

OEIS 12TH ANNUAL NATIONAL SCIENTIFIC MEETING

MAY 1 - MAY 3, 2025 • SHINGLE CREEK RESORT • ORLANDO, FL



oeis

INDUSTRY SPONSORSHIP & EXHIBITOR PROSPECTUS



OEIS 12TH ANNUAL NATIONAL SCIENTIFIC MEETING

The Outpatient Endovascular and Interventional Society (OEIS) would like to thank all industry sponsors, exhibitors, and attendees for participating in the 2024 OEIS Annual National Scientific Meeting!

THE OEIS AIMS TO:

- Enhance the safety, quality and patient satisfaction of outpatient endovascular and interventional procedures.
- Develop standards of practice for the operation of outpatient endovascular and interventional cases.
- Promote education to the medical community and public regarding outpatient endovascular procedures.
- Support research on medical, financial and management issues of outpatient endovascular and interventional centers.
- Foster collaboration and unity among multiple specialties, industry and service partners to advance this healthcare delivery model.
- Provide a forum to share experiences and best practices among practitioners.
- Advocate for outpatient endovascular and interventional centers with governmental bodies, insurance companies and industry.
- Provide leadership on how this new, innovative healthcare delivery model integrates into our rapidly evolving healthcare system.



TARGET AUDIENCE

The meeting is presented for the benefit of those physicians, surgeons, researchers, residents, fellows, and allied health professionals involved in all medical disciplines including:

**Vascular Surgeons • Interventional Radiologists • Interventional Cardiologists
Outpatient Interventionalists**



OEIS LEADERSHIP

EXECUTIVE COMMITTEE

Bob Tahara, MD, President

Bret Wiechmann, MD, Past President

Pat Ryan, MD, President Elect

Sam Ahn, MD, Past President, At-Large Member

Gerald Niedzwiecki, MD, Secretary, Treasurer & Program Chair

BOARD OF DIRECTORS

George Adams, MD, Interventional Cardiology

Curtis Anderson, MD, Interventional Radiology

Stephen Daugherty, MD, Vascular Surgery

Eric Dippel, MD, Interventional Cardiology

Robert Kennedy, MD, Interventional Radiology

Rafael Malgor, MD, Vascular Surgery

Pradeep Nair, MD, Interventional Cardiology

Fadi Saab, MD, Interventional Cardiology

Paul Varosy, MD, Interventional Cardiology

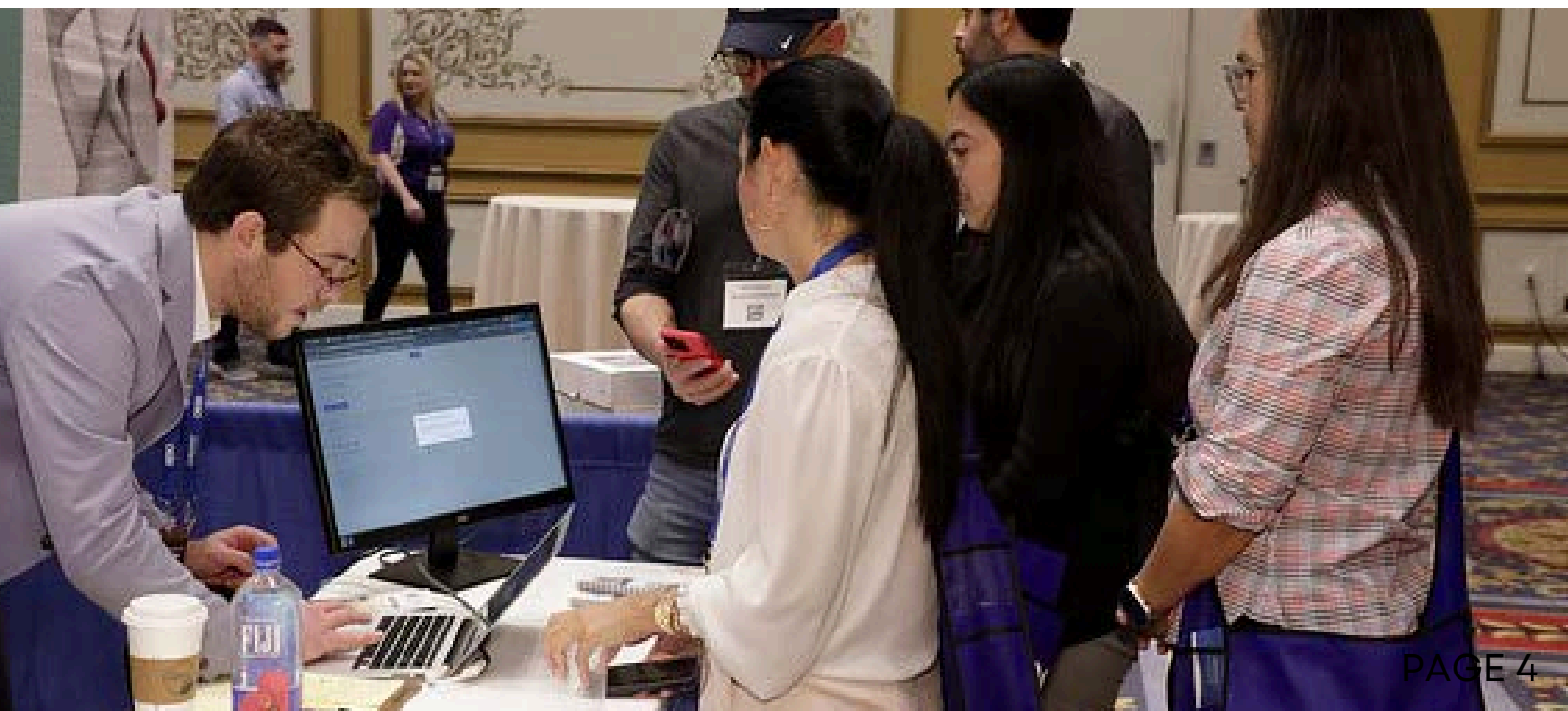
Mike Watts, MD, Interventional Radiology

