



AMERICAN SOCIETY FOR RADIATION ONCOLOGY

## 2027 ASTRO ANNUAL MEETING

### Payment Policy/Schedule for Exhibit Space, Expo Suites and Business Suites Contracted on or Before January 16, 2027

- A twenty percent (20%) nonrefundable deposit must be paid at time of signing Contract or within 30 days of signing the Contract.
- An additional nonrefundable thirty percent (30%) payment is due by January 16, 2027.
- The remaining balance is due in full by May 4, 2027.

### Payment Policy/Schedule for Exhibit Space, Expo Suites and Business Suites Contracted After January 16, 2027

- A fifty percent (50%) nonrefundable deposit must be paid at time of signing Contract for all Applications submitted on or before May 3, 2027.
- After May 3, 2027, all applications must be accompanied by one hundred percent (100%) of the total fee due.
- Full payment of the total fee is due on or before May 4, 2027.
- Applications submitted without payment will not be assigned until payment is received.

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## PENALTY FOR LATE PAYMENTS

If deposits or balances are not received as outlined per the Payment Policy/Schedule above, ASTRO and show management reserve the right to release the space/item(s) being held for resale and discontinue exhibitor benefits at ASTRO's sole discretion. Exhibitor benefits include but are not limited to exhibitor's housing room block, exhibitor's registrations and inclusion in printed publications, online listings, the Annual Meeting Portal, signage and other conference materials. Failure to make payment does not release the Exhibitor from its financial and contractual obligations as specified in the Cancellation/Reduction Policy.

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## CANCELLATION/REDUCTION POLICY

- All cancellations or requests for a reduction in exhibit/expo suite/business suite space ("Expo Space") must be made in writing and sent via email to [ASTROprocessing@AFassanoCo.com](mailto:ASTROprocessing@AFassanoCo.com). Reductions in Expo Space are considered the same as cancellations, and the cancellation fees outlined below will be assessed for such portion of the Expo Space that is cancelled.
  - If an exhibitor cancels Expo Space **on or before May 4, 2027**, Exhibitor will be assessed a cancellation fee equal to fifty percent (50%) of the total contracted fee. If Expo Space is canceled **after May 4, 2027**, Exhibitor will be assessed a cancellation fee equal to one hundred percent (100 percent) of the total contracted fee.
  - Failure to pay any invoice issued under a signed contract constitutes a breach of contract. The Exhibitor remains financially responsible for the Expo Space purchased as per the Cancellation/Reduction Policy terms of the contract. If payment is not made per the Payment Policy/Schedule, ASTRO may cancel the contract, resell the space, discontinue exhibitor benefits and collect all amounts owed under the Cancellation/Reduction Policy.
  - All payments of prior event balances and any other outstanding obligations owed to ASTRO, including cancellation/reduction fees, must be paid in full to be eligible to apply and contract for any space at the 2027 ASTRO Annual Meeting or future ASTRO events. ASTRO reserves the right to apply any booth payment toward outstanding debts.
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## **2027 MULTIDISCIPLINARY HEAD AND NECK CANCERS SYMPOSIUM AND 2027 MULTIDISCIPLINARY RADIOPHARMACEUTICAL THERAPY SYMPOSIUM**

### **Payment Policy/Schedule for Tabletop Exhibits**

- 100% of the total fee due must be paid at time of signing Application and Contract.
  - Exhibitor is expected to pay full fee at time of application submission using a credit card.
  - Applications submitted without payment will not be assigned until payment is received.
  - If payment must be made by physical check or have a special account processing circumstance preventing immediate payment at time of application submission, payment must be made within 30 days of signing the Application and Contract. Payment instructions will be included in the Exhibit Booth Confirmation email sent after the contract is executed.
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### **PENALTY FOR LATE PAYMENTS**

If deposits or balances are not received as outlined per the Payment Policy/Schedule above, ASTRO and show management reserve the right to release the space/item(s) being held for resale and discontinue exhibitor benefits at ASTRO's sole discretion. Exhibitor benefits include but are not limited to exhibitor's housing room block, exhibitor's registrations and inclusion in printed publications, online listings, signage and other conference materials. Failure to make payment does not release the Exhibitor from its financial and contractual obligations as specified in the Cancellation/Reduction Policy.

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### **CANCELLATION/REDUCTION POLICY**

- All cancellations of exhibit space must be made in writing and sent via email to [ASTROprocessing@AFassanoCo.com](mailto:ASTROprocessing@AFassanoCo.com).
  - 100% of the total fee will be retained for cancellations.
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