HIMSS
GLOBAL HEALTH CONFERENCE & EXHIBITION
OFFICIAL VENDOR

OFFICIAL ONPEAK HOTELS

Exhibitor Housing Policy

Attention Exhibitors: Mandatory Housing Policy

Convention centers allocate exhibit space to shows based on the amount of hotel rooms picked up. Convention center management may and often will reject or reduce exhibit hall space requests because hotel rooms are not filled proportionately through the housing block. Therefore, to ensure our hotel block is full and that we receive the exhibit floor space needed for all exhibitors, we require all exhibitors to book housing through onPeak. **The guideline is to book a minimum of 2 room reservations and a maximum of 4 room reservations per 100 square feet of booth space rented**. All exhibiting companies are required to utilize onPeak to book hotel rooms. Any exhibitor who does not follow this procedure will not be permitted to exhibit and will forfeit all monies paid to HIMSS. Freight will be denied at show site. Please refer to your exhibition agreement for further information.

Exhibitor Blocks Procedure

All reservations may be held on a TBA basis until the following dates:

- **January 11, 2027**: Non Corp & Gold Corporate Members
- **January 18, 2027**: Emerald Corporate Members
- **January 25, 2027**: Premier, Anchor & Diamond Corporate Members

All names must be received on or before the cutoff date outlined above. If names are not received by this date, all rooms without names will be cancelled. You may cancel rooms without penalty until Wednesday February 17, 2027, 4pm CDT. To help plan the amount of rooms needed, see “Determining room block” section.

Determining Room Block

HIMSS Room Block Allocation Pattern

Following is the HIMSS nightly flow to be used as a guide in determining your room block pattern for 2027.

WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI
3/31	4/1	4/2	4/3	4/4	4/5	4/6	4/7	4/8	4/9
1%	2%	3%	10%	38%	98%	100%	94%	34%	1%

For example, if you require 20 rooms on Tuesday you should block no more than 1 room (3% of 20) on the prior Thursday.

Block Increases Over 5%

Companies may block the same amount of rooms actualized at HIMSS26. An increase of more than 5% (per night), without a corresponding increase in booth size, over your 2026 final pick up will require HIMSS approval.

Securing and Managing Your Room Block

Credit Card Required to Hold Block

Reservations must be guaranteed with a major credit card within 7 days from receipt of your hotel confirmation email. The credit card must expire after the date of the event. Failure to do so will result in cancellation of your block.

Managing Your Room Block

You can manage your company’s room block online by logging into the onPeak system from your confirmation. This portal allows you to change arrival/departure patterns, name assignments, and add or delete guests from your room block based on availability.

Cutoff Blackout Dates Notice

To ensure the hotels receive accurate lists in a timely manner, onPeak will have blackout dates for manual changes from Thursday, March 15 at 4:01 p.m. CDT through Wednesday, March 31, 2027. Depending on your hotel(s), all modifications to existing reservations are to be managed directly with the hotel(s) beginning Wednesday, March 31, 2027, through the close of HIMSS27.

Deposit, Cancellation, Attrition and Other Policies

HIMSS has a one-night room and tax deposit policy per reservation. The deposit for the McCormick hotels is two nights room and tax. This deposit becomes non-refundable starting Wednesday, February 17, 2027 at 4:01 PM CDT. For further details on the policy see below and consult your individual hotel confirmation.

Deposit

Approximately fourteen (14) to twenty-one (21) days prior to start of event, the hotel, not onPeak, will charge your credit card a deposit equal to one night (or two) room plus tax, depending on your hotel(s) policy. This deposit is non-refundable as of Wednesday, February 17, 2027 at 4:01 pm, CDT. Credit cards will not be charged until final cut-off, by the hotel(s). You have two options for submitting a deposit payment:

1. After initially securing your block, you will be able to adjust payment to individual credit cards should you choose through the online portal until Wednesday, February 17, 2027 at 4:00 pm, CDT. Please note that the card on file as of Wednesday, February 17, 2027 4:01pm will be the card charged by the hotel for the non-refundable deposit and will not be refunded should the credit card be changed after this date.

2. After initially securing your block, if you wish to send a check or money order for the deposit (made payable to onPeak) you can follow up with this form of payment by Friday, February 12, 2027. After this date, only credit card deposits will be accepted.

3. **ATTRITION**: As a courtesy, the Company is allowed to release up to 10% of the total Group Room Block Nights held as of February 17, 2027, without penalty. **After this date, cancellations will result in the deposit being retained and any reductions in length of stay greater than 10% apply to the following attrition policy.** At the end of the Event if the Company’s Total Room Night utilization is less than 90% of the **Total Room Nights Reserved (as of February 17, 2027**) in the Group Room Block, Group agrees to pay Informa an amount equal to the **difference** between 90% of the Total Room Nights reserved in the Group Room Block and the actual number of Room Nights utilized by Company multiplied by the Confirmed Rate per night..

Cancellations

Reservations may be canceled in their entirety or changes to arrival and departure dates are allowed until 4:00 p.m. CDT on February 17, 2027 without charge. After this time, the one or two night room plus tax deposit per reservation is non-refundable.

No-Shows and Early Departures

- Changes to arrival/departure dates and name changes may be made without penalty until 4:00 p.m. CDT on Wednesday, February 17, 2027 through onPeak.
- Failure to check-in on your scheduled arrival date will result in a no-show fee, equal to one night room plus tax and the reservation may be subject to cancellation.
- An early departure fee, equal to one night room plus tax may be charged if hotel is not notified of an early departure 24 hours prior to check in.

Change in Hotel

You may transfer hotels until Wednesday, February 17, 2027 at 4:00 p.m. CDT without penalty. After this date, changing from one hotel to another is considered a cancellation and room nights held are subject to one night room plus tax deposit that is non-refundable, and this may result in being charged by both hotels.