Brian Whyte, MD, Vascular Surgery



FOUNDING MEMBERS

Samuel Ahn, MD, Vascular Surgery
Michael Arata, MD, Interventional Radiology
Enrico Ascher, MD, Vascular Surgery
John Blebea, MD, Vascular Surgery
Jeff Carr, MD, Interventional Cardiology
Krishna Jain, MD, Vascular Surgery
William Julien, MD, Interventional Radiology
Elias Kassab, MD, Interventional Cardiology
Yazan Khatib, MD, Interventional Cardiology
Christopher LeSar, MD, Vascular Surgery
Guy Mayeda, MD, Interventional Cardiology
Gerald Niedzwiecki, MD, Interventional Radiology
David C. Sperling, MD, Interventional Radiology
Bret Wiechmann, MD, Interventional Radiology





HOTEL ACCOMMODATIONS

- On behalf of our OEIS meeting attendees, a special group room rate of \$239.00 per night (plus taxes) has been negotiated for your stay at Rosen Shingle Creek, Orlando. To make your reservations, please [click here](#).
- Reservations can be made directly through the hotel by calling their toll free number 1-866-996-6338. Be sure to request the Group rate for OEIS 2025 Annual Meeting.
- Please note guests may make reservations in the block at group rate until **Monday, March 31, 2025**. After that time, the group rate will be offered based on hotel availability only.



WELCOME RECEPTION & DAILY BREAKS

WELCOME RECEPTION – FRIDAY, MAY 2

5:15 PM – 6:45 PM | \$20,000

- OEIS will provide food & Beverage
- Spotlight your company at the kick-off event of OEIS 2025! The reception offers a great platform for all attendees to network in a comfortable environment.
- Sponsor will be acknowledged in the program guide, mobile app and with prominent signage
- Sponsor will have an opportunity to address the attendees
- Sponsor may provide branded items, napkins and cups throughout the reception area

DAILY BREAKS - THURSDAY, MAY 1, FRIDAY, MAY 2 & SAT, MAY 3

AM & PM INCLUDED | \$4,000 TOTAL

- Sponsor will be recognized with signage in the Exhibit Hall
- Provide your branded coffee cups and napkins for AM & PM breaks on all 3 days!





MEAL SYMPOSIUMS

BREAKFAST SYMPOSIUMS – \$12,000

7:00 AM – 8:00 AM

Friday, May 2

Saturday, May 3

LUNCH SYMPOSIUMS – \$17,500

12:00 PM – 1:00 PM

Thursday, May 1

Friday, May 2

Saturday, May 3

DINNER SYMPOSIUM – \$15,500

Thursday, May 1

6:30 - 8:00 PM

Friday, May 2

7:00 - 8:30 PM

Meal Symposiums include the following:

- Topics and Speakers are the Sponsor's choice
- Meeting room with basic AV (Riser, LCD projector, screen & podium)
- One email blast sent by OEIS to target audience highlighting your session (sponsor to provide content of Eblast)
- One promotional flyer will be included in Attendee Registration bags (sponsor to provide flyer)
- Inclusion in the Program Guide and Mobile App
- Two promotional signs may be placed in registration area and outside of session room (sponsor to provide signs)
- Sponsor covers the cost of the meal



HANDS-ON WORKSHOPS

This is an opportunity to conduct a 90-minute hands-on workshop. This time may be used for a product demonstration and presentation.

Hands-on Workshops include the following:

- One email blast sent by OEIS to target audience highlighting your session (sponsor to provide content of Eblast)
- One promotional flyer will be included in Attendee Registration bags (sponsor to provide flyer)
- Inclusion in the Program Guide and Mobile App
- Two promotional signs may be placed in registration area and outside of session room (sponsor to provide signs)

Companies wishing to conduct a workshop should contact Julie Patterson at julie@oeisregistry.com for guidelines and applicable fees.



A Hands-On Technology Forum

**CUTTING EDGE TECHNOLOGY COUPLED
WITH EXPERT OPINIONS**

Preparing For Success

Thursday, May 1 , 2025 | 3:30 – 6:30 pm



This is an opportunity for the attendees to interact with all the devices at their disposal and garner expert opinion regarding these devices. This will allow attendees to hone their skills and prepare for success in treating PAD

A reception will be woven into the Technology Forum to create an inviting environment for interaction with colleagues and industry as they decide which devices suit their practice



RESERVE YOUR EXHIBIT SPACE

Each exhibit space includes the following:

- 10' x 10' carpeted exhibit space
- 8' back drape
- 3' side drape
- (1) 6' draped table
- (2) chairs
- (1) black and white 6" x 24" ID sign

You may focus on one device or have multiple devices to demonstrate. We will work with you to customize the amount of space you require in your demonstration area.

