

IMPORTANT ATTENDEE GROUP DEADLINES AND DATES

Date	Details
JUNE 27, 2025	Deadline to reduce room block without penalty. <ul style="list-style-type: none"> You can release or cancel rooms in your room block without any penalty until June 27, 2025. You must submit a written request to Maritz to release rooms.
BEGINNING JUNE 28, 2025 THROUGH AUGUST 22, 2025	\$100 fee per released or canceled room* <ul style="list-style-type: none"> The fee is calculated as <u>\$100 x number of rooms</u> released or canceled. From June 28 - August 22, 2025, you must submit a written request to Maritz to release rooms.
AUGUST 22, 2025	Name Deadline <ul style="list-style-type: none"> Rooms will be held in room blocks until August 22, 2025. By this date, you must provide unique guest names (no duplicate names allowed), individual arrival/departure dates, and a credit card guarantee to turn the “holding” room into a confirmed reservation.
AUGUST 23, 2025 - Event	One Night Room Rate + Tax fee per released or canceled room* <ul style="list-style-type: none"> On August 23, 2025, all rooms that do not have names assigned (“holding rooms”) will be released and the one-night room + tax fee per room will apply. Any reservations canceled on or after August 23, 2025, will be charged a one-night room + tax fee per room to the credit card on file.
BEGINNING SEPTEMBER 2025	Hotel Deposit Policy <ul style="list-style-type: none"> At their discretion, Hotels may charge a deposit of one night room + tax to the credit card provided for reservation guarantee.

Show Management may review and reach out if there are concerns with the hotel room block request.

***All cancellation fees will be subject to Show Management review and will be charged after The Utility Expo 2025.**

OFFICIAL HOUSING PROVIDER

Maritz is the official hotel provider for The Utility Expo 2025. For questions or assistance, please contact the exhibitor coordinator at:

Phone: 864-342-6396 (Monday – Friday, 8 a.m. – 4 p.m. Central Time)

Email: theutilityexpo-group@maritz.com