

REGISTRATION AND BADGE INFORMATION

Exhibitor Online Registration:

- Will be open October 31, 2023, and will remain open throughout the conference.
- Exhibitors will be able to make changes, additions, and substitutions to badges thru the last day of conference if the badge has not been printed.

Badge Pickup:

- **Individual Badge** may be picked up at any registration counter location:
 - Orange County Convention Center, West Building, Level 1, Lobby A
 - Orange County Convention Center, West Building, Level 2, Lobby D
 - Orange County Convention Center, Westwood Lobby
 - Airport, Rosen Shingle, Hyatt Regency Orlando, Rosen Plaza, and Rosen Center

Exhibitor Registration Schedule

October 31, 2023	Registration opens online
January 29, 2024	Last day to get a full refund for purchased exhibitor badges and client badges
February 12, 2024	Additional client badge pricing will increase to \$725
February 12, 2024	Additional exhibitor staff badge pricing will increase to \$500

Convention Center Exhibitor Registration Hours*

Exhibitor Registration:

Location: Orange County Convention Center

West Building | Level 1 | Lobby A

West Building | Level 2 | Lobby D

West Building | Westwood Lobby

Sunday, March 10	10:00 am – 6:00 pm
Monday, March 11	6:45 am – 7:00 pm
Tuesday, March 12	7:00 am – 6:00 pm
Wednesday, March 13	7:30 am – 5:00 pm
Thursday, March 14	7:30 am – 5:00 pm
Friday, March 15	7:30 am – 11:00 am

Satellite Registration Locations and Hours:

Location: Hyatt Regency Orlando, Rosen Plaza, Rosen Shingle, Rosen Center and Hilton

Sunday, March 10	12:00 pm – 8:00 pm
Monday, March 11	6:45 am – 7:00 pm

Tuesday, March 12	7:00 am – 12:00 pm
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Location: Airport

Sunday, March 10	10:00 am – 8:00 pm
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Monday, March 11	8:00 am – 7:00 pm
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Tuesday, March 12	7:00 am – 12:00 pm
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Bulk Badge Pick Up:

West Building | Level 1 | Lobby A

West Building | Level 2 | Lobby D

Types of Badges

- Exhibitor Badges
- Client Badges
- Full Conference Badge
- Exhibitor Appointed Contractor Badge (EAC)
- Technical Badges for Move-in/out (Wristband for move-in/out labor)

Lost Badges

- Lost badges may be replaced for \$50.00

Refunds

- Refunds will not be issued after January 29, 2024, for purchased badges.

Cancellation/Refund Policy

Registrations and cancellations received after Monday, January 29, 2024, are not refundable. You cannot reinstate a registration after you cancel it. HIMSS membership fees are non-refundable and non-transferable. If you cancel and are entitled to a refund, expect the refund within 30 business days. Registrations must be charged to Visa, Mastercard, American Express or Discover. Wire payments and checks are also accepted. No purchase orders are accepted. All refunds will be issued back to the original payment type.

Please note: Registration cancellations will not automatically cancel your hotel reservation (Please refer to the Hotel Cancellation and Refund Policy [here](#)).

Customer Service (CSI)

Phone: 224-563-3123

Toll Free: 855-326-8343

Email: himssexh@csreg.zohodesk.com

Hours: 9:00am-5:00pm CST Monday-Friday