



BIO 2023 Housing Guidelines

BIO is pleased to be partnering with Maritz Global Events again, as our official, exclusive housing provider for the BIO International Convention. Accommodation requests are processed on a first-come, first-served basis and are based on availability.

The privacy and security of your personal information throughout the reservation process is very important to us.

Housing opens: Wednesday January 24, 2023

Housing closes: Thursday May 8, 2023

Securing Reservations:

Effective Wednesday January 23, 2023, accommodations can be reserved through the **BIO Housing Website**.

- Hotel reservations can be made through the Maritz Global Events website. View all the hotels available in the block with descriptions, photos, amenities and exclusive promotions.
- In order to secure your room, a credit card valid through June 2023 is required. Maritz will not charge your credit card at the time of reservation. Some hotels will charge a 1 night's room and tax deposit 30 days prior to arrival.
- Reservations must be cancelled at least 72 hours prior to your scheduled arrival.
- If you cancel your reservation later than 72 hours before check-in and/or do not arrive at the hotel on the check-in date selected, you will be subject to two night's room, and tax fees, and your reservation will be cancelled. All reservations are subject to a one night's room and tax deposit, charged by the hotel, on or after May 10, 2023.
- If you are a travel agent representing an affiliated group, you must enter the group's name when booking. Otherwise your reservation is subject to cancellation by BIO/Maritz.

Group Reservations:

- The Maritz website allows for full group control. Blocks of 10 or more rooms can be requested and held, allowing you to add names at a later date.
- After your block request has been fulfilled, Group Contacts have the opportunity to send invitations to group members to complete their reservations.
- Group Contacts have the ability to guarantee payment by a master credit card or assign to each individual group member.
- If you need assistance with booking, please contact us at BIOfgroup@Maritz.com or by phone at 864-658-5280.
- Please Note: All groups must be attending or exhibiting at BIO. If the group is not attending BIO, your reservation is subject to cancellation by BIO/Maritz.

Booking Requirements:

- All rooms require occupant names by May 1, 2023. Rooms without names are subject to cancellation.
- BIO/Maritz reserve the right to adjust your requested block to mirror historical patterns from 2022 and will approve a maximum 5% increase over your actual historical room usage from previous years. If such modification is made, BIO/Maritz will reach out to the Group Manager to confirm appropriate reservation levels. Please indicate the reason for an increased request on the block request website if you have special circumstances that warrant an increase of more than 5%

Non-Restricted Hotels:

- Group contacts may request a reasonable number of rooms, based on past attendance, at the following larger Boston hotels. Confirmation will be based on pick-up from the 2022 Convention:
 - Boston Park Plaza
 - Colonnade Boston
 - Copley Square Hotel
 - Courtyard Boston Downtown
 - Doubletree Hotel Boston
 - The Godfrey Hotel Boston
 - Hilton Boston Downtown/Faneuil Hall
 - Hyatt Centric Faneuil Hall Boston
 - Hyatt Regency Boston
 - Langham Boston
 - Lenox Hotel
 - Boston Marriott Copley Place
 - Moxy Boston Downtown
 - Omni Parker House Hotel
 - The Newbury Boston
 - Westin Hotel Copley Place

Restricted Hotels:

- Due to limited available accommodations, reservations are restricted to a maximum of twenty (20) rooms per night per company.
- Enforcement of this rule is in an effort to allow all companies the opportunity to secure a room within these smaller properties
- Any companies who book above 20 rooms total via group and individual bookings will have the remainder of their group placed at additional non-restricted properties
 - Aloft Boston
 - Element Boston
 - Hampton Inn Boston Seaport
 - Homewood Suites by Hilton Boston
 - Hyatt Place Boston Seaport District
 - Kimpton Nine Zero
 - Omni Boston Hotel at the Seaport
 - Renaissance Boston Waterfront
 - Seaport Hotel

- Sheraton Boston
- W Boston
- Westin Boston Waterfront (Seaport District)
- Yotel Boston

Questions?

Please contact Maritz as follows:

- **Email:** BIOhousing@Maritz.com
- **Phone:** Monday – Friday, 9:00 AM – 5:00 PM ET (864) 658-5392

WARNING: Unauthorized Housing Providers

Maritz is the only official housing company associated with the BIO International Convention. While other hotel re-sellers may contact you offering housing for your trip, they are not endorsed by or affiliated with BIO and entering into financial agreements with such companies may have costly consequences.

Some of these unauthorized companies may even claim to be a partner of BIO or even outright falsely claim to be BIO's housing company. If you are contacted by a company that is not our official housing provider, or if you are ever unsure whether or not a company is legitimate, please immediately e-mail BIO at customercare@bio.org.

For your own protection, please do not make reservations through any unknown housing or travel company. There are many reported situations of false or deceptive activities by some of these third-party room block marketers. Here are some things to be aware of:

- Many of these groups cannot actually guarantee a reservation because they do not have contracts for room blocks with the BIO hotels. Instead, they will contact a housing wholesaler to see if anything is available that can be resold to you.
- Rooms booked through unauthorized housing companies must sometimes be fully prepaid. Rather than a one-night deposit, an unauthorized company may require payment of the full cost for the entire stay for each room booked at the time of booking.
- Reservation confirmations and numbers are often not available from these companies until less than a week before the arrival date. Even then, this may not guarantee that a room will be available when you arrive.
- Generally, these companies cannot secure a large block of rooms; only one or two at a time. Exhibitors and large delegations should be particularly wary, since they often need to book a group of rooms for their staff who will be exhibiting during or attending the Convention.
- Name changes on room reservations with unofficial wholesalers/room brokers may be difficult to make.
- BIO may not be able to assist attendees who have reserved rooms outside the block if problems result from booking through an unauthorized company. As a result of negotiated contracts with

hotels, BIO is able to protect attendees should the hotel oversell the rooms or should issues arise with reservations made using BIO's official housing company -- Maritz.

- If the hotel determines a Convention attendee has been solicited or contacted by a wholesaler, then the room rate may be increased to match or exceed the BIO group rate or the room reservation may even be canceled. In many instances, a rate quote from a room broker is not a guaranteed rate.