

EXHIBITORS & SPONSORS - TERMS



12 to 15 February 2026

Sandton, Johannesburg

Sandton Convention Centre

Convenor: Dr Ed Anderson, President SASCRS

Registration: <https://sascrscongress.co.za> Email: info@sascrscongress.co.za

Organisers: Christi Truter t/a DCOM - CID Email: christitruter@me.com



Terms & Conditions

AGREEMENT WITH SPONSORS AND EXHIBITORS IN RESPECT OF THE SASCRS CONGRESS

THIS AGREEMENT ('THE AGREEMENT') IS DATED 10 OCTOBER 2025 AND ENTERED INTO BY AND BETWEEN:

SOUTHERN AFRICAN SOCIETY OF CATARACT & REFRACTIVE SURGERY

Duly represented herein by Dr Ed Anderson Congress Convenor and SASCRS President

and _____ (Exhibitor / Sponsor)

Company Registration Number / ID number _____

Duly represented herein by _____ in his/her capacity as director/member/trustee of the said company being duly authorised thereto by virtue of a resolution adopted by the board of the said organisation.

PERTAINING TO The Congress TO BE HELD AT THE SANDTON CONVENTION CENTRE FROM THE 12TH DAY OF FEBRUARY 2026
UNTIL THE 15TH DAY OF FEBRUARY 2026
("the Congress")

This document contains guidelines, terms & conditions for participation in the Congress as Exhibitor or Sponsor. It becomes a BINDING CONTRACTUAL AGREEMENT between SASCRS, Organisers and participating firm or individual as soon as a registration, accommodation reservation, proposal, application or abstract is submitted.

Right to Exhibit Products and Services

The Exhibitor shall be entitled to set up and maintain a stand at the Congress (it however being expressly understood that such stand shall be set up, maintained and operated in accordance with the terms of this Agreement including without limitation those set out below).

Agreement

Please read the contents carefully. Complete the Agreement page, initial inner pages and sign the last page before sending it to the SASCRS Congress Office E-mail: christitruter@me.com

- Exhibitors, sponsors and their representatives are required to acquaint themselves with the contents of the terms and conditions and they must comply with all rules, regulations and conditions stated in this document.
- Complaints will be resolved by the Organizing Committee
- Venue's terms and conditions will also apply (Obtainable from the venue)

Infringement of these regulations may lead to the immediate closing of the stand, withdrawal of the right to participate in this congress and exhibition without compensation or refund of sums already paid, and without prejudice to the exhibitor.

Code of Conduct

Participants and their staff are required to conduct business and themselves in a manner that is professional and socially acceptable

- Complaints will be resolved by the Organizing Committee
- OSSA's Code of Conduct will apply (If not attached herewith, it is obtainable from the OSSA administration office)
- SCC's and other suppliers' terms and conditions apply (Obtainable from the SCC / supplier)
- International Council of Ophthalmology Exhibitors' Code of Conduct will apply (Available on ICO website)
- All companies must comply with the pharmaceutical & medical device industry codes of practice. Guidelines are published on websites:
 - www.ifpma.org Code of Practice guidelines of the International Federation of Pharmaceutical Manufacturers & Associations (IFPMA)
 - www.efpia.eu European Federation of Pharmaceutical Industries and Associations (EFPIA)
 - www.eucomed.org Europe medical technology industry
 - www.advamed.org US-based Advanced medical Technology Organization
 - www.phrma.org US-based Pharmaceutical and Research manufacturers of America

Compliance with Laws

Participants shall comply with all local, laws, statutes, ordinances, regulations and rules applicable to the venue which are in force or applicable during the Congress, including without limitation those relating to health and safety, hygiene and fire hazards.

Terms and Conditions (continued)

Force Majeure

SASCERS and the Organisers shall not be held liable for the failure to comply with any obligation as a result of any force majeure event which shall include without limitation, acts of God, strikes, lock-outs, acts of war, terrorism, fire, protest, power failure or other natural disasters.

