

# Guest Registration Form\*

## SOT 64th Annual Meeting and ToxExpo

### March 16–20, 2025

R2025

**FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_

Input:  Initials: \_\_\_\_\_

PLEASE PRINT CLEARLY OR TYPE

#### GUEST #1 INFORMATION

Registrant's Name: \_\_\_\_\_

Guest First Name/Middle Initial: \_\_\_\_\_

Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/Region: \_\_\_\_\_ State/Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Area Code/Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Special Accessibility Requirements: \_\_\_\_\_

#### GUEST #2 INFORMATION

Guest First Name/Middle Initial: \_\_\_\_\_

Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/Region: \_\_\_\_\_ State/Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Area Code/Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Special Accessibility Requirements: \_\_\_\_\_

#### REGISTRATION FEES

	Early-Bird Registration (Received by Jan. 24)	Standard Registration (Jan. 25 to Feb. 21)	Final Registration (After Feb. 21)	
Guest (Nonscientist)	\$70	\$85	\$100	x _____ = \$ _____

#### METHOD OF PAYMENT (US currency only)

All registrations submitted by hard copy or fax will be processed online by SOT staff.

**TOTAL DUE \$** \_\_\_\_\_

Check or Money Order # (PAYABLE TO "SOCIETY OF TOXICOLOGY"; Include guest name(s) on check memo line.): \_\_\_\_\_

American Express    Diner's Club    Discover    MasterCard    Visa

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Cardholder's Printed Name: \_\_\_\_\_

**By registering for the SOT Annual Meeting and ToxExpo, you agree to the terms and conditions outlined in the registration policies on the second page.**

**Refund or cancellation requests must be received at SOT Headquarters by February 21, 2025.  
Requests received after February 21, 2025, will not be processed.**

**RETURN THIS FORM WITH PAYMENT TO:  
SOT Headquarters Registration Dept., 11190 Sunrise Valley Drive, Suite 300, Reston, VA 20191-4375**

**Faxed forms are accepted only if using a credit card. Fax form to 703.438.3113.**

**Questions? Contact SOT. • Tel: 703.438.3115 • Email: [sothq@toxicology.org](mailto:sothq@toxicology.org)**

\* Use this form to register a spouse or family member (nonscientist) of an already registered SOT Annual Meeting and ToxExpo Registrant. Guest Registration includes access to the SOT Annual Meeting Welcome Reception and Awards Ceremony only. Guest Registration does not include access to the Scientific Sessions or ToxExpo.

On-Site registration will be available at Orange County Convention Center in Orlando. SOT will accept faxed Registration Forms until March 13.

# 2025 SOT Annual Meeting and ToxExpo Policies

## Attendee Qualifications

The Society of Toxicology (SOT) reserves the right to review applications for participation at the SOT Annual Meeting and ToxExpo to confirm that the applicant meets the SOT attendance qualifications. The Society may reject a registration by any individual or organization or withdraw registration privileges at any time if the individual or organization is found to be inconsistent with or in violation of the Society's principles, interests, and policies.

### Individuals

Participation is available only to bona fide individuals who are engaged in or promote the field of toxicology or biotechnology research and support the growth and development of the toxicology field.

### Organizations

Participation is available only to bona fide organizations with public policy positions and business practices that are generally consistent with the [SOT mission](#), goals, and reputation, as well as the Society's [policies and principles](#).

## Attendance Requirements

SOT reserves the right to implement policies, procedures, and requirements to protect the health of all individuals associated with the meeting. If such policies are developed, all registrants will be notified of the changes and new requirements, and these policies will be updated to reflect the new requirements.

## Attendance Terms and Conditions

By registering for the SOT Annual Meeting and ToxExpo, you are agreeing to abide by the SOT [Code of Conduct](#) policy and to the terms and conditions outlined here, granting SOT permission to:

- Reproduce, copy, and publish your image, voice, and any or all media taken at the Annual Meeting and ToxExpo.
- Share your contact information with organizations that the Society believes might have a product or service of interest to you. Limited data provided to third parties include name, title, affiliation, and business address. Your telephone and fax numbers and email address will not be disclosed to third parties.
- Share your name and affiliation with [ToxExpo exhibitors](#) and Annual Meeting Supporters.
- Include your name and affiliation in the attendee list, which will be accessible to meeting registrants using the SOT Event App.

SOT Annual Meeting and ToxExpo registrants:

- Will conduct a self-health assessment before arriving at any in-person events and will not participate at any in-person sessions if they are experiencing any symptoms of contagious or transmittable illness.
- Acknowledge that participating in this event and interacting with people place you at risk of exposure to or illness from infectious diseases regardless of your or their vaccination status.
- Acknowledge that SOT may need to share your contact information with public health authorities or other associated personnel if a public health event becomes associated with the meeting.
- Confirm, acknowledge, and will abide by all applicable regulations and health and safety protocols instituted by SOT and local and national authorities.
- Assume the risk of injury, harm, and loss associated with the event, including any injury, harm, and loss caused by the negligence, fault, or conduct of any kind on the part of SOT, its vendors, and its partners.

