

## **E-Mail correspondence between COMPANY and ADVOCATE with additional information:**

Dear patient advocate,

On behalf of COMPANY we would like to invite you to hold a presentation at our MEETING to be held 4-5 March 2019 in Zurich. Your presentation will be about "The patient perspective on mobile apps to improve adherence to therapy".

A welcome and introduction presentation will be given on 3 March 2019 at 19:00 followed by a dinner. The meeting itself will begin at 9:30 on 4 March 2019 and finish at 16:00. Your talk on 4 March 2019 is scheduled for 11:30-11:45 (presentation) and 15:30-16:15 (panel discussion).

Please note that a final face-to-face speaker briefing will take place on 3 March at 16:30 prior to the welcome dinner, both of which you are expected to join.

Please let us know your preferred airline, date and time of travel.

I hope that you are able to accept our invitation. In the meantime I would be happy to answer any questions you may have, so please don't hesitate to contact me directly.

Kind regards,

Company logistics team

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Dear Company logistics team

Thank you for the invitation. I am happy to attend and speak at your meeting and present our concept of a mobile app our organisation is planning to implement.

Attached are my flight preferences.

For the return flight on 4 March I need to fly from Zurich to Amsterdam instead of flying back home to Munich, as I have another advocacy meeting there very early the next morning.

I hope this is possible.

Many thanks,

Advocate

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Dear patient advocate,

thank you very much for accepting the invitation to speak at Company's meeting on 4 March 2019 in Zurich. Please note that your request to fly to another city cannot be accepted for compliance reasons. We can only book a flight from your home city (Munich) to the city where the meeting is held (Zurich) and back to Munich.

We have identified the following flights for you. Please confirm so that we can proceed to booking them:

- Outbound: Munich-Zurich 3 March 12:40, arrival 13:30
- Return: Zurich-Munich 4 March 20:30, arrival 21:35.

The venue of the meeting is located 45 minutes by car from the airport. A driver will pick you up at arrival to the airport on 3 March 2019 and drive you back to the airport from the venue on 4 March at 16:00.

Should you have any questions, please don't hesitate to contact us.

Kind regards,

Company logistics team