

A 50% deposit is due within 30 days of the time the exhibit space application is submitted. Payment may be made by credit card in the Exhibitor Portal, **or by check, Automatic Clearing House (ACH), or Electronic Funds Transfer (EFT).**

Two bonus priority points will be awarded to those who make a full payment for the exhibit space at the time they submit their exhibit space application.

Final booth payment is due on **Wednesday, July 6.** Payments made 30 days past the final payment date will result in priority point penalties.

Exhibitors with outstanding balances will not be listed in the Mobile Meeting Guide.

Freight will not be delivered to an exhibiting company's booth until their account balance is paid.

## Credit Card Payments

Select the Make Payment option in the Exhibitor Portal to make a credit card payment. You may adjust the amount shown before entering the credit card information when paying less than the full amount. When paying by credit card, you will need the card holder's name and billing address.

## Check Payments

Checks are to be drawn on U.S. bank accounts, made Payable to American Academy of Ophthalmology.

Send check payments by **standard mail** to:

American Academy of Ophthalmology  
Wells Fargo Bank  
PO Box 884045\*  
Los Angeles, CA 90088-4045

Send check payments by **express mail** to:

American Academy of Ophthalmology  
Attn: Exhibitions Department  
655 Beach Street  
San Francisco, CA 94109

\*Do not attempt to send express mail to a post office box!

## Electronic Payments

Bank: Wells Fargo Bank, NA  
420 Montgomery St  
San Francisco, CA 94014

Account Name: American Academy of Ophthalmology  
Account number: 4121478242

ACH: Routing number: 121000248  
EFT: U.S. Wire Transfers: ABA number: 121000248  
International Wire Transfer: SWIFT Code: WFBIUS6S

When using one of these electronic methods of payment, include the exhibiting company name on the documentation.

Note that the payment is "For benefit of American Academy of Ophthalmology."