

ASCRS | ASOA

COMBINED OPHTHALMIC SYMPOSIUM

23-25 AUG 2019 | AUSTIN

PRESENTED BY ASCRS | ASOA & ASORN

We are pleased to invite your organization to exhibit at the 2019 ASCRS and ASOA Combined Ophthalmic Symposium, taking place at the JW Marriott Austin Hotel, August 23-25, 2019, in Austin, TX.

The ASCRS and ASOA Combined Ophthalmic Symposium provides an excellent opportunity for exhibiting companies to network with all members of an ophthalmic practice in a relaxed and intimate setting. There are programs for physicians, practice management staff, optometrists, and nurses and technicians. We are welcoming the ASCRS Young Eye Surgeons Advanced Cataract Training (YES ACT) program this year. This expanded ASCRS Young Eye Surgeons (YES) program will be for residents, fellows, and physicians in their first five years of practice.

Sponsorships are available for the following rates:

Platinum Sponsors: \$35,000

Gold Sponsors: \$17,500

Silver Sponsors: \$7,500

Tabletop Exhibit: \$3,500

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SPONSORSHIPS/EXHIBITS

(Number of exhibits are based on space availability)

Platinum Sponsor: \$35,000

- **20 badges for the exhibit hall and educational programs**
 - (Representatives & Exhibitors only. Wet Lab and CME monitoring will have a separate badge)
- Additional exhibitor badge over allotment: \$1000 per badge
- Two 3'x6' tables in exhibit hall with priority exhibit table placement
 - Back wall pop-up or stand banners permitted, subject to placement approval onsite.
 - **Equipment is permitted, demonstrations cannot take place in the exhibit hall**
- Two 100 sq. ft. spaces in the Technology Showcase (Industry Wet Lab) – hands on lab for attendees
- Industry Spotlight Theatre- one 10-minute presentation within the Industry Spotlight (non-CME) session. Can be a physician presenter, administrator, or industry representative.
- Podcast Sponsorship interview with ASCRS Podcast presenter on Industry spotlight presentation and technology update 15-20 minutes in length.
- Meeting App (one splash screen and two banner ads)
- Meeting Reporter to include one banner ad and two KOL interviews
- Two sets of Elevator Clings on Level 4
- Two full-page ads in the meeting final program
- Access to a meeting room to conduct a satellite meeting
- Logo and link on meeting website
- Top listing in exhibitor section of the final program
- Top listing on signage for the exhibition room
- One pre-registration list will be sent 3 weeks prior to event dates
- One onsite registration list will be delivered to booth during set up
- One post-meeting registration list will be sent one week after meeting
- One copy per badge of the Final Program (will be delivered to booth during set up)
- Priority Points equaling 25% of the ASCRS and ASOA Combined Ophthalmic Symposium exhibit booth fee, applied towards your 2021 exhibit booth space at the ASCRS and ASOA Annual Meeting.

Gold Sponsor: \$17,500

- **6 badges for the exhibit hall and educational programs**
 - (Representatives & Exhibitors only. Wet Lab and CME monitoring will have a separate badge)
- Additional exhibitor badge over allotment: \$1000 per badge
- Two 3'x6' tables in exhibit hall with priority exhibit table placement
 - Back wall pop-up or stand banners permitted, subject to placement approval onsite.
 - **Equipment is permitted, demonstrations cannot take place in the exhibit hall**
- One 100 sq. ft. space in the Technology Showcase (Industry Wet Lab) – Equipment on display for demos
- Industry Spotlight Theatre- one 10-minute presentation within the Industry Spotlight (non-CME) session. Can be a physician presenter, administrator, or industry representative.
- Meeting App (one banner ad)
- Meeting Reporter to include one KOL interview
- One set of Elevator Clings on Level 4
- One full page ad in the meeting final program
- Logo and link on meeting website
- Listing in exhibitor section of the final program
- Listing on signage for the exhibition room
- One pre-registration list will be sent 3 weeks prior to event dates
- One onsite registration list will be delivered to booth during set up
- One post-meeting registration list will be sent one week after meeting
- One copy per badge of the Final Program (will be delivered to booth during set up)
- Priority Points equaling 25% of the ASCRS and ASOA Combined Ophthalmic Symposium exhibit booth fee, applied towards your 2021 exhibit booth space at the ASCRS and ASOA Annual Meeting.

