

2024 NMHC ANNUAL MEETING: CABANA RENTAL POLICIES

All requests for cabanas require NMHC approval. Requests made directly through the hotel for event space, suites, meeting rooms, and cabanas will be forwarded to NMHC for review. NMHC reserves the right to decline any request. **Cabanas will not be assigned to non-sponsoring firms.**

- Firms at the Chair's Circle and Friends of the Council Sponsor levels are eligible to participate in the Cabana Rental Lottery.
- Cabanas will be assigned to sponsor firms via lottery according to sponsor level, in the following order: (1) Chair's Circle (2) Friends of the Council. **Request Forms are due by July 28th to participate in the lottery.** After July 28th, requests will be added to the wait list in the order they are received.
- **Cabanas are limited and not guaranteed to any firm, regardless of sponsor level.** Not all requests will be able to be accommodated. Only one cabana will be assigned per firm, to accommodate as many firms as possible. Sponsors may waitlist for additional cabanas.
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- NMHC will assign selected Sponsors a cabana and notify the Sponsor of their assignment. Sponsor will complete a Cabana Rental Contract to confirm their selection. NMHC will invoice the Sponsor for the Cabana Rental once the contract is received.
- Cabana Rentals are \$3,000 per cabana (as charged by NMHC.) Sponsor is responsible for the cost of the Cabana Rental, and all additional costs and hotel attendant fees associated with their cabana.
- **Payment is due January 5, 2024.** NMHC reserves the right to cancel a cabana reservation due to non-payment. Sponsors with unpaid invoices at the time of the meeting will not be permitted to use their cabana. No refunds will be provided after January 5, 2024.
- NMHC will send confirmed assignments to the hotel. The hotel will work directly with the Sponsor to confirm meeting room logistics and orders.
- **Badges will be required to access cabanas.**
- Meeting rooms will be available during the following hours (preliminary schedule; subject to change):
 - o **Monday, January 29th:** Noon-4:30pm
 - o **Tuesday, January 30th:** 8:00am-4:30pm
 - o **Wednesday, January 31st:** 8:00am-4:30pm
 - o *Note: Receptions will take place at the pool decks in the evening; cabanas must be clear by 4:30pm.*
 - o *Sunday and Thursday access by request only; availability not guaranteed.*
- NMHC will provide one outdoor sign with a company logo outside of their cabana. Additional signage is not permitted outside of the cabana. More information, including cabana equipment and furnishings, will later be provided.
- **Inclement Weather Policy:** Indoor back-up meeting space is not available for cabanas. If the weather becomes unsafe for guests and the hotel closes the pool decks and cabanas, NMHC will provide a partial refund for each day the cabana is closed. as follows: Monday: \$1,000; Tuesday: \$1,000; Wednesday; \$1,000. The hotel will not charge their access/attendant fee for that day. The sponsor may still be liable for any additional orders on that day (such as F&B).