

# ONEXPO-CON/AGG & IFPE 2023

## Group Room Block Housing Policies & Information

### GROUP ROOM BLOCKS (10+ rooms)

#### **MAXIMUM SIZE OF EXHIBITOR ROOM BLOCKS**

If your company exhibited in 2020 and requested or utilized a room block through the show housing program, the maximum number of rooms you will receive for the 2023 show is based on the below. "Peak" night is defined as the maximum number of rooms assigned/utilized on any one (1) night of your company's room block.

- Used some or all of 2020 assigned room block(s) – maximum number of rooms cannot exceed 10% over and above the number of rooms requested on peak night in 2020.
- Used none of 2020 room block(s)\* – maximum number of rooms cannot exceed the requested 2020 Show block on peak night. Show Management may review and reach out if there are concerns with the request.

*\*Please note these rules do not pertain to new company requests. If you did not have a block in 2020, your requested block for 2023 will not be affected by this rule.*

#### **IMPORTANT DEADLINES AND DATES**

<b>Date</b>	<b>Details</b>
JUNE 28, 2022	<p>Deadline to reduce room block without penalty</p> <ul style="list-style-type: none"> <li>- You can reduce or cancel rooms in your group room block without penalty until June 28, 2022.</li> </ul>
JUNE 29, 2022 - JANUARY 31, 2023	<p>\$150 cancellation fee per room</p> <ul style="list-style-type: none"> <li>- If a room is cancelled or released from the room block, a \$150 cancellation fee will be applied to each room.</li> <li>- The cancellation fee is calculated as \$150 multiplied by the number of rooms cancelled or released.</li> <li>- Prior to January 31, 2023, you must submit a written request to cancel or release room(s) from the room block at this cancellation rate.</li> </ul>
JANUARY 31, 2023	<p>Name Deadline</p> <ul style="list-style-type: none"> <li>- Rooms will be held in the block until January 31, 2023. Prior to this date, you must provide unique guest names (no duplicates allowed), individual arrival/departure dates, and a credit card to guarantee the room(s).</li> <li>- On February 1, 2023, all rooms that do not have names assigned ("holding rooms") will be released; the one night's room and tax cancellation fee per room will be charged.</li> </ul>
FEBRUARY 1, 2023- FEBRUARY 14, 2023	<p>One night's room and tax cancellation fee per room will apply.</p> <ul style="list-style-type: none"> <li>- Cancellation fee is charged equal to the highest room rate within your room block.</li> </ul>
ON OR AFTER FEBRUARY 15, 2023	<p>Hotel Deposit Policy</p> <ul style="list-style-type: none"> <li>- Per the hotel's deposit policy, show management requires each room to be guaranteed with a credit card. Hotels may charge a deposit to the credit card provided in the amount of the first night's room rate plus tax on or after February 15, 2023. Hotel will retain the deposit. Please verify the deposit policy with your specific hotel as policies vary.</li> </ul>

#### **OFFICIAL HOUSING PROVIDER**

Maritz Global Events is the official housing provider for CONEXPO-CON/AGG & IFPE 2023. For questions or assistance, please contact the exhibitor customer service team at:

Phone: 864-342-6397 (Monday – Friday, 8:00 a.m. – 5 p.m. Central Time)

Email: [showmgmt-exh@maritz.com](mailto:showmgmt-exh@maritz.com)