## RSNA 2019 Technical Exhibitor Hotel Reservations Terms and Conditions

Reserve your hotel rooms for RSNA 2019 before leaving RSNA 2018. Early reservations ensure you will have the finest selection of sleeping rooms at the RSNA-negotiated rates. Exhibitors who reserve their RSNA 2019 hotel rooms by Friday, November 30, 2018, will earn five (5) priority points toward RSNA 2020 Space Selection. Additionally, five (5) priority points can also be earned by exhibitors reserving hotel rooms for at least 70\% of badged exhibitor personnel (RG41) though the RSNA housing system by Friday, November 8, 2019. Visit RSNA.org/Exhibitor-Housing.

## General Information

- Exhibitors contracted for exhibit space at RSNA 2019 will be eligible to reserve hotel rooms; access to the hotel reservation system will be determined using the 2019 Technical Exhibitor Space Selection Process.
- One hotel reservation system (Create a Block, Individual Exhibitor Housing or Request a Block) may be selected per exhibiting company, regardless of the number of hotels utilized.
- Exhibitors may request rooms through the Exhibitor Housing System only for their employees or agents working the technical exhibit booth.
- Request rooms for the 3 peak nights of the annual meeting (December 1, 2 and 3, 2019).
- Confirm full length of stay by providing guest names and arrival/ departure dates by September 11, 2019.
- A deposit equal to one night's room and tax is required to confirm a hotel reservation by September 11, 2019. The credit card used must be valid through December 2019 and will be charged by the hotel approximately two weeks before the 2019 annual meeting. If the credit card is declined, the reservation may be cancelled by the hotel.
- Hotel availability is not guaranteed on a year-to-year basis.


## Select One Hotel Reservation System

Create a Block - 24 rooms or less on a peak night

- Requests accepted through July 23, 2019. Modification of requests made prior to July 23 will be available.
- Select rooms from real-time hotel inventory.
- Required to provide a credit card to guarantee the hotel rooms request.
- Guest names and deposits required by September 11, 2019.

Individual Exhibitor Housing - 24 rooms or less on a peak night

- Requests accepted beginning July 24, 2019.
- Select rooms from real-time hotel inventory.
- Required to provide guest names and deposit at time of hotel rooms request.


## Request a Block - 25 rooms or more on a peak night

- Room Reservation Priority - Earned 2018 exhibitor priority points determine sequential order for processing room block requests if received by 4:00 pm CT on Friday, November 30, 2018; requests after this date/time will be assigned on a first-come, first-served basis. Companies with the same number of exhibitor priority points will have their room block request determined on the date and time the request was received.
- No guarantee or deposit required at this time.


## Important Dates

- March 6 - Request a Block hotel assignments are emailed and a credit card is required to guarantee the room block.
- March 6-September 11, 2019 - For Request a Block (25 rooms or more on a peak night), an attrition fee of $\$ 100$ per room will be charged when reducing number of peak night rooms (Monday, December 2, 2019) by more than 20\%.
- July 23, 2019 - Create a Block closes for new hotel requests. Modification of requests made prior to July 23 will be available.
- July 24, 2019 - Individual Exhibitor Housing opens.
- July 24, 2019 - Exhibitor registration opens.
- September 11, 2019 - Rooming lists and hotel deposits are due for Create a Block and Request a Block
- September 12, 2019 - Rooms without a name assigned will be automatically released and charged a $\$ 200$ cancellation fee for Create a Block and Request a Block.
- September 12-October 8, 2019 - Cancellation fee is $\$ 200$ for each canceled room reservation for Create a Block, Individual Exhibitor Housing and Request a Block.
- No penalty for name or date changes occurring before Friday, November 8, 2019.
- October 9, 2019 - Cancellation fee changes to one night's room and tax for each canceled room reservation for Create a Block, Individual Exhibitor Housing and Request a Block.
- November 8, 2019 - Exhibitor hotel reservation system closes.
- November 8-18, 2019- Reservations and deposits will be transferred from Experient to the hotels and therefore cannot be altered during this period.
- After November 18, 2019, hotels will accept reservation changes and cancellations.
- Name changes accepted without penalty as long as the arrival and departure dates remain the same.
- Early departures will result in the loss of one night's room and tax, retained by the hotel.
- Failure to check in at the hotel on your scheduled arrival day will result in forfeiture of your reservation and one night's room and tax, which will be retained by the hotel.

Direct your hotel reservation questions to:
rsnaexh@experient-inc.com or 1-800-650-7018
(outside US \& Canada 1-847-996-5862)
Reserve now. Visit RSNA.org/Exhibitor-Housing