Governing Law

This agreement shall be governed in all respects by the law of the Republic of South Africa

Indemnity

- The Sponsor/Exhibitor indemnifies and agrees to hold the SASCERS, Organisers, its directors, employees and agents harmless for any damage, loss, death or injury occurring at or about the Congress or in any manner associated therewith
- The Sponsor/Exhibitor agrees to indemnify and hold harmless the SASCERS, Organisers, its employees and agents against any claims or expenses arising out of anything occurring at or about the exhibitor's stand or in any other manner attributable thereto

Insurance and Liabilities

All participants (exhibitors or delegates) and persons using the venue MUST arrange, at their own cost, "all risk" insurance coverage from their country of origin to cover the exhibition stand for the duration of the exhibition period as well as transport time. This insurance coverage should be against injury to persons, fire, theft, damage to or loss of property, medical expenses, accidents, loss, etc.

- Participants understand that neither the Organisers nor the SASCERS maintain insurance coverage. It is the exhibitor's responsibility to be fully covered by insurance and take out "public liability" and "comprehensive" protection.
- The Congress, Organisers, the service providers, ScanDisplay, Sandton Convention Centre and their contractors or employees shall not be held liable or responsible to any party for any claim, damage or loss caused to any person as a result of the failure of the EXCO, the Congress, Organisers, ScanDisplay, Sandton Convention Centre or any of its employees, representatives or assigns to comply, or to comply timeously, with any provision/s of the contract of hire.
- The Congress, Organisers, the service providers, ScanDisplay, Sandton Convention Centre shall not be liable for any loss, injury or damage, howsoever caused, to goods and/or persons in the SCC and/or on adjacent sites. The hirer shall be liable for all penalties, losses or damages charged or levied by any authority, service provider or third party in respect of or attributable to any or all of the sub-hirers or participants, which amounts shall be paid by the hirer to Sandton Convention Centre on demand.
- The Congress, Organisers, the service providers, ScanDisplay, Sandton Convention Centre and their contractors and employees shall not be held responsible for the safekeeping, storage, and use or otherwise of any property brought in to the SCC. Property belonging to the hirer or third parties shall be brought into the SCC at their own risk and the hirer indemnifies the EXCO, The Congress, Organisers, their service providers, ScanDisplay, Sandton Convention Centre and holds it harmless against any and all claims, losses or damages that may be suffered by any person in relation hereto.

Safety

- Exhibitors are required to acquaint themselves with and adhere to the local fire, safety, environmental laws and building regulations
- The use of flammable or hazardous materials in the decorating of stands, are strictly prohibited
- The Committee will not approve exhibits that do not comply with accepted standards, until the necessary changes have been made
- The Committee reserve the right to alter the general layout or limit the space allotted to each exhibitor, postpone the exhibition or transfer it to another site if unforeseen circumstances warrant such action

Security & Access Control

We will make every effort to ensure that the premises is secure, but we cannot and do not take responsibility for stock / products before, during or after the show

- All participants will be required to wear an official congress name badge in order to gain access to the congress venues
- Hall security will be in operation from 12 - 15 February 2026. The Venue and SASCERS organisers shall ensure that suitably qualified security personnel are present at the venue during daily congress Programme times.
- The venues will be locked up once congress activities have closed for the day and night shift security guard will stay inside the exhibition venue. Exhibitors are however strongly advised not to leave valuables unattended nor to leave same in the venues overnight.
- Additional stand security may be ordered at a cost payable by the exhibiting company. The official security company is the only security allowed in the venue.

Terms and Conditions - Notes to Exhibitors

Access & Parking

Venue: Sandton Convention Centre

Street Address: Alice Lane | Sandton, 2196

Telephone: +27 (0) 11 779 0000

- The nearest and most convenient parking for exhibitors is in the Sandton Convention Centre Basement Parking which can be accessed from Alice Lane. If this parking is full you will need to use the Mandela Square or Sandton City Shopping Centre's parking facilities
- Exhibitors Delivery and Off-loading for the BALLROOM: Entrance in Alice Lane
- Exhibitors are required to contact ScanDisplay coordinator to make arrangements for deliveries or collections

