

ACJS Annual Meeting:

Q. WHY SHOULD I STAY AT THE HOST HOTEL?

A. TO KEEP YOUR REGISTRATION FEES LOW

ACJS meeting **registration fees remain low** and are among the lowest compared to other academic conferences because ACJS hasn't had to pay what would amount to tens of thousands of dollars in fees due to meeting attendees staying outside our meeting host hotel. **Hotels provide complimentary meeting room space based on the guarantee that ACJS attendees will use a specified number of guest rooms per night.** If attendees stay outside the guest room block and we fail to meet the guarantee specified in our hotel contract, the meeting room space is no longer free and ACJS must pay a fee for each room night we fall below the minimum. The risk of ACJS incurring these financial penalties (attrition fees) increases with each registrant who stays outside the room block. In that event we would then have to significantly raise registration fees the next year to make up for losses faced at the previous conference.

ACJS takes great care to negotiate hotel guest room rates that are the lowest rates available and to select host hotels that best fit the needs of the ACJS Annual Meeting and attendees. **We thank you for staying at ACJS host hotels** in the past as we have consistently met a high percentage of our contracted room block. This history provides ACJS an excellent position when negotiating hotel contracts that keep the overall conference costs lower and result in low registration fees.

Another advantage to staying at the host hotel is that **networking and social gathering opportunities** are readily available when you stay at the host hotel. By booking a room away from the Annual Meeting site, not only will these networking opportunities be more difficult, you may find that you are not offered the same level of guest amenities and the hotel may not be in an ideal locale.

We encourage you to continue to reserve a room and stay in the ACJS Annual Meeting host hotel. Our ability to maintain low registration fees depends on it.

Want to know more about room blocks and attrition fees? Read on.

What is a room block at a host hotel?

A room block is a set number of sleeping rooms at a special negotiated rate that are removed from the hotel's general inventory of rooms available for sale. These rooms are held for reservation by ACJS attendees until a specified contracted date and then released back to the hotel for sale.

Why is a room block established?

A room block is established to obtain **complimentary** meeting space. The ACJS Annual Meeting requires a large number of meeting rooms and event space with specific parameters. These requirements limit the cities and venues capable of hosting our event. One priority of the ACJS meeting site selection team is to negotiate **complimentary** meeting space in the selected host hotel. Hotels provide **complimentary** space based on the guarantee that ACJS attendees will use a specified number of guest rooms per night. When ACJS meeting attendees use the contracted number of rooms, the contracted meeting space is made available to ACJS at **no cost**. This agreement helps ACJS be fiscally responsible to our members and decreases our exposure to financial liability.

How is the room block determined?

The number of sleeping rooms blocked is based on past registration figures and our best projections for future attendance at a specific locale.

Are there penalties involved if the room blocks are not filled?

The hotel contracts require that ACJS use a certain percentage of each hotel sleeping room block in order to avoid penalties. If we do not meet our percentage, we have to pay attrition fees that compensate the hotel for the rooms that might have been sold had they not been removed from the hotel's inventory by the contract with ACJS. In some cases, if the hotel room block is not met, the contract specifies an amount ACJS must pay for the use of the meeting space in addition to or instead of attrition fees.