The NAMA Show May 5-7, 2027 | New Orleans, LA

HOTEL ROOM BLOCK REQUEST FORM

REQUEST FOR 10 OR MORE ROOMS

***ROOMING LIST DUE: March 5,2027 ***

OFFICIAL HOUSING PROVIDER

CONTACT INFORMATION

Company:	
Contact First Name:	
Contact Last Name:	
Phone:	
Email (required)	
☐	*In accordance with GDPR (General Data Protection Regulation) by checking this box you are consenting to our use of the information you are providing us solely for the purpose of making hotel room reservations.*

HOTEL SELECTION: Review hotels below and indicate your hotel choices in order of preference. Requests will be honored on a first-come, first-served, space available basis. Submit your request as soon as possible for the best opportunity of receiving your hotel choice. Should you have any questions regarding the hotels not listed please contact us directly at namahousing@imnsolutions.com.

Preference	Hotels	S/D Occupancy
	Embassy Suites by Hilton New Orleans	$259
	Sheraton New Orleans Hotel	$275
	Hilton New Orleans Riverside	$309
	Sonesta ES Suites New Orleans Convention Center *	$289

***** Only available for blocks of 15 or less

Below, please indicate the number of rooms you require each night. Your night by night room block (pattern) that you select will affect your hotel placement, therefore, be accurate and conservative.

Room Type	Mon	Tue	Wed	Thu	Fri
	5/3/27	5/4/27	5/5/27	5/6/27	5/7/27
Run of Hotel					

TERMS & CONDITIONS

ROOMING LIST DUE DATE -March 5, 2027: A complete rooming list with names and arrival/departure dates for *EACH* reservation must be submitted. After this date rooms without individual names will be released. Rooming list must be accompanied by a credit card guarantee. Rooming lists received without a valid guarantee will not be processed. Once your block is confirmed, you will receive a Block Confirmation Letter via email with instructions for submitting your rooming list.

CONTRACT & ATTRITION: Approved groups must sign a sub-block contract and utilize at least 90% of their total contracted room nights. The group is financially responsible for attrition damages on any shortfall below 90%, as detailed in the contract.

DEPOSIT: Rooming lists must be accompanied by a credit card guarantee for one night's room rate and tax for each room reserved. The credit card will not be charged by IMN Housing unless there is a cancellation under the terms of service.

GUARANTEE VALIDITY: The credit card used to guarantee each room must be valid through May 2027.

TAXES & FEES: Rates do not include the 17.50% hotel tax. An additional $1 or $3 fee applies, depending on the hotel. Taxes and fees are subject to change at any time.

CANCELLATION POLICY: Cancellations after March 12, 2027, will be subject to a $50 processing fee. Rooms cancelled less than 72 hours prior to arrival date will be charged a penalty $50 and hotel penalty of one night's room rate plus tax.

EARLY DEPARTURE FEE: Hotels may charge an early departure fee if you check-out prior to your scheduled departure date.

I have read and agree to the Terms & Conditions listed above.

Name: _____

Signature _____

Return completed form to NAMAHousing@imnsolutions.com