Activities, Scientific Meetings or Social Events

- NO UNOFFICIAL activities, scientific meetings or social events may be held for 2 weeks prior to, during or 2 weeks after the congress without the written permission of the Congress organising committee. This restriction applies to the period from 29 January to 26 February 2026.
- Companies must plan their activities in a way to enhance the scientific objective of the meeting and their commercial activities shall not interfere with the scientific objective of the congress
- NO activities may be organized parallel to the scientific sessions or social functions without the consent from the Organising Committee

Advertising / Publicity / Media Guidelines

- Neither advertising nor exhibiting on behalf of other firms is permitted in any form whatsoever, unless with the permission of the SASCRS Organising Committee
- Advertising panels and displays are not permitted outside the exhibition areas allotted to exhibitors unless with the permission of the Organising Committee

Audio Visual Equipment at Your Stand

For any AV / Sound at your stand contact ScanDisplay for a catalogue and quotations.

Cancellation Policy

Applications to cancel must be made in writing, signed by a representative of the company and submitted to Organizing Chairman with a copy to the Congress Office

- Cancellation notified on or before 15 November 2025 : 50% will be refunded if full payment has been made. No refund will be made if the deposit only has been paid
- Cancellation after 15 November 2025: No Refund
- Refunds (if applicable) will be processed after the congress

Catering at Your Stand

- Bite-sized promotional items such as chocolates, sweets, biltong, etc. may be brought into the venue, as well as sample sized beverages, to a limit of 56ml, and these items may only be distributed within the Exhibition Area only
- The venue is fully licensed and NO alcohol may be brought into the venue
- If you wish to have any catering on your stand, please contact the venue for further assistance
Venue Coordinator – Caroline Heyes – 011 779 0000

CME Accreditation

Accreditation points will be allocated for every session. Refer to the Final Programme for details

Copying / Recording of Lectures & Presentations

Intellectual property rights restrict the copying or recording of lectures and presentations

Correspondence

E-mail: christitruter@me.com

Terms and Conditions - Notes to Exhibitors (continued)

Costs

Exhibitors shall bear the responsibility and costs associated with the design, installation and delivery of their stand at (and its removal from) the Congress venue. This includes any costs attributable to casual labour, catering, exhibition space clearing, personal or stand security, freight or courier services, off-loading or re-loading, unpacking or repacking of equipment and storage of equipment and containers.

- Exhibition Fees: Refer to the exhibition application and registration forms
- All attendees representing a company or who are in the service of a company participating in the SASCERS Congress, must be registered

Logistics

TST on-site management & logistics will handle drayage and freight, the inhouse logistics company.

A fee will be payable by each exhibitor.

TST On-Site Management & Logistics cc

Email: tyron@tstonsite.co.za

Email: salma@tstonsite.co.za

Tel 011 779 0000

Logo

Sponsors and Exhibitors must provide their company logo and details such as correct use of the Company's name, trademarks, address.

Meals / Lunch & Refreshment Breaks

Food and beverages will be served in the exhibition areas during scheduled lunch and refreshment breaks. (Refer Final Programme for details)

- Food serving stations will be set up for all participants
- Meals not taken cannot be refunded
- Participants requiring special meals must indicate so on the registration form. A fee will be payable for meals ordered from outside kitchens. Meal orders must be placed in writing and paid for no later than 10 days prior to the commencement of the congress.
- Food allergies and other dietary requirements
 - It is the participant's responsibility to notify the organisers in advance
 - At the dining venue, notify the manager on duty or waiter at your table.
 - If you haven't placed an order, upon arrival at the venue, notify the chef or floor manager in order for them to arrange alternatives.

Name Badges

- Name badges will be supplied on site, to all registered participants
- Attendees and Accompanying guests are required to wear the official congress name badges for access to academic sessions and to all official congress events
- Exhibiting company representatives may wear their company name badges provided that the congress name badge is also visible

Payment

- An invoice for the full amount will be issued. Late fees will apply to stand bookings received after 10 December 2025. The stand must be paid in full within 7 days from invoice date and no later than 10 January 2026.
- Payment is required in South African Rand (ZAR)
- Pay via BANK OR ELECTRONIC TRANSFER
- Funds transfer charges, currency exchange costs and credit card payments charges must be paid by the registrant
- BANK DETAILS: NEDBANK | Name: SASCERS Congress Account No: 1631199919 Branch Code: 198765 Swift Code: NEDSZAJJ (IBAN: N/A)
- Reference: Exhibiting Company name
- Proof of payment must be sent to the congress office E-mail address on the invoice

Photography

The Organizing Committee, SASCERS staff, presenters and journalists may photograph or take video footage of events and exhibitions. Please inform the Organisers if you do not wish to be photographed.