The fee to exhibit is \$6,000

All OEIS Industry Partners are eligible to take advantage of the following discounts:

- Platinum - 30%
- Gold - 20%
- Silver - 10%

A reception will take place in the Technology Forum exhibit hall and is open to registered Forum attendees and participating exhibitors.

Please visit <https://oeisweb.com/meetings/2025-annual-meeting/> to register

PAYMENT FORM

INVOICE ME (contact name): _____ (contact email): _____

PAY BY CREDIT CARD (amount to be charged): _____

VISA MASTERCARD DISCOVER AMEX

CREDIT CARD#: _____ EXP DATE: _____ SECURITY CODE: _____

NAME AS IT APPEARS ON CARD: _____

CARDHOLDER'S SIGNATURE: _____

BILLING ADDRESS: _____

BILLING CITY: _____ BILLING STATE: _____ BILLING ZIP: _____

Complete and email this payment to Julie Patterson: julie@oeisregistry.com

Questions? Call Julie at: (224) 567-0039

Set-up: Thursday, May 1, 2025 11:00 am – 1:30 pm

Forum Demo Hours: Thursday, May 1, 2025 3:30 pm – 6:30 pm

Tear-down: Thursday, May 1, 2025 6:30 pm

We agree to abide by all rules and regulations set forth in this prospectus. By signing this payment form, company agrees to the following commitment and understands that full payment is due with this agreement. **In the event of cancellation after February 1, 2025 a refund will not be issued. A 3% processing fee will be applied to any payments made with a credit card.** All descriptions, logos, and other artwork must be approved by OEIS prior to use.

Signature: _____ Date: _____

OEIS USE ONLY

AMOUNT DUE: _____ AMOUNT RECEIVED: _____ DATE RECEIVED: _____

SPACE ASSIGNMENT: _____ DATE ASSIGNED: _____

NEW SPACE ASSIGNMENT: _____ DATE ASSIGNED: _____

ACCEPTED BY (signature): _____

MARKETING/ADVERTISING OPPORTUNITIES



Private Space for Customer and Internal Meetings - \$6,000

Meeting space will be conveniently located in the Exhibit Hall
Each meeting space is 10' X 10' - \$6,000 per day - Included are production fees, basic furniture and signage

Meetings must not conflict with OEIS programs and events

OEIS Partners are eligible to take advantage of a discount

Lanyards - \$5,000



This is an opportunity to have your company logo along with the OEIS logo printed on the lanyards. All registered attendees will receive a name badge with lanyard upon checking in at Registration. Lanyards will be produced by OEIS.

Mobile Device Charging Stations - \$4,000 Each

Sponsor logo will be incorporated into the design of the mobile device recharge station where attendees can recharge their cell phones, iPads, tablets, etc. The Sponsor is responsible for all associated production and labor costs. Charging stations will be placed in the General Session/Exhibit Hall foyer.



MARKETING/ADVERTISING OPPORTUNITIES



OEIS Attendee Registration Bags – \$7,000

Your logo will be displayed on one side of the bag provided to all attendees at OEIS registration. Sponsor's promotional flyer will be included in Registration bags
Registration bags will be provided by OEIS.

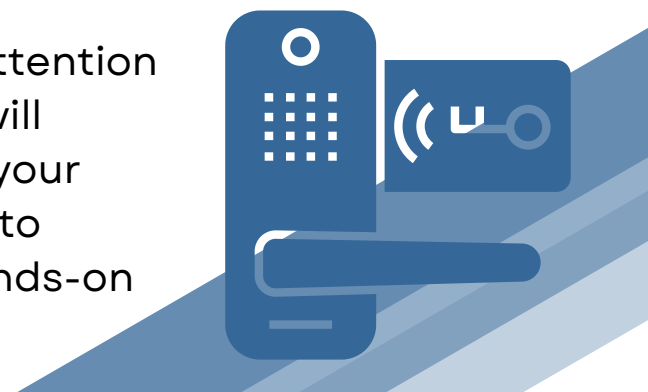
OEIS Attendee Registration Bag Insert - \$2,500

Include a promotional flyer in the attendee registration bag.

Hotel Keycards and Packets- \$7,000

Custom key cards will grab the attendee's attention from the moment of arrival. Each attendee will receive YOUR branded key at check-in. Add your message/brand to the key card packet. Use to promote your booth, meal symposium or hands-on workshop and much more...

Sponsor covers production costs



MARKETING/ADVERTISING OPPORTUNITIES

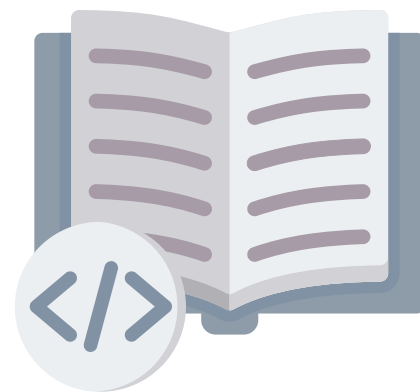


OEIS 2025 Program Guide:

Inside Front Cover in Program Guide - \$5,000

Full Page Ad in Program Guide - \$4,000

A Program Guide will be distributed at the Registration desk to all OEIS Attendees. The guide includes the program agenda, industry sponsored sessions, list of exhibitors, booth assignments and CME overview.