Silver Sponsor: \$7,500

- **3 badges for the exhibit hall and symposia sessions**
 - (Representatives & Exhibitors only. Wet Lab and CME monitoring will have a separate badge)
- Additional exhibitor badge over allotment: \$1000 per badge
- One 3'x6' table in exhibition area
 - Back wall pop-up or stand banners permitted, subject to placement approval onsite.
 - **Equipment is NOT permitted**
- One 100 sq. ft. space in the Technology Showcase (Industry Wet Lab) – Equipment on display for demos
- One quarter-page ad in the meeting final program
- Listing in the exhibitor section of the meeting website
- Listing in exhibitor section of the final program
- Listing on signage for the exhibition room
- One pre-registration list (name, city, state only) will be sent 3 weeks prior to event dates
- One onsite registration list (name, city, state only) will be delivered to booth during set up
- One post-meeting registration list (mailing address only) will be sent one week after meeting
- One copy per badge of the Final Program will be delivered to booth during set up
- Priority Points equaling 25% of the ASCRS and ASOA Combined Ophthalmic Symposium exhibit booth fee, applied towards your 2021 exhibit booth space at the ASCRS and ASOA Annual Meeting.

Tabletop Exhibitor: \$3,500

- **2 badges for the exhibit hall and educational programs**
 - (Representatives & Exhibitors only. Wet Lab and CME monitoring will have a separate badge)
- Additional exhibitor badge over allotment: \$1000 per badge
- One 3'x6' table in exhibition area
 - Back wall pop-up or stand banners permitted, subject to placement approval onsite.
 - **Equipment is NOT permitted**
- Listing in the exhibitor section of the meeting website
- Listing in exhibitor section of the final program
- Listing on signage for the exhibition room
- One pre-registration list (name, city, state only) will be sent 3 weeks prior to event dates
- One onsite registration list (name, city, state only) will be delivered to booth during set up
- One post-meeting registration list (mailing address only) will be sent one week after meeting
- One copy per badge of the Final Program will be delivered to booth during set up
- Priority Points equaling 25% of the ASCRS and ASOA Combined Ophthalmic Symposium exhibit booth fee, applied towards your 2021 exhibit booth space at the ASCRS and ASOA Annual Meeting.

2019 CORPORATE SYMPOSIA AND INDUSTRY SPOTLIGHT THEATER

ASCRS and ASOA are pleased to provide industry with the option to sponsor a corporate symposium or industry spotlight presentation at the 2019 ASCRS and ASOA Combined Ophthalmic Symposium. These sessions offer industry the opportunity to deliver their own (non-CME) educational message to Combined Ophthalmic Symposium attendees.

The industry sponsor is responsible for providing faculty and content. ASCRS and ASOA will provide a customized turnkey solution that includes space in the meeting hotel, room and stage set, audio-visual set, food & beverage, event marketing, registration, and event staffing.

Corporate-sponsored symposia must be conducted outside of official ASCRS and ASOA Combined Ophthalmic Symposium programming times.

Please see below for timing:

CORPORATE SYMPOSIA

Opportunities are available during these timeslots.

Day	Time
Friday	6:30 – 7:30 AM
Saturday	6:30 – 7:30 AM
Sunday	6:30 – 7:30 AM

INDUSTRY SPOTLIGHT THEATER

A timeslot has been reserved during lunch on **Saturday, August 24, 2019**. The Industry Spotlight Theater will run from 11:45 am – 12:45 pm and provide opportunities for industry to deliver a 10-minute, non-CME presentation. Presentations may be delivered by a physician, industry representative, or administrator.

Each program is custom tailored to meet the specifications and requirements of the corporate sponsor. For additional information on these opportunities, including a custom quote, please contact Jessica Donohoe, at 703-788-5764 or jessica@eyeworld.org.

EXHIBIT SPACE & TIMES

EXHIBIT LOCATION

Grand Ballroom 5 & 6, Level 4

Friday, August 23	5:30 PM – 7:00 PM Reception in exhibit hall
Saturday, August 24	7:00 AM – 4:30 PM
Sunday, August 25	7:00 AM - 11:00 AM

All F&B will be served in the exhibit hall

Children are not permitted in the exhibit area at any time

SPACE ASSIGNMENT

ASCRS and ASOA Combined Ophthalmic Symposium exhibits are supplemental to the educational programming. To be accepted by ASCRS and ASOA, exhibitor's products and services should be related to ophthalmic medical fields.

Applications will be assigned space on a first-come, first served basis. Exhibit space is limited; thus, companies are limited to the sponsorship level they applied for. Requests for additional tabletop spaces in addition to what is included in the contracted sponsorship level will be reviewed on an individual basis.

EXHIBIT SPACE GUIDELINES

Exhibits are for dissemination of information and displaying products that can easily fit within the allotted tabletop exhibit space. Display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors.

The maximum height of products and display material on the table may not exceed 8ft.

Products and displays cannot wrap around to produce any type of sidewall.

All exhibitors are required to keep their materials within their exhibit space.

Portable, pop-up back walls are permitted in the back of booth space and are subject to placement approval onsite.

Equipment is NOT permitted in the exhibit hall, in lieu of a table space in the exhibit hall.

All exhibits are subject to review on-site and modification where necessary. Custom-built booth display is strictly prohibited.

ONSITE STORAGE

ASCRS and ASOA do not provide storage for empty containers.

All empties not on display must be stored out of sight within the exhibitor's booth space or through private arrangement with the ASCRS and ASOA General Service Contractor. Details will be provided in the service kit (available in June).