Terms and Conditions - Notes to Exhibitors (continued)

Privacy

Contact information will not be shared with parties not participating in this congress. However, from time to time, you may receive information regarding Congresses from hosts, the Organisers or current congress sponsors/exhibitors. You may opt out at any time by returning your E-mail with "unsubscribe" in the subject line.

Order Forms

- Order forms will be available from ScanDisplay
- All order forms must be completed, scanned and returned to ScanDisplay by no later than 2 February 2026

Product Disclaimer

The acceptance of a product or service for exhibition does not in any manner constitute an endorsement by the Organisers, the Hosts or its members

Restrictions

The subletting, assignment or appointment of the whole or any part of the exhibitor's space, by an exhibitor, is prohibited

Shell Schemes

Stand fees do NOT include shell schemes.

Shell scheme packages will be made available and may be ordered from ScanDisplay at an additional cost.

Example: A shell scheme package may include some or all of the following - depending on the type of package

- Shell scheme booth
- 1x 15amp plug point + 1x portion distribution board
- 1x fluorescent Light or 2x spotlights
- 1x standard congress table + 2x congress chairs
- Fascia Name: Company name (max 25 char) will be printed

Smoking

Smoking is only allowed outdoors in designated areas

Wireless Internet Connectivity

The Venue has WiFi internet coverage throughout the venue via AlwaysOn – each person can utilise this free service by logging in/ creating own account with own E-mail address – you will receive 500 mb data per day. Alternatively you are welcome to provide & supply your own internet facility.

Terms and Conditions - Stand Construction Guidelines

Construction of Stand

- Exhibitors are required to submit a design providing sufficient particularity of the stand which they intend erecting at the Congress at least 30 days prior to the Congress for approval with the express understanding that no Sponsor or Exhibitor shall be entitled to erect a stand which has not been approved by the Risk Manager in writing, neither shall same be entitled to materially depart from such approved design without the written consent of the Risk Manager
- Exhibitor's stands must not block aisles, obstruct adjoining booths or cause damage to the venue or equipment
- Exhibitors must allow sufficient see-through areas to ensure clear views of surrounding exhibits and emergency exits
- Island-style stands or stands extending onto open areas are required to be built in an open-plan style, with no solid walls and allow unrestricted "walk-through" to other areas

Construction Work

- NO construction work, such as carpentry, painting, etc. is to take place within the venue. If any construction work is to be done, it must be done outside, and all necessary precautions need to be taken to avoid any damage to the physical structure of the venue, or its fixtures, fittings, flooring etc.
- Any damage caused by, or on the behalf of, an exhibitor, will be for the account of the exhibitor. No painting can be done to the shell scheme panels – you will need to order chipboard panels if you wish to paint.
- Any damage to the shell scheme panels will be charged for your own account. You may use "Press-stick" and double sided tape on the shell scheme panels – any other fixtures are not allowed and a chipboard panel will need to be ordered for this.

Custom Built Stands / Space Only Stands / Custom Design / Tailor Made Stands

- All exhibitors who have raw space / have a stand builder building their stands should note in terms of Occupational Health & Safety Act & Regulations
- Sandton Convention Centre Rules and Regulations will apply. Ensure that your exhibition coordinators, stand builders and contractors receive the SCC Southern Sun Contractor's Indemnity Agreement, which you would've received by email.
- All stands have to be approved by the SCC Risk Manager / H&S compliance officer. Please discuss your structure with Mr Verster as you may need a COC before you will be allowed to open your stand to the delegates.
- Exhibitors intending to erect tailor made stands are required to submit construction drawings/plans to the Risk Manager by 12 January 2026.