Mobil App - \$7,000

Your sponsorship will be acknowledged when the App is opened and viewed on a mobile device. In addition, your logo will be featured on the front page with a link to your website.

Attendees will access the Mobil App for educational session details, meal symposiums, hands-on workshops, list of exhibits, company descriptions, networking with other attendees and much more...



Mobil App Push Notifications - \$2,000 (each)

Your push notification(s) can be used to promote attendance at your booth, hands-on workshop or industry sponsored meal symposium.



Customized Email Blast - \$3,000 (each)



Speak directly to your target audience through email blasts. Your customized message will be e-mailed to all registered attendees either before or after the meeting. Each sponsor is limited to (1) before and (1) after the meeting.

Registered Attendee List - \$2,000

Receive a copy of the registered OEIS 2025 Annual Meeting attendees. The list will include all attendees that opted in to having their contact information distributed.

Guest Room Drops - \$2,500 Each (Non-Exclusive)

Deliver your message through the hotel with room drops to registered attendee's rooms.

Branding opportunities

Ballroom Door Cling – \$3,000

Ballroom Entrance Carpet Floor Cling – \$3,000

If interested, please reach out to Julie at julie@oeisregistry.com



For questions or concerns, please contact Julie Patterson at: julie@oeisregistry.com or call Julie at: (224) 567-0039

EXHIBIT SPACE OPTIONS

TAKE ADVANTAGE OF THE 10% EARLY BIRD DISCOUNT

Early Bird Discount ends November 29, 2024

Tabletop Display - \$6,200

Each exhibit space includes the following:

- (1) 6' X 30" draped table
- (2) Chairs
- (1) Wastebasket
- (2) Exhibitor Registrations

10' x 10' Booths - \$9,200

Each exhibit space includes the following:

- 10' x 10' Exhibit Space Backwall and sidewall Drapes
- (1) 6' Skirted Table
- (2) Chairs
- (1) Wastebasket
- (4) Exhibitor Registrations

10'x 20' Booths \$18,400

Each exhibit space includes the following:

- 10' x 20' Exhibit Space Backwall and sidewall Drapes
- (1) 6' Skirted Table
- (2) Chairs
- (1) Wastebasket
- (8) Exhibitor Registrations