ASCRS | ASOA

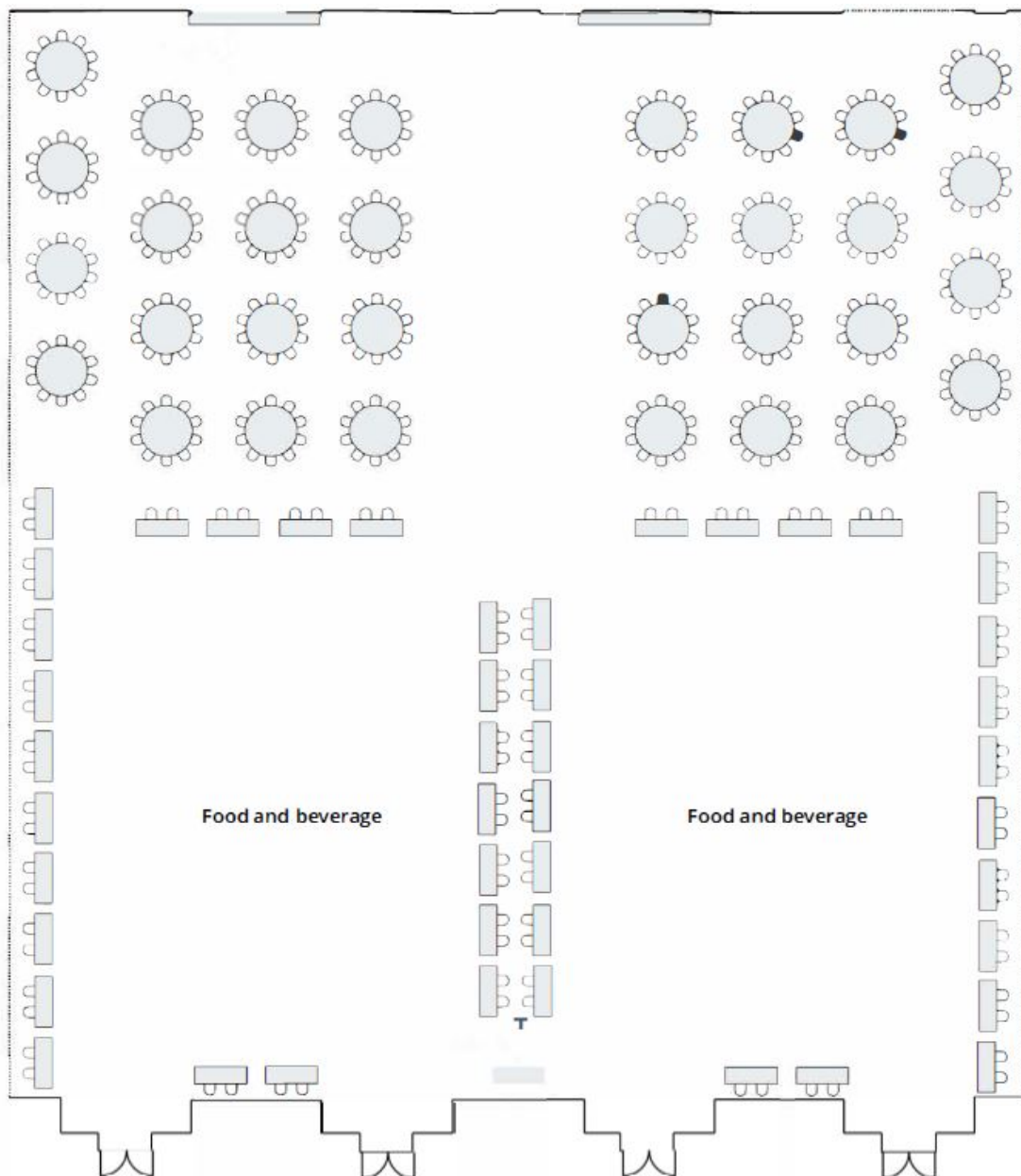
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EXHIBIT HALL LAYOUT JW GRAND BALLROOM 5&6



