

Samling: Novartis

**Hændelser for underskriver****Underskrift****Tidsstempel**

Mille Holst

mille.holst@novartis.com

Marketing Director

Sikkerhedsniveau: E-mail, Kontogodkendelse  
(ingen)

DocuSigned by:

  
1C86847BE9484D4...

Sendt: 09-07-2024 09:15:17

Vist: 10-07-2024 03:18:28

Signeret: 10-07-2024 03:18:40

Vælg underskrift: Forudvalgt stil

Brug af IP-adresse: 24.206.115.37

**Oplysninger om elektroniske poster og underskrifter:**

Tilbydes ikke via DocuSign

Susanne Strauss

susanne.strauss@novartis.com

Novartis

Sikkerhedsniveau: E-mail, Kontogodkendelse  
(ingen)

DocuSigned by:

  
E8437D17EF104C7...

Sendt: 09-07-2024 09:15:17

Vist: 10-07-2024 04:10:45

Signeret: 10-07-2024 04:10:56

Vælg underskrift: Forudvalgt stil

Brug af IP-adresse: 24.206.107.36

**Oplysninger om elektroniske poster og underskrifter:**

Tilbydes ikke via DocuSign

Per Kjær Erichsen

mpn@danskmpnforening.dk

Sikkerhedsniveau: E-mail, Kontogodkendelse  
(ingen)

DocuSigned by:

  
E09DA662F0EF47C...

Sendt: 10-07-2024 04:10:57

Vist: 10-07-2024 05:58:40

Signeret: 10-07-2024 06:02:23

Vælg underskrift: Forudvalgt stil

Brug af IP-adresse: 80.208.64.233

**Oplysninger om elektroniske poster og underskrifter:**

Accepteret: 10-07-2024 05:58:40

Id: d7bb26c1-6bdd-451f-a9c2-5b319ac3c484

**Hændelser for personlig underskriver****Underskrift****Tidsstempel****Hændelser for redaktørlevering****Status****Tidsstempel****Hændelser for agentlevering****Status****Tidsstempel****Hændelser for midlertidig levering****Status****Tidsstempel****Hændelser for certificeret levering****Status****Tidsstempel**

Hændelser for kopi (cc:)	Status	Tidsstempel
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Vidnehændelser	Underskrift	Tidsstempel
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Notarhændelser	Underskrift	Tidsstempel
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Hændelser for kuvertoversigt	Status	Tidsstempler
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Kuvert sendt	Med hash/krypteret	09-07-2024 09:15:17
Leveret certificeret	Sikkerhedskontrolleret	10-07-2024 05:58:40
Signering fuldført	Sikkerhedskontrolleret	10-07-2024 06:02:23
Gennemført	Sikkerhedskontrolleret	10-07-2024 06:02:23

Betalingshændelser	Status	Tidsstempler
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Oplysninger om elektroniske poster og underskrifter
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## **CONSUMER DISCLOSURE**

From time to time, Novartis (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

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### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

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### **How to contact Novartis:**

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**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"><li>• Allow per session cookies</li><li>• Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li></ul>

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