Additional badges can be purchased at \$300.00 each



EXHIBIT FLOOR PLAN

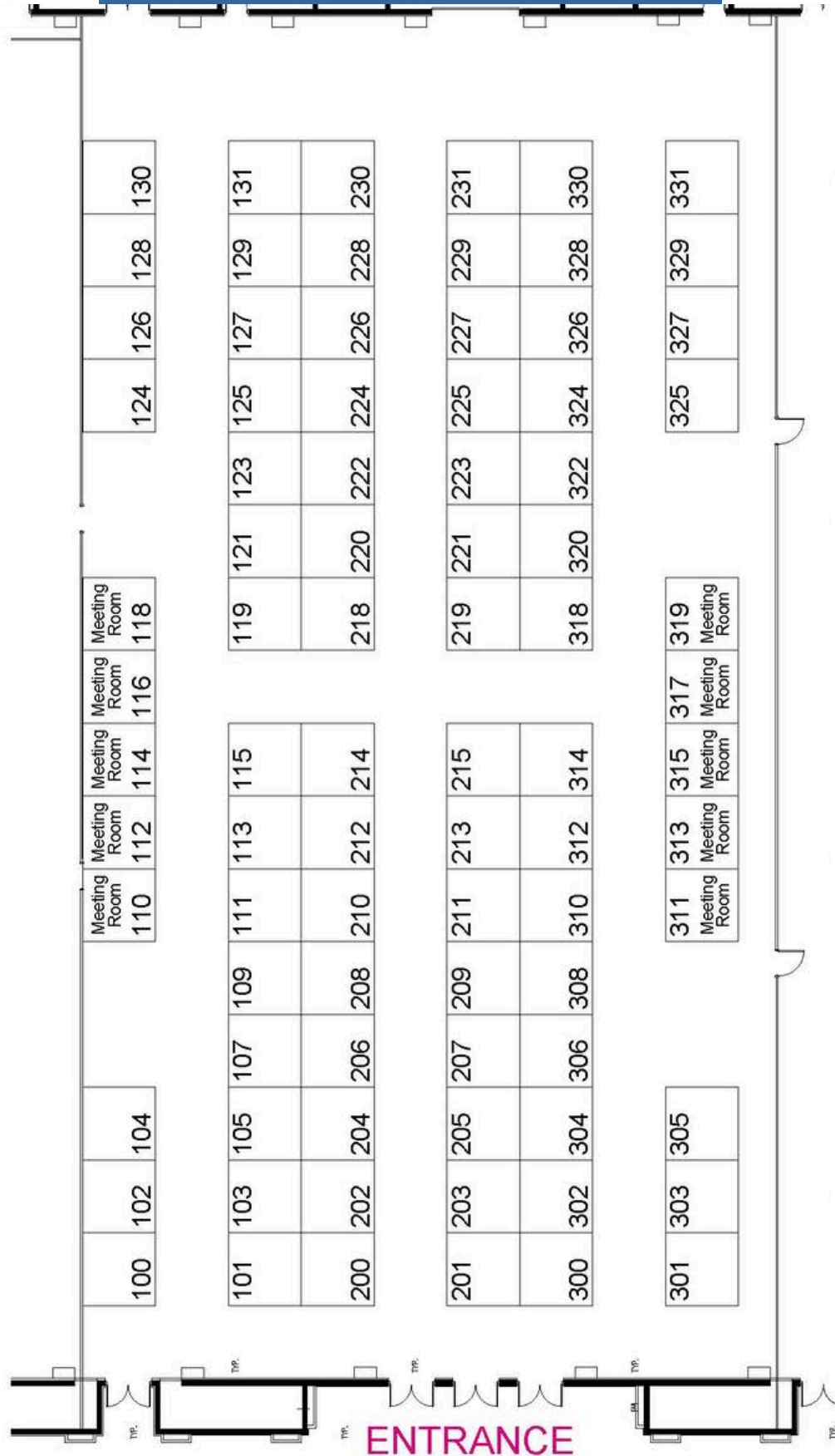


EXHIBIT SPACE AGREEMENT 1/2

The Outpatient Endovascular and Interventional Society, and its authorized representatives are hereinafter referred to as "Show Management."

1. PAYMENT AND REFUNDS. Applications must be accompanied with the total booth fee. Applications received without such payment will be processed but space assignments will not be made. If Show Management receives a written request for cancellation or downgrade of space on or before February 3, 2025, the exhibitor will be liable for a 20% processing/administrative fee. For cancellations or downgrades received after February 3, 2025, no refunds will be issued. It is expressly agreed by the exhibitor that in the event they fail to pay the space rental at the times specified, or fail to comply with any other provisions contained in these rules and regulations concerning the use of exhibit space, Show Management shall have the right to reassign the booth location shown on the face of the contract or to take possession of said space and lease same, or any part thereof, to such parties and upon such terms and conditions as it may deem proper. In the event of a default by the exhibitor, as set forth in the previous sentence, the exhibitor shall forfeit as liquidated damages, the amount paid for the exhibit space reservation, regardless of whether or not Show Management enters into a further lease for the space involved.

2. SPACE RENTAL AND ASSIGNMENT OF LOCATION. Whenever possible, space assignments will be made by Show Management in keeping with the preferences as to location requested by the exhibitor. SHOW MANAGEMENT, HOWEVER, RESERVES THE RIGHT TO MAKE THE FINAL DETERMINATION OF ALL SPACE ASSIGNMENTS IN THE BEST INTERESTS OF THE MEETING.

3. USE OF SPACE, SUBLETTING OF SPACE. No exhibitor shall assign, sublet, or share the space allotted with another business or firm unless approval has been obtained in writing from Show Management. Exhibitors are not permitted to feature names or advertisements of non-exhibiting manufacturers, distributors or agents in the exhibitor's display, parent or subsidiary companies excepted. Exhibitors must show only goods manufactured or dealt by them in the regular course of business. Should an article of non-exhibiting firm be required for operation or demonstration in an exhibitor's

display, identification of such article shall be limited to the usual and regular nameplate, imprint or trademark under which same is sold in the general course of business. No firm or organization not assigned exhibit space will be permitted to solicit business within the Exhibit Areas.

4. EXHIBITORS AUTHORIZED REPRESENTATIVE. Each exhibitor must name one person to be his representative in connection with installation, operation and removal of the firm's exhibit. Such representative shall be authorized to enter into such service contracts as may be necessary and for which the exhibitor shall be responsible. The exhibitor shall assume responsibility for such representative being in attendance throughout all exposition periods; and this representative shall be responsible for keeping the exhibit neat, manned and orderly at all times. For their own safety and protection, children sixteen (16) years of age and under will not be admitted to the exhibit halls at any time.

5. INSTALLATION AND REMOVAL. Show Management reserves the right to fix the time for the installation of a booth prior to the Show opening and for its removal after the conclusion of the Show. Installation of all exhibits must be fully completed by the opening time of the exposition. Any space not claimed and occupied three hours prior to opening, may be resold or reassigned without refund. No exhibitor will be allowed to dismantle or repack any part of his/her exhibit until after the closing of the Show.

6. ARRANGEMENT OF EXHIBITS. Each exhibitor is provided an Official Exhibitor Kit. The Exhibitor Kit describes the type and arrangement of exhibit space and the standard equipment provided by Show Management for booth construction. All booth space must be arranged and constructed in accordance with the guidelines, provisions and limitations contained in the Exhibitor Kit (which can be found on the OEIS website www.oeisociety.org). If, in the sole opinion of Show Management, any exhibit fails to conform to the Exhibitor Kit guidelines, or the provisions set forth herein, such exhibit will be prohibited from functioning at any time during the **exposition**.