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MEETING SPACE OVERVIEW

LEVEL 4

Registration

Grand Ballroom Foyer

Technology Showcase

Grand Ballroom Foyer

ASCRS Ophthalmologists Session Room

Grand Ballroom 1-4

Exhibits / Food & Beverage

Grand Ballroom 5-6

ASOA Practice Management Session Room

Grand Ballroom 7

ASORN Nurses & Techs Session Room

Grand Ballroom 8

Optometrists Session Room

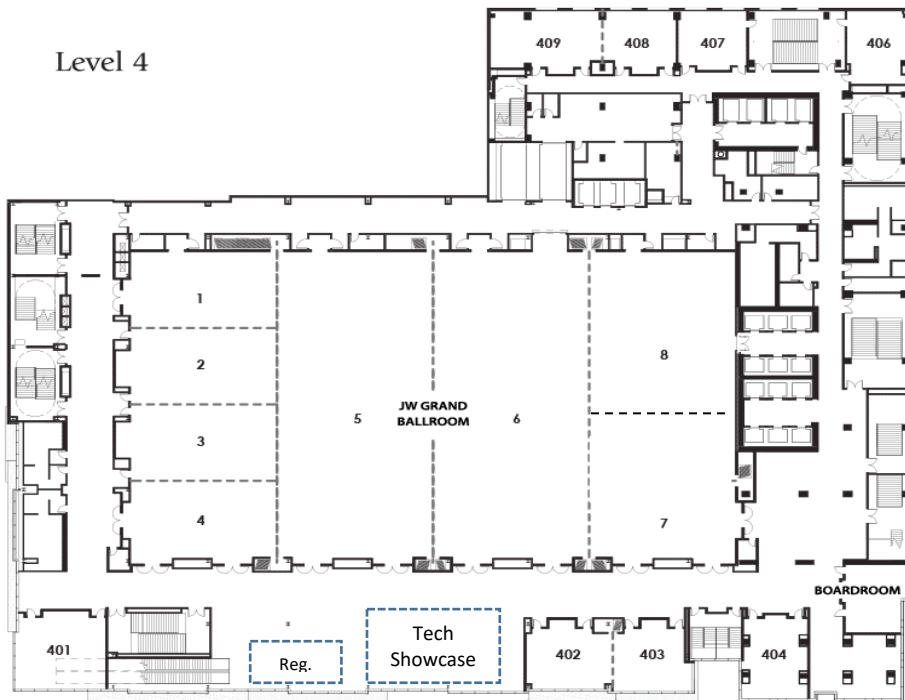
Room 402-403

LEVEL 2

ASCRS Young Eye Surgeons Session Room and Wet Lab

Griffin Hall

Level 4



Level 2



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ATTENDANCE HISTORY

Program	2016	2017	2018
ASCRS Ophthalmologists	162	160	160
ASCRS Young Eye Surgeons	32	60	53
ASOA Practice Management Staff	72	93	97
Optometrists	22	35	29
ASORN Technicians and Nurses	149	123	131
Exhibitors	103	121	107

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IMPORTANT DATES & DEADLINES

June 17	Exhibitor service kit available	
July 31	Housing Cut Off	
July 29-August 19	Freight for Exhibits and or Wet Labs needs to be received at Advance Warehouse	
July 23	Exhibit space cancellation after contract submitted and by this date will incur a 85% cancellation fee of the total booth fee.	
July 24	Exhibit space cancellation on or after this date will incur a 100% cancellation fee of the total booth fee.	
August 12	Complimentary mailing lists distributed via e-mail (name, city, state only, will be included)	
August 12	Certificate of Insurance form due to ASCRS and ASOA Exhibits Manager. Required from each company.	
August 16	Electrical & Audio-Visual order forms due to Hotel	
August 23	Registration Desk	8:00am – 5:00pm
	There is no deadline to register online. Badges will be printed on arrival onsite. Must show ID	
August 23	Exhibit installation	1:00pm – 5:00pm
	Exhibit Hall Open	5:30pm – 7:00pm
August 24	Registration Desk	8:00am – 5:00pm
	Exhibit Hall Open	7:00am – 4:30pm
	Technology Showcase Open	7:00am – 5:30pm
August 25	Registration Desk	7:00am – 10:00am
	Exhibit Hall Open	7:00am – 11:00am
	Technology Showcase Open	7:00am – 11:00am
August 25	Exhibit dismantle	11:00am – 3:00pm

PAYMENTS & CANCELLATIONS

PAYMENT SCHEDULE

Full payment and company description is due with the application form.

Applications submitted without payment will not be binding, and space will not be assigned or held.

PAYMENT METHODS

ASCRS and ASOA accepts: VISA, MasterCard, Discover, American Express, checks and wire transfers.

Paying by Check

ASCRS and ASOA

Attn: Jamie Barbera/COS

4000 Legato Rd., Suite 700

Fairfax, VA 22033

Wire Transfer Details

For wire transfer instructions, please contact Jamie Barbera, jbarbera@ascrs.org

Cancellation Policy

Cancellation of assigned booth space must be submitted in writing. Cancellations will not be taken over the phone.

Cancellations received after contract is submitted and by July 23, 2019 will be subject to an 85% cancellation fee.

Cancellations received on or after July 24, 2019 will forfeit 100% of the exhibit fee.

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HOUSING

The ASCRS and ASOA Combined Ophthalmic Symposium will be hosted at the JW Marriott Austin. We have negotiated group rates for attendees and exhibitors.

We have made every effort to ensure the housing block is large enough to accommodate all attendees; however, we strongly advise that you make all reservations as early as possible. Reservations received after the cutoff date will be accommodated on availability only, at the hotel's published rate.