SOT Annual Meeting and ToxExpo registrants (excluding registered guests) are allowed to bring children under full parental/guardian control into Scientific Sessions and the ToxExpo Exhibit Hall during open hours only.

- Full control entails ensuring that children do not interfere with exhibits and sessions or display disruptive behavior (i.e., no running, no excessive noise).
- Parents/guardians will be liable for any damage to exhibits.
- In consideration of other participants, disruptive children should be removed from the hall or session.

SOT Annual Meeting and ToxExpo registrants are prohibited from:

- Inviting guest/spouse registrants into Scientific Sessions and the ToxExpo Exhibit Hall.
- Soliciting in the ToxExpo Exhibit Hall unless registered as an exhibitor. SOT retains the right to remove any company or individual that has not duly contracted for exhibit space.
- Speaking on electronic devices while attending Scientific Sessions. Attendees are asked to silence all electronic devices while attending Scientific Sessions.

These policies will be enforced by the Society. Individuals who do not comply will be asked to leave the session and/or ToxExpo Exhibit Hall. To request an exemption from any of the Annual Meeting and ToxExpo policies, the registrant must submit written notification to SOT Headquarters before the Annual Meeting and ToxExpo or while on-site. If you have any questions regarding these policies, please contact the [SOT Headquarters Office](#).

## Photography and Other Media Policies

The Society does not permit photography or media capture—such as video or audio recordings or screenshots—of Scientific Sessions, the ToxExpo Exhibit Hall, or any virtual presentations (e.g., ePosters, livestreams, on-demand videos) without the consent of the session Chair, the presenter(s)/author(s), and/or the exhibitor(s). Failure to follow these policies may result in the removal of an individual from the meeting without warning or refund of any expenses, prohibition of attendance at future SOT meetings, and notification to the individual's employer. In addition:

- Photographing colleagues against the backdrop of scientific posters on display without the express consent of the presenting author(s) is prohibited, as is photographing, capturing, or screenshotting posters and ePosters on display physically or virtually.
- Photographing or recording ToxExpo exhibit booths without the consent of a representative of the exhibiting organization is prohibited.
- Media capture of Scientific Sessions or Exhibitor-Hosted Sessions via any method is prohibited, including capturing any element of any session that may be presented virtually, without the permission of the session Chair(s), presenter(s), and/or exhibitor(s).

## SOT Code of Conduct

The Society of Toxicology (SOT) is committed to providing a safe and productive environment for all its meetings—one that fosters open dialogue, the free exchange of scientific ideas, the promotion of equal opportunity and is free of any sort of harassment, coercion, and discrimination. The [SOT Code of Ethics](#) requires all members to act with integrity, and it is expected that all meeting participants treat others with respect and consideration; follow venue rules; and alert SOT staff, officers, or security of any potentially dangerous situations, individuals in stress, or instances of harassment, coercion, or discrimination. SOT is fully cognizant that there are areas of science that are controversial. SOT meetings will serve as a forum to consider and debate scientifically relevant viewpoints in an orderly, respectful, and fair manner. The policies herein apply to all meeting attendees, speakers, exhibitors, guests, staff, contractors, and volunteers.

## What is harassment?

Harassment includes any communication or behavior that is not welcome or is personally offensive. Harassment for any reason is not tolerated by the Society. Behavior acceptable to one person may not be acceptable to others. Therefore, meeting attendees must use discretion to ensure that respect is clearly communicated. Harassment expressed in a joking manner still constitutes unacceptable behavior. Retaliation for reporting harassment is a violation of this policy, as is reporting an incident in bad faith.

## Reporting harassment

SOT is committed to providing a safe environment for everyone at any SOT meeting. If an individual experiences or witnesses harassment of any kind, they should contact SOT staff [by email](#) or by calling [703.438.3115](tel:703.438.3115) or should use a venue phone or personal cell phone to contact venue security. All complaints will be treated seriously and responded to promptly according to SOT policies and procedures.

To file a grievance of harassment:

- Notify [meeting staff by email](#) or by calling [703.438.3115](tel:703.438.3115).
- SOT staff will discuss any grievance first with the individual filing the grievance, then with the alleged offender; seek counsel if the appropriate action is unclear; and report the incident and any findings to SOT Council and the Society's legal counsel.
- SOT will consult with the individual filing the grievance before taking any action.

SOT reserves the right to remove an individual from a meeting without warning or refund of any expenses, to prohibit attendance at future SOT meetings, and to notify the individual's employer.

If there are questions related to this policy, please send an email to [SOT Headquarters](#) to the attention of the SOT Executive Director or call [703.438.3115](tel:703.438.3115).

## SOT Privacy Policy and Disclaimer

The SOT Annual Meeting and ToxExpo adheres to the Society's [general privacy policy and disclaimers](#).