7. EXHIBITS & PUBLIC POLICY. Each exhibitor is charged with knowledge of all laws, ordinances and regulations pertaining to health, fire prevention

and public safety, while participating in this meeting. Compliance with such laws is mandatory for all exhibitors and the sole responsibility is that of the exhibitor. Show Management and service contractors have no responsibility pertaining to the compliance with laws as to public policy as far as individual exhibitor's space, materials and operation is concerned. Should an exhibitor have any questions as to the application of such laws, ordinances and regulations to his exhibit or display, Show Management will endeavor to answer them. All booth decorations must be flame-proofed. Electrical wiring must conform with the National Electrical Code Safety Rules. If inspection indicates any exhibitor has neglected to comply with these regulations, or otherwise incurs fire hazard, the right is reserved to cancel all or such part of his exhibit as may be irregular, and effect the removal of same at exhibitor's expense. Exhibitors will not be permitted to store behind their booth background any excess material such as cardboard cartons, literature, etc. If unusual equipment or machinery is to be installed or if appliances that might come under fire codes are to be used the exhibitor should communicate with Show Management for information concerning facilities or regulations. Exhibitors must comply with City and State fire regulations.

8. STORAGE OF PACKING CRATES AND BOXES. Exhibitors will not be permitted to store packing crates and boxes in their booths during the exhibit period, but these, when properly marked, will be stored and returned to the booth by service contractors. It is the exhibitor's responsibility to mark and identify their crates. Crates not properly marked or identified may be destroyed. Show Management assumes no responsibility for the contents of crates or boxes improperly labeled as "empty". Because of the lack of storage facilities, it may be necessary to store empty crates and cartons outside the building. Every effort will be made to protect the crates from the elements, but neither Show Management nor its service contractors will assume any responsibility for damage to them. The removal and return of large crates that cannot be handled by hand trucks will be charged at prevailing rates. Crates, boxes, or other exhibit materials unclaimed by the exhibitor after the Show will be removed at the exhibitor's expense. Exhibitors will be billed by Show Contractors for removal time and materials at prevailing rates.

EXHIBIT SPACE AGREEMENT 2/2

9. OPERATION OF DISPLAYS. Show Management reserves the right to restrict the operation of, or evict completely, any exhibit which, in its sole opinion, detracts from the general character of the exposition as a whole. This includes, but is not limited to, an exhibit which, because of noise, flashing lights, method of operation, display of unsuitable material, are determined by Show Management to be objectionable to the successful conduct of the exposition as a whole. Use of so-called "barkers" or "pitchmen" is strictly prohibited. All demonstrations or other promotional activities must be confined to the limits of the exhibit space. Sufficient space must be provided within the exhibit space for the comfort and safety of persons watching demonstrations and other promotional activities. Each exhibitor is responsible for keeping the aisles near its exhibit space free of congestion caused by demonstrations or other promotions. Direct Sales. No retail sales are permitted within the exhibit area at any time, but orders may be taken for future delivery. Contests, Drawings & Lotteries. All unusual promotional activities must be approved in writing by Show Management no later than 60 days prior to the opening of the exposition. Literature Distribution. All demonstrations or other activities must be confined to the limits of the exhibitor's booth space. Distribution of circulars may be made only within the space assigned to the exhibitor distributing such materials. No advertising circulars, catalogs, folders, or devices shall be distributed by exhibitors in the aisles, meeting rooms, registration areas, lounges, or grounds of the host facility. Trade publishers are prohibited from soliciting advertising during the Show. Trade publications may be distributed from their booth, but automatic distribution is prohibited. Live Animals. Live animals are prohibited. Models. Booth representatives, including models or demonstrators, must be properly and modestly clothed. Excessively revealing attire is prohibited. Sound. Exhibits which include the operation of musical instruments, radios, sound projection equipment, public address systems or any noise making machines must be conducted or arranged so that the noise resulting

from the demonstration will not annoy or disturb adjacent exhibitors and their patrons, nor cause the aisles to be blocked. Operators of noisemaking exhibits must secure approval of operating methods before the exhibit opens.

10. SOCIAL ACTIVITIES. Exhibitor agrees to withhold sponsoring hospitality suites/rooms or other functions during official show activities, including exhibit hours, social functions, educational seminars and any other related activity scheduled by Show Management.

11. LIABILITY AND INSURANCE. The Hotel and the Exhibitor shall each obtain and maintain insurance in amounts sufficient to provide coverage for any liabilities which may reasonably arise out of or result from any activities conducted at the Hotel. Evidence of such insurance shall be provided to the other party at the request of such party.

12. INDEMNIFICATION. To the extent permitted by law, the Exhibitor agrees to protect, indemnify, defend and hold harmless OEIS, The Bellagio Las Vegas Hotel, and their respective employees and agents against all claims, losses or damages to persons or property, governmental charges or fines, and costs (including reasonable attorney's fees), arising out of or connected with the Exhibitor's exhibit, except that nothing in this indemnification shall require you to indemnify the Hotel or OEIS for that portion of any claim that is finally determined to arise out of the negligence or willful misconduct of the Hotel. Hotel will defend, indemnify and hold harmless the Exhibitor from and against all claims, actions or causes of action, liabilities and costs arising from the errors, negligence or willful misconduct of Hotel's employees or agents in connection with the performance of the obligations hereunder which results in direct physical injury, death or damage to tangible personal property, provided that the Exhibitor gives prompt notice of the claim to Hotel and provides all reasonable assistance therein. Property Damage. Exhibitor shall be responsible for any loss of or damage to property of the other party hereto, including, but not limited to, loss or damage occasioned by theft, fire, smoke, acts of God, public enemy, riot, civil commotion or other insurable casualty, and Exhibitor expressly waives any claim for liability

against the other party hereto with respect to any such loss or damage. Accordingly, it shall be the responsibility of Show Management and Exhibitor, respectively, to secure its own insurance or otherwise protect itself and its property against such loss or damage.