Reservations should be received by the housing cutoff date of July 31 at 5pm Central Time Zone.

[Click here to book housing](#)

JW Marriott Austin
110 East 2nd Street
Austin, TX 78701

**Exhibitors must house their representatives at this hotel to be eligible for the hospitality suites and affiliate functions.*

GENERAL TERMS, MEETING RULES & REGULATIONS

- 1) These rules and regulations constitute an essential part of the contract for the exhibit space. During the exhibit for the ASCRS and ASOA Combined Ophthalmic Symposium, the American Society of Cataract and Refractive Surgery reserves the right to render all interpretations and to establish further regulations as may be deemed necessary for the general success of the exhibition.
- 2) ASCRS and ASOA reserve the right to decline, prohibit or expel an exhibit which, in its judgement, is out of keeping with the character of the exhibition, this reservation being all inclusive as to person, things, printed matter, product, conduct, etc. Should the exhibit be expelled, space payments will not be refunded.
- 3) Exhibitors shall be bound by all pertinent laws, codes and regulations of municipal or other authorities having jurisdiction over the exhibit facility or the conducting of said exhibit, together with the rules and regulations of the owners and/or operators of the facility in which the exhibition is held.
- 4) It is agreed that if the exhibitor fails to comply in any respect with the terms of the agreement, then ASCRS and ASOA shall have the right, without notice to the exhibitor, cancel their space and sell or offer for sale, the exhibit space covered by this contract, said exhibitor to be liable for any deficiency, loss or damage suffered by the exhibition by reason of the premises stated, which loss or damage the exhibitor agrees to pay the exhibition upon demand together with reasonable expenses and the ASCRS and ASOA Combined Ophthalmic Symposium incurred by reason thereof.
- 5) It is further agreed that actual occupation of the exhibit space by an exhibit is of the essence thereof, and that should the exhibition be unable to affect the sale of the space as herein provided, the exhibition is then expressly authorized to occupy or cause said space to be occupied in such manner as it may deem in the best interest of the exhibition, without any rebate or allowance whatsoever to the exhibitor and without in any way releasing said exhibitor from any liability hereunder, and said exhibitor expressly agrees to pay the exhibition the full sum therein forth.
- 6) ASCRS and ASOA shall have full power in the interpretation and enforcement of all rules and regulations contained herein and the power to make such amendments thereto, and such further rules and regulations as it shall consider necessary for the proper conduct and success of the exhibition.
- 7) I understand that by providing my mailing address, e-mail address, telephone number and fax number, I consent to receive communications sent by or on behalf of The American Society of Cataract and Refractive Surgery (and their subsidiaries and affiliates) via regular mail, e-mail, telephone or fax. I understand that The American Society of Cataract and Refractive Surgery may share my address/email/telephone/fax with other organizations.

FDA REGULATIONS

Exhibitors must abide by all applicable Food and Drug Administration (FDA) regulations, including but not limited to any or all approval requirements. Exhibitors are reminded that the FDA generally prohibits the advertising or other promotion of investigational or unapproved drugs and devices. The FDA also forbids the commercial promotion of approval drugs or devices for unapproved uses.

Unapproved devices may be displayed only if they are the subject of an effective investigational device exemption (IDE) or if they are the subject of a pending 510 (k) pre-market notification application. Any investigational product that is displayed or graphically depicted within the exhibit must (a) contain no claims of safety or effectiveness, (b) contain no comparative claims to other marketed products, and (c) be accompanied by a sign clearly and prominently stating that the device is limited by federal law to investigational use and is not approved by the FDAs for commercial distribution in the United States.

Exhibitors may not sell, commercialize, or take orders or names with respect to an investigational drug or device, or a device that is the subject of pending 510 (k) application, unless limited to research or investigational use. These restrictions are not intended to limit the full exchange of scientific information regarding an investigational drug or device. If the FDA or a court of competent jurisdiction determines that a company's exhibit at an ASCRS and/or ASOA meeting is in violation of any FDA regulations, including but not limited to the promotional restrictions and rules described above, the company may be subject to sanctions, including but not limited to exclusion from exhibiting at subsequent compliance with FDA regulations should be addressed to the appropriate agency within the FDA.

VIOLATIONS

Specific actions may be taken by ASCRS and ASOA for violation of provision of these guidelines. Violations of any ASCRS and ASOA policies, rules or regulations may result in the loss of priority points for future space assignments at any ASCRS and/or ASOA Meetings and or immediate removal from the exhibit hall and or denial of exhibit space at future meetings. The action taken will be determined on the basis of the particular circumstances of the violations but in cases involving major violations, may include legal action.

EVALUATION OF SPACE APPLICATION

In order to preserve and maximize the educational value of the technical exhibit program, ASCRS and ASOA will examine all space applications and evaluate the proposed exhibits to determine whether they satisfy certain basic criteria.

