

Texas Ophthalmological Association  
**EXHIBITOR PROSPECTUS**



**2025**  
**ANNUAL MEETING**

**March 21-22**

Texas Medical Center Campus | Houston, Texas

Expected Attendance: 125 ophthalmologists

[www.TexasEyes.org](http://www.TexasEyes.org)

**Texas Ophthalmological Association’s 2025 Annual Meeting**

is a much-anticipated gathering of ophthalmologists, fellows and residents from across Texas. We invite industry leaders to join us March 21-22, 2025, on the campus of the Texas Medical Center.

TOA has shifted the meeting to a one-day format so that our physicians can maximize their weekday time in clinic. We will offer table-top exhibit spaces in our dedicated area right next to the general session. Ophthalmologists will come to this area for food and beverages during their breaks. On Friday evening, there will be a President’s Reception in the host hotel where you can visit with the attendees in a casual atmosphere.

We expect 100-125 practicing ophthalmologists in attendance for this robust CME program, which will feature a wide range of clinical and practical topics and will again feature the resident competition.

Space is limited, so we will only be able to accommodate the exhibitors on a first-come-first-served basis, based on date of payment. Please complete the enclosed application form or register online at [www.TexasEyes.org](http://www.TexasEyes.org).

**TABLETOP EXHIBIT \$2,800**

**Exhibit Fee Includes**

- ★ 6’ x 30” draped table and two chairs.
- ★ 8-foot wide and 3-foot-deep exhibiting space. Exhibitors must conform to this or equivalent floor space.
- ★ Company name and hyperlink on conference website.
- ★ Recognition on on-site signage and promotional materials.
- ★ Complimentary registration for two representatives.
- ★ Attendance for up to two representatives at food functions and the Friday President’s Reception.
- ★ Pre- and post-show attendees mailing lists (note - due to CME rules, attendees must opt in to have their names on the attendee list that is provided to supporters. It is TOA’s policy to never share e-mail addresses; only mailing addresses will be provided.)

**MEETING LOCATION**

**Institute of Molecular Medicine**

*(on the Texas Medical Center campus)*

1825 Pressler Street  
Houston, Texas 77030

<https://med.uth.edu/imm/>



**HOST HOTEL**

**Intercontinental Hotel**

**Houston**

6750 Main St.  
Houston, TX 77030

**Hotel Reservations**

Information will be sent with confirmation.



**SCHEDULE** *(subject to change)*

**Friday, March 21**

- 2 - 5 pm Exhibitor Move-in
- 5:30 - 7 pm President’s Reception in the Intercontinental Hotel

**Saturday, March 22**

- 7 - 8 am Breakfast in Exhibit Hall
- 8 am - 11:45 am Educational Program *(35-minute dedicated break with exhibits)*
- Noon - 1 pm Lunch in the Exhibit Hall
- 1 - 4 pm Educational Program *(30-minute dedicated break with exhibits)*
- 4 - 6 pm Exhibitor Move-Out

**Questions?**

**Texas Ophthalmological Association**  
*New Address*  
111 E. 17th St., Box 12841  
Austin, TX 78711  
(512) 370-1504; fax: (512) 370-1637  
[www.TexasEyes.org/Exhibits](http://www.TexasEyes.org/Exhibits)  
Contact Rachael Reed: [exec@TexasEyes.org](mailto:exec@TexasEyes.org)





# APPLICATION FOR EXHIBIT SPACE

(Can be completed online at [www.TexasEyes.org](http://www.TexasEyes.org))

Exhibiting Company: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Company website (URL) to be linked: \_\_\_\_\_

**Personnel who should receive exhibit confirmation materials:** *Note that all materials will be sent via email.*

Primary Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Secondary Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

## Exhibit Opportunities

**Tabletop Exhibit** ..... \$2,800

Description of Product/Service \_\_\_\_\_

List firms you do NOT wish to be in close proximity to \_\_\_\_\_

## Payment Options

Check payable to TOA or Check one:  VISA/MC or  AMEX

Name on card: \_\_\_\_\_ Security code: \_\_\_\_\_

Card # \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_

**Warrant of Authority:** The Exhibitor and person signing this application on its behalf represent and warrant that the undersigned person is a duly authorized and appointed agent of the Exhibitor, is fully empowered to bind the Exhibitor to all provisions contained in this agreement.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Company: \_\_\_\_\_