13. CARE OF BUILDING AND EQUIPMENT. Exhibitors or their agents shall not injure or deface any part of the exhibit building, the booths, or booth contents or show equipment and décor. When such damage appears, the exhibitor is liable to the owner of the property so damaged.

14. AMERICANS WITH DISABILITIES ACT. Exhibitors acknowledge their responsibilities under the Americans with Disabilities Act (hereinafter "Act") to make their booths accessible to handicapped persons. Exhibitor shall also indemnify and hold harmless Show Management, and facility against cost, expense, liability or damage which may be incident to, arise out of or be caused by Exhibitor's failure to comply with the Act.

15. OTHER REGULATIONS. Any and all matters not specifically covered by the preceding rules and regulations shall be subject solely to the decision of Show Management. SHOW MANAGEMENT SHALL HAVE FULL POWER TO INTERPRET, AMEND, AND ENFORCE THESE RULES AND REGULATIONS, PROVIDED EXHIBITORS RECEIVE NOTICE OF ANY AMENDMENTS WHEN MADE. EACH EXHIBITOR AND ITS EMPLOYEES AGREES TO ABIDE BY THE FOREGOING RULES AND REGULATIONS AND BY ANY AMENDMENTS OR ADDITIONS THERETO IN CONFORMANCE WITH THE PRECEDING SENTENCE. EXHIBITORS OR THEIR REPRESENTATIVES WHO FAIL TO OBSERVE THESE CONDITIONS OF CONTRACT OR WHO, IN THE OPINION OF SHOW MANAGEMENT, CONDUCT THEMSELVES UNETHICALLY MAY IMMEDIATELY BE DISMISSED FROM THE EXHIBIT AREA WITHOUT REFUND OR OTHER APPEAL.

16. PHOTOGRAPHS. OEIS plans to take photographs and video material at OEIS events and reproduce them in OEIS educational, news, or promotional material, whether in print, electronic, or other media, including websites. By participating in OEIS events, I grant OEIS the right to use my photograph for such purposes.

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NAME (please print): _____

Authorized Signature: _____

Title: _____

Date: _____

EXHIBIT INFORMATION (1/3)

Exhibit schedule subject to change based on final program.

Exhibitor Installation: 8:00 AM – 5:00 PM
Thursday, May 1, 2025

Exhibit Hours:

Friday, May 2, 2025

7:00 AM – 8:00 AM	Breakfast in Exhibit Hall
10:00 AM - 10:30 AM	Break in Exhibit Hall
12:00 PM – 1:00 PM	Lunch in Exhibit Hall
3:00 PM - 3:30 PM	Break in Exhibit Hall
5:15 PM – 6:45 PM	Welcome Reception in Exhibit Hall

Saturday, May 3, 2025

7:00 AM – 8:00 AM	Breakfast in Exhibit Hall
10:00 AM - 10:30 AM	Break in Exhibit Hall
12:00 PM – 1:00 PM	Lunch in Exhibit Hall

Exhibitor Dismantle:

Saturday, May 3, 2025 1:30 p.m. – 5:00 p.m.

NOTE: Exhibitors are invited to attend the Welcome Reception on Friday, May 1, 2025, from 5:15 PM to 6:45 PM in the Exhibit Hall.

SOCIAL EVENTS OR MEETINGS: Companies wishing to conduct a meeting or a social event, must complete a Approval Application. For guidelines, instructions, applications, deadlines, and applicable fees, please e mail Julie Patterson at julie@oeisregistry.com.

Exhibitor Space Requirements:

Depending on the type of exhibit that is chosen, your exhibit will be either a 6' x 30" tabletop display, a 10' x 10' or a 10' x 20' exhibit booth. If you choose the larger exhibit booths, please note that these spaces are designated for exhibitors who will be bringing large equipment, custom island exhibits, portable displays, and/ or modular inline displays. OEIS has a limited number of these exhibit booths available, and they will be allocated on a first come, first served basis depending on when applications are received, payment has been remitted, and space availability. If you have any free-standing floor exhibits or standing equipment that would be displayed, we request that you inform OEIS of this in advance. Please note that all of your materials, information and equipment must be no larger than 6' x 30" wide tabletop display.

EXHIBIT INFORMATION (2/3)

Space Assignment:

Preference of space assignment will be given in the order in which applications are received. Following the February 3, 2025, deadline, exhibit assignments will be allocated depending on space availability. Exhibitors wishing to avoid assignment of space adjacent to a particular company should indicate that on their application.

Careful consideration will be given to such requests. Please note that OEIS reserves the right to alter the exhibit floor plan at any time along with the exhibit schedule based on the final program.

Payment

To confirm your exhibit space full payment must be remitted along with a completed application for exhibit space. If we do not receive full payment with your application, we will not be able to confirm your exhibit space until full payment is received. Applications received after February 3, 2025, will be accepted depending on space availability.

