



# EXHIBITOR ROOM BLOCK POLICY

## Introduction

All exhibitor blocks for the 64th ASH Annual Meeting and Exposition must be secured directly through the ASH Housing Center. **Exhibitors that choose not to utilize the ASH Housing Center ("SPARGO, Inc.") to secure its hotel rooms are subject to the deduction of priority points.**

## Payment Policy

**Payment Deadline: Friday, October 7, 2022, 5:00 p.m. Eastern Time**

All room blocks are offered on an **100% non-refundable** prepaid basis. Contingent on the hotel accepting your room block payment, once processed by the hotel, it is 100% non-refundable. Payment will not be refunded for cancellations, shortening of stays, and/or no-shows.

Due to the current environment, exhibitors will be allowed to cancel their room block without penalty and will receive a full refund should the following occur:

1. Participants are unable to travel due to a current travel restriction imposed by their country of origin or by the United States according to the travel restrictions posted by the [U.S. State Department](#) and the CDC's list of [Travelers Prohibited from Entry to the United States](#), thereby making it impossible or illegal to travel to New Orleans, Louisiana over the dates of December 10-13, 2022.
2. Participants are unable to travel due to a current travel restriction imposed by their organization restricting all employees from traveling to New Orleans, Louisiana over the dates of December 10-13, 2022. **Valid documentation of the organization's travel ban is required, and all refund requests are subject to review and approval before issued.** Refunds for room block cancellations made after November 18, 2022, will not be reviewed, and issued until after December 13, 2022.
3. The state of Louisiana issues a ban on large gatherings and the Ernest N. Morial Convention Center is unable to host the ASH Annual Meeting and Exposition and/or the **in-person** meeting is cancelled over the dates of December 10-13, 2022.

*(\* Note: The policy exceptions listed above applies only if the entire room block is cancelled. It does not apply to individually cancelled rooms, shortened stays, and no-shows. These exceptions will also not apply to groups are able to travel but decide not to attend the in-person meeting due to concerns, difficulties and/or COVID requirements associated with traveling or attending an in-person meeting.*

## **Room Block Dates and Reservation Management**

Room blocks are only guaranteed on the nights of December 9, 10 and 11. All other nights are based on availability and can only be booked through the reservation management website when assigning your rooms with names and reservation dates. Online access to the reservation management website begins on Wednesday, August 10, 2022, at 11:00 a.m. Eastern time.

Exhibitor room blocks do not replace individual hotel reservations. Rooms must be assigned with names and dates through the reservation management website by Friday, October 7, 2022. Any unreserved and unpaid rooms will be released on Friday, October 7, at 5:00 p.m. Eastern time. This deadline will be strictly enforced.

## **Increasing or Decreasing Rooms in Your Hotel Block/Rate Information**

If you would like to add rooms to your existing block(s) or to change your room block to a different hotel, please email us at [ashexhibitorhousing@spargo.com](mailto:ashexhibitorhousing@spargo.com) for us to check availability for you.

Please note: Room preferences and special requests are not guaranteed. Room rates are per night, and do not include taxes, hotel fees, or meals which are subject to change without notice. Quoted room rates are based on single/double occupancy. Hotel may charge an additional fee for more than two (2) occupants per room.

Standard rooms at the published meeting rate may not be available at the time of booking. Rates reflected online are based on rate/room types that are currently available at the time of booking.