## Return this application and any payment to:

**Texas Ophthalmological Association** (*new address*)

111 E. 17th St., Box 12841

Austin, TX 78711

Phone: (512) 370-1504; Fax: (512) 370-1637; [exec@TexasEyes.org](mailto:exec@TexasEyes.org)

**TOA Tax ID: 74-6062216**



## GENERAL TERMS & CONDITIONS FOR EXHIBITORS

### 1) Application, Registration and Order Confirmation

After Texas Ophthalmological Association ("TOA") has received and approved of an applicant's completed application form, the applicant is registered as an exhibitor/sponsor (collectively "exhibitor") at TOA's event. By completing the application form, the applicant declares himself or herself familiar with the objective of the event and agrees to exhibit only those products and/or services which come within the scope of the conference. The person signing the application and acceptance of the terms TOA's electronic registration form warrants that he or she is authorized to bind the exhibitor to the Terms and Conditions and to participate as an exhibitor. It is understood that all agreements are subject to review by the TOA Board of Directors. It is agreed that disapproval of an exhibit by the TOA Board of Directors will result in termination of the agreement without penalty to either party.

### 2) Stand Allocation and Excluded Products/Services

In exchange for payment in full for the exhibit(s) contracted by the exhibitor, TOA will provide the following for each booth: 6' X 30" tabletop and two chairs. TOA is not responsible for shipping, equipment, or set up of booth. Exhibitors must handle all shipping through the hotel/event venue. Internet and electricity at the booth are to be arranged and paid for by the exhibitor through the hotel/event venue. Exhibitors may provide their own equipment or furnishings as long as they fit within the allotted space. TOA reserves the right to allocate booth space to exhibitors. The wishes of the exhibitor are taken into account as much as possible. TOA reserves the right to adjust tabletop or exhibit space assignments. TOA does not guarantee the number of attendees.

### 3) Cancellations and Event Modifications

In the event that an exhibitor cancels sponsorship or exhibit space, 50 percent of the contracted amount will be refunded to the exhibitor if TOA receives written notice of cancellation 90 days prior to the event. After that date, there will be no refund of sponsorship payment. All cancellations must be submitted in writing to TOA. No-shows are not eligible for refunds. TOA reserves the right to resell any booth cancelled by the exhibitor. TOA reserves the right to adjust the layout or limit the space allotted to each exhibitor/sponsor, postpone the exhibition or transfer it to another site if unforeseen circumstances warrant such action. TOA is authorized to

cancel the event due to unforeseeable circumstances. In the event of failure or inability to fulfill this contract, or to furnish the space, due to fire, strikes, authority of the law, Act of God, or any other cause or reason, TOA agrees to return to the exhibitor/sponsor all deposits or other monies paid, and thereupon this agreement shall be deemed canceled by mutual consent, and TOA shall be relieved from all responsibility. In the event of cancellation by TOA or the organizers, or the exhibitor, no hotel, airline expenses, or actual or compensatory damages shall be reimbursed by TOA.

### 4) Stand Space and Activities

All stands must be set up and ready at least 30 minutes prior to opening of the event. Exhibitors are required to ensure that the space rented to them is kept clean. Any stand space not occupied will be considered a no-show, and the space will be forfeited by the exhibitor. The forfeited space may be resold or used by TOA without obligation for any refund whatsoever, unless arrangements for delayed occupancy have been made. The exhibitor shall not be authorized to share, sub-let, or assign the stand to any other company or to entrust it to other parties in any other way, unless the exhibitor has received prior written approval from TOA. Activities at, and operations of, the booth shall be carried out in such a way that no nuisance will be caused to the event or to neighboring booths. In cases to the contrary, TOA shall be authorized to exclude the exhibitor from the event. In the event of exclusion, TOA will not refund any payments. All exhibition items must be removed from the exhibition area after the closing of the exhibition on the date and time specified by TOA. If the exhibitor fails to remove the items by the specified time and date specified TOA is entitled to, but not required to, remove the items at the exhibitor's own risk and expense. No sponsorship events outside of approved TOA events are allowed at the facility.

### 5) Payment

Applications will be confirmed with the submission of an application and full payment. Any company that submits an application to exhibit, but has not paid in full by February 22, 2025, could lose space to companies on the waiting list. Space will be assigned according to the order in which applications and full payments are received. No space can be assigned without full payment.

For a complete list of terms and conditions visit:  
[www.TexasEyes.org/](http://www.TexasEyes.org/)