



DEMA SHOW 2019
EXHIBITOR HOUSING BLOCK REQUEST
www.demashow.com
November 13-16, 2019
Orange County Convention Center • Orlando, FL

INSTRUCTIONS

- This form should be used to request a block of ten or more rooms. Reservations for nine rooms or less should be made through the hotel reservations link on www.demashow.com.
- Completed forms should be emailed to help@orchid.events or faxed to 1.801.355.0250 no later than **August 23, 2019**. A limited number of rooms have been set aside for exhibitor blocks, rooms are on a first come, first served basis.
- The housing company, Orchid Events will email a confirmation letter that includes a URL to access your individual block.
- You will be responsible for making individual reservations with arrival/departure dates and names in your block no later than **September 20, 2019**. Rooms that have not been assigned to an individual by September 23, 2019 will be removed from your block.
- Hotels may charge credit cards for deposit no more than 30 days before arrival. Your hotel may choose not to charge your card for a deposit of one night's room and tax but will use your credit card to guarantee your room and to enforce any cancellation penalties.
- Cancellations on or after **October 4, 2019** will be subject to a \$25 service fee. Deposit of one night's room and tax will be forfeited entirely if cancellation occurs within 5 days of arrival date or the individual hotel cancellation policy noted on the reservation acknowledgement.

CONTACT INFORMATION

| | |
|--------------------|--------------|
| Name | Title |
| Exhibiting Company | Booth Number |
| Address | City |
| State | Zip |
| Phone | Email |

HOTEL CHOICE & NUMBER OF ROOMS REQUESTED

Hotel Preference: Individual hotels and rates are listed on the website, www.demashow.com.

Choice 1:

Choice 2:

Number of Rooms Requested – Please indicate the type and number of rooms needed per night

| Date | FRI 11/8 | SAT 11/9 | SUN 11/10 | MON 11/11 | TUE 11/12 | WED 11/13 | THU 11/14 | FRI 11/15 | SAT 11/16 | SUN 11/17 |
|--------------------|-------------|-------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Room Type (Single) | | | | | | | | | | |
| Room Type (Double) | | | | | | | | | | |

QUESTIONS – CONTACT ORCHID EVENTS

General housing questions should be directed to Orchid Events at 1-888-665-1375 or 1-801-505-5260 or via email help@orchid.events.