Mr Ivan Verster
SCC Risk Manager
Tel: +27 11 508 1243
Mobile: +27 83 417 4489
Email: ivan@firefoxevents.co.za

Damage

- Nothing shall be posted, nailed, screwed, or otherwise attached to columns, walls, floors or other parts of the building or furniture
- Every reasonable precaution necessary should be taken when construction or working on a stand to ensure that no damage is caused to the floor
- Exhibitors will be held responsible for any damage caused to the floor or carpets and will be subject to a charge for the damage
- Damaged or missing carpet tiles will also be charged to the exhibitor. Any damage caused as a result of negligence on the exhibitor's stand will be invoiced to the exhibitor concerned

Deliveries & Drayage

- Neither the organisers nor the venue will accept deliveries on behalf of exhibitors
- The venue, nor organisers will be held responsible for goods that arrive early or which are left after breakdown
- The costs of disposing of any such items will be done at the expense of the exhibitor concerned
- Please ensure all deliveries are labelled with your stand name & number as well as YOUR contact details
- Deliveries during show days will need to be made before 07:00 am as no trollies will be allowed on the floor while public is within the venue
- For further arrangements, including loading & off loading, please contact the logistics company of ScanDisplay. Details will be communicated to registered exhibitors.

Terms and Conditions - Stand Construction Guidelines (continued)

Electrical Procedures & Regulations

- ALL Exhibitors are required to order electrical plug points, distribution boards and services from ScanDisplay
- All electrical installations will be done through ScanDisplay. If you have any special electrical needs please contact ScanDisplay directly.
- All electrical installations must be carried out in a competent manner to ensure safety
- If an electrical fault becomes apparent, the equipment must not be used until the fault has been rectified. All electrical installations must comply with the requirements of the Occupational Health & Safety Act (85 of 1983) as amended by the Occupational Health & Safety Act (181 of 1983) and the Labour Relations act (66 of 1995)
- Electrical installations must comply as follows:
 - Each installation shall be effectively earthed
 - Wiring shall be three core twin and earth not less than 1.5 mm cross sectional and be PVC, electrometric or other plastic sheathing
 - Joints shall not be made except where connecting into a circuit and insulated
 - Screwed connectors shall be totally enclosed in insulated enclosures
 - All wiring shall be effectively protected and fixed to prevent damage and risk injury
 - Cables placed under carpets are prohibited unless suitably protected
 - The organiser reserves the right to disconnect the electricity supply of any exhibitor whose installation is violating the organiser's regulations. All electrical connections need to be signed off by a qualified electrician and an Electrical Certificate of Compliance issued

Emergency Procedures

- The public address system will be used only for emergency announcements during exhibition hours. When it is requested via the public address system for the hall to be cleared – please ensure visitors are directed quickly and calmly to a safe exit.
- In the event of a bomb threat, the recipient must immediately contact emergency services on 10111, then security and then the organiser office.

Fire Regulations

The Fire Department has laid down the following regulations concerning exhibition stands (all stands are subject to inspection by the Fire Department at any time):

- No stand, other than a standard shell scheme, shall be constructed either inside or outside the building, unless or until the Risk Manager has approved a plan of the proposed construction & general layout
- No highly combustible material such as hessian, straw, paper, polyurethane, etc. may be used in the construction of a stand or within the exhibition display without the Risk Manager's approval and fire retardation treatment (a certificate will be required to prove that it is fire retardant)
- No solid ceilings may be used without prior approval accompanied by valid Fire Safety documents
- No exhibitor shall exceed the boundary of their stand unless prior arrangements have been made in writing and approved with the Organiser
- No structure or display shall be placed/ constructed so to impede the ordinary movement of people, nor shall the existing facilities or signs be obstructed
- No storage or use of hazardous substances, flammable liquids, gas cylinders, open fires and demonstrations with naked flames allowed at all
- All draping must be treated with fire retardant spray, and a valid certificate attesting to this must be handed to the Risk Manager or exhibition coordinator during build-up
- All Fire Exits & Fire Equipment need to be easily accessible at all times – all aisles need to be clear of any obstructions – no fire extinguishers may be moved or obstructed
- It is compulsory to have a fire extinguisher on each level of a double storey display
- If the depth of any display stand area exceeds 15m (in any direction) or is enclosed an alternate escape route/ door must be provided
- If any stands have a first floor which is greater than 30m², a second means of escape must be provided

