

# BIO 2025 Housing Guidelines

BIO is pleased to be partnering with Maritz again as our official, exclusive housing provider for the 2025 BIO International Convention (BIO 2025). 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.

## Important Dates

- **Housing opens: Monday, January 27, 2025**
- **Rooming List Deadline:** All rooms in your block must have a name assigned and a credit card for guarantee by **April 25, 2025**. Any unassigned rooms will be released from your block at 5pm ET on April 26. At this time, your group pickup will be monitored and evaluated post event in accordance with the 2025 Group Attrition Policy.
- **New Reservations:** Requests for new reservations (based on availability) will be accepted through **May 23, 2025**.
- **Reservation Changes:** Changes can be made online or by emailing the group coordinator through **May 27, 2025**.
  - Between the dates of May 28 – June 3, 2025 your reservations will be transferred to your confirmed hotel for processing.
  - Starting **June 4, 2025**, you may contact your confirmed hotel directly to make changes, cancellations and new reservations (based on availability).

## Securing Reservations

Effective **Monday January 27, 2025**, accommodations can be reserved through the BIO Housing Website.

- Hotel reservations can be made through the Maritz 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 2025 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 after May 21, 2025.
- Some hotels will charge an early departure fee should date changes not be made in advance of your arrival at the hotel
- 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 a one night's room, and tax fee, 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 21, 2025.
- 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 (name deadline is April 25).
- 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 [BIOgroup@Maritz.com](mailto:BIOgroup@Maritz.com) or by phone
- **Please Note:** All groups must be attending or exhibiting at the 2025 BIO International Convention. If the group is not attending BIO 2025, your reservation is subject to cancellation by BIO/Maritz.
- Maritz is also partnering with **FHTglobal** to provide international travel packages to the 2025 BIO International Conference.

## Booking Requirements

- All rooms require occupant names by **April 25, 2025**. Rooms without names are subject to cancellation.
- BIO/Maritz reserve the right to adjust your requested block to mirror historical patterns from 2024 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 Contact 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%

## 2025 Group Attrition Policy

- If at least 70% of your **requested** room nights are not picked up, an attrition penalty may be charged.

Example:

	Sun	Mon	Tue	Wed	Thu	Fri	Total Room Nights
<b>Rooms</b>	9	10	35	35	7	4	100

100 room nights requested x 70% = 70 rooms nights minimum required to avoid attrition fees.

If only 65 room nights are actualized, an attrition fee of 5 room nights x group rate may be payable to BIO. Any attrition fees may be invoiced directly to the group, which could be up to 90+ days after the 2025 BIO International Convention.

Room block attrition penalty fees will be in addition to the Hotel Cancellation Policy. Attrition penalty fees will be assessed post event by BIO. Hotel Cancellation Policies will be enforced and charged by the hotel during the cancellation period.

## Non-Restricted Hotels

- Group contacts may request a reasonable number of rooms, based on past attendance, at the following Boston hotels. Confirmation will be based on pick-up from the 2024 Convention:

AC Hotel Boston Downtown	Intercontinental Boston
AKA Back Bay Boston	Langham Boston
Boston Marriott Copley Place	Moxy Boston Downtown
Boston Marriott Long Wharf	Omni Parker House
Canopy by Hilton Boston Downtown	Revere Hotel Boston Common
Colonnade Boston	Sheraton Boston Hotel
Courtyard Boston Downtown	The Godfrey Hotel Boston
Doubletree by Hilton Boston Downtown	The Dagny
Fairmont Copley Plaza	The Newbury Boston
Hilton Boston Back Bay	W Boston
Hotel AKA Boston Common	Westin Copley Place
Hyatt Regency Boston	Yotel Boston

## Restricted Hotels

- Due to limited available accommodation, reservations are restricted to a **maximum of twenty (20) rooms per night per company**.
- Enforcement of this rule is in efforts to allow all companies the opportunity to secure a room within these properties.
- Any company who request more than 20 rooms total, via group and individual bookings, will have the **remainder of their group placed at additional non-restricted properties**.

Aloft Boston	Omni Boston at the Seaport
Element Boston	Renaissance Boston Waterfront
Hampton Inn Boston Seaport	Seaport Hotel
Homewood Suites Boston	Westin Boston Seaport District
Hyatt Place Boston Seaport	Yotel Boston

## Questions?

Please contact Maritz as follows:

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

## WARNING: Unauthorized Housing Providers

Maritz & FHTglobal are the *only* official housing companies associated with the 2025 BIO International Convention. Please look for the Official BIO 2025 Vendor logo when booking your housing. Reservations made through any company other than **Maritz** or by **FHTglobal**, are at your own risk.

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](mailto: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 within the 2025 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 2025 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.