Cancellation Policy

Cancellations received in writing on or before February 3, 2025 will be subject to a 20% processing/administrative fee based upon the total tabletop display or exhibit booth fee. No refund is possible for cancellations after February 3, 2025.

Electrical/Telecommunications/Computers/AV

Order forms for Electrical /Telecommunications /Computers /AV will be included in the Exhibitor Services Kit, which will be sent to you once the completed contract has been completed and payment is remitted.

Dismantling of Exhibits

All exhibits must remain intact until the official closing time of 1:30PM on Saturday, May 3, 2025, and may not be dismantled or removed, in whole or in part, before that time. Exhibit Personnel Participants affiliated with exhibits must be registered. Each person will be issued an exhibitor badge and must be employed by the Exhibitor or have a direct business affiliation. If you are purchasing a 10' x 20' booth, your company will receive (8) complimentary name badges. If you are purchasing a 10' x 10' exhibit booth, your company will receive four (4) complimentary name badges. If you are planning on purchasing a 6' tabletop display, your company will receive two (2) complimentary name badges. Additional name badges are \$300 each.

To purchase additional name badges, please email your request to:
jason@oeisregistry.com

EXHIBIT INFORMATION (3/3)

Special Needs

Please contact the OEIS office if you have needs that will require special accommodations.

Conducting Exhibits

No individual raffles or quiz-type contests of any type will be permitted. The Society reserves the right to refuse applications which do not meet the standards required or expected, as well as the right to curtail exhibits or parts of the exhibit that reflect negatively on the character of the meeting. This applies to displays, literature, advertising, novelties, souvenirs, conduct of personnel, etc.

Security

There will not be security furnished in the exhibit area when exhibits are closed. The safekeeping of the exhibitor's property shall remain the responsibility of the exhibitor, and we strongly advise all valuables to be removed each night for safekeeping.

Fire Protection

All materials used in the exhibit area must be flame proofed and fire-resistant to conform to the local fire ordinances and in accordance with regulations established by the local Fire Department. Crepe paper or corrugated paper, flameproof or otherwise, will not be permitted. Excelsior or other paper is not to be used in crating merchandise. Display racks, signs, spotlights, and special equipment must be approved before use, and all displays are subject to inspection by the Fire Department. Any exhibit or parts thereof found not to be fireproof may be dismantled. All aisles and exits must be always kept clear, and fire stations and fire extinguisher equipment are not to be covered or obstructed.

Protection of the Hotel Building

Exhibitors will be held liable for any damage caused to hotel property, and no material or matter of any kind shall be posted on, tacked, nailed, screwed, or otherwise attached to columns, walls, floors or other parts or portions of the hotel building or furnishings. Whatever may be necessary to properly protect the building, equipment or furniture will be installed at the expense of the exhibitor.

Insurance

The Hotel and Exhibitor shall each obtain and maintain insurance in amounts sufficient to provide coverage for any liabilities which may reasonably arise out of or result from any activities conducted at the Hotel. Evidence of such insurance shall be provided to the other party at the request of such party.



THANK YOU FOR PARTNERING WITH US

We look forward to seeing you at the 2025 Annual Meeting

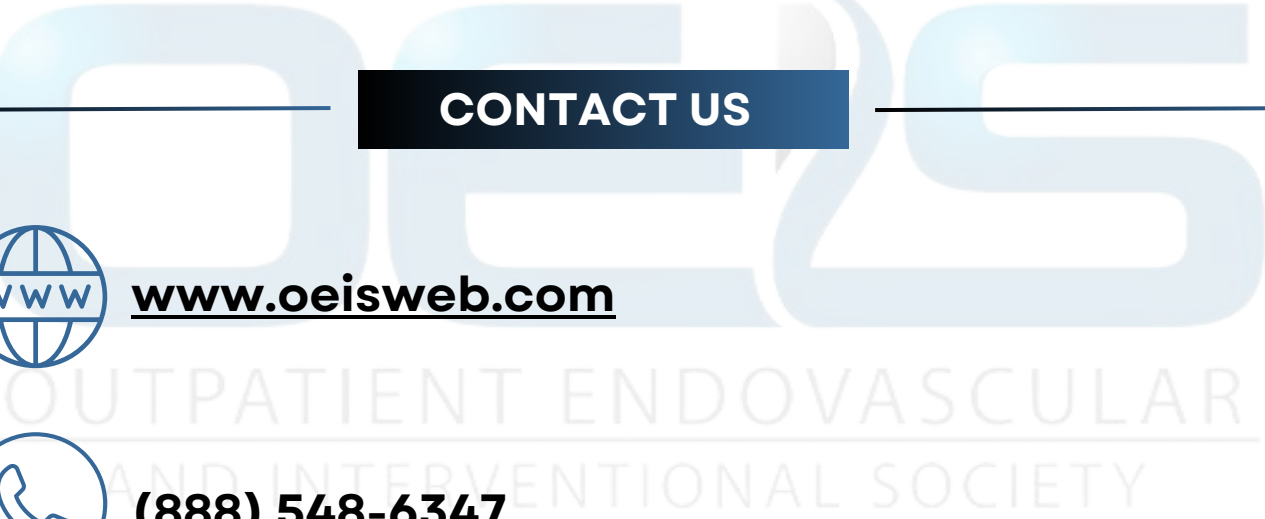
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