Permission to exhibit does not constitute in any way an ASCRS and/or ASOA endorsement or approval of the exhibited products or services or guarantee that space will be assigned. The examination and evaluation of space applications will be performed in accordance with guidelines established by the ASCRS and ASOA Executive Committees. The principle criteria to be considered in reviewing applications shall include, but is not limited to, whether the products or services proposed for exhibition relate specifically to the practice or advancement of ophthalmology generally and/or cataract and refractive surgery specifically, whether the proposed exhibit is of educational value to [ophthalmologist] [cataract and refractive surgeons], and whether the products or services in question are safe and effective.

Every exhibitor applicant who is not or did not exhibit at the ASCRS and ASOA 2019 Annual Meeting must complete the review process for assignment of exhibit space. An applicant who did at said meeting above, must complete the review process only if there has been a material change in circumstances relating to its company (e.g., a change in ownership, control, or legal status) or in the nature, name, composition, products, labeling, or regulatory status of the products and services to be exhibited, or if the safety or efficacy of the company's products or services have been called into question through litigation, regulatory proceedings, customer complaints or other reliable source of adverse information.

The materials required for review are the following:

Company profile. To include company history, mission statement, management team bios, and advisory/board of directors listing if applicable. The products and/or services the company plans to exhibit (i.e. product brochures, literature, or samples). Exhibitors must disclose details on any consumer or government litigation, orders, injunctions, judgements or settlements over the last three years regarding the business practices of the company or the products and services to be exhibited.

Companies with complaints filed against them with state or federal consumer affairs regulatory agencies, the Better Business Bureau, or ASCRS and ASOA members may be required to provide an explanation of the resolution of those complaints. Exhibitors shall not exhibit any products or services other than those included in their company description or approved in writing by ASCRS and ASOA. Successfully completing the Exhibit Review Process does not guarantee that you will be assigned booth space. ASCRS and ASOA meetings consistently sell out of exhibit space and maintain waiting lists. ASCRS and ASOA exhibit space is assigned on a first come-first served basis to all exhibitors at the Combined Ophthalmic Symposium meetings. Even where an exhibitor meets the basic criteria described above, ASCRS and ASOA still reserves the right to deny any request to exhibit based on space limitations, safety concern, failure to comply with these procedures or requirements, past inappropriate conduct by the applicant (including but not limited to failure to comply).

PRIORITY POINTS

Exhibitors will earn Priority Points equaling 25% of the 2019 Combined Ophthalmic Symposium exhibit booth fee, applied towards your 2021 exhibit booth space at the ASCRS and ASOA Annual Meeting.

ASCRS and ASOA have the discretion to reduce an exhibitor's accrued priority points towards the ASCRS and ASOA Annual Meeting, based on past inappropriate conduct by the applicant (including but not limited to failure to comply with ASCRS and ASOA exhibitor rules and regulations) or legal or regulatory actions or consumer/member complaints relating to the safety and efficacy of an applicant's products or services.

ACCESS TO EXHIBITS

Exhibitors and Attendees must have on a badge at all times.

Exhibitors may not enter another exhibitor's booth; take literature, or photographs without approval from ASCRS and ASOA or the other exhibitor.

BIO-MEDICAL WASTE

Exhibits at this meeting may not include the use of biomedical waste including, but not limited to, animal tissue, disposable needles, sharps, human blood, or products contaminated with blood.

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CARE OF FACILITY

Protection of convention facility property: Nothing shall be posted on, or tacked, nailed, screwed or otherwise attached to the columns, walls, floors, or other parts of the facility or convention hall exhibit area without permission from the proper building authority.

CATASTROPHE

ASCRS and ASOA will not be liable for the fulfillment of this contract as to the delivery of exhibit space if non-delivery is due to any of the following causes: By reason of the facility being damaged or destroyed by fire, act of God, public enemy, war or insurrections, strikes, the authority of the law, postponement of cancellation of the exposition, or for any cause beyond their control. ASCRS and ASOA will, however, in the event of its not being able to hold an exhibit for any of the above-named reasons, reimburse exhibitors on a pro-rata basis on any amount paid in, less any and all legitimate expenses incurred, such as but not limited to rent, advertising, salaries, operating Combined Ophthalmic Symposium, etc.

CHILDREN IN THE EXHIBIT HALL DURING SET-UP

Under no circumstances are children under the age of 16 allowed inside the exhibit hall during installation or dismantle due to safety considerations.

CONTESTS, DRAWINGS AND RAFFLES

Contests, drawings, raffles, and entertainment are prohibited. Exhibitors are not permitted to collect names for contests, drawings or raffles to be held outside the meeting.

DISMANTLE OF EXHIBITS

The dismantling period is 11:00am – 3:00pm, Sunday, August 25. All exhibitor displays or materials left in the hall after 3:00pm will be packed and shipped or thrown out at the discretion of the show management, and all applicable service charges will be applied to the exhibitor of record. **In no case will dismantling be allowed before 11:00 AM on Sunday, August 25.**

If an exhibitor violates these regulations, the exhibitor will lose priority points for future booth assignments or may be denied exhibit space in future trade expositions. Please book your travel arrangements accordingly. Exhibit booths must be staffed during all open show hours.

