

COMPLIMENTARY EXHIBIT FLOOR MEETING ROOM RESERVATION FORM

IHA use only:
Date Received: _____

COMPANY INFORMATION

Company _____ Booth Number (exhibitors only) _____
 Show Contact _____ Title _____
 Address _____
 City _____ State _____ Zip Code _____ Province _____
 Country _____ E-mail _____
 Telephone _____ Website _____
 Company Type: Exhibitor Retailer Other _____

MEETING INFORMATION

Requested Building: South North Lakeside
 My company's meeting room selection is: First Choice: _____ Second Choice: _____
 (See chart below for meeting room numbers and consult the Online Exhibitor Service Manual for exhibit floor locations.)
 Date Choices:
 Saturday, March 5, 2022 Sunday, March 6, 2022 Monday, March 7, 2022 Tuesday, March 8, 2022
 Start Time: _____ End Time: _____ (Two-hour maximum during Show hours)

MEETING ROOM NUMBERS & CAPACITIES

Wired + Well Expo

Lakeside Center - Level 3, Hall D

Room #s	Dimensions	Capacity
L1-L2	10' x 20'	10 people

Clean + Contain / Discover Design Expos

North Building - Level 3, Hall B1

International Sourcing Expo

North Building - Level 1, Hall C1

Room #s	Dimensions	Capacity
NI-N2	10' x 20'	10 people

Dine + Décor Expo

South Building - Level 3, Hall A

Room #s	Dimensions	Capacity
S1-S2	10' x 20'	10 people

EXHIBIT FLOOR MEETING ROOM GUIDELINES

Please read IHA's exhibit floor meeting room policy in full.
 Check each box in acknowledgment, sign below and return to IHA.

- The complimentary exhibit floor meeting rooms are available to The Inspired Home Show 2022 exhibitors and approved registered retailers only.
- Meeting rooms will be available only **during Show hours** and will be limited to a maximum of **two hours**.
- Meeting rooms will be set conference style only.
- Food and beverage are not allowed in exhibit floor meeting rooms.
- Exhibit floor meeting rooms must be reserved through IHA and will be assigned on a first-come, first-served basis. Meeting rooms may also be reserved on-site based on availability.
- Upon receipt of the Exhibit Floor Meeting Room Reservation Form, IHA will assign the meeting room. Confirmation of the exhibit floor meeting room assignment will be sent prior to the Show.
- Complimentary exhibit floor meeting rooms are semi-private. If you are interested in reserving a private meeting room at McCormick Place, please contact Sarah Wilson, at the contact information below.

Please return to Sarah Wilson:
 Email: swilson@housewares.org
 Questions? Tel: +1-847-692-0133

Signature: _____ Date: _____

THE INSPIRED HOME SHOW
 IHA'S GLOBAL HOME + HOUSEWARES MARKET

March 5 - 8, 2022
 McCormick Place | Chicago

march 5,	saturday,	10:00 am - 5:30 pm
march 6,	sunday,	8:30 am - 5:30 pm
march 7,	monday,	8:30 am - 5:30 pm
march 8,	tuesday,	8:30 am - 3:00 pm

POWER HOUR:

5:30 - 6:30 pm,
 Saturday - Monday!

(appointments recommended)

An opportunity to extend buyer meetings an additional hour after the 5:30 pm close



Tel: +1 847.292.4200
TheInspiredHomeShow.com