

Terms and Conditions for Exhibitors

Complete Ontario Optometric Conference (OOC) terms, conditions and policies are included in the Exhibitor Logistics Manual that will be available at the Exhibitor Registration site.

1. OAO Exhibitor Policy

OAO will not partner, engage or do business with any company or entity that sells prescription eye wear or contact lenses without the requirement of a valid prescription, including that company's parent company and its wholly owned subsidiaries.

2. Deadline to Apply for a Booth

Applications for a booth will be accepted until March 24, 2027.

3. Booth Payments

- All booths are to be paid in full before the trade show commences.
- If payment is not received, OAO reserves the right to remove your company as an exhibitor.
- Payments can be made by credit card or other approved electronic transfer.
- Payments are due on or before April 2, 2027.
- Overdue balances will accrue interest at 2% per month (24% per annum)
- Applications received after April 2, 2027, will be invoiced, requesting immediate payment.

4. Cancellation Policy

Cancellations must be received in writing to the Ontario Association of Optometrists before 5:00 PM ET on March 19, 2027 and will be refunded at fifty percent (50%) of the total value of the exhibit fee. Exhibits cancelled after 5:00 PM EST on March 19, 2027 are non-refundable.

5. Acceptance

OAO reserves the right to accept or reject any application for exhibit space or sponsorship. Exhibitors may not sublet exhibit space nor assign exhibit space to another person or entity.



Exhibit space cannot be used to display any items for which the exhibitor is not a representative. Management reserves the final decision on acceptability of display materials and exhibit content. Notwithstanding any other policies, OAO, in its sole discretion, reserves the right to choose exhibitors and sponsors to ensure alignment with its goals and objectives.

6. Booth Assignment

Booth space will only be assigned upon receipt of payment in full to OAO for space and services. Sponsoring companies will be given priority assignment. OAO reserves the right to withdraw any booth or booths from sale and adjust the floor plan without notice. Every effort will be made to contact vendors should their booth or location be impacted by a change.

- Move-in time for exhibitors with 4+ booths only is from 4:00-9:00 PM on Thursday, April 15, 2027.
- Move-in time for all exhibitors is 6:00-9:00 PM on Thursday, April 15, 2027 and Friday, April 16, 2027 from 7:00 AM-11:30 AM.
- All booths MUST be set up by 12:00 PM with no exceptions.
- Move-out time is 4:00-9:00 PM on Friday, April 16, 2027.
- Box lunch is provided from 10:30-11:30 AM.
- All exhibitors must be in their booths by 12:30 PM

7. Registration for Badges

Only employees or contracted individuals of exhibiting firms will be permitted to work in your exhibit booth area. Access to functions of the conference is restricted to members of the Association, their staff members, or guests of the Association. Representatives working at your booth must register as a representative via the exhibitor registration site before April 2, 2027, or via the link emailed as part of your exhibit registration confirmation. Representative registrations are restricted to four (4) per booth. No substitutions are permitted after the show has opened. All exhibit staff members must wear their OOC name badges at all times when in the exhibit hall. Any representatives without badges will be escorted from the trade show floor.

8. Exhibit booth details

- Each standard booth space is 8’ x 10’.

- Each booth includes traditional black pipe and drape with 8’ high back wall and 36” high rail dividers. Island booths will not include pipe and drape, and multiple booth blocks will not include side rails unless requested.
- Each booth includes one table (6’ long x 2’ wide) and two chairs.
- Complimentary listing of company name and booth number on the trade show floor plan.
- Up to four (4) complimentary passes for company representatives per booth. No exceptions (maximum 4 persons to comply with fire code regulations).
    - Any representatives without badges will be escorted from the trade show floor.

9. Insurance

All exhibitors must provide proof of insurance (general liability) in the amount of $3,000,000 to the OAO by email (registration@astonevents.com) no later than April 2, 2027, or have a copy of the insurance available onsite at the event upon request:
Ontario Association of Optometrists (Host)
20 Adelaide St. East, Suite 801
Toronto, ON M5C 2T6
Email: registration@astonevents.com

Sheraton Centre Toronto Hotel (Venue)
123 Queen Street West
Toronto, ON M5H 2M9

If an exhibitor is unsure of what to provide, it is encouraged to contact its finance department or its company’s insurance broker. Both the Host and Venue should be ‘named’ (listed) in the general liability policy as shown. Ontario Association of Optometrists (Host) Sheraton Centre Toronto Hotel, Toronto (Venue).

10. Nuisance

Show management of OAO reserves the right to restrict exhibits which, because of noise or any other reason, become, in show management’s sole discretion, objectionable, and to close, without any liability whatsoever, any exhibit which refuses to conform to the terms and conditions hereto. For greater certainty, no amplified sound, except when directly related to

product demonstration, is permitted, and only at levels that do not exceed normal conversation levels, as adjudged by show management in its sole discretion.

11. Indemnity Clause

It is agreed that any exhibitor making application for exhibit space has read and agreed to all rules, provisions and stipulations set out in the exhibitor manual and Terms and Conditions for Sponsors (if applicable) and further, that each exhibitor assumes all responsibility for any and all damage to the exhibit material and exhibit area and that each exhibitor shall defend, indemnify, save and hold harmless, Sheraton Centre Toronto Hotel, Toronto; Ontario Association of Optometrists; and each of its directors, officers, employees, agents and contractors from and against all liability which may arise from any cause whatsoever.

12. Liability and Damages Cap

Notwithstanding anything to the contrary herein, the aggregate liability of the Ontario Association of Optometrists to an exhibitor for any loss or damage arising under or in relation to an Exhibit Contract or any agreement between the Ontario Association of Optometrists and an exhibitor in relation to exhibit space at the Ontario Optometric Conference, regardless of the basis of such liability (whether based upon an action or claim in contract, warranty, equity, negligence, intended conduct or otherwise) shall not exceed the fees or amounts paid by the exhibitor to the Ontario Association of Optometrists for the rental of the booth(s) under the Exhibit Contract or a related contract.

13. Entire Agreement

The foregoing terms and conditions and the completed registration form shall constitute the entire agreement as between the exhibitor and OAO (the “Exhibit Contract”).