GIVEAWAYS

Exhibiting companies may distribute descriptive product literature and samples of their listed products to each booth visitors. Exhibitors who wish to distribute items of educational nature other than product samples must submit a request in writing to Jamie Barbera jbarbera@ascrs.org by August 16. Samples of giveaways sent to ASCRS and ASOA for review will not be returned.

In response to the Pharmaceutical Research and Manufacturers of America's (PhRMA) new codes governing interactions with healthcare professionals and in supporting similar changes from the Advanced Medical Technology Associates (AdvaMed), **the only giveaways allowed are those designed primarily for the education of patients or healthcare professionals.**

Prescription drug samples may be distributed to physicians only in accordance with the Prescription Drug Marketing Act.

Where permitted by law, it is appropriate for companies to offer items that are not substantial value (\$100 or less) and do not have value to healthcare professionals outside of their professional responsibilities. For example, an anatomical model for use in the examination room is intended for the education of the patients and would be acceptable. ASCRS and ASOA, in their sole

discretion, shall have the right to prohibit the distribution of any item it deems objectionable or otherwise inappropriate. Distribution of approved items must not create a nuisance or cause interference with adjoining exhibits.

FLOOR COVERING

The ASCRS and ASOA Combined Ophthalmic Symposium exhibit hall is carpeted, and companies are prohibited from providing their own floor covering.

HANGING SIGNS

Hanging signs are strictly prohibited within the ASCRS and ASOA Combined Ophthalmic Symposium exhibit area.

INSURANCE CERTIFICATES (COIs)

Exhibitors are required to secure (or maintain) a public liability insurance policy acceptable to ASCRS and ASOA as to coverage limits and agrees to name ASCRS and ASOA & General Service Contractor as an additional insured on any such policy(ies).

Exhibitor shall furnish ASCRS and ASOA with a certificate of insurance no later than August 12 showing ASCRS and ASOA & General Service Contractor named as an additional insured, and exhibitor, upon demand, agrees to furnish ASCRS and ASOA proof of payment of the premium on any such policy(ies). Policy(ies) shall expressly provide that the policy(ies) shall not be cancelled or altered without at least 10 days prior written notice to ASCRS and ASOA from the insurance company.

Please list the Certificate Holder as follows: ASCRS and ASOA, 4000 Legato Rd., Suite 700, Fairfax, VA 22033

Exhibitor expressly agrees to indemnify and hold harmless ASCRS and ASOA, its management, agents and employees from any and all liability, claims, loss damages or expenses, including counsel fees and Combined Ophthalmic Symposium resulting from injuries to any person, including other exhibitors, the agents, employees and attendees, or damage to any property, including property owned by the exhibitors, in connection with its use of exhibit space. Exhibitor agrees that the exhibition assumes no responsibility for the safety or employees from theft, damage by fire, accident or any other cause whatsoever.

The exhibition will have the doors secured/locked during non-exhibiting hours; however, attention is called to the necessity for insurance covering all risks (liability, fire, theft, damage, etc.) on your exhibit from place of shipment to the exhibition facility, return, and during exhibition.

Host Hotel/Insurance: Exhibitor expressly agrees to adhere to all convention rules and regulations published by the hotel. Exhibitor also agrees to meet all hotel insurance requirements and accepts sole and complete responsibility for securing required license/permits needed, for example, from ASCAP/BMI for the use of music in booth area.

INSTALLATION OF EXHIBITS

Installation hours: 1:00pm – 5:00pm, Friday, August 23. All exhibit boxes must be empty and stowed under the table top exhibit no later than 5:00pm. Display space not claimed and occupied by 4:30pm will be canceled or reassigned without notification or refund. If the exhibit is on hand, ASCRS and ASOA reserves the right to assign labor to set up any display that is not in the process of being erected by 4:30pm or order the removal of all display materials not in the process of being set by 4:30pm. The charge for labor to complete either of these options will be billed to the exhibitor, and ASCRS and ASOA shall have no liability for such work. Labor within the booth can be provided either through an exhibitor-appointed contractor or the General Service Contractor. All individuals working in the hall must be badged. Packing, unpacking and assembly of exhibits shall be done only in designated areas and in conformity with the directions of the Exhibits Manager and Convention Manager.

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MATERIAL HANDLING (further details will be in the service kit)

The General Service Contractor for ASCRS and ASOA will provide the material handling service for your table top and wet lab freight; the JW Marriott will not accept direct shipments. Freight will be accepted at the Advanced Warehouse from July 29-August 19 between the hours of 8:00am-4:30pm, (Monday-Friday), and delivered to the hotel on Thursday, August 22.

