UNITED BY PURPOSE — THE MEDTECH CONFERENCE
UNITED BY MEDTECH — OCTOBER 5-7, 2020 | TORONTO, ONTARIO

The MedTech Conference 2020
6+ GROUP BLOCK REQUEST FORM

1. Main Contact Information

CONTACT NAME:		**COMPANY/ORGANIZATION:**	
ADDRESS:			
CITY:		**STATE:**	**ZIP:**
PHONE:		**FAX:**	
EMAIL:			

2. Room Requirement

Please note the number of rooms that you are requesting per night in the below grid. Maximum of 4 guests allowed per room.
Rooms are not held until completed form is approved by AdvaMed and confirmation email received from group housing coordinator.

DAY	Group Rate	Sun	Mon	Tue	Wed
DATE	Single/Double Occupancy	10/4	10/5	10/6	10/7
[1] Delta Hotels by Marriott Toronto	$339				
[2] Hilton Toronto	$299				
[3] InterContinental Toronto Centre	$309				
[4] Marriott Toronto City Centre	$229				
[5] The Fairmont Royal York	$329				

**All rates are in Canadian dollars

3. Attrition Policy (financial Penalty)

- AdvaMed could be penalized for not utilizing committed sleeping rooms. In an effort to reduce this expense and ensure that rooms are reserved for individuals who will use them, AdvaMed requires all groups to adhere to the established deadlines and be financially responsible for rooms set aside for them. No exceptions. **Any unused rooms will be charged a penalty of one-night room rate per unused room**. Any attrition owed by the organization due to late cancellations will be charged to the credit card on file by Showcare Event Solutions.
- All individuals must register and utilize the room block by **Thursday, September 10, 2020, 5pm EST**. After **September 10, 2020, 5pm EST**, any rooms without names will be automatically released by Showcare Event Solutions
- An organization credit card guarantee will be required to hold the block of rooms until **July 25, 2020.** The main contact indicated in section 1 of this form will receive instructions how to confirm the room block with a credit card.
- You can reduce your block of requested rooms with no penalty by **July 25, 2020**. After July 25 organizations will be 100% responsible for their room block. By September 25, 2020 all reservations must have individual names and dates attached to each room and any unused rooms will be charged a penalty of one-night room rate per unused room. **NO EXCEPTIONS**.

4. Housing Information and Instructions

- The main contact indicated in section 1 of this form will receive a confirmation regarding your room block.
- You can reserve and modify your hotel reservations by using the link or booking information provided in a confirmation that will be sent to the main contact. **Attendees must be registered for the MedTech 2020 Conference before they can book hotel reservations.** TBD names will not be accepted.
- A credit card guarantee will be required for all reservation and may be charged one-night room and tax deposit by the hotel prior to arrival.
- Reduction and changes to the room block can be made by emailing grouphousing@showcare.com.
- If you have any questions, please email grouphousing@showcare.com.

5. Please initial

_____ A credit card is required to hold rooms and may be charged based on deposit and cancellation policy. Guest to pay all remaining charges on own at time of arrival. All reservations will be guaranteed to the credit card on file for this block and cancellations or no-shows will be billed to the credit card on file. By initialing I agree to the above statement.

6. Sign form

All group rooms must be confirmed with a guest name by **Thursday September 10 at 5:00pm EST**. **By signing this form, you and your organization are accepting financial responsibility for the entire room block indicated in the grid above and understand that you will be charged for the room block based on the billing selections made herein.**

Contact Name: _____   Phone: _____

Company Name: _____

Signature: _____   Date: _____

7. Please return the completed form to GroupHousing@Showcare.com.