Furniture & Equipment Rental

- Shell schemes, equipment, furniture, fittings and other extras will be available at an additional cost
- A catalogue and quotations must be requested from the appointed stand builders: ScanDisplay
- Any additional items, services or installations incurring additional costs will be payable by the exhibiting company prior to delivery

Terms and Conditions - Stand Construction Guidelines (continued)

Loading Bay

- All exhibitors are based in the Ballroom, which is on Level 2 and you will use the Alice Lane Loading Bay (Loading Bay 2).
- As soon as off-loading has been completed, all vehicles must be removed to the designated parking area.
- No off-loading or loading of any equipment/materials is allowed via the Front Entrance of the venue.
- For further arrangements, including loading & off loading, please contact the logistics company direct. Company details will be communicated to registered exhibitors.

Plumbing

At this stage no plumbing is available in the exhibition area, but if you have any plumbing/ water requirements notify ScanDisplay. Please note the venue does not allow large quantities of water to be used in exhibit displays, such as in fountains and fish tanks etc, without the proper certification.

Safety Guidelines

If your stand is using apparatus posing any safety risk, then the organiser's approval is required. The Risk Manager needs to be informed in writing regarding the following:

- Operating machinery and apparatus
- Use of radioactive materials
- Distribution of food, drink or tobacco
- Any recording, broadcasting or use of radios, film, sound, music, video or any other items which generate excessive noise
- Any sources of light that can disturb visitors and other exhibitors (strobe lights/ lasers)
- Use of balloons
- Public entertainment, including amusement displays and live performances
- No live animals permitted
- No firearms are permitted within the venue

Stand Cleaning

- Aisles and general areas in the exhibition and congress venues will be cleaned on a daily basis.
- Each exhibitor is responsible for removing their own rubbish/boxes please, and the cleaning of their own stand/s.
- The general exhibition area will be cleaned after all displays have been erected.
- The organisers will not clean the stands (dusting of shelves etc) because of the increased risk of damaging products or demonstration models or material.

Table-Top Exhibitions

Space for table-top exhibits will be allocated in the exhibition area

- Display of small instruments, brochures or books on top of the table only, with the exception of a catalogue stand or bookshelf, provided it fits into the space allocated
- Stand-alone banner/s (maximum width: 2m) may be placed behind the table
- One narrow congress table and two chairs will be provided. Exhibitors are responsible for decorating and dressing their tables
- Electrical plug points may be ordered from ScanDisplay

Time Table of Site Operations

Exhibitors undertake to observe the timetable in respect of the erection and completion of their stand prior, as well as its dismantling at the close of the exhibition. Exhibitors are obliged to ensure that their stands are permanently staffed during the exhibition period

Build up: 12 February 2026 (24 hours only – start time will be advised)

- Drayage will be managed by the Logistics company. Exhibitors must arrange their use of loading bays and off-loading times directly with the logistics company. Stand builders of large stands will be allowed to commence with building stands earlier than those of small stands.
- ALL exhibition stands must be clean and ready by 08:00 on 13 February 2026

Dismantling Period: 15 February 2026 14:00

- Time to be completed will be advised. Exhibitors requiring time to dismantle stands after the set time must arrange it with the venue coordinator. The venue may charge an hourly rate after the closing time, which will be payable by the Exhibitor.
- It is the Exhibitor's responsibility to pack and remove or consign for shipment all items of value prior to leaving their stand

Terms and Conditions - Agreement

Complete the Agreement page, initial all pages and sign below.

Submit to the Congress Office E-mail: christitruter@me.com

Company name _____

Duly represented herein by _____ in his/her capacity as director/member/trustee of the said company being duly authorised thereto by virtue of a resolution adopted by the board of the said organisation.

I/we, have read the notes, terms, conditions and guidelines. We hereby acknowledge and agree to observe and be bound by them

SIGNED AT _____ ON THIS _____ DAY OF _____

AS WITNESSES: 1. _____ 2. _____