MEETING SPACE-AFFILIATE FUNCTIONS

Affiliate functions are strictly prohibited during the ASCRS and ASOA Combined Ophthalmic Symposium.

OUTSTANDING BALANCE / PAYMENT INFORMATION

Companies that have a past due balance with ASCRS and ASOA or ASCRS and ASOA Media, including, but not limited to any meeting, function, media project, or the 2019 Annual Meeting, will not be permitted to exhibit at the ASCRS and ASOA Combined Ophthalmic Symposium meeting until the balance is paid in full.

PROMOTIONAL MATERIAL

Exhibitors may not use the name or logos of American Society of Cataract and Refractive Surgery, ASCRS or American Society of Ophthalmic Administrators, ASOA, and/or ASCRS and ASOA Combined Ophthalmic Symposium in promotional material without written consent from ASCRS and ASOA. While at the exhibition, distribution of advertising material and exhibitor solicitation of any sort shall be restricted to the exhibitor's booth. Neither company's exhibits nor products may extend into the aisle or beyond the limits of the assigned booth. Any promotional activity performed by the exhibitor outside the confines of the assigned booth, including promotional activities outside the confines of the meeting facility, requires pre-approval by ASCRS and ASOA and ASCRS and ASOA Media. This includes, but is not limited to, the use of promotional materials such as billboards, street solicitors, taxi cabs, and mobile billboards. ASCRS and ASOA reserves the right to require exhibitors to cease unapproved promotional activities. Continuation of this activity after notification to desist may result in a loss of priority points, expulsion from the meeting, and denial of participation in future meetings. ASCRS and ASOA are not responsible for any reimbursement of ceased activities or lost expenses of any kind.

PROFESSIONAL BEHAVIOR

Professional behavior is expected by each company, its representatives and exhibitor appointed contractors at all times during the ASCRS and ASOA Combined Ophthalmic Symposium meeting. Any provocation of another either verbally, physically or by any other means will result in all parties involved surrendering their badges immediately and being escorted off the premises by security and all parties being prohibited from attending the remainder of the meeting, exposition and functions. If there is more than one offense, ASCRS and ASOA will prohibit the parties' attendance at ALL future ASCRS and ASOA events.

SELLING

Selling or order taking is permitted, but the exhibitor is expected to maintain proper decorum, follow ASCRS' and ASOA's high standards, and be consistent with the educational purposes and integrity of the show and profession. Exhibitors must obtain any/all permits/licenses required by the host state/city prior to selling/taking orders on site. All taxes related to sales/orders on site are the sole responsibility of the exhibitor.

SOUND & PRESENTATIONS IN BOOTHS Earphones are required for group presentations, both oral and audiovisual. When conducting a presentation in your booth, it is the exhibitor's responsibility to keep overflow crowds clear of the aisles.

SPONSORSHIP AND EXHIBIT APPLICATION/CONTRACT

COMPANY INFORMATION—Please complete the information exactly as it should be published in the Final Program.

Company Name: _____
Address: _____
City: _____ State: _____ Zip _____ Country: _____
Company Phone: _____
Company Email: _____
Website URL: _____

EXHIBIT BOOTH CONTACT INFORMATION – will not be published, this is for ASCRS and ASOA use only.

CEO/President: _____
Marketing Contact: _____ Email: _____
Booth Contact: _____ Email: _____
Booth Contact Title: _____ Booth Contact Phone Number: _____

SPONSOR/EXHIBITOR LEVEL – Please select one:

- Platinum Sponsor \$32,500 Gold Sponsor \$17,500 Silver Sponsor \$7,500
 Tabletop Exhibitor \$3,500

PAYMENT TYPE – Please circle one:

Visa AMEX Discover MasterCard Check Wire Transfer

Amount Enclosed: _____
Credit Card Number: _____ Expiration Date: _____ CSV: _____
Card Holders Name: _____
Billing Address: _____ City: _____
State: _____ Zip Code: _____

AUTHORIZATION

Contracts will not be processed unless signed and include full payment. I am an authorized representative of the company with full power and authority to sign and deliver this application and contract. The company listed on this application agrees to comply with all the policies, rules, and regulations contained in the Exhibitor Prospectus and all policies, rules, and regulations adopted after publication of the prospectus.

Authorized Officer Name: _____
Authorized Officer Signature: _____ Date: _____

Please email this to jbarbera@ascrs.org or Fax to 703-547-8840

You may also overnight to:
ASCRS-ASOA / COS
Attention: Jamie Barbera, Exhibits Manager
4000 Legato Road, Suite 700
Fairfax, VA 22033

COMPANY LISTING INFORMATION

Please provide a company description for publication in the 2019 ASCRS and ASOA Combined Ophthalmic Symposium Final Program. You may e-mail your company listing to jbarbera@ascrs.org.

If no company description is supplied, the company name, address, and telephone number will be the only information published in the program.

CONTACT INFORMATION

SPONSORSHIP PACKAGES